

# **AGENDA**

# Ordinary Council Meeting Thursday, 25 May 2023

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

Date: Thursday, 25 May 2023

Time: 1:00pm

**Location: Fitzroy Crossing** 

Amanda Dexter 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 the Shire of Derby/West Kimberley (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 Elected 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**

The Shire of Derby/West Kimberley extends a warm welcome to you in attending any 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 public participation objective. The Shire sets aside a period of 'Public Question Time' to enable a member of the public to put questions. 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 or 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 the meetings proceedings or enter into conversation. Members of the public shall ensure that their mobile telephone or audible pager is not switched on or 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 the permission of the Presiding Member.

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# **Notes for Elected 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**

Councillors 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**

Elected 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. Section 5.60A of the *Local Government Act 1995 states*;

"a person has a financial interest in a matter if it is reasonable to expect that the matter will, if dealt with by the local government, or an employee or committee of the local government or member of the council of the local government, in a particular way, result in a financial gain, loss, benefit or detriment for the person."

Section 5.60B states;

"a person has a proximity interest in a matter if the matter concerns –

- (a) a proposed change to a planning scheme affecting land that adjoins the person's land; or
- (b) a proposed change to the zoning or use of land that adjoins the person's land; or
- (c) a proposed development (as defined in section 5.63(5)) of land that adjoins the person's land."

Regulation 34C (Impartiality) states;

"interest means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest and includes an interest arising from kinship, friendship or membership of an association."

# **MEETING DATES**

At its Ordinary Meeting of Council on 27 October 2022, Council adopted the following meeting dates for 2023:

| January  |                   |           | Council in Recess           |
|----------|-------------------|-----------|-----------------------------|
| Thursday | 23 February 2023  | 5.30 pm   | Council Chambers, Derby     |
| Thursday | 30 March 2023     | 5.30 pm   | Fitzroy Crossing            |
| Thursday | 27 April 2023     | 5.30 pm   | Council Chambers, Derby     |
| Thursday | 25 May 2023       | 5.30 pm   | Fitzroy Crossing            |
| Thursday | 29 June 2023      | 5:30pm    | Council Chambers, Derby     |
| Thursday | 27 July 2023      | 11.00am   | Remote Aboriginal Community |
|          | 27 July 2023      | 11.00aiii | (Location to be advised)    |
| Thursday | 31 August 2023    | 5.30 pm   | Council Chambers, Derby     |
| Thursday | 28 September 2023 | 5.30 pm   | Fitzroy Crossing            |
| Thursday | 26 October 2023   | 5.30 pm   | Council Chambers, Derby     |
| Thursday | 30 November 2023  | 5.30 pm   | Fitzroy Crossing            |
| Thursday | 14 December 2023  | 5.30 pm   | Council Chambers, Derby     |
|          |                   |           |                             |

Council's Compliance and Strategic Review Committee and the Commercial Committee meet when required. Details of these meetings are advised as appropriate.

# **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 an Elected 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 an Elected 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 an Elected Member being disqualified should they be absent without leave for three consecutive meetings.

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# 1 DECLARATION OF OPENING, ANNOUNCEMENT OF VISITORS

# 2 ATTENDANCE VIA TELEPHONE/INSTANTANEOUS COMMUNICATIONS

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

# 3 DISCLOSURE OF INTERESTS

Section 5.65 and 5.70 of the *Local Government Act 1995* requires an Elected Member or officer who has an interest in any matter to be discussed at a Committee/Council Meeting that will be attended by the Elected Member or officer must disclose the nature of the interest in a written notice given to the Chief Executive Officer before the meeting; or at the meeting before the matter is discussed.

An Elected Member who makes a disclosure under section 5.65 or 5.70 must not preside at the part of the meeting relating to the matter; or participate in; or be present during, any discussion or decision making procedure relating to the matter, unless allowed by the Committee/Council. If Committee/Council allow an Elected Member to speak, the extent of the interest must also be stated.

- 3.1 Declaration of Financial Interests
- 3.2 Declaration of Proximity Interests
- 3.3 Declaration of Impartiality Interests
- 4 APPLICATIONS FOR LEAVE OF ABSENCE
- 5 RESPONSES TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

# 5.1 Kevin Muller – Resident

| Start/Formation of a non-discriminating weekly meditation group: | The Shire is committed to encouraging opportunities which enhance community wellbeing. We will make enquiries to see if we can work with local community organisations and service providers to gauge interest in establishing a meditation group. This may be provided on a fee for service basis. |
|--|---|
| 2. Provide 36 fruit trees  | The idea has merit and the Shire has been exploring the opportunity   |
| for the verge areas of   | to promote a street verge competition, but if the Shire was to  |
| Barnett Way, with street   | progress such an initiative, it would need to be undertaken on a shire-   |
| competition of the most  | wide basis, not just for a single street in Derby. Consideration as to  |
| aesthetically pleasing and                                       | whether Council could fund such a proposal will be given as part of   |
| practical verge garden,  | the 2023/24 budget.   |
| with mulch supply  |   |

| provided to individual |
|------------------------|
| sites by Council:      |

If adequate resourcing can be located, the outcome could potentially include utilising local groups like the Derby Landcare Group or the CWA. These groups have historically engaged in for example, street beautifications projects, and garden and produce events.

3. Host weekly nondiscriminatory cinema movies at either the Civic Centre or another suitable venue and other community activities: The Shire already undertakes a wide range of community development initiatives across the district and this suggestion has merit to be added to that existing list. We understand there is a community desire for movie events and there is currently an ad-hoc program of movies shown through various community organisations in Derby. The Shire runs movie events through the Derby Memorial Swimming Pool and our youth programs in Derby and Fitzroy Crossing. There are also other agencies who occasionally run movie sessions. These are primarily held during the dry season as outdoor venues generally provide better spaces. Opportunities to hold additional events, which do not clash with other activities, are being explored and consideration as to whether Council could fund these additional services will be given as part of the 2023/24 budget.

4. Start a Recycling Centre one day per week for second hand for building materials, household furniture and general items:

The Shire contracts out its refuse removal pick up and tip operations to a private contractor, so any access to recyclable goods would need to include engagement/negotiation with that business. A recycling service already exists but it is limited and does not include the services suggested in the question. The current cost of the existing refuse service already exceeds the annual rubbish removal charge revenues raised and further inflationary related contractor cost increases are expected in 2023/24. Whilst the idea has merit it is not proposed that the Shire would provide such a service at this point in time, as it is unlikely to be cost neutral and adding further costs to the service charge for this proposal is not considered reasonable.

The Shire would however, consider supporting a proposal from a third party if it could be provided without any cost to the Shire and its annual user rubbish charges. Relevant to that point, there are existing opportunities for household furniture and general items to be donated to local community groups, such as Nunga Women's and the Women's Shelter. This can be done by contacting the organisations directly. There is also the GIVIT platform (<a href="https://www.givit.org.au/kimberley-flooding">https://www.givit.org.au/kimberley-flooding</a>) as part of the recovery

(<a href="https://www.givit.org.au/kimberley-flooding">https://www.givit.org.au/kimberley-flooding</a>) as part of the recover process from the Kimberley floods where individuals can donate items. A wide range of items can be accepted including household items and building materials, etc.

# **6** PUBLIC TIME

# 6.1 Public Question Time

# 6.2 Public Statements

- 7 PETITIONS, DEPUTATIONS, PRESENTATIONS AND SUBMISSIONS
- 8 ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION
- 9 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

# **RECOMMENDATION**

That the Minutes of the Ordinary Meeting of the Shire of Derby/West Kimberley held at the Council Chambers, Clarendon Street, Derby, on 27 April 2023 be CONFIRMED.

# 10 RECOMMENDATIONS AND REPORTS OF COMMITTEES

### 10.1 MINUTES OF THE AUDIT COMMITTEE MEETING HELD ON 18 MAY 2023

File Number: 4110

Author: Sarah Smith, Executive Services Coordinator

Responsible Officer: Amanda Dexter, Chief Executive Officer

**Authority/Discretion: Executive** 

### **SUMMARY**

For Council to receive the minutes of the Audit Committee Meeting held on 18 May 2023.

# **ATTACHMENTS**

1. Minutes of the Audit Committee Meeting held on 18 May 2023

# **RECOMMENDATION**

### THAT COUNCIL:

1. Receive the Minutes of the Audit Committee Meeting held on 18 May 2023 and the recommendations therein be adopted:

# **COMMITTEE RESOLUTION AC48/23**

Moved: Cr Geoff Haerewa Seconded: Cr Peter McCumstie

That the Audit Committee recommends that Council:

Notes the List of Accounts for April 2023 paid under Delegated Authority in accordance with regulation 13(1) of the Local Government (Financial Management) Regulations 1996 attached to this report, totalling \$1,772,524.86.

<u>In Favour:</u> Crs Geoff Haerewa, Peter McCumstie and Andrew Twaddle

Against: Nil

CARRIED 3/0

# **COMMITTEE RESOLUTION AC49/23**

Moved: Cr Geoff Haerewa Seconded: Cr Peter McCumstie

That the Audit Committee recommends that Council resolve by ABSOLUTE MAJORITY to:

- Give one month's local public notice of the continuance of the Short-Term Lending facility;
- 2. Require the Chief Executive Officer (subject to there being no adverse responses to the public consultation invitation outlined in [1] above) to apply to the Western Australia Treasury Corporation for access to a \$5,000,000 up to three year Short-term Master Lending Agreement with funds to be used to address the Shire's periodic short-term negative cash-flow events, including for example, start/end of financial year periods,

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situations brought about by ex-Tropical Cyclone Ellie related projects, disaster recovery/weather event road flood damage projects, and the Fitzroy Crossing Air-strip Refurbishment Project; and

3. Require the Chief Executive Officer to include the consideration of the need for an ongoing loan/overdraft facility within all future Shire budgets.

<u>In Favour:</u> Crs Geoff Haerewa, Peter McCumstie and Andrew Twaddle

Against: Nil

**CARRIED 3/0** 

# **COMMITTEE RESOLUTION AC50/23**

Moved: Cr Peter McCumstie Seconded: Cr Geoff Haerewa

That the Audit Committee recommend to Council that it adopt by <u>Absolute Majority</u>, the attached policy titled, "C12 - Elected Member Fees and President's Allowances".

<u>In Favour:</u> Crs Geoff Haerewa, Peter McCumstie and Andrew Twaddle

Against: Nil

**CARRIED 3/0 BY ABSOLUTE MAJORITY** 

# **COMMITTEE RESOLUTION AC53/23**

Moved: Cr Geoff Haerewa Seconded: Cr Peter McCumstie

That the Audit Committee recommends that Council:

RECEIVES the Monthly Financial Management Report incorporating the Statement of Financial Activity for the period ending 30th April 2023.

<u>In Favour:</u> Crs Geoff Haerewa, Peter McCumstie and Andrew Twaddle

Against: Nil

CARRIED 3/0

# **COMMITTEE RESOLUTION AC55/23**

Moved: Cr Geoff Haerewa Seconded: Cr Peter McCumstie

That the Audit Committee recommends that Council:

1. RECEIVES the report on outstanding rates and service charge debts by financial year to the end of April 2023.

<u>In Favour:</u> Crs Geoff Haerewa, Peter McCumstie and Andrew Twaddle

Against: Nil

CARRIED 3/0

# **COMMITTEE RESOLUTION AC56/23**

Moved: Cr Geoff Haerewa

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**Seconded: Cr Peter McCumstie** 

That the Audit Committee recommends that Council:

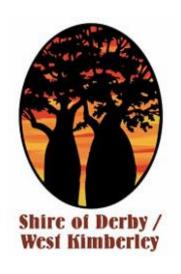
1. RECEIVES the information contained in the report detailing Sundry Debtors as at 30 April 2023.

<u>In Favour:</u> Crs Geoff Haerewa, Peter McCumstie and Andrew Twaddle

Against: Nil

**CARRIED 3/0 BY ABSOLUTE MAJORITY** 

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# **UNCONFIRMED MINUTES**

# Audit Committee Meeting Thursday, 18 May 2023

Date: Thursday, 18 May 2023

Time: 4:00pm

**Location: Council Chambers** 

**Clarendon Street** 

**Derby** 

# **Order Of Business**

| 1  | Decla  | ration of Opening, Announcement of Visitors                    | 3   |
|----|--------|--|-----|
| 2  | Atten  | dance via Telephone/Instantaneous Communications               | 3   |
| 3  | Anno   | uncements by Presiding Person without Discussion               | 3   |
| 4  | Disclo | osure of Interests   | 3   |
|    | 4.1    | Declaration of Financial Interests                             | 4   |
|    | 4.2    | Declaration of Proximity Interests                             | 4   |
|    | 4.3    | Declaration of Impartiality Interests                          | 4   |
| 5  | Petiti | ons, Deputations, Presentations and Submissions                | 4   |
| 6  | Confi  | rmation of Minutes of Previous Meetings                        | 4   |
| 7  | Repo   | rts  | 5   |
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| 9  | New    | and Emerging Items for Discussion                              | 118 |
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# MINUTES OF SHIRE OF DERBY / WEST KIMBERLEY AUDIT COMMITTEE MEETING HELD AT THE COUNCIL CHAMBERS, CLARENDON STREET, DERBY ON THURSDAY, 18 MAY 2023 AT 4:00PM

PRESENT: Cr Andrew Twaddle (Chair), Cr Geoff Haerewa (Shire President) and Peter

McCumstie (Deputy Shire President)

IN ATTENDANCE: Amanda Dexter (Chief Executive Officer), Wayne Neate (Director Technical

and Development Services), Neil Hartley (Director of Strategic Business), Shane Edwards (Acting Director of Community Services), Tamara Clarkson (Acting Director of Corporate Services)(left the meeting at 4:58pm), Susan Krouzecky (Manager of Finance), Callum Murray (Governance Officer), Maria O'Connell (Executive Services Administration Officer) and Sarah Smith

(Executive Services Coordinator)

VISITORS: Cr Paul White, Krushna Hirani – RSM Australia – Manager- Assurance &

Advisory, Amit Kabra - RSM Australia - Partner and Reagan Lau - Office of

Auditor General – Assistant Director

GALLERY: Nil
APOLOGIES: Nil

**APPROVED LEAVE OF ABSENCE:** Cr Pat Riley

ABSENT: Cr Keith Bedford

# 1 DECLARATION OF OPENING, ANNOUNCEMENT OF VISITORS

The meeting was opened at 4:00pm by Cr Andrew Twaddle (Chair).

# 2 ATTENDANCE VIA TELEPHONE/INSTANTANEOUS COMMUNICATIONS

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

Nil.

# 3 ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

Nil.

# 4 DISCLOSURE OF INTERESTS

Section 5.65 and 5.70 of the *Local Government Act 1995* requires an Elected Member or officer who has an interest in any matter to be discussed at a Committee/Council Meeting that will be attended by the Elected Member or officer must disclose the nature of the interest in a written

notice given to the Chief Executive Officer before the meeting; or at the meeting before the matter is discussed.

An Elected Member who makes a disclosure under section 5.65 or 5.70 must not preside at the part of the meeting relating to the matter; or participate in; or be present during, any discussion or decision making procedure relating to the matter, unless allowed by the Committee/Council. If Committee/Council allow an Elected Member to speak, the extent of the interest must also be stated.

# 4.1 Declaration of Financial Interests

Nil.

# 4.2 Declaration of Proximity Interests

Nil.

# 4.3 Declaration of Impartiality Interests

Nil.

# 5 PETITIONS, DEPUTATIONS, PRESENTATIONS AND SUBMISSIONS

- Audit Plan Memorandum Presentation
  - o Krushna Hirani RSM Australia Manager- Assurance & Advisory
  - o Amit Kabra RSM Australia Partner
  - o Reagan Lau Office of Auditor General Assistant Director

# 6 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

# **COMMITTEE RESOLUTION AC47/23**

Moved: Cr Geoff Haerewa Seconded: Cr Peter McCumstie

That the Minutes of the Audit Committee Meeting held at the Council Chambers, Clarendon Street, Derby, on 20 April 2023 be CONFIRMED.

<u>In Favour:</u> Crs Geoff Haerewa, Peter McCumstie and Andrew Twaddle

Against: Nil

CARRIED 3/0

# 7 REPORTS

# 7.1 ACCOUNTS FOR PAYMENT - APRIL 2023

File Number: 5110 - Accounts Payable

Author: Somya Chaudhary, Finance Officer

Responsible Officer: Susan Krouzecky, Manager of Finance

**Authority/Discretion: Information** 

# **SUMMARY**

For the Audit Committee to note the list of accounts paid under delegated authority during the month of April 2023.

### DISCLOSURE OF ANY INTEREST

Nil by Author or 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 -
    - (a) if the local government has delegated to the Chief Executive Officer the exercise of its power to make payments from those funds by the CEO: or
    - (b) otherwise, if the payment is authorised in advance by a resolution of the Council.

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<br>ANALYSIS | MITIGATION   |
|---|------------|-------------|------------------|--|
| Legal & Compliance: In accordance with section 6.8 of the Local Government Act 1995, a local government is not to incur expenditure from its municipal fund for an additional purpose | Rare       | Minor       | Low              | Expenditure to only be incurred in accordance with budget parameters, which have been structured on financial viability and sustainability principles. |

| except where the        |  |  |  |
|-------------------------|--|--|--|
| expenditure is          |  |  |  |
| authorised in advance   |  |  |  |
| by an absolute majority |  |  |  |
| of Council.             |  |  |  |

# **CONSULTATION**

Internal consultation within the Corporate Services Department.

# **COMMENT**

All municipal fund expenditure included in the list of payments is incurred in accordance with the 2022-23 Annual Budget as adopted by Council at its meeting held 28 July 2022 (Resolution 94/22) and subsequently revised or has been authorised in advance by the President or by resolution of Council as applicable.

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

# REPORT TO COUNCIL APRIL - 2023

| FUND DETAILS         |   |    | AMOUNT       |  |
|----------------------|---|----|--------------|--|
| MUNICIPAL ACCO       | DUNT  |    |              |  |
| EFT Payments         | EFT 55673 - EFT 55843   | \$ | 861,477.66   |  |
| Municipal<br>Cheques |   |    | Nil          |  |
| Direct Debits        | Fees & Charges, Credit Card<br>Payments, Payroll, Payroll Liabilities | \$ | 911,047.20   |  |
| Manual Cheques       |   |    | Nil          |  |
| TRUST ACCOUNT        |   |    |              |  |
| EFT Payments         |   |    | Nil          |  |
| Trust Cheques        |   |    | Nil          |  |
| TOTAL                |   | \$ | 1,772,524.86 |  |

Creditors Outstanding as at 30/04/2023

\$ 1,384,176.68

# **VOTING REQUIREMENT**

Simple majority

# **ATTACHMENTS**

- 1. April 2023 List of Paid Accounts
- 2. April 2023 Credit Card Reconciliation

# **COMMITTEE RESOLUTION AC48/23**

Moved: Cr Geoff Haerewa Seconded: Cr Peter McCumstie

That the Audit Committee recommends that Council:

Notes the List of Accounts for April 2023 paid under Delegated Authority in accordance with regulation 13(1) of the Local Government (Financial Management) Regulations 1996 attached to this report, totalling \$1,772,524.86.

<u>In Favour:</u> Crs Geoff Haerewa, Peter McCumstie and Andrew Twaddle

Against: Nil

CARRIED 3/0

# **REPORT TO COUNCIL – APRIL 2023**

# EFT PAYMENTS - MUNI ACCOUNT

| PAYMENT ID     | DATE       | CREDITOR / INVOICE DETAILS                                  | AMOUNT      |
|----------------|------------|---|-------------|
| EFT55814       | 28/04/2023 | A & B TYRES   | \$640.00    |
| INV 45965      | 14/03/2023 | PUNCTURE REPAIR   | \$40.00     |
| INV 46000      | 17/03/2023 | PUNCTURE REPAIR   | \$20.00     |
| INV 46036      | 20/03/2023 | CENTURY NS70L BATTERY                                       | \$190.00    |
| INV 46054      | 22/03/2023 | 2X CENTURY N70LMF BATTERIES                                 | \$390.00    |
| EFT55738       | 14/04/2023 | ABHA SINGH  | \$1,043.41  |
| INV REIMB2803  | 28/03/2023 | UTILITY SUBSIDY   | \$1,043.41  |
| EFT55817       | 28/04/2023 | ACTON PROJECTS/ FREMANTLE                                   | \$2,915.90  |
| INV 5DELEWARR  | 03/04/2023 | AUCTIONEER'S OFFERING FEE                                   | \$2,915.90  |
| EFT55687       | 06/04/2023 | ALLWEST BUILDING APPROVALS                                  | \$220.00    |
| INV 9288       | 22/02/2023 | 1XCDC (BPU 4301)  | \$220.00    |
| EFT55684       | 06/04/2023 | ALTHAM PLUMBING CONTRACTORS                                 | \$2,781.53  |
| INV 15060      | 07/03/2023 | EXPOSE LEAK ON OLD UNION, REPLACED WITH COPPER SECTION      | \$237.11    |
| INV 15127      | 16/03/2023 | MULTIPLE PLUMBING REPAIRS AT DERBY REC CENTRE               | \$762.42    |
| INV 15207      | 30/03/2023 | FAULT FIND ISSUE WITH PUMPS AT DERBY AIRPORT                | \$1,782.00  |
| EFT55677       | 03/04/2023 | ANDREW JAMES TWADDLE  | \$455.49    |
| INV TRAVEL1703 | 17/03/2023 | TRAVEL REIMBURSEMENT  | \$455.49    |
| EFT55756       | 14/04/2023 | ANDREW JAMES TWADDLE  | \$1,554.86  |
| INV ALLOW3103  | 31/03/2023 | MARCH 2023 COUNCILLOR SITTING FEES                          | \$1,554.86  |
| EFT55758       | 21/04/2023 | ARAC REFRIGERATION & AIR CONDITIONING                       | \$4,252.30  |
| INV 7697       | 28/03/2023 | 2.5KW & 3.5KW COOLING ONLY SPLIT SYSTEMS                    | \$4,252.30  |
| EFT55778       | 21/04/2023 | ARCHERY SKIRMISH  | \$2,600.00  |
| INV 0390       | 26/03/2023 | 50% TRAVEL TO SECURE BOOKING                                | \$2,600.00  |
| EFT55685       | 06/04/2023 | ASB MARKETING PTY LTD                                       | \$444.13    |
| INV 16180      | 19/02/2023 | 5X MEN'S BISLEY X AIRFLOW RIPSTOP SHIRTS                    | \$444.13    |
| EFT55686       | 06/04/2023 | ASK WASTE MANAGEMENT PTY LTD                                | \$11,720.50 |
| INV 924        | 02/03/2023 | FITZROY CROSSING FLOOD WASTE MANAGEMENT CONSULTANCY         | \$11,720.50 |
| EFT55688       | 06/04/2023 | AUSTRALIA WIDE HAULAGE PTY LTD                              | \$2,118.93  |
| INV 23526      | 27/02/2023 | AGRN 1044 - 6X PALLETS PET FOOD & MEDICINE DELIVERY         | \$2,118.93  |
| EFT55739       | 14/04/2023 | AUSTRALIAN SERVICES UNION                                   | \$821.03    |
| INV DEDUCTION  | 14/03/2023 | PAYROLL DEDUCTIONS  | \$284.90    |
| INV DEDUCTION  | 28/03/2023 | PAYROLL DEDUCTIONS  | \$277.13    |
| INV DEDUCTION  | 11/04/2023 | PAYROLL DEDUCTIONS  | \$259.00    |
| EFT55840       | 28/04/2023 | AVIAIR PTY LTD  | \$11,390.00 |
| INV 2327962    | 23/03/2023 | AGRN 1044 - CHARTER FLIGHT BROOME-DERBY-FITZROY: 23/03/2023 | \$11,390.00 |
| EFT55700       | 06/04/2023 | BASS TECHNOLOGY GROUP T/AS FX COMM & AV                     | \$1,020.80  |
| INV 220130     | 20/03/2023 | AGRN 1044 - STAR LINK TO ACCESS INTERNET IN FX FLOOD HUB    | \$1,020.80  |
| EFT55689       | 06/04/2023 | BOAB FESTIVAL DERBY INC                                     | \$7,500.00  |
| INV FUND2023-2 | 04/04/2023 | FUNDING FOR 2023 BOAB FESTIVAL                              | \$7,500.00  |

| EFT55740               | 14/04/2023 | BP COLAC SERVICE STATION                                  | \$300.00     |
|------------------------|------------|---|--------------|
| INV 363182             | 22/03/2023 | CATERING - STAFF FAREWELL MORNING TEA                     | \$300.00     |
| EFT55759               | 21/04/2023 | BUCKLEYS EARTHWORKS & PAVING PTY LTD                      | \$61,006.00  |
| INV 2692               | 24/03/2023 | AGRN 1044 - EMERGENCY GRADE - DARLGUNYA & BURUWA ACCESS   | \$11,319.00  |
| INV 2693               | 24/03/2023 | AGRN 1044 - EMERGENCY GRADE - CALWYNYARDAH-NOONKANBAH RD  | \$44,495.00  |
| INV 2695               | 29/03/2023 | REPAIR WATER CORP DAMAGE TO ROADS                         | \$5,192.00   |
| EFT55815               | 28/04/2023 | BUCKLEYS EARTHWORKS & PAVING PTY LTD                      | \$350.00     |
| INV 2689               | 28/02/2023 | T05-2022 - FX VISITOR CENTRE CARPARK REDEVELOPMENT        | \$350.00     |
| EFT55818               | 28/04/2023 | CATALYST IT AUSTRALIA PTY LTD                             | \$792.00     |
| INV 0355               | 01/04/2023 | KOHA HOSTING - APR, MAY, JUN 2023                         | \$792.00     |
| EFT55762               | 21/04/2023 | CISSY NUGGETT   | \$500.00     |
| INV SITTING FEES-18/04 | 18/04/2023 | FITZROY VALLEY FLOOD RECOVERY WORKING GROUP SITTING FEES  | \$500.00     |
| EFT55710               | 06/04/2023 | CITY OF KARRATHA  | \$1,100.00   |
| INV 134838             | 07/03/2023 | MOSQUITO MANAGEMENT SHORT COURSE                          | \$1,100.00   |
| EFT55691               | 06/04/2023 | CIVIC LEGAL   | \$3,309.00   |
| INV 511012             | 28/02/2023 | PROFESSIONAL FEES: AREA 1 FITZROY CROSSING AIRPORT LEASE  | \$3,309.00   |
| EFT55809               | 21/04/2023 | CLEANAWAY CO PTY LTD                                      | \$236,756.59 |
| INV 19186627           | 28/02/2023 | DOMESTIC AND COMMERCIAL BINS - FEBRUARY 2023              | \$96,613.41  |
| INV 19186629           | 28/02/2023 | LANDFILL MANAGEMENT - FEBRUARY 2023                       | \$125,584.04 |
| INV 19186816           | 28/02/2023 | PUBLIC BIN COLLECTION - FEBRUARY 2023                     | \$14,609.23  |
| INV 19191646-CN        | 07/03/2023 | CREDIT - INVOICE 19178305 - DELIVER 240LT CART            | -\$50.09     |
| EFT55692               | 06/04/2023 | CMT BUILDING WA PTY LTD                                   | \$5,280.00   |
| INV 0538               | 25/02/2023 | REMOVE WALLS TO 1200MM THROUGHOUT 42A & 42B MACDONALD WAY | \$5,280.00   |
| EFT55763               | 21/04/2023 | CMT BUILDING WA PTY LTD                                   | \$24,897.31  |
| INV 0563               | 20/03/2023 | PICK UP & INSTALL LOCK                                    | \$198.00     |
| INV 0585               | 24/03/2023 | INSTALL TEMPORARY DEMOUNTABLE                             | \$24,533.96  |
| INV REIMB0404          | 04/04/2023 | REIMBURSE OCCUPANCY PERMIT APPLICATION OP 4300            | \$165.35     |
| EFT55816               | 28/04/2023 | CMT BUILDING WA PTY LTD                                   | \$49,890.72  |
| INV 0551               | 20/03/2023 | SUPPLY & INSTALL 4 ROOF DEKTITES 250X250                  | \$1,491.60   |
| INV 0596               | 31/03/2023 | HIRE OF CRANE FOR FX POOL                                 | \$8,767.00   |
| INV 0597               | 31/03/2023 | VARIATION TO TEMPORARY DEMOUNTABLE COSTINGS               | \$39,632.12  |
| EFT55764               | 21/04/2023 | COMM PRO CONSULTANTS                                      | \$4,144.00   |
| INV 0008               | 24/03/2023 | AGRN 1044 - COORDINATION AND CONSULTATION IN FX FLOOD HUB | \$4,144.00   |
| EFT55673               | 03/04/2023 | COPYRIGHT AGENCY  | \$12,705.00  |
| INV 21929              | 29/03/2023 | AGRN 1044 - VISUAL ARTS LICENCE AGREEMENT                 | \$12,705.00  |
| EFT55807               | 21/04/2023 | CORSIGN WA PTY LTD  | \$1,177.00   |
| INV 74130              | 22/03/2023 | 35X PAIRS OF BIPOD LEGS                                   | \$1,177.00   |
| EFT55771               | 21/04/2023 | DAIMLER TRUCKS  | \$365.74     |
| INV XA980027778-01     | 29/03/2023 | FRONT STEP FOR KW31                                       | \$365.74     |
| EFT55820               | 28/04/2023 | DAIMLER TRUCKS  | \$527.99     |
| INV XA980028304-01     | 11/04/2023 | F/DR WINDOW GLASS   | \$527.99     |
| EFT55735               | 06/04/2023 | DEAN WILSON TRANSPORT PTY LTD                             | \$79.76      |
| INV 20216550           | 22/03/2023 | FREIGHT: BROOME TOYOTA TO SDWK                            | \$79.76      |
| EFT55742               | 14/04/2023 | DEPUTY CHILD SUPPORT REGISTRAR                            | \$857.49     |
| INV DEDUCTION          | 14/03/2023 | PAYROLL DEDUCTIONS  | \$278.05     |

| INV DEDUCTION   | 28/03/2023 | PAYROLL DEDUCTIONS   | \$278.05   |
|-----------------|------------|--|------------|
| INV DEDUCTION   | 11/04/2023 | PAYROLL DEDUCTIONS   | \$301.39   |
| EFT55767        | 21/04/2023 | DERBY 4X4 & MARINE   | \$61.47    |
| INV 32119-54002 | 20/03/2023 | RR40,60,75 DRUM BRAKE & CHROME NUT, WASHER                 | \$15.49    |
| INV 32154-54052 | 23/03/2023 | 50MM TOW BALL  | \$20.68    |
| INV 32217-54123 | 30/03/2023 | 8WM LEDAUT 10/30V FRONT OUTLINE POSITION MARKER            | \$25.30    |
| EFT55695        | 06/04/2023 | DERBY BUILDING SUPPLIES                                    | \$416.66   |
| INV 534372      | 28/03/2023 | BENCH VICE FOR WELDING BAY                                 | \$416.66   |
| EFT55766        | 21/04/2023 | DERBY BUILDING SUPPLIES                                    | \$3,388.41 |
| INV 531691      | 06/02/2023 | STIHL MIST BLOWER SR 450-Z 63.3CC, 12.8KG, 14L TANK        | \$1,044.05 |
| INV 532839      | 01/03/2023 | 12PK MAKITA DISCS  | \$16.24    |
| INV 532846      | 01/03/2023 | VARIOUS MAKITA DISCS                                       | \$45.85    |
| INV 532908      | 02/03/2023 | LOCKWOOD L550 TOILET INDICATOR BOLT                        | \$57.41    |
| INV 532955      | 03/03/2023 | MIG WIRE SMOOTH & MIG TWECO TIPS                           | \$108.15   |
| INV 533274      | 09/03/2023 | BREMICK HEX SCREW 50PK                                     | \$24.59    |
| INV 533340      | 10/03/2023 | MASONRY DRILL BIT  | \$4.80     |
| INV 533348      | 10/03/2023 | GLASS DRILL BIT  | \$13.53    |
| INV 533334      | 10/03/2023 | MULTIPURPOSE DRILL BIT & GRAB RAIL                         | \$78.57    |
| INV 533335      | 10/03/2023 | GRAB RAIL  | \$67.30    |
| INV 533446      | 13/03/2023 | WATTYL KILL RUST SPRAY 300G                                | \$16.07    |
| INV 533539      | 14/03/2023 | 3X DOORS & 3X LANE KNOB                                    | \$660.70   |
| INV 533540      | 14/03/2023 | 375G WATTYL KILL RUST SPRAY PRIMER                         | \$25.05    |
| INV 533549      | 14/03/2023 | 2X STIHL MOWING HEAD                                       | \$73.48    |
| INV 533550      | 14/03/2023 | 3X STIHL SPOOL WITH NYLON LINE                             | \$56.38    |
| INV 533578      | 15/03/2023 | 2X 4PK ENERGIZER BATTERY                                   | \$21.98    |
| INV 533583      | 15/03/2023 | MASKING TAPE, PAINT BRUSH & ROLLER COVER                   | \$39.70    |
| INV 533678      | 16/03/2023 | 4X BOC FLASHBACK ARRESTOR                                  | \$106.72   |
| INV 533679      | 16/03/2023 | 2X STIHL NYLON LINE  | \$50.10    |
| INV 533882      | 20/03/2023 | 4PK PADLOCK  | \$90.18    |
| INV 533884      | 20/03/2023 | BARRACUDA CLEANING SUPPLIES FOR POOL                       | \$261.82   |
| INV 533893      | 20/03/2023 | TELE POLE 1.8 - 3.6M                                       | \$103.93   |
| INV 533931      | 21/03/2023 | DOOR DURACOTE SOLID TIMBER INFILL                          | \$179.52   |
| INV 534148      | 23/03/2023 | VARIOUS KILL RUST SPRAY, WIRE BRUSHES AND SANDING SHEET    | \$215.98   |
| INV 534288      | 27/03/2023 | MAKITA DISC ULTRA-THIN PK12                                | \$26.31    |
| EFT55696        | 06/04/2023 | DERBY FUELS  | \$2,546.50 |
| INV 998830      | 08/03/2023 | 95.77L UNLEADED FOR SMALL PLANT OPERATIONS                 | \$226.50   |
| INV 1002231     | 20/03/2023 | CATERING FOR LATE NIGHT PROGRAMS 16-18/03/2023             | \$2,320.00 |
| EFT55768        | 21/04/2023 | DERBY FUELS  | \$1,980.58 |
| INV 1001452     | 16/03/2023 | 75.30L UNLEADED FOR SMALL PLANT OPERATIONS                 | \$178.08   |
| INV 1001621     | 17/03/2023 | CATERING FOR AGENDA BRIEFING AND FORUM                     | \$250.00   |
| INV 228591      | 21/03/2023 | CATERING FOR REGIONAL ROAD GROUP MEETING - MORNING TEA     | \$205.00   |
| INV 1002940     | 22/03/2023 | CATERING FOR INTRODUCTION TO GRANT WRITING WORKSHOP        | \$164.50   |
| INV 228866      | 23/03/2023 | AGRN 1044 - CATERING 23/03/2023                            | \$167.00   |
| INV 229097      | 27/03/2023 | DINNER FOR AUDIT COMMITTEE MEETING - 23/03/2023            | \$360.00   |
| INV 229134      | 27/03/2023 | CATERING FOR FINANCE FOR NON-FINANCIAL PEOPLE TRAINING DAY | \$656.00   |

| EFT55819     | 28/04/2023 | DERBY FUELS  | \$10,958.51 |
|--------------|------------|--|-------------|
| INV 229096   | 27/03/2023 | CATERING FOR LATE NIGHT AND SATURDAY 23-25/03/2023       | \$2,320.00  |
| INV 229114   | 27/03/2023 | CATERING FOR LATE NIGHT AND WEEKEND PROGRAM 28/04/2022   | \$2,110.00  |
| INV 229115   | 27/03/2023 | CATERING FOR LATE NIGHT AND WEEKEND PROGRAM 04/08/2022   | \$1,480.00  |
| INV 229489   | 30/03/2023 | CATERING FOR THURSDAY & FRIDAY LATE NIGHT 30-31/03/2023  | \$2,310.00  |
| INV 1006381  | 01/04/2023 | CATERING FOR FINANCE FOR NON-FINANCIAL PEOPLE TRAINING   | \$656.00    |
| INV 1007272  | 04/04/2023 | 72.52L UNLEADED FOR SMALL PLANT OPERATIONS               | \$171.51    |
| INV 230061   | 06/04/2023 | CATERING FOR MHFA TRAINING - 4 DAYS                      | \$1,911.00  |
| EFT55698     | 06/04/2023 | DERBY HARDWARE MITRE10                                   | \$2,159.73  |
| INV 10573357 | 03/03/2023 | AGRN 1044 - 17X 50L STORAGE CONTAINER FOR FX FLOOD HUB   | \$339.83    |
| INV 10573523 | 07/03/2023 | 4X B300 HUSQVARNA BATTERY                                | \$1,596.00  |
| INV 10573524 | 07/03/2023 | TORCH GAS MICRO HOT DEVIL X10                            | \$9.99      |
| INV 10573522 | 07/03/2023 | 4X 5L COOLER JUG WITH TAP                                | \$119.96    |
| INV 10573596 | 08/03/2023 | PILLAR ENDS, CHROME ROD & SHOWER CURTAIN                 | \$45.97     |
| INV 10573669 | 09/03/2023 | GATE HINGE   | \$23.99     |
| INV 10573674 | 09/03/2023 | GATE HINGE   | \$23.99     |
| EFT55774     | 21/04/2023 | DERBY HARDWARE MITRE10                                   | \$2,476.26  |
| INV 10573898 | 13/03/2023 | 2X 10PK RATCHET CLIP                                     | \$15.98     |
| INV 10573917 | 13/03/2023 | 2X RATCHET CLIP  | \$19.98     |
| INV 10573947 | 14/03/2023 | PVC COUPLING   | \$22.74     |
| INV 10574057 | 16/03/2023 | 8 PACK BOLTS & NUTS, PK20 NYLOC NUTS                     | \$9.98      |
| INV 10574081 | 16/03/2023 | 15L PLASTIC FUEL CAN                                     | \$69.98     |
| INV 10574133 | 17/03/2023 | 4X 5L COOLER JUG WITH TAP                                | \$119.96    |
| INV 10574273 | 20/03/2023 | SHOVEL POST HOLE   | \$34.99     |
| INV 10574319 | 21/03/2023 | 1L WATER BASED ENAMEL                                    | \$42.99     |
| INV 10574321 | 21/03/2023 | HOSE BIB BRASS MALE GARDEN TAP 3/4IN                     | \$18.99     |
| INV 10574322 | 21/03/2023 | LOCKSET WRAP   | \$44.99     |
| INV 10574351 | 21/03/2023 | WEATHERPROOF DOOR SEAL 915MM                             | \$42.99     |
| INV 10574487 | 23/03/2023 | 4L METHYLATED SPIRIT, 2L SOLVENT EPOXY & 4X MASKING TAPE | \$111.93    |
| INV 10574526 | 24/03/2023 | HOSE AQUA STAR 12MMX15M                                  | \$24.99     |
| INV 10574701 | 27/03/2023 | 2PK D BATTERIES & DUCT TAPE                              | \$22.98     |
| INV 10574703 | 27/03/2023 | 2PK D BATTERIES  | \$13.99     |
| INV 10574831 | 29/03/2023 | 20KG FAST SET CONCRETE                                   | \$899.40    |
| INV 10575329 | 06/04/2023 | 60X 20KG BAGS FAST SET CONCRETE                          | \$959.40    |
| EFT55823     | 28/04/2023 | DERBY HARDWARE MITRE10                                   | \$15.00     |
| INV 10575497 | 12/04/2023 | 16PK AA BATTERIES  | \$15.00     |
| EFT55773     | 21/04/2023 | DERBY PROGRESSIVE SUPPLIES                               | \$2,317.17  |
| INV 061145   | 01/03/2023 | SAFETY PPE   | \$542.85    |
| INV 061374   | 07/03/2023 | 4X TOILET PAPER DISPENSER AND 10X REPLACEMENT SPINDLE    | \$1,109.42  |
| INV 061681   | 13/03/2023 | 3X RAG BAG WHITE AND 4 CARTONS PAPER TOWEL               | \$664.90    |
| EFT55822     | 28/04/2023 | DERBY PROGRESSIVE SUPPLIES                               | \$583.99    |
| INV 057575   | 21/12/2022 | 4 CARTONS OF BAGGED LOLLIES FOR XMAS LOLLY DRIVE         | \$475.08    |
| INV 062845   | 30/03/2023 | 4 CARTONS OF LONG LIFE MILK                              | \$108.91    |
| EFT55770     | 21/04/2023 | DIGGA WEST & EARTHPARTS WA                               | \$1,457.50  |
| INV 61311    | 22/03/2023 | 1.5T LONG ALLOY LOADING RAMPS                            | \$1,457.50  |

| EFT55769      | 21/04/2023 | DOUGLAS D'ANTOINE  | \$16,184.40 |
|---------------|------------|--|-------------|
| INV 002       | 30/03/2023 | EXECUTIVE OFFICER DUTIES FOR FVFRWG - 20/03/2023 TO 31/03/2023 | \$8,202.00  |
| INV 003       | 14/04/2023 | EXECUTIVE OFFICER DUTIES FOR FVFRWG - 03/04/2023 TO 14/04/2023 | \$7,982.40  |
| EFT55824      | 28/04/2023 | DWA INDUSTRIAL RESOURCES PTY LTD                               | \$712.35    |
| INV 02022155  | 02/02/2023 | STRIPS OF GAL TIN TO SEAL EDGES OF WATER TANK                  | \$268.40    |
| INV 02022297  | 31/03/2023 | SUPPLY & MANUFACTURE HYDRAULIC HOSE                            | \$443.95    |
| EFT55726      | 06/04/2023 | E & MJ ROSHER PTY LTD  | \$31,704.27 |
| INV 1455192   | 13/03/2023 | VARIOUS SPARE PARTS  | \$1,475.32  |
| INV 1455370   | 16/03/2023 | KUBOTA LA534A-AU FRONT END LOADER                              | \$6,134.70  |
| INV 1455367   | 16/03/2023 | KUBOTA B3150HD 31HP COMPACT ROPS TRACTOR                       | \$9,735.95  |
| INV 1455369   | 16/03/2023 | KUBOTA BH77 BACKHOE AND SUB FRAME KIT PLUS BUCKET              | \$10,461.00 |
| INV 1455368   | 16/03/2023 | KUBOTA RCK60-30B 60" SIDE DISCHARGE DECK FOR B30S              | \$3,897.30  |
| EFT55777      | 21/04/2023 | ELDERS LIMITED (DERBY BRANCH)                                  | \$423.00    |
| INV IY83231   | 16/03/2023 | 3X 9KG GAS BOTTLES FOR CRACK SEALING ON RUNWAY                 | \$162.00    |
| INV IY83376   | 28/03/2023 | 45KG GAS BOTTLE  | \$261.00    |
| EFT55825      | 28/04/2023 | ELDERS LIMITED (DERBY BRANCH)                                  | \$853.40    |
| INV IY83511   | 06/04/2023 | 4X 50MM DUST CAPS FOR CAMLOCK CONNECTOR                        | \$10.79     |
| INV IY83532   | 11/04/2023 | 3X 20L ROUND UP ULTRA MAX & 2X 500G KEN-MET 600WG              | \$842.61    |
| EFT55779      | 21/04/2023 | ELIZA GRAVETT  | \$800.80    |
| INV REIMB1302 | 13/02/2023 | UTILITY SUBSIDY  | \$583.18    |
| INV REIMB1403 | 14/03/2023 | UTILITY SUBSIDY  | \$217.62    |
| EFT55699      | 06/04/2023 | EXTREME PEST CONTROL   | \$5,487.00  |
| INV 13166     | 07/02/2023 | EXTERNAL SPRAY TO PERIMETER OF BUILDING                        | \$165.00    |
| INV 13175     | 07/02/2023 | EXTERNAL SPRAY TO PERIMETER OF BUILDING                        | \$130.00    |
| INV 13176     | 07/02/2023 | EXTERNAL SPRAY TO PERIMETER OF BUILDING                        | \$240.00    |
| INV 13167     | 07/02/2023 | EXTERNAL SPRAY TO PERIMETER OF BUILDING                        | \$260.00    |
| INV 13168     | 07/02/2023 | EXTERNAL SPRAY TO PERIMETER OF BUILDING                        | \$330.00    |
| INV 13169     | 07/02/2023 | EXTERNAL SPRAY TO PERIMETER OF BUILDING                        | \$130.00    |
| INV 13170     | 07/02/2023 | EXTERNAL SPRAY TO PERIMETER OF BUILDING                        | \$142.00    |
| INV 13171     | 07/02/2023 | EXTERNAL SPRAY TO PERIMETER OF BUILDING                        | \$260.00    |
| INV 13172     | 07/02/2023 | EXTERNAL SPRAY TO PERIMETER OF BUILDING                        | \$330.00    |
| INV 13173     | 07/02/2023 | EXTERNAL SPRAY TO PERIMETER OF BUILDING                        | \$240.00    |
| INV 13174     | 07/02/2023 | EXTERNAL SPRAY TO PERIMETER OF BUILDING                        | \$260.00    |
| INV 13213     | 16/03/2023 | EXTERNAL SPRAY TO PERIMETER OF BUILDING                        | \$240.00    |
| INV 13214     | 16/03/2023 | EXTERNAL SPRAY TO PERIMETER OF BUILDING                        | \$240.00    |
| INV 13215     | 16/03/2023 | EXTERNAL SPRAY TO PERIMETER OF BUILDING                        | \$120.00    |
| INV 13216     | 16/03/2023 | EXTERNAL SPRAY TO PERIMETER OF BUILDING                        | \$120.00    |
| INV 13217     | 16/03/2023 | EXTERNAL SPRAY TO PERIMETER OF BUILDING                        | \$1,320.00  |
| INV 13218     | 16/03/2023 | EXTERNAL SPRAY TO PERIMETER OF BUILDING                        | \$240.00    |
| INV 13219     | 16/03/2023 | EXTERNAL SPRAY TO PERIMETER OF BUILDING                        | \$240.00    |
| INV 13224     | 23/03/2023 | EXTERNAL SPRAY TO PERIMETER OF BUILDING                        | \$240.00    |
| INV 13225     | 23/03/2023 | EXTERNAL SPRAY TO PERIMETER OF BUILDING                        | \$240.00    |
| EFT55702      | 06/04/2023 | FITZROY HARDWARE PTY LTD                                       | \$20.00     |
| INV 180691    | 29/03/2023 | 1L 2 STROKE OIL  | \$20.00     |
| EFT55780      | 21/04/2023 | FITZROY HARDWARE PTY LTD                                       | \$5,265.00  |

| INV 179668    | 02/03/2023 | 75L RUBBISH BIN  | \$49.00     |
|---------------|------------|--|-------------|
| INV 179791    | 07/03/2023 | 2X PADLOCK & 2X PAD BOLT   | \$134.00    |
| INV 179873    | 09/03/2023 | AGRN 1044 - SUPPLY FRIDGE/FREEZER FOR FITZROY CROSSING FLOOD HUB | \$650.00    |
| INV 179878    | 09/03/2023 | 50PK SCREWS  | \$13.50     |
| INV 179910    | 09/03/2023 | 2X PADLOCK & PAD BOLT  | \$122.00    |
| INV 180040    | 13/03/2023 | 2X 5L COOLER JUG WITH TAP  | \$98.00     |
| INV 180095    | 14/03/2023 | AGRN 1044 - COFFEE TABLE FOR FITZROY CROSSING FLOOD HUB          | \$450.00    |
| INV 180157    | 16/03/2023 | AQUA HOSE COUPLING & SPRINKLER FOUNTAIN                          | \$24.50     |
| INV 180160    | 16/03/2023 | AGRN 1044 - MICROWAVE FOR FITZROY CROSSING FLOOD HUB             | \$87.00     |
| INV 180161    | 16/03/2023 | AGRN 1044 - WATER DISPENSER & 15L BOTTLE FOR THE FLOOD HUB       | \$397.00    |
| INV 180237    | 17/03/2023 | 25L BIN & TOILET BRUSH FOR DISABLED TOILET                       | \$50.00     |
| INV 180527    | 24/03/2023 | AGRN 1044 - OFFICE TABLE & CHAIR FOR FX FLOOD HUB                | \$3,300.00  |
| EFT55826      | 28/04/2023 | FITZROY HARDWARE PTY LTD   | \$47.00     |
| INV 180985    | 04/04/2023 | 500ML SOLVENT CEMENT & 500ML PRIMING FLUID                       | \$47.00     |
| EFT55743      | 14/04/2023 | FULTON HOGAN   | \$3,590.40  |
| INV 17446118  | 14/03/2023 | 20 KG BAGS EZ ST POTHOLE REPAIR ASPHALT                          | \$3,590.40  |
| EFT55760      | 21/04/2023 | G BISHOPS TRANSPORT SERVICES PTY LTD                             | \$1,571.94  |
| INV B200757   | 08/03/2023 | FREIGHT  | \$1,338.80  |
| INV B201528   | 15/03/2023 | FREIGHT  | \$154.06    |
| INV B201994   | 20/03/2023 | FREIGHT  | \$79.08     |
| EFT55703      | 06/04/2023 | GARNDUWA AMBOORNY WIRNAN - BROOME                                | \$300.00    |
| INV REIMB1303 | 13/03/2023 | BOND REFUND FOR HIRE OF COMMUNITY HALL                           | \$300.00    |
| EFT55744      | 14/04/2023 | GEOFFREY ANDREW DAVIS  | \$1,554.86  |
| INV ALLOW3103 | 31/03/2023 | MARCH 2023 COUNCILLOR SITTING FEES                               | \$1,554.86  |
| EFT55746      | 14/04/2023 | GEOFFREY CHARLES HAEREWA   | \$7,274.28  |
| INV ALLOW3103 | 31/03/2023 | MARCH 2023 PRESIDENT SITTING FEES                                | \$7,274.28  |
| EFT55781      | 21/04/2023 | GREENFIELD TECHNICAL SERVICES                                    | \$2,854.78  |
| INV 3190      | 12/03/2023 | CONSTRUCTION MANAGEMENT PACKAGE 1 - AGRN951                      | \$1,224.30  |
| INV 3191      | 12/03/2023 | CONSTRUCTION MANAGEMENT PACKAGE 2 - AGRN951                      | \$1,630.48  |
| EFT55697      | 06/04/2023 | HARDMAN ENTERPRISES PL T/AS DERBY PLUMBING AND GAS               | \$11,483.55 |
| INV 22923     | 09/03/2023 | PUMP OUT SEWER SYSTEM - LOT 49, 24 DURACK ST CAMBALLIN           | \$1,830.25  |
| INV 22924     | 09/03/2023 | PUMP OUT SEWER SYSTEM - LOT 21, 11 COLEMAN ST CAMBALLIN          | \$1,830.25  |
| INV 22925     | 09/03/2023 | PUMP OUT SEWER SYSTEM - LOT 22, 13 COLEMAN ST CAMBALLIN          | \$1,830.25  |
| INV 222941    | 10/03/2023 | AGRN 1044 - 12X PROPERTY INSPECTIONS CAMBALLIN                   | \$5,992.80  |
| EFT55772      | 21/04/2023 | HARDMAN ENTERPRISES PL T/AS DERBY PLUMBING AND GAS               | \$2,991.05  |
| INV 22466     | 17/12/2022 | TOWN AREA WATER LEAK - CARRY OUT REPAIRS & TEST OPERATION        | \$755.85    |
| INV 22704     | 10/02/2023 | EXCAVATE SUBMERGED WATER PUMP CHECK FOR LEAKS                    | \$1,738.00  |
| INV 22821     | 23/02/2023 | REPAIRS TO POTABLE WATER SUPPLY BEHIND PUMP SHED                 | \$497.20    |
| EFT55827      | 28/04/2023 | HART SPORT   | \$225.00    |
| INV 20247493B | 03/04/2023 | HART FLAT NETBALL POST PADS                                      | \$225.00    |
| EFT55724      | 06/04/2023 | HARVEY NORMAN BROOME   | \$4,536.00  |
| INV 204858    | 20/12/2022 | BOSCH KITCHEN PACKAGE  | \$4,536.00  |
| EFT55806      | 21/04/2023 | HARVEY NORMAN BROOME   | \$665.00    |
| INV 217412    | 23/03/2023 | SAMSUNG GALAXY A53 WITH 2X CHARGERS & 2X SCREEN PROTECTORS       | \$665.00    |
| EFT55705      | 06/04/2023 | HORIZON POWER - ACCOUNT PAYMENTS                                 | \$10,665.30 |

| INV 424950    | 03/03/2023 | 26818 WHARF RD, DERBY FOR 03/02/2023 TO 02/03/2023              | \$53.87     |
|---------------|------------|---|-------------|
| INV 312249    | 06/03/2023 | 143 DERBY HIGHWAY FOR 04/02/2023 TO 02/03/2023                  | \$4,005.39  |
| INV 551726    | 08/03/2023 | 3 KNOWSLEY ST EAST, DERBY FOR 04/02/2023 TO 07/03/2023          | \$76.58     |
| INV 163546    | 13/03/2023 | 32 AIRPORT RD, FX FOR 11/01/2023 TO 10/03/2023                  | \$2,233.20  |
| INV 539113    | 13/03/2023 | 2/74 FALLON RD, FX FOR 11/01/2023 TO 10/03/2023                 | \$610.98    |
| INV 163224    | 13/03/2023 | 99999 FALLON RD, FX FOR 11/01/2023 TO 10/03/2023                | \$141.96    |
| INV 401732    | 13/03/2023 | 3/74 FALLON RD, FX FOR 11/01/2023 TO 10/03/2023                 | \$493.75    |
| INV 104620    | 20/03/2023 | B/277 CLARENDON ST, DERBY FOR 18/01/2023 TO 17/03/2023          | \$254.22    |
| INV 442971    | 20/03/2023 | A/277 CLARENDON ST, DERBY FOR 18/01/2023 TO 17/03/2023          | \$929.35    |
| INV 553935    | 23/03/2023 | 3/20 CLARENDON ST, DERBY FOR 21/01/2023 TO 22/03/2023           | \$534.99    |
| INV 340889    | 23/03/2023 | 55 CLARENDON ST, DERBY FOR 21/01/2023 TO 22/03/2023             | \$119.76    |
| INV 406063    | 23/03/2023 | 20 CLARENDON ST, DERBY FOR 21/01/2023 TO 22/03/2023             | \$71.45     |
| INV 554148    | 23/03/2023 | 1/20 CLARENDON ST, DERBY FOR 21/01/2023 TO 22/03/2023           | \$431.16    |
| INV 150216    | 27/03/2023 | 4 LOCH ST, DERBY FOR 25/01/2023 TO 24/03/2023                   | \$338.56    |
| INV 320398    | 27/03/2023 | 293 WHARF RD, DERBY FOR 25/01/2023 TO 24/03/2023                | \$370.08    |
| EFT55782      | 21/04/2023 | HORIZON POWER - ACCOUNT PAYMENTS                                | \$4,552.10  |
| INV 273214    | 27/03/2023 | 6 ROWELL COURT, DERBY FOR 25/01/2023 TO 24/03/2023              | \$66.29     |
| INV 166519    | 06/04/2023 | ASHLEY ST, DERBY FOR 03/03/2023 TO 05/04/2023                   | \$4,485.81  |
| EFT55828      | 28/04/2023 | HORIZON POWER - ACCOUNT PAYMENTS                                | \$7,520.66  |
| INV 551727    | 05/04/2023 | 20 MIMOSA ST, DERBY FOR 03/02/2023 TO 04/04/2023                | \$93.69     |
| INV 173364    | 05/04/2023 | 40 ASHLEY ST, DERBY FOR 03/02/2023 TO 04/04/2023                | \$1,113.13  |
| INV 432919    | 05/04/2023 | 19B WOOLLYBUTT CORNER, DERBY FOR 03/02/2023 TO 04/04/2023       | \$519.05    |
| INV 517343    | 05/04/2023 | LOC 26818 W HARF RD, DERBY FOR 03/03/2023 TO 04/04/2023         | \$237.05    |
| INV 207794    | 06/04/2023 | 142 LOCH ST, DERBY FOR 04/02/2023 TO 05/04/2023                 | \$505.08    |
| INV 387885    | 06/04/2023 | LOT 1415 ASHLEY ST, DERBY FOR 04/02/2023 TO 05/04/2023          | \$65.74     |
| INV 172452    | 07/04/2023 | LOT 199 FORREST RD, FX FOR 03/03/2023 TO 05/04/2023             | \$4,057.31  |
| INV 162691    | 07/04/2023 | UNIT 1/636 LOCH ST, DERBY FOR 07/02/2023 TO 05/04/2023          | \$929.61    |
| EFT55704      | 06/04/2023 | ICHIBAN COMMERCIAL SOLUTIONS PTY LTD                            | \$5,354.25  |
| INV 0241      | 28/02/2023 | FITZROY CROSSING SWIMMING POOL BUILDING REMEDIAL WORKS          | \$5,354.25  |
| EFT55808      | 21/04/2023 | ILLION TENDERLINK   | \$180.40    |
| INV 547321    | 27/03/2023 | PUBLIC TENDER ADVERTISING - T05-2023                            | \$180.40    |
| EFT55785      | 21/04/2023 | IRENE BROWN   | \$20.98     |
| INV REIMB3103 | 31/03/2023 | STAFF REIMBURSEMENT   | \$20.98     |
| EFT55706      | 06/04/2023 | ISAAC BUCKLE  | \$379.78    |
| INV REIMB2403 | 24/03/2023 | UTILITY SUBSIDY   | \$379.78    |
| EFT55838      | 28/04/2023 | IXOM  | \$253.70    |
| INV 6653733   | 31/03/2023 | MARCH 2023 - CHLORINE GAS CYLINDER HIRE FEE                     | \$253.70    |
| EFT55786      | 21/04/2023 | JACK MCALISTER GUGERI   | \$73.02     |
| INV REIMB3103 | 31/03/2023 | STAFF REIMBURSEMENT   | \$73.02     |
| EFT55836      | 28/04/2023 | JACKSON SAINTY  | \$473.37    |
| INV REIMB1504 | 15/04/2023 | STAFF REIMBURSEMENT   | \$473.37    |
| EFT55830      | 28/04/2023 | JAXX AND MAXX SERVICES  | \$10,023.75 |
| INV 8         | 31/03/2023 | AGRN 1044 - EMERGENCY CLEAN UP BUNGARDI COMMUNITY               | \$990.00    |
| INV 9         | 06/04/2023 | AGRN 1044 - GARDEN MAINTENANCE IN DARLGUNYA COMMUNITY           | \$577.50    |
| INV 12        | 11/04/2023 | AGRN 1044 - GARDEN MAINTENANCE IN BUNGARDI COMMUNITY 10/04/2023 | \$1,485.00  |

| INV 13                | 11/04/2023 | AGRN 1044 - GARDEN MAINTENANCE IN BUNGARDI COMMUNITY 07/04/2023 | \$990.00                     |
|-----------------------|------------|---|------------------------------|
| INV 14                | 12/04/2023 | AGRN 1044 - GARDEN MAINTENANCE IN BUNGARDI COMMUNITY            | \$1,237.50                   |
| INV 16                | 13/04/2023 | AGRN 1044 - GARDEN MAINTENANCE IN BUNGARDI COMMUNITY 11/04/2023 | \$3,506.25                   |
| INV 18                | 15/04/2023 | AGRN 1044 - GARDEN MAINTENANCE IN BUNGARDI COMMUNITY 13/04/2023 | \$1,237.50                   |
| EFT55789              | 21/04/2023 | JERMAINE MULLER   | \$500.00                     |
| INV SITTING FEES-1804 | 18/04/2023 | FITZROY VALLEY FLOOD RECOVERY WORKING GROUP SITTING FEES        | \$500.00                     |
| EFT55708              | 06/04/2023 | JESSIE HAYSON T/AS COOEE CONSTRUCTIONS                          | \$5,344.24                   |
| INV 00164             | 15/03/2023 | AGRN 1044 - BUILDING ASSESSMENTS FOR 9 CAMBALLIN PROPERTIES     | \$5,344.24                   |
| EFT55788              | 21/04/2023 | JESSIE HAYSON T/AS COOEE CONSTRUCTIONS                          | \$10,274.00                  |
| INV 00170             | 26/03/2023 | AGRN 1044 - 19X BUILDING ASSESSMENT IN FITZROY CROSSING         | \$10,274.00                  |
| EFT55709              | 06/04/2023 | JILA PLUMBING   | \$1,512.01                   |
| INV 5347              | 28/03/2023 | REPLACED INLET VALVE IN FEMALE TOILET                           | \$336.60                     |
| INV 5350              | 29/03/2023 | REINSTATE WATER SUPPLY TO DRINKING FOUNTAIN                     | \$1,175.41                   |
| EFT55829              | 28/04/2023 | JILL BRAZIL CONSULTING  | \$13,884.57                  |
| INV 0069              | 31/03/2023 | MENTORING, TRAINING AND ASSISTANCE ONSITE IN MARCH 2023         | \$13,884.57                  |
| EFT55791              | 21/04/2023 | JONATHAN COX  | \$500.00                     |
| INV SITTING FEES-1804 | 18/04/2023 | FITZROY VALLEY FLOOD RECOVERY WORKING GROUP SITTING FEES        | \$500.00                     |
| EFT55787              | 21/04/2023 | JOSEPH ROSS   | \$500.00                     |
| INV SITTING FEES-1804 | 18/04/2023 | FITZROY VALLEY FLOOD RECOVERY WORKING GROUP SITTING FEES        | \$500.00                     |
| EFT55790              | 21/04/2023 | JUNE OSCAR  | \$500.00                     |
| INV SITTING FEES1804  | 18/04/2023 | FITZROY VALLEY FLOOD RECOVERY WORKING GROUP SITTING FEES        | \$500.00                     |
| EFT55747              | 14/04/2023 | KEITH BEDFORD   | \$1,554.86                   |
| INV ALLOW3103         | 31/03/2023 | MARCH 2023 COUNCILLOR SITTING FEES                              | \$1,554.86                   |
| EFT55712              | 06/04/2023 | KELSEY LAIRD  | \$119.00                     |
| INV REIMB2903         | 29/03/2023 | STAFF REIMBURSEMENT   | \$119.00                     |
| EFT55793              | 21/04/2023 | KELSEY LAIRD  | \$172.55                     |
| INV REIMB3103         | 31/03/2023 | STAFF REIMBURSEMENT   | \$172.55                     |
| EFT55757              | 21/04/2023 | KIMBERLEY AGRICULTURE & PASTORAL COMPANY                        | \$25,015.00                  |
| INV 602752            | 27/03/2023 | AGRN 1044 - EMERGENCY WORKS TO GEE GULLY ACCESS                 | \$25,015.00                  |
| EFT55721              | 06/04/2023 | KIMBERLEY COUNTRY DEPARTMENT STORE                              | \$5,190.70                   |
| INV DB38494           | 18/01/2023 | PPE ITEMS FOR FLOOD RELIEF STAFF                                | \$2,346.37                   |
| INV DB38762           | 15/02/2023 | PPE ITEMS FOR FLOOD RELIEF STAFF                                | \$257.50                     |
| INV DB40160           | 23/03/2023 | STAFF UNIFORMS  | \$599.00                     |
| INV DB40161           | 23/03/2023 | STAFF UNIFORMS  | \$863.99                     |
| INV DB40140           | 28/03/2023 | STAFF UNIFORMS  | \$464.49                     |
| INV DB40174           | 28/03/2023 | STAFF UNIFORMS  | \$449.50                     |
| INV DB40361           | 28/03/2023 | STAFF UNIFORMS  | \$209.85                     |
| EFT55821              | 28/04/2023 | LANDGATE (WA LAND INFORMATION AUTHORITY)                        | \$71.80                      |
| INV 382966            | 28/03/2023 | MINIMUM CHARGE - MINING TENEMENT SCHEDULE                       | \$71.80                      |
| EFT55831              | 28/04/2023 | LOCAL GOVERNMENT PROFESSIONALS (LGPRO)                          | \$3,740.00                   |
| INV 35403             | 03/04/2023 | FINANCE FOR NON-FINANCIAL PEOPLE - 2 SESSIONS 23 & 31/03/2023   | \$3,740.00                   |
| EFT55794              | 21/04/2023 | LUCINDA SARTORI   | \$426.00                     |
| INV REIMB1304         | 13/04/2023 |   |                              |
| INV REIMB1302         | 13/04/2023 |   |                              |
| EFT55748              | 14/04/2023 | LYNETTE EVANS   | \$87.00<br><b>\$1,554.86</b> |
| INV ALLOW3103         | 31/03/2023 | MARCH 2023 COUNCILLOR SITTING FEES                              | \$1,554.86                   |

| EFT55795              | 21/04/2023 | MARKETFORCE   | \$846.89    |
|-----------------------|------------|---|-------------|
| INV 46828             | 23/02/2023 | ADVERTISEMENT IN THE BROOME ADVERTISER - PARKING LOCAL LAW 2022 | \$309.98    |
| INV 46829             | 23/02/2023 | ADVERTISEMENT IN THE WEST AUSTRALIAN - PARKING LOCAL LAW 2022   | \$536.91    |
| EFT55833              | 28/04/2023 | MARKETFORCE   | \$792.25    |
| INV 47154             | 27/03/2023 | ADVERTISEMENT IN THE BROOME ADVERTISER - T05-2023               | \$309.98    |
| INV 47155             | 27/03/2023 | ADVERTISEMENT IN THE WEST AUSTRALIAN - T05-2023                 | \$482.27    |
| EFT55783              | 21/04/2023 | MARMINGEE HAND  | \$500.00    |
| INV SITTING FEES-1804 | 18/04/2023 | FITZROY VALLEY FLOOD RECOVERY WORKING GROUP SITTING FEES        | \$500.00    |
| EFT55715              | 06/04/2023 | MARRA WORRA WORRA ABORIGINAL CORP                               | \$675.00    |
| INV 2815              | 21/03/2023 | AGRN 1044 - ACCOMMODATION FOR R COSSART                         | \$135.00    |
| INV 2816              | 21/03/2023 | AGRN 1044 - ACCOMMODATION FOR D D'ANTOINE                       | \$540.00    |
| EFT55834              | 28/04/2023 | MARRA WORRA WORRA ABORIGINAL CORP                               | \$540.00    |
| INV 2904              | 17/04/2023 | ACCOMMODATION   | \$540.00    |
| EFT55714              | 06/04/2023 | MECHANICS & TYRES PTY LTD                                       | \$296.00    |
| INV 0950              | 27/02/2023 | REMOVAL OF ABANDONED VEHICLE                                    | \$121.00    |
| INV 0989              | 07/03/2023 | FIT 2X FRONT TYRES  | \$175.00    |
| EFT55713              | 06/04/2023 | MEGA CORE CLEANING  | \$225.00    |
| INV 00091             | 21/03/2023 | CLEANING SERVICES AT 4/9 ASHLEY STREET                          | \$225.00    |
| EFT55832              | 28/04/2023 | MH TRAINING   | \$15,708.00 |
| INV 0195              | 10/04/2023 | MENTAL HEALTH FIRST AID TRAINING COURSE X3                      | \$15,708.00 |
| EFT55749              | 14/04/2023 | MOORROOL MOORROOL ENTERPRISES                                   | \$750.00    |
| INV 2                 | 05/04/2023 | CULTURAL AWARENESS TRAINING - 3 & 5/04/2023                     | \$750.00    |
| EFT55716              | 06/04/2023 | NAPA PARTS  | \$2,093.30  |
| INV 5470095574        | 09/03/2023 | BRAKE CONTROLLER AND 12V BREAK AWAY SYSTEMS                     | \$1,950.30  |
| INV 5470095587        | 09/03/2023 | TOW PRO SWITCH INSERT & 30A AUTO RESET C/BREAKER METAL          | \$143.00    |
| EFT55796              | 21/04/2023 | NAPA PARTS  | \$2,617.35  |
| INV 5470097469        | 22/03/2023 | DRIVE BELT TO SUIT 390 & 420                                    | \$97.35     |
| INV 5470098105        | 27/03/2023 | SOLAR PANELS & FITTINGS   | \$1,832.77  |
| INV 5470098143        | 27/03/2023 | SOLAR PANELS & FITTINGS   | \$687.23    |
| EFT55835              | 28/04/2023 | NATIONAL AUSTRALIA DAY COUNCIL LTD                              | \$5,730.22  |
| INV 0807              | 11/04/2023 | UNDERSPEND OF GRANT APPLICATION AD000311                        | \$5,730.22  |
| EFT55718              | 06/04/2023 | NGIYALI ROADHOUSE   | \$359.85    |
| INV 1296561           | 24/03/2023 | 150L UNLEADED FUEL  | \$359.85    |
| EFT55750              | 14/04/2023 | NGIYALI ROADHOUSE   | \$830.00    |
| INV 1296961           | 28/03/2023 | AGRN 1044 - CATERING FOR FVFRWG MEETING 14/03/2023              | \$455.00    |
| INV 1296962           | 28/03/2023 | CATERING - SALAD, QUICHE, FINGER FOOD                           | \$375.00    |
| EFT55717              | 06/04/2023 | NICHE DIVING SERVICES   | \$3,234.00  |
| INV NDSI3103          | 22/03/2023 | DIVING SERVICES - CLEAN & INSPECTION DERBY POOL                 | \$3,234.00  |
| EFT55792              | 21/04/2023 | NORTH REGIONAL TAFE   | \$109.90    |
| INV 10019989          | 23/03/2023 | COURSE FEES - YOUTH WORK CERT 4                                 | \$109.90    |
| EFT55719              | 06/04/2023 | NORWESCOM TELECOMMUNICATIONS                                    | \$3,389.79  |
| INV 52206             | 27/03/2023 | RECTIFY ISSUES WITH ACCESS CONTROL SYSTEM                       | \$2,742.95  |
| INV 52219             | 27/03/2023 | RECTIFY ISSUES WITH SIERRA ALARM & REPAIR                       | \$646.84    |
| EFT55797              | 21/04/2023 | NORWESCOM TELECOMMUNICATIONS                                    | \$986.81    |
| INV 52191             | 27/03/2023 | REPLACE BATTERIES IN 7X PIR'S                                   | \$986.81    |

| EFT55690             | 06/04/2023 | OFFICE NATIONAL BROOME ( THE BOSS SHOP)                        | \$1,094.19  |
|----------------------|------------|--|-------------|
| INV 1058985          | 10/03/2023 | AGRN 1044 - FITZROY CROSSING RECOVERY HUB STATIONERY STOCK     | \$231.10    |
| INV 1058981          | 10/03/2023 | AGRN 1044 - 1X BROTHER MFC-J6940DW WIRELESS INKJET PRINTER A3  | \$439.00    |
| INV 1058983          | 10/03/2023 | AGRN 1044 - FITZROY CROSSING RECOVERY HUB STATIONERY STOCK     | \$424.09    |
| EFT55761             | 21/04/2023 | OFFICE NATIONAL BROOME ( THE BOSS SHOP)                        | \$1,609.12  |
| INV 1059195          | 14/03/2023 | AGRN 1044 - LAMINATOR & LAMINATING POUCHES A3 & A4             | \$570.80    |
| INV 1059445          | 17/03/2023 | AGRN 1044 - FITZROY CROSSING RECOVERY HUB STATIONERY STOCK     | \$182.69    |
| INV 1059943          | 24/03/2023 | AGRN 1044 - INK CARTRIDGES FOR FX FLOOD HUB                    | \$666.31    |
| INV 1060087          | 27/03/2023 | AGRN 1044 - INK CARTRIDGES FOR FX FLOOD HUB                    | \$138.32    |
| INV 1060442          | 31/03/2023 | AGRN 1044 - FREIGHT FOR INVOICES 1059493 & 1060087             | \$51.00     |
| EFT55798             | 21/04/2023 | ORD AGRICULTURAL EQUIPMENT                                     | \$3,571.33  |
| INV OA14469          | 20/02/2023 | PARTS FOR KUBOTA MOWERS  | \$2,066.06  |
| INV OA14663          | 15/03/2023 | VARIOUS SPARE PARTS  | \$1,505.27  |
| EFT55837             | 28/04/2023 | ORD AGRICULTURAL EQUIPMENT                                     | \$395.82    |
| INV OA14610          | 09/03/2023 | VARIOUS SPARE PARTS  | \$395.82    |
| EFT55752             | 14/04/2023 | PATRICIA LISA RILEY  | \$1,554.86  |
| INV ALLOW3103        | 31/03/2023 | MARCH 2023 COUNCILLOR SITTING FEES                             | \$1,554.86  |
| EFT55801             | 21/04/2023 | PATRICIA LISA RILEY  | \$486.54    |
| INV TRAVEL3003       | 30/03/2023 | TRAVEL REIMBURSEMENT   | \$486.54    |
| EFT55753             | 14/04/2023 | PAUL LESLIE WHITE  | \$1,554.86  |
| INV ALLOW3103        | 31/03/2023 | MARCH 2023 COUNCILLOR SITTING FEES                             | \$1,554.86  |
| EFT55751             | 14/04/2023 | PETER JOHN MCCUMSTIE   | \$2,861.67  |
| INV ALLOW3103        | 31/03/2023 | MARCH 2023 COUNCILLOR SITTING FEES                             | \$2,861.67  |
| EFT55799             | 21/04/2023 | PETER JOHN MCCUMSTIE   | \$579.71    |
| INV TRAVEL3103       | 31/03/2023 | TRAVEL REIMBURSEMENT   | \$579.71    |
| EFT55800             | 21/04/2023 | PROMOTIONS WAREHOUSE   | \$9,603.00  |
| INV 12042            | 09/03/2023 | 500X DRINK BOTTLES, CUPS, PENS & EARPHONES FOR DERBY & FX EXPO | \$9,603.00  |
| EFT55722             | 06/04/2023 | PROTECTOR FIRE SERVICES PTY LTD                                | \$3,275.80  |
| INV 10074548         | 31/12/2022 | REPLACE MISSING / UNSERVICEABLE FIRE EQUIPMENT                 | \$3,275.80  |
| EFT55802             | 21/04/2023 | RED SAND SPARES  | \$33.20     |
| INV 23-0000050       | 07/03/2023 | VARIOUS NUTS & BOLTS   | \$33.20     |
| EFT55720             | 06/04/2023 | RED TRIM MOTOR TRIMMING PTY LTD                                | \$96.80     |
| INV 1545             | 13/02/2023 | 11X STAINLESS STEEL 316 ROPE CLEATS                            | \$96.80     |
| EFT55725             | 06/04/2023 | REMOTE AREA PLUMBING   | \$16,245.00 |
| INV 0424             | 17/03/2023 | AGRN 1044 - WASTE MANAGEMENT - NON COMPACTED COMMERCIAL WASTE  | \$6,510.00  |
| INV 0429             | 20/03/2023 | AGRN 1044 - VERGE COLLECTION & DISPOSAL AT FX LANDFILL         | \$5,445.00  |
| INV 0430             | 20/03/2023 | AGRN 1044 - VERGE COLLECTION - LOANBUN, BUNGARDI & DARLYGUNAYA | \$4,290.00  |
| EFT55803             | 21/04/2023 | REPCO A DIVISION OF GPC ASIA PACIFIC PTY LTD                   | \$301.40    |
| INV 4510393084       | 24/03/2023 | SUPPLY ALTERNATOR  | \$301.40    |
| EFT55723             | 06/04/2023 | ROCK'S AUTOMOTIVE SERVICES PTY LTD                             | \$1,140.00  |
| INV 35275            | 28/03/2023 | SUPPLY 4X CONTROL ARMS & 2X ENGINE MOUNTS                      | \$1,140.00  |
| EFT55776             | 21/04/2023 | RONNIE JIMBIDEE  | \$500.00    |
| INV SITTING FEES1804 | 18/04/2023 |  |             |
| EFT55754             | 14/04/2023 | ROWENA MOUDA   | \$1,554.86  |
| INV ALLOW3103        | 31/03/2023 | MARCH 2023 COUNCILLOR SITTING FEES                             | \$1,554.86  |

| EFT55701              | 06/04/2023 | RTH INDUSTRIES PTY LTD T/AS ADDA FLAGPOLES                         | \$490.60    |
|-----------------------|------------|--|-------------|
| INV 199               | 06/03/2023 | CLEAT HANDLE, ROPE PER 6M X3 & SLING X3                            | \$490.60    |
| EFT55804              | 21/04/2023 | RUSSELL CHESTNUT   | \$500.00    |
| INV SITTING FEES-1804 | 18/04/2023 | FITZROY VALLEY FLOOD RECOVERY WORKING GROUP SITTING FEES           | \$500.00    |
| EFT55805              | 21/04/2023 | RUVIMBO MUKUCHAMANO  | \$54.90     |
| INV REIMB1204         | 12/04/2023 | STAFF REIMBURSEMENT  | \$54.90     |
| EFT55775              | 21/04/2023 | SHANE EDWARDS  | \$1,204.90  |
| INV REIMB1204         | 12/04/2023 | STAFF REIMBURSEMENT  | \$1,204.90  |
| EFT55745              | 14/04/2023 | SHIRE OF HALLS CREEK   | \$6,724.00  |
| INV 618237            | 10/03/2023 | AGRN 1044 - RUBBISH COLLECTION FITZROY 15 & 22/02/2023             | \$3,362.00  |
| INV 618239            | 14/03/2023 | AGRN 1044 - RUBBISH COLLECTION FITZROY 01 & 08/03/2023             | \$3,362.00  |
| EFT55812              | 21/04/2023 | SIMON DEXTER   | \$39.45     |
| INV REIMB3103         | 31/03/2023 | STAFF REIMBURSEMENT  | \$39.45     |
| EFT55839              | 28/04/2023 | SKIPPERS CLEANING SERVICES   | \$544.50    |
| INV 1574              | 01/04/2023 | CLEANING OF 9X COUNSELLOR ROOMS - MARCH 2023                       | \$544.50    |
| EFT55727              | 06/04/2023 | SPINIFEX HOTEL   | \$500.00    |
| INV 54373             | 24/03/2023 | AGRN 1044 - ACCOMMODATION FOR R COSSART & S WHITMARSH              | \$500.00    |
| EFT55755              | 14/04/2023 | ST JOHN AMBULANCE BROOME   | \$1,084.87  |
| INV FAINV01065520     | 16/03/2023 | FIRST AID KIT SERVICING AND NEW FIRST AID KITS FOR SHIRE FLEET     | \$1,084.87  |
| EFT55728              | 06/04/2023 | STEVEN TWEEDIE   | \$924.00    |
| INV 2-2022/2023       | 01/03/2023 | CONSULTANCY SERVICES FOR TENDER AND PROCUREMENT REQUIREMENTS       | \$924.00    |
| EFT55842              | 28/04/2023 | STEVEN TWEEDIE   | \$528.00    |
| INV 3-2022/2023       | 01/04/2023 | CONSULTANCY SERVICES FOR TENDER AND PROCUREMENT REQUIREMENTS       | \$528.00    |
| EFT55675              | 03/04/2023 | TARUNDA SUPERMARKET  | \$170.15    |
| INV 10167908          | 24/03/2023 | FOOD SUPPLIES FOR YOUTH PROGRAM 23/03/2023                         | \$170.15    |
| EFT55729              | 06/04/2023 | TARUNDA SUPERMARKET  | \$418.93    |
| INV 10163229          | 09/03/2023 | AGRN 1044 - SUPPLIES FOR FITZROY CROSSING RECOVERY HUB             | \$220.23    |
| INV 10163245          | 09/03/2023 | AGRN 1044 - CHUX WIPES FOR FITZROY CROSSING RECOVERY HUB           | \$47.60     |
| INV 10163597          | 10/03/2023 | AGRN 1044 - MILK SUPPLY FOR FITZROY CROSSING RECOVERY HUB          | \$89.60     |
| INV 30195868          | 17/03/2023 | AGRN 1044 - 5 X 20 PK WATER BOTTLES FOR FITZROY CROSSING FLOOD HUB | \$61.50     |
| EFT55707              | 06/04/2023 | TEAM GLOBAL EXPRESS PTY LTD  | \$227.82    |
| INV P69064082         | 05/03/2023 | TRANSPORT- HEALTH MATERIALS  | \$227.82    |
| EFT55784              | 21/04/2023 | TEAM GLOBAL EXPRESS PTY LTD  | \$589.13    |
| INV 811813            | 21/03/2023 | FREIGHT FROM WINC  | \$589.13    |
| EFT55674              | 03/04/2023 | TELSTRA LIMITED  | \$14,728.84 |
| INV 1718873800        | 27/02/2023 | SERVICES AND EQUIPMENT RENTAL TO 19/03/2023                        | \$74.94     |
| INV 4275260810        | 27/02/2023 | SATELLITE PHONE BILL - FEBRUARY 2023                               | \$405.00    |
| INV 4275260919        | 02/03/2023 | MOBILE PHONE SERVICES - MARCH 2023                                 | \$38.00     |
| INV 4174249435        | 04/03/2023 | MOBILE PHONE SERVICES - MARCH 2023                                 | \$1,292.48  |
| INV 0463459000        | 12/03/2023 | LANDLINE AND INTERNET BILL - MARCH 2023                            | \$12,918.42 |
| EFT55676              | 03/04/2023 | TRAVELWORLD BROOME   | \$4,625.17  |
| INV 1000035449        | 07/09/2022 | STAFF RELOCATION   | \$1,263.82  |
| INV 1000036009        | 26/10/2022 | STAFF RELOCATION   | \$3,361.35  |
| EFT55730              | 06/04/2023 | TRAVELWORLD BROOME   | \$3,760.66  |
| INV 1000037550        | 16/03/2023 | RETURN FLIGHTS KTA-PTH-BME FOR 1X MOSQUITO MANAGEMENT COURSE       | \$1,762.75  |

| INV 1000037761 | 27/03/2023 | RETURN FLIGHTS PERTH - KARRATHA FOR STAFF                        | \$1,350.63 |
|----------------|------------|--|------------|
| INV 1000037762 | 27/03/2023 | RETURN FLIGHTS BROOME - PERTH FOR STAFF                          | \$647.28   |
| EFT55810       | 21/04/2023 | TRAVELWORLD BROOME   | \$2,453.46 |
| INV 1000037437 | 10/03/2023 | RETURN FLIGHTS BROOME/PERTH - P GLENDENNING                      | \$668.18   |
| INV 1000037763 | 27/03/2023 | RETURN FLIGHTS DERBY-BROOME-PERTH FOR STAFF TRAVELS              | \$885.28   |
| INV 1000037821 | 29/03/2023 | STAFF ACCOMMODATION  | \$600.00   |
| INV 1000037822 | 29/03/2023 | STAFF ACCOMMODATION  | \$300.00   |
| EFT55843       | 28/04/2023 | TRAVELWORLD BROOME   | \$2,225.84 |
| INV 1000037760 | 27/03/2023 | STAFF TRAVEL ARRANGEMENTS  | \$2,225.84 |
| EFT55841       | 28/04/2023 | TRAVIS HAYTO INVESTMENTS TAS SOCO STUDIOS                        | \$3,822.50 |
| INV 3361       | 25/03/2023 | SOCIAL MEDIA MONTHLY FEE - MARCH 2023                            | \$3,822.50 |
| EFT55678       | 03/04/2023 | TYREPOWER DERBY  | \$250.00   |
| INV 116778     | 07/03/2023 | CENTURY N70ZZMF BATTERY  | \$250.00   |
| EFT55731       | 06/04/2023 | VELOCITY LEGAL   | \$253.00   |
| INV 6180       | 22/02/2023 | FBT ADVISORY MEETING   | \$253.00   |
| EFT55679       | 03/04/2023 | VET N FARM PTY LTD   | \$872.25   |
| INV 322249     | 08/02/2023 | REAL TRACE RT250 STICK READER 65CM                               | \$872.25   |
| EFT55681       | 03/04/2023 | VISIMAX (BUCCI HOLDINGS PTY LTD)                                 | \$2,005.77 |
| INV 0678       | 08/02/2023 | INFRINGEMENT & PERMIT BOOKS, DOG BITE GLOVES, SLIP LEAD & BAG    | \$2,005.77 |
| EFT55680       | 03/04/2023 | VISION POWER PTY LTD   | \$2,892.89 |
| INV 15137      | 27/02/2023 | REPAIR EARTH & FAULTY LIGHT CIRCUIT IN PUMP SHED                 | \$605.99   |
| INV 15138      | 27/02/2023 | REPAIR DERBY PORT POWER LINE - EWP & LIGHT VEHICLE HIRE          | \$1,973.40 |
| INV 15164      | 27/02/2023 | RELOCATE E-STOPS ON ALL 4 WINCHES TO ALLOW FOR NEW CAGES         | \$313.50   |
| EFT55732       | 06/04/2023 | VISION POWER PTY LTD   | \$768.35   |
| INV 15172      | 10/03/2023 | RESET COMPRESSOR SWITCH & REPLACE LED 200 FLOODLIGHT             | \$636.35   |
| INV 15173      | 10/03/2023 | RESET TRIP & TEST MOTOR FUNCTION ON HOOP 2                       | \$132.00   |
| EFT55811       | 21/04/2023 | VISION POWER PTY LTD   | \$9,769.65 |
| INV 15230      | 21/03/2023 | REPLACE DEFECTIVE LIGHT SWITCH IN ADMIN MEETING ROOM             | \$147.73   |
| INV 15231      | 21/03/2023 | ELECTRICAL COMPLIANCE CHECK INCLUDING TRAVEL & ACCOMMODATION     | \$9,621.92 |
| EFT55682       | 03/04/2023 | WATER CORPORATION  | \$1,061.47 |
| INV 9006984507 | 27/09/2022 | SPEEDWAY AT DERBY HWY FOR 23/09/2022 TO 23/11/2022               | \$1,061.47 |
| EFT55733       | 06/04/2023 | WATER CORPORATION  | \$6,564.90 |
| INV 9014469441 | 13/07/2022 | TRADE WASTE FEE/CHARGE FOR 11 JOHNSTON ST, DERBY - ANNUAL CHARGE | \$240.16   |
| INV 9006973744 | 22/03/2023 | RESTAURANT AT JETTY ROAD, DERBY FOR 20/01/2023 TO 21/03/2023     | \$6,324.74 |
| EFT55683       | 03/04/2023 | WATTLEUP TRACTORS  | \$1,560.42 |
| INV 1293440    | 01/03/2023 | OIL PRESSURE SWITCH  | \$90.93    |
| INV 1293852    | 02/03/2023 | PARTS FOR HAWARD EHD180, FREIGHT                                 | \$1,469.49 |
| EFT55737       | 06/04/2023 | WATTLEUP TRACTORS  | \$916.01   |
| INV 1294429    | 22/03/2023 | SERVICE PARTS FOR 1EDM-380                                       | \$916.01   |
| EFT55736       | 06/04/2023 | WATTNOW ELECTRICAL   | \$2,163.15 |
| INV 11463      | 07/03/2023 | REPLACE FAULTY LIGHTS AND TRANSFORMERS                           | \$1,182.50 |
| INV 11484      | 10/03/2023 | AGRN 1044 - TEST & REPAIR TRAILER FOGGER                         | \$481.25   |
| INV 11517      | 16/03/2023 | CHECKING AND RE-TERMINATION OF CONNECTIONS FOR THE POE           | \$499.40   |
| EFT55734       | 06/04/2023 | WEST KIMBERLEY AUTO ELECTRICAL                                   | \$49.98    |
| INV 11044      | 22/03/2023 | 2X 7 PIN TRAILER PLUG  | \$49.98    |

| EFT55711       | 06/04/2023 | WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION   | \$70.00      |
|----------------|------------|---|--------------|
| INV SI-004215  | 07/03/2023 | REGISTRATION - 2023 WA TRANSPORT AND ROADS FORUM  | \$70.00      |
| EFT55694       | 06/04/2023 | WINC  | \$89.54      |
| INV 9041785346 | 23/02/2023 | STATIONERY  | \$89.54      |
| EFT55741       | 14/04/2023 | WINC  | \$147.77     |
| INV 9041844656 | 01/03/2023 | 6X LOGITECH WIRELESS MOUSE                        | \$147.77     |
| EFT55765       | 21/04/2023 | WINC  | \$645.13     |
| INV 9041995241 | 17/03/2023 | STATIONERY  | \$15.36      |
| INV 9042025540 | 21/03/2023 | SUPPLY 6X EVERKI 13.3 INCH LAPTOP CASE HARD SHELL | \$441.67     |
| INV 9042077603 | 28/03/2023 | AGRN 1044 - MICROSOFT MODERN WIRELESS HEADSET     | \$188.10     |
| EFT55693       | 06/04/2023 | WORK HEALTH PROFESSIONALS PTY LTD                 | \$6,050.00   |
| INV 420402791  | 27/03/2023 | ONSITE AUDIOMETRIC TESTING                        | \$6,050.00   |
| EFT55813       | 21/04/2023 | ZARAK BIN RASHID                                  | \$806.90     |
| INV REIMB1104  | 11/04/2023 | UTILITY SUBSIDY                                   | \$806.90     |
|                |            | TOTAL   | \$861,477.66 |

# **FEE PAYMENTS**

| PAYMENT ID | DATE       | CREDITOR / INVOICE DETAILS                  | AMOUNT       |
|------------|------------|---|--------------|
| 943        | 27/04/2023 | BAS4 - ATO - BAS PAYMENT - PAYG WITHHOLDING | \$178,594.00 |
| 943        | 06/04/2023 | BEX - BPOINT FEES                           | \$113.96     |
| 943        | 17/04/2023 | BEX - BPOINT FEES                           | \$32.94      |
| 943        | 03/04/2023 | CMD - CHEQUE OR MERCHANT DEPOSITS FEE       | \$2.40       |
| 943        | 03/04/2023 | DOT - DOT PAYMENT                           | \$3,852.60   |
| 943        | 04/04/2023 | DOT - DOT PAYMENT                           | \$3,695.60   |
| 943        | 05/04/2023 | DOT - DOT PAYMENT                           | \$3,885.15   |
| 943        | 06/04/2023 | DOT - DOT PAYMENT                           | \$2,205.35   |
| 943        | 11/04/2023 | DOT - DOT PAYMENT                           | \$293.70     |
| 943        | 12/04/2023 | DOT - DOT PAYMENT                           | \$1,368.20   |
| 943        | 13/04/2023 | DOT - DOT PAYMENT                           | \$3,108.15   |
| 943        | 14/04/2023 | DOT - DOT PAYMENT                           | \$5,750.55   |
| 943        | 17/04/2023 | DOT - DOT PAYMENT                           | \$1,991.50   |
| 943        | 18/04/2023 | DOT - DOT PAYMENT                           | \$1,041.20   |
| 943        | 19/04/2023 | DOT - DOT PAYMENT                           | \$4,183.65   |
| 943        | 20/04/2023 | DOT - DOT PAYMENT                           | \$2,301.60   |
| 943        | 21/04/2023 | DOT - DOT PAYMENT                           | \$837.25     |
| 943        | 24/04/2023 | DOT - DOT PAYMENT                           | \$2,998.45   |
| 943        | 26/04/2023 | DOT - DOT PAYMENT                           | \$2,718.70   |
| 943        | 27/04/2023 | DOT - DOT PAYMENT                           | \$1,748.35   |
| 943        | 28/04/2023 | DOT - DOT PAYMENT                           | \$4,142.40   |
| 943        | 06/04/2023 | EXC - EXCESS TRANSACTIONS FEE               | \$77.00      |
| 943        | 03/04/2023 | EXC - EXCESS TRANSACTIONS FEE               | \$35.15      |
| 943        | 02/04/2023 | EXC - EXCESS TRANSACTIONS FEE               | \$3.95       |

| 943              | 17/04/2023 | EXC - EXCESS TRANSACTIONS FEE             | \$0.10       |
|------------------|------------|---|--------------|
| 943              | 03/04/2023 | EXC - EXCESS TRANSACTIONS FEE             | \$60.20      |
| 943              | 03/04/2023 | EXC - EXCESS TRANSACTIONS FEE             | \$10.60      |
| 943              | 06/04/2023 | GHA - GREYHOUND AUSTRALIA                 | \$3,796.00   |
| 943              | 13/04/2023 | GHA - GREYHOUND AUSTRALIA                 | \$1,665.00   |
| 943              | 20/04/2023 | GHA - GREYHOUND AUSTRALIA                 | \$3,283.00   |
| 943              | 27/04/2023 | GHA - GREYHOUND AUSTRALIA                 | \$2,944.00   |
| 943              | 11/04/2023 | IINET - IINET 225211599 (\$109.99)        | \$109.99     |
| 943              | 03/04/2023 | MER - MERCHANT FEES                       | \$200.42     |
| 943              | 03/04/2023 | MER - MERCHANT FEES                       | \$380.40     |
| 943              | 03/04/2023 | MER - MERCHANT FEES                       | \$17.76      |
| 943              | 03/04/2023 | MER - MERCHANT FEES                       | \$29.95      |
| 943              | 03/04/2023 | MER - MERCHANT FEES                       | \$32.00      |
| 943              | 03/04/2023 | MER - MERCHANT FEES                       | \$176.34     |
| DD20793.1        | 12/04/2023 | ANZ COMMERCIAL CARD SERVICES CENTRE       | \$49,710.29  |
| INV 12042023     | 12/04/2023 | COMMERCIAL CREDIT CARD ADVANCE PAYMENT    | \$49,710.29  |
| DD20832.2        | 06/04/2023 | ANZ COMMERCIAL CARD SERVICES CENTRE       | -\$22,307.20 |
| INV APRILCREDITS | 06/04/2023 | OFFSET TO ANZ CASH ADVANCE 08/03/2023     | -\$22,307.20 |
| DD20785.18       | 11/04/2023 | AUSTRALIAN RETIREMENT TRUST SUPER SAVINGS | \$824.08     |
| INV SUPER        | 11/04/2023 | SUPERANNUATION                            | \$824.08     |
| DD20817.18       | 25/04/2023 | AUSTRALIAN RETIREMENT TRUST SUPER SAVINGS | \$845.11     |
| INV SUPER        | 25/04/2023 | SUPERANNUATION                            | \$845.11     |
| DD20785.15       | 11/04/2023 | AUSTRALIAN SUPER                          | \$6,145.85   |
| INV DEDUCTION    | 11/04/2023 | PAYROLL DEDUCTIONS                        | \$1,279.00   |
| INV SUPER        | 11/04/2023 | SUPERANNUATION                            | \$4,866.85   |
| DD20817.15       | 25/04/2023 | AUSTRALIAN SUPER                          | \$5,945.61   |
| INV DEDUCTION    | 25/04/2023 | PAYROLL DEDUCTIONS                        | \$1,129.61   |
| INV SUPER        | 25/04/2023 | SUPERANNUATION                            | \$4,816.00   |
| DD20785.1        | 11/04/2023 | AWARE SUPER                               | \$24,513.89  |
| INV SUPER        | 11/04/2023 | SUPERANNUATION                            | \$24,229.71  |
| INV DEDUCTION    | 11/04/2023 | PAYROLL DEDUCTIONS                        | \$284.18     |
| DD20817.1        | 25/04/2023 | AWARE SUPER                               | \$33,058.90  |
| INV SUPER        | 25/04/2023 | SUPERANNUATION                            | \$27,363.00  |
| INV DEDUCTION    | 25/04/2023 | PAYROLL DEDUCTIONS                        | \$5,695.90   |
| DD20785.4        | 11/04/2023 | CBUS SUPERANNUATION                       | \$922.18     |
| INV SUPER        | 11/04/2023 | SUPERANNUATION                            | \$658.70     |
| INV DEDUCTION    | 11/04/2023 | PAYROLL DEDUCTIONS                        | \$263.48     |
| DD20817.4        | 25/04/2023 | CBUS SUPERANNUATION                       | \$922.18     |
| INV SUPER        | 25/04/2023 | SUPERANNUATION                            | \$658.70     |
| INV DEDUCTION    | 25/04/2023 | PAYROLL DEDUCTIONS                        | \$263.48     |
| DD20785.3        | 11/04/2023 | ESSENTIAL SUPER                           | \$490.88     |
| INV SUPER        | 11/04/2023 | SUPERANNUATION                            | \$401.63     |
| INV DEDUCTION    | 11/04/2023 | PAYROLL DEDUCTIONS                        | \$89.25      |
| DD20817.3        | 25/04/2023 | ESSENTIAL SUPER                           | \$491.38     |
| INV SUPER        | 25/04/2023 | SUPERANNUATION                            | \$402.04     |

| INV DEDUCTION | 25/04/2023 | PAYROLL DEDUCTIONS                                   | \$89.34    |
|---------------|------------|--|------------|
| DD20785.16    | 11/04/2023 | FIRSTWRAP PLUS SUPER AND PENSION                     | \$1,154.48 |
| INV DEDUCTION | 11/04/2023 | PAYROLL DEDUCTIONS                                   | \$329.85   |
| INV SUPER     | 11/04/2023 | SUPERANNUATION                                       | \$824.63   |
| DD20817.16    | 25/04/2023 | FIRSTWRAP PLUS SUPER AND PENSION                     | \$1,154.48 |
| INV DEDUCTION | 25/04/2023 | PAYROLL DEDUCTIONS                                   | \$329.85   |
| INV SUPER     | 25/04/2023 | SUPERANNUATION                                       | \$824.63   |
| DD20785.14    | 11/04/2023 | FORMULAE1 PTY LTD ATF ISAIAH4110 SUPERANNUATION FUND | \$348.28   |
| INV DEDUCTION | 11/04/2023 | PAYROLL DEDUCTIONS                                   | \$99.51    |
| INV SUPER     | 11/04/2023 | SUPERANNUATION                                       | \$248.77   |
| DD20817.14    | 25/04/2023 | FORMULAE1 PTY LTD ATF ISAIAH4110 SUPERANNUATION FUND | \$380.74   |
| INV DEDUCTION | 25/04/2023 | PAYROLL DEDUCTIONS                                   | \$108.78   |
| INV SUPER     | 25/04/2023 | SUPERANNUATION                                       | \$271.96   |
| DD20785.10    | 11/04/2023 | GUILD SUPER  | \$179.83   |
| INV SUPER     | 11/04/2023 | SUPERANNUATION                                       | \$179.83   |
| DD20817.10    | 25/04/2023 | GUILD SUPER  | \$171.39   |
| INV SUPER     | 25/04/2023 | SUPERANNUATION                                       | \$171.39   |
| DD20785.17    | 11/04/2023 | HOST PLUS SUPERANNUATION FUND                        | \$3,437.61 |
| INV DEDUCTION | 11/04/2023 | PAYROLL DEDUCTIONS                                   | \$555.17   |
| INV SUPER     | 11/04/2023 | SUPERANNUATION                                       | \$2,882.44 |
| DD20817.17    | 25/04/2023 | HOST PLUS SUPERANNUATION FUND                        | \$3,666.13 |
| INV DEDUCTION | 25/04/2023 | PAYROLL DEDUCTIONS                                   | \$591.81   |
| INV SUPER     | 25/04/2023 | SUPERANNUATION                                       | \$3,074.32 |
| DD20785.5     | 11/04/2023 | IOOF PORTOFOLIO SERVICE SUPERANNUATION FUND          | \$832.40   |
| INV SUPER     | 11/04/2023 | SUPERANNUATION                                       | \$594.57   |
| INV DEDUCTION | 11/04/2023 | PAYROLL DEDUCTIONS                                   | \$237.83   |
| DD20817.5     | 25/04/2023 | IOOF PORTOFOLIO SERVICE SUPERANNUATION FUND          | \$831.40   |
| INV SUPER     | 25/04/2023 | SUPERANNUATION                                       | \$593.86   |
| INV DEDUCTION | 25/04/2023 | PAYROLL DEDUCTIONS                                   | \$237.54   |
| DD20785.19    | 11/04/2023 | MACQUARIE WRAP EMPLOYER SUPERANNUATION               | \$276.23   |
| INV SUPER     | 11/04/2023 | SUPERANNUATION                                       | \$276.23   |
| DD20817.19    | 25/04/2023 | MACQUARIE WRAP EMPLOYER SUPERANNUATION               | \$304.00   |
| INV SUPER     | 25/04/2023 | SUPERANNUATION                                       | \$304.00   |
| DD20829.1     | 08/04/2023 | MANAGED IT PTY LTD                                   | \$6,615.18 |
| INV 152735    | 01/04/2023 | MANAGED SERVICES FOR APRIL 2023                      | \$6,615.18 |
| DD20785.13    | 11/04/2023 | MLC MASTERKEY SUPER                                  | \$338.40   |
| INV SUPER     | 11/04/2023 | SUPERANNUATION                                       | \$338.40   |
| DD20817.13    | 25/04/2023 | MLC MASTERKEY SUPER                                  | \$338.40   |
| INV SUPER     | 25/04/2023 | SUPERANNUATION                                       | \$338.40   |
| DD20785.7     | 11/04/2023 | MLC SUPER FUND                                       | \$359.86   |
| INV SUPER     | 11/04/2023 | SUPERANNUATION                                       | \$359.86   |
| DD20817.7     | 25/04/2023 | MLC SUPER FUND                                       | \$359.86   |
| INV SUPER     | 25/04/2023 | SUPERANNUATION                                       | \$359.86   |
| DD20785.11    | 11/04/2023 | PRIME SUPER P/L                                      | \$234.86   |
| INV SUPER     | 11/04/2023 | SUPERANNUATION                                       | \$234.86   |

| DD20817.11       | 25/04/2023 | PRIME SUPER P/L  | \$280.92   |
|------------------|------------|--|------------|
| INV SUPER        | 25/04/2023 | SUPERANNUATION   | \$280.92   |
| DD20785.2        | 11/04/2023 | QSUPER   | \$194.26   |
| INV SUPER        | 11/04/2023 | SUPERANNUATION   | \$194.26   |
| DD20817.2        | 25/04/2023 | QSUPER   | \$192.57   |
| INV SUPER        | 25/04/2023 | SUPERANNUATION   | \$192.57   |
| DD20785.12       | 11/04/2023 | REST SUPERANNUATION                                    | \$3,137.57 |
| INV SUPER        | 11/04/2023 | SUPERANNUATION   | \$2,646.70 |
| INV DEDUCTION    | 11/04/2023 | PAYROLL DEDUCTIONS                                     | \$490.87   |
| DD20817.12       | 25/04/2023 | REST SUPERANNUATION                                    | \$3,384.12 |
| INV SUPER        | 25/04/2023 | SUPERANNUATION   | \$2,837.68 |
| INV DEDUCTION    | 25/04/2023 | PAYROLL DEDUCTIONS                                     | \$546.66   |
| DD20785.6        | 11/04/2023 | STUDENT SUPER PROFESSIONAL SUPER                       | \$361.25   |
| INV SUPER        | 11/04/2023 | SUPERANNUATION   | \$361.25   |
| DD20817.6        | 25/04/2023 | STUDENT SUPER PROFESSIONAL SUPER                       | \$361.25   |
| INV SUPER        | 25/04/2023 | SUPERANNUATION   | \$361.25   |
| DD20785.8        | 11/04/2023 | THE EQUIPSUPER SUPERANNUATION FUND                     | \$500.06   |
| INV SUPER        | 11/04/2023 | SUPERANNUATION   | \$500.06   |
| DD20817.8        | 25/04/2023 | THE EQUIPSUPER SUPERANNUATION FUND                     | \$498.56   |
| INV SUPER        | 25/04/2023 | SUPERANNUATION   | \$498.56   |
| DD20826.1        | 21/04/2023 | THE SHELL COMPANY OF AUSTRALIA LIMITED                 | \$2,430.06 |
| INV FUEL - MAR23 | 31/03/2023 | SHELL FUEL CARDS - MAR 2023                            | \$2,430.06 |
| DD20785.9        | 11/04/2023 | THE TRUSTEE FOR SUPER RETIREMENT FUND SELECT SUPER     | \$769.27   |
| INV SUPER        | 11/04/2023 | SUPERANNUATION   | \$549.48   |
| INV DEDUCTION    | 11/04/2023 | PAYROLL DEDUCTIONS                                     | \$219.79   |
| DD20817.9        | 25/04/2023 | THE TRUSTEE FOR SUPER RETIREMENT FUND SELECT SUPER     | \$769.26   |
| INV SUPER        | 25/04/2023 | SUPERANNUATION   | \$549.47   |
| INV DEDUCTION    | 25/04/2023 | PAYROLL DEDUCTIONS                                     | \$219.79   |
| DD20827.1        | 13/04/2023 | WATER CORPORATION                                      | \$3,947.59 |
| INV 9010053502   | 13/04/2023 | 4 / 9 ASHLEY ST, DERBY FOR 20/01/2023 - 25/03/2023     | \$759.60   |
| INV 9006981541   | 13/04/2023 | 2 WODEHOUSE ST, DERBY FOR 20/01/2023 TO 25/03/2023     | \$285.88   |
| INV 9010213182   | 13/04/2023 | 9 ASHLEY ST, DERBY FOR 20/01/2023 TO 25/03/2023        | \$140.08   |
| INV 9010053481   | 13/04/2023 | 3/9 ASHLEY ST, DERBY FOR 20/01/2023 TO 25/03/2023      | \$779.41   |
| INV 9010053465   | 13/04/2023 | 1/9 ASHLEY ST, DERBY FOR 20/01/2023 TO 25/03/2023      | \$801.48   |
| INV 9010053510   | 13/04/2023 | 5/9 ASHLEY ST, DERBY FOR 20/01/2023 TO 25/01/2023      | \$761.54   |
| INV 9009945968   | 13/04/2023 | 13A HOLMAN ST, DERBY FOR 20/01/2023 TO 25/03/2023      | \$419.60   |
| DD20827.2        | 11/04/2023 | WATER CORPORATION                                      | \$6,434.02 |
| INV 9021175396   | 11/04/2023 | 5/20 CLARENDON ST, DERBY FOR 20/01/2023 TO 21/03/2023  | \$315.04   |
| INV 9009765414   | 11/04/2023 | 4A ROWELL CT, DERBY FOR 20/01/2023 TO 22/03/2023       | \$249.55   |
| INV 9021175433   | 11/04/2023 | 2/20 CLARENDON ST, DERBY FOR 20/01/2023 TO 21/03/2023  | \$265.87   |
| INV 9021175425   | 11/04/2023 | 4/20 CLARENDON ST, DERBY FOR 20/01/2023 TO 21/03/2023  | \$289.53   |
| INV 9021175329   | 11/04/2023 | 6/20 CLARENDON ST, DERBY FOR 20/01/2023 TO 21/03/2023  | \$368.32   |
| INV 9008757615   | 11/04/2023 | 19B WOOLLYBUTT CRN, DERBY FOR 20/01/2023 TO 23/03/2023 | \$362.78   |
| INV 9020549317   | 11/04/2023 | 19A WOOLLYBUTT CRN, DERBY FOR 20/01/2023 TO 23/03/2023 | \$590.24   |
| INV 9009765422   | 11/04/2023 | 4B ROWELL CT, DERBY FOR 20/01/2023 TO 22/03/2023       | \$401.93   |

| INV 9021175409 | 11/04/2023 | 1/20 CLARENDON ST, DERBY FOR 20/01/2023 TO 21/03/2023 | \$247.54     |
|----------------|------------|---|--------------|
| INV 9006978422 | 11/04/2023 | 11 HANSON ST, DERBY FOR 20/01/2023 TO 22/03/2023      | \$907.91     |
| INV 9006973736 | 11/04/2023 | 12 ELDER ST, DERBY                                    | \$1,550.20   |
| INV 9022168905 | 11/04/2023 | 20 CLARENDON ST, DERBY FOR 20/01/2023 TO 21/03/2023   | \$90.04      |
| INV 9012616903 | 11/04/2023 | 16 BLOODWOOD CR, DERBY FOR 20/01/2023 TO 23/03/2023   | \$406.79     |
| INV 9021175417 | 11/04/2023 | 3/20 CLARENDON ST, DERBY FOR 20/01/2023 TO 21/03/2023 | \$388.28     |
| DD20827.3      | 12/04/2023 | WATER CORPORATION                                     | \$1,354.08   |
| INV 9006973904 | 12/04/2023 | 30-34 LOCH ST, DERBY FOR 20/01/2023 TO 20/03/2023     | \$108.76     |
| INV 9006985833 | 12/04/2023 | 1 CLARENDON ST, DERBY FOR 20/01/2023 TO 21/03/2023    | \$329.84     |
| INV 9008757703 | 12/04/2023 | 4 WOOLLYBUTT CRN, DERBY FOR 20/01/2023 TO 23/03/2023  | \$258.19     |
| INV 9006973699 | 12/04/2023 | 3 LOCH ST, DERBY FOR 20/01/2023 TO 20/03/2023         | \$657.29     |
| DD20827.5      | 14/04/2023 | WATER CORPORATION                                     | \$228.62     |
| INV 9011342525 | 14/04/2023 | 226 RES 35129 DERBY HIGHWAY 14/04/2023                | \$228.62     |
| 11/04/2023     | PAYROLL    | NET PAY   | \$258,775.40 |
| 25/04/2023     | PAYROLL    | NET PAY   | \$267,194.10 |
|                |            | TOTAL   | \$911,047.20 |

# The Shire Of Derby / West Kimberley ANZ Corporate Credit Card Reconciliation Period Reporting: 13/02/2023 to 13/03/2023

|            |  | GST   | Amount      |                   | Amount     |                 | Receipt  |   |
|------------|--|-------|-------------|-------------------|------------|-----------------|----------|---|
| Date       | Transaction Description                              | (Y/N) | (GST Excl)  | GST               | (GST Incl) | Account         | Provided | Comments  |
| 13/03/3033 | QANTAS AIRWAYS LTD (EC Mascot                        | Υ     | \$ 647.58   | \$ 64.76          | 712.34     | 120401090.2100  | Yes      | Flight for Geoff Haerewa – travel to Broome Perth Return to attend Avalon 2023 (North West Defence Alliance) To be reimbursed           |
| 13/02/2023 | QANI AS AIRWATS LID (EC. Mascot                      | - '   | Φ 047.56    | Φ 04.70           | 712.34     | 120401090.2100  | res      | Flight for Geoff Haerewa – travel to Perth/Melbourne/Return to attend Avaion 2023 (North West Defence                                   |
| 13/02/2023 | QANTAS AIRWAYS LTD (EC Mascot                        | Y     | \$ 1,268.35 | \$ 126.83         | 1395.18    | 120401090.2100  | Yes      | Alliance) To be reimbursed  |
| 13/02/2023 | CANVA* 103692-0762114 HTTPSCANVA.CO 239.16 USD 10.37 | Y     | \$ 323.71   | \$ 32.37          | 356.08     | 121402410.2100  | Yes      | Annual Subscription for CANVA account (exchange rate tbc)   |
| 14/02/2023 | QANTAS AIRWAYS LTD (MO Mascot                        | Y     | \$ 90.00    | \$ 9.00           | 99         | 120401090.2100  | Yes      | Change of Flight for Geoff Haerewa – travel to Broome Perth Return to attend Avalon 2023 (North West Defence Alliance) To be reimbursed |
| 14/02/2020 | CANTAS ARTURAIS EID (NIO NIBSCOT                     |       | Ψ 30.00     | Ψ 5.00            |            | 120401050.2100  | 16       | Change of Flight for Geoff Haerewa – travel to Broome Perth Return to attend Avalon 2023 (North West                                    |
| 14/02/2023 | QANTAS AIRWAYS LTD (MO Mascot                        | Y     | \$ 159.60   | \$ 15.96          | 175.56     | 120401090.2100  | Yes      | Defence Alliance) To be reimbursed  |
| 16/02/2023 | LUPTIX AVALON AIRSHOW BRISBANE                       | Y     | \$ 323.64   | \$ 32.36          | 356        | 120401040.2100  | Yes      | Registration Geoff Haerewa Avalon Air Show (Reimbursement by NWDA)  |
| 16/02/2023 | LUPTIX AVALON AIRSHOW BRISBANE                       | Y     | \$ 242.73   | \$ 24.27          | 267        | 120401040.2100  | Yes      | Registration Michael Hadlow (Amcer Consulting) - Avalon Air Show (Reimbursement by NWDA)  |
| 20/02/2023 | THE PERTH MINT EAST PERTH                            | Y     | \$ 145.43   | \$ 14.54          | 159.97     | EP0014-297-2100 | Yes      | Citizenship Coins 2023  |
| 20/02/2023 | MANGROVE RESORT BROOME                               | Y     | \$ 112.73   | \$ 11.27          | 124        | 121407050.2101  | Yes      | Meals for Recovery planning Meeting - Catherine Feeney, Mark Chadwick, Tim Bray, Amanda Dexter  |
| 20/02/2023 | Microsoft*Store msbill.info                          | Υ     | \$ 153.64   | \$ 15.36          | 169        | 121402190.2100  | Yes      | Purchase of Microsoft 11 Upgrade required for new SDWK laptop   |
| 20/02/2023 | AVIS AUSTRALIA MASCOT                                | Y     | \$ 741.52   | \$ 74.15          | 815.67     | 120401040.2100  | Yes      | Hire car for Geoff Haerwa Avalon 2023 (North West Defence Alliance) To be reimbursed  |
| 22/02/2023 | MANGROVE RESORT BROOME                               | Y     | \$ 430.00   | \$ 43.00          | 473        | 121407050.2100  | Yes      | Accommodation Amanda Dexter 15-17.02.2023 Flood related Meetings  |
| 23/02/2023 | The Pearle of Cable Be Cable Beach                   | Υ     | \$ 2,051.32 | \$ 205.13         | 2256.45    | AD06-297-2100   | Yes      | Accommodation for CSO to complete Department of transport training in Broome  |
| 27/02/2023 | AVIAIR PTY LTD KUNUNURRA                             | Y     | \$ 216.36   | \$ 21.64          | 238        | 120402510.2100  | Yes      | Flights for Neil Hartley Broome-Derby return  |
| 27/02/2023 | QANTAS AIRWAYS LTD (EC Mascot                        | Y     | \$ 647.58   | \$ 64.76          | 712.34     | 121407050.2100  | Yes      | Flights Elizabeth Peta Hayto - Commpro Consultant to undertake services for Flood Recovery FX   |
| 27/02/2023 | AVIS AUSTRALIA MASCOT                                | Υ     | \$ 2,478.00 | \$ 247.80         | 2725.8     | 121407050.2100  | Yes      | Car hire Elizabeth Peta Hayto - Commpro Consultant to undertake services for Flood Recovery FX  |
| 27/02/2023 | AVIAIR PTY LTD KUNUNURRA                             | Υ     | -\$ 159.45  | -\$ 15.95         | -175.4     | EX08-297-2100   | Yes      | Credit - Return flight Amanda Dexter  |
| 28/02/2023 | JUANITA HOLDINGS PTY MELBOURNE                       | Y     | \$ 1,361.03 | \$ 136.10         | 1497.13    | 120401090.2100  | Yes      | Accommodation in Melbourne for Geoff Haerewa - Avalon 2023 (North West Defence Alliance) To be reimbursed                               |
| 20/02/2025 | JOANNA NOEDINGSTTT WEEDOONNE                         |       | Ψ 1,301.03  | Ψ 130.10          | 1457.15    | 120401030.2100  | 16       | Accommodation in Melbourne for Michael Ladlow - Avalon 2023 (North West Defence Alliance) To be   |
| 28/02/2023 | JUANITA HOLDINGS PTY MELBOURNE                       | Υ     | \$ 532.42   | \$ 53.24          | 585.66     | 120401090.2100  | Yes      | reimbursed  |
| 3/03/2023  | FITZROY HARDWARE PTY FITZROY CROSS                   | Υ     | \$ 68.18    | \$ 6.82           | 75         | 121407050.2100  | Yes      | Floor Rug for FX Recovery Hub   |
| 3/03/2023  | FITZROY HARDWARE PTY FITZROY CROSS                   | Y     | \$ 70.91    | \$ 7.09           | 78         | 121407050.2100  | Yes      | Chairs for FX Recovery Hub  |
| 3/03/2023  | FITZROY HARDWARE PTY FITZROY CROSS                   | Υ     | \$ 83.64    | \$ 8.36           | 92         | 121407050.2100  | Yes      | Kitchen supplier for FX Recovery Hub  |
| 3/03/2023  | FITZROY HARDWARE PTY FITZROY CROSS                   | Y     | \$ 255.45   | \$ 25.55          | 281        | 121407050.2100  | Yes      | Plastic storage Containers for FX Recover Hub   |
| 6/03/2023  | FITZROY HARDWARE PTY FITZROY CROSS                   | Y     | \$ 15.45    | \$ 1.55           | 17         | 121407050.2100  | Yes      | Tuct tape pvc tartan supply required for FX recovery hub  |
| 6/03/2023  | TARUNDA SUPERMARKET FITZROY CROSS                    | Y     | \$ 49.05    | \$ 4.90           | 53.95      | 121407050.2100  | Yes      | File note pending CEO's signature   |
| 6/03/2023  | CONTINENTAL HOTEL BROOME BROOME                      | Y     | \$ 171.82   | \$ 17.18          | 189        | 120401090.2100  | Yes      | Accommodation in Broome for Andrew Twaddle (81st Anniversary of the Broome Air Raid - 3rd March 20                                      |
|            | AVIAIR PTY LTD KUNUNURRA                             | Y     | \$ 216.36   | \$ 21.64          |            | EX08-297-2100   | Yes      | Return flight Amanda Dexter   |
| 6/03/2022  | OANTAS AIDWAYS LTD /FC Marrort                       | Υ     | \$ 647.58   | \$ 64.76          | 712.34     | 120401090.2100  | Yes      | Flights for Geoff Haerewa Broome to Perth return (KRG meetings in Canberra and Minister Meetings in P                                   |
|            | QANTAS AIRWAYS LTD (EC Mascot                        | Y     |             | -                 |            |                 |          | 1 2   |
|            | QANTAS AIRWAYS LTD (EC Mascot                        | Y     |             |                   |            | 120402510.2100  | Yes      | Flights for Neil Hartley Perth-Broome return  |
|            | QANTAS AIRWAYS LTD (EC Mascot                        |       | \$ 1,401.60 |                   |            | 120401090.2100  | Yes      | Flights for Geoff Haerewa Perth to Canberra return (KRG meetings in Canberra)   |
| 10/03/2023 | Harvey Norman Online Homebush West                   | Υ     | \$ 3,561.77 | \$ 356.18<br>TOTA |            | 121407040.2101  | Yes      | IPAD Pro, Apply Keyboard, Canon Printer and Apple Pencil for AGRN 1044  |

| Card Holder : Wayne Neate |                                 |       |            |       |      |            |                |          |   |
|---------------------------|---------------------------------|-------|------------|-------|------|------------|----------------|----------|---|
|                           |                                 | GST   | Amount     |       |      | Amount     |                | Receipt  |   |
| Date                      | Transaction Description         | (Y/N) | (GST Excl) | GST   | г    | (GST Incl) | Account        | Provided | Comments  |
| 13/02/2023                | AVIAIR PTY LTD KUNUNURRA        | Y     | \$ 432.73  | \$ 43 | 3.27 | \$ 476.00  | 120707090.2100 | Yes      | Aviair - Return flights - Catherine Feeney & Mark Chadwick KAHPF attendance |
| 20/02/2023                | WOOLWORTHS/131-135 LOCH S DERBY | Υ     | \$ 118.13  | \$ 11 | 1.81 | \$ 129.94  | 120707650.2101 | Yes      | Restock of cleaning products for our Clinical Referral Program              |
| 20/02/2023                | OAKS BROOME BROOME              | Υ     | \$ 213.15  | \$ 21 | 1.32 | \$ 234.47  | 120707090.2100 | Yes      | Accommodation - Catherine Feeney & Mark Chadwick KAHPF attendance           |

Item 7.1 - Attachment 2

| 20/02/2023 OAKS BROOME BROOME              | Υ | \$ 213.15   | \$ 2  | 21.32       | \$ 234.47   | 120707090.2100 | Yes | Accommodation - Catherine Feeney & Mark Chadwick KAHPF attendance |
|--|---|-------------|-------|-------------|-------------|----------------|-----|---|
| 22/02/2023 SEEK AU 51722441 MELBOURNE      | Y | \$ 295.00   | \$ 2  | 29.50       | \$ 324.50   | AD07-302-2100  | Yes | Advertisement: Governance Officer                                 |
| 27/02/2023 EZI*GEO DIRECT INGLESIDE        | Υ | \$ 120.00   | \$ 1  | 12.00       | \$ 132.00   | 121403150.2101 | Yes | 4 x Field books for ETO (Ron Delvin) including postage            |
| 27/02/2023 Mailchimp 678-9990141           | Υ | \$ 54.72    | \$    | 5.47        | \$ 60.19    | 121402410.2100 | Yes | Monthly Subsciption Order MC13790165                              |
| 27/02/2023 LinkedIn 7990916526 16506873555 | Y | \$ 294.44   | \$ 2  | 29.44       | \$ 323.88   | 121402410.2100 | Yes | Year subscription to LinkedIn Learning - K Thompson               |
| 2/03/2023 TL ENGINEERING AUST HAZELMERE    | Y | \$ 1,735.71 | \$ 17 | 73.57       | \$ 1,909.28 | P104-260-2101  | Yes | Parts to fix the Kevrek Crane on Kw14                             |
| 3/03/2023 DEPARTMENT OF TRANSPOR PERTH     | Υ | \$ 22.59    | \$    | 2.26        | \$ 24.85    | P647-266-2266  | Yes | Rego for 1TOP647  |
| 6/03/2023 SAFETYCULTURE STORE HERMIT PARK  | Υ | \$ 349.55   | \$ 3  | 34.95       | \$ 384.50   | 121403870.2101 | Yes | 500 x Hydrolyte sachets for works crew.                           |
|  |   |             | TOTAL | \$ 4,234.08 |             |                |     |   |
|  |   |             |       |             |             |                |     |   |

| Card Holder : Christie Mildenhall |                                    |       |            |    |       |            |                |          |   |
|-----------------------------------|------------------------------------|-------|------------|----|-------|------------|----------------|----------|---|
|                                   |                                    | GST   | Amount     |    |       | Amount     |                | Receipt  |   |
| Date                              | Transaction Description            | (Y/N) | (GST Excl) | •  | SST   | (GST Incl) | Account        | Provided | Comments                                      |
| 6/03/2023                         | AVIAIR PTY LTD KUNUNURRA           | Y     | \$ 216.36  | \$ | 21.64 | 238        | 121107090.2100 | Yes      | Flights Broome to Derby return - C Mildenhall |
| 6/03/2023                         | VIRGIN AUSTR7954403717003 BRISBANE | Υ     | \$ 4.80    | \$ | 0.48  | 5.28       | 121107090.2100 | Yes      | Flights Perth to Broome return - C Mildenhall |
| 6/03/2023                         | VIRGIN AUSTR7952184762305 BRISBANE | Y     | \$ 494.55  | \$ | 49.46 | 544.01     | 121107090.2100 | Yes      | Flights Perth to Broome return - C Mildenhall |
|                                   |                                    |       |            |    | TOTAL | \$ 787.29  |                |          |   |
|                                   |                                    |       |            |    |       | *          |                |          |   |

TOTAL PURCHASES FOR ABOVE STATED PERIOD \$ 26,049.75

PAYMENTS AND OTHER CREDITS \$ 22,132.00

INTEREST CHARGES \$

CLOSING BALANCE \$ 3,917.75

Australia and New Zealand Banking Group Limited (ANZ) ABN 11 005 357 522. Australian Credit Licence No. 234527.



# **ANZ BUSINESS ONE**

STATEMENT PERIOD: 13/02/23 to 12/03/23 ACCOUNT NUMBER:

Cards Enquiries: 13 10 06 Lost/Stolen Cards: 1800 033 844

SHIRE OF DERBY WEST KIMBERLEY SHIRE OF DERBY WEST KIMBERLEY MYRA HENRY 30 LOCH ST DERBY WA 6728

| F                  | PAYMENT SUMMARY |
|--------------------|-----------------|
| Monthly Payment    | \$79.00         |
| Due Date           | 06/04/2023      |
| Minimum Amount Due | \$79.00         |

# YOUR ANZ ACCOUNT SUMMARY

| Opening Balance                         | \$24,563.05 |
|---|-------------|
| Purchases, Cash Advances & Other Debits | \$26,225.15 |
| Interest Charges                        | \$0.00      |
| Payments & Other Credits                | \$46,870.25 |
| Closing balance                         | \$3,917.95  |

| Account Credit Limit     | \$50,000.00 |
|--------------------------|-------------|
| Available Account Credit | \$46,082.05 |
| at Statement Date        | \$40,002.05 |

#### YOUR PAYMENT OPTIONS



# **ANZ Internet Banking**

www.anz.com Payments made after 10pm (EST) will be processed the next business day.



# BPAY Payments - Biller Code 6007

BPAY payments from ANZ accounts made after 6pm (EST) will be processed the next business day. Check with your institution for cut-off times. Your bill reference number is your ANZ account number.



**ANZ Phone Banking** 13 22 73 Payments made after 10pm (EST) will be processed the next business day.



Tear off this slip and mail to GPO BOX 607, Melbourne, VIC 3001



CardPay Direct To ask about setting up a convenient direct debit payment please call 13 22 73.



# Direct Credit via EFT

Payments to your Account can be made via Electronic Funds Transfer (EFT) from your nominated account. **Account Number** 

SHIRE OF DERBY WEST Account Name KIMBERLEY

**Amount Paid** 

06/04/2023 **Due Date** 

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# **ANZ BUSINESS ONE**

# ACCOUNT NUMBER:

# Interest Rates

PurchasesInterest Rate 17.74% p.a (0.0486% daily)Cash AdvancesInterest Rate 19.24% p.a (0.0527% daily)

# **Opening Account Balance**

\$24,563.05

Cardholder Name: WAYNE NEATE

Cardholder Number: Spend Cap: \$5,000.00

| Date       | Description                     | Amount   | Default GST* |
|------------|---------------------------------|----------|--------------|
| 10/02/2023 | AVIAIR PTY LTD KUNUNURRA        | 476.00   | 43.27        |
| 16/02/2023 | WOOLWORTHS/131-135 LOCH S DERBY | 129.94   | 11.81        |
| 16/02/2023 | OAKS BROOME BROOME              | 234.47   | 21.31        |
| 16/02/2023 | OAKS BROOME BROOME              | 234.47   | 21.31        |
| 20/02/2023 | SEEK AU 51722441 MELBOURNE      | 324.50   | 29.50        |
| 22/02/2023 | EZI*GEO DIRECT INGLESIDE        | 132.00   | 12.00        |
| 23/02/2023 | MAILCHIMP 678-9990141           | 60.19    | 5.47         |
|            | INCL OVERSEAS TXN FEE 1.75 AUD  |          |              |
| 24/02/2023 | LINKEDIN 7990916526 16506873555 | 323.88   | 29.44        |
| 28/02/2023 | TL ENGINEERING AUST HAZELMERE   | 1,909.28 | 173.57       |
| 28/02/2023 | DEPARTMENT OF TRANSPOR PERTH    | 24.85    | 2.25         |
| 01/03/2023 | SAFETYCULTURE STORE HERMIT PARK | 384.50   | 34.95        |
|            |                                 |          |              |
| Sub-total  |                                 | 4,234.08 | 384.88       |

Cardholder Name: C MILDENHALL

Cardholder Number: Spend Cap: \$5,000.00

| Date       | Description                        | Amount | Default GST* |
|------------|------------------------------------|--------|--------------|
| 02/03/2023 | AVIAIR PTY LTD KUNUNURRA           | 238.00 | 21.63        |
| 03/03/2023 | VIRGIN AUSTR7954403717003 BRISBANE | 5.28   | 0.48         |

 $<sup>{\</sup>rm *The\; calculation\; is\; an\; estimate\; amount only\; and\; is\; not\; to\; be\; relied\; upon\; as\; an\; actual\; GST\; calculation.}$ 

Cheque Particulars: Proceeds not available until cleared. Please make cheques payable to ANZ. Do not staple, pin or fold your payment.

| Drawer       | Bank      | Branch |          | Amount |
|--------------|-----------|--------|----------|--------|
|              |           |        |          | \$     |
|              |           |        |          | \$     |
|              |           |        |          | \$     |
| Teller Stamp | Signature |        | Subtotal | \$     |
|              |           |        | Notes    | \$     |
|              |           |        | Coins    | \$     |
|              |           |        | Total    | \$     |

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# **ANZ BUSINESS ONE**

# ACCOUNT NUMBER:

| Date       | Description                        | Amount | Default GST* |
|------------|------------------------------------|--------|--------------|
| 03/03/2023 | VIRGIN AUSTR7952184762305 BRISBANE | 544.01 | 49.45        |
| Sub-total  |                                    | 787.29 | 71.56        |

Cardholder Name: AMANDA O'HALLORAN

Cardholder Number: Spend Cap: \$50,000.00

| Date       | Description                         | Amount    | Default GST* |
|------------|-------------------------------------|-----------|--------------|
| 08/02/2023 | QANTAS AIRWAYS LTD (EC MASCOT       | 712.34    | 64.75        |
| 08/02/2023 | QANTAS AIRWAYS LTD (EC MASCOT       | 1,395.18  | 126.83       |
| 10/02/2023 | CANVA* I03692-0762114 HTTPSCANVA.CO | 356.08    |              |
|            | 239.16 USD                          |           |              |
|            | INCL OVERSEAS TXN FEE 10.37 AUD     |           |              |
| 10/02/2023 | QANTAS AIRWAYS LTD (MO MASCOT       | 99.00     | 9.00         |
| 10/02/2023 | QANTAS AIRWAYS LTD (MO MASCOT       | 175.56    | 15.96        |
| 14/02/2023 | LUP TIX AVALON AIRSHOW BRISBANE     | 356.00    | 32.36        |
| 14/02/2023 | LUP TIX AVALON AIRSHOW BRISBANE     | 267.00    | 24.27        |
| 16/02/2023 | THE PERTH MINT EAST PERTH           | 159.97    | 14.54        |
| 16/02/2023 | MANGROVE RESORT BROOME              | 124.00    | 11.27        |
| 17/02/2023 | MICROSOFT*STORE MSBILL.INFO         | 169.00    | 15.36        |
| 17/02/2023 | MANGROVE RESORT BROOME              | 473.00    | 43.00        |
| 18/02/2023 | AVIS AUSTRALIA MASCOT               | 815.67    | 74.15        |
| 21/02/2023 | THE PEARLE OF CABLE BE CABLE BEACH  | 2,256.45  | 205.13       |
| 22/02/2023 | AVIAIR PTY LTD KUNUNURRA            | 238.00    | 21.63        |
| 22/02/2023 | QANTAS AIRWAYS LTD (EC MASCOT       | 712.34    | 64.75        |
| 23/02/2023 | AVIS AUSTRALIA MASCOT               | 2,725.80  | 247.80       |
| 23/02/2023 | AVIAIR PTY LTD KUNUNURRA            | 175.40CR  |              |
| 26/02/2023 | JUANITA HOLDINGS PTY MELBOURNE      | 1,497.13  | 136.10       |
| 26/02/2023 | JUANITA HOLDINGS PTY MELBOURNE      | 585.66    | 53.24        |
| 01/03/2023 | FITZROY HARDWARE PTY FITZROY CROSS  | 75.00     | 6.81         |
| 01/03/2023 | FITZROY HARDWARE PTY FITZROY CROSS  | 78.00     | 7.09         |
| 01/03/2023 | FITZROY HARDWARE PTY FITZROY CROSS  | 92.00     | 8.36         |
| 01/03/2023 | FITZROY HARDWARE PTY FITZROY CROSS  | 281.00    | 25.54        |
| 02/03/2023 | FITZROY HARDWARE PTY FITZROY CROSS  | 17.00     | 1.54         |
| 02/03/2023 | TARUNDA SUPERMARKET FITZROY CROSS   | 53.95     | 4.90         |
| 03/03/2023 | CONTINENTAL HOTEL BROOME BROOME     | 189.00    | 17.18        |
| 03/03/2023 | AVIAIR PTY LTD KUNUNURRA            | 238.00    | 21.63        |
| 03/03/2023 | QANTAS AIRWAYS LTD (EC MASCOT       | 712.34    | 64.75        |
| 03/03/2023 | QANTAS AIRWAYS LTD (EC MASCOT       | 889.60    | 80.87        |
| 03/03/2023 | QANTAS AIRWAYS LTD (EC MASCOT       | 1,541.76  | 140.16       |
| 08/03/2023 | HARVEY NORMAN ONLINE HOMEBUSH WEST  | 3,917.95  | 356.17       |
| Sub-total  |                                     | 21,028.38 | 1,895.14     |

 $<sup>{\</sup>rm *The\ calculation\ is\ an\ estimate\ amount\ only\ and\ is\ not\ to\ be\ relied\ upon\ as\ an\ actual\ GST\ calculation.}$ 

XPRVPL0004-23031102

# **ANZ BUSINESS ONE**

# ACCOUNT NUMBER:

#### Account Number:

| Date         | te Description Amoun  |             | Default GST* |  |
|--------------|-----------------------|-------------|--------------|--|
| 08/03/2023   | PAYMENT - THANK YOU   | 46,694.85CR |              |  |
| Sub-total    |                       | 46,694.85CR |              |  |
| Total GST pa | yable this statement* |             | \$2,351.58   |  |
| Closing Ac   | count Balance         | \$3,917.95  |              |  |

# IMPORTANT MESSAGES

YOUR AGREED PAYMENT WILL BE DEBITED FROM YOUR ACCOUNT ON 06/04/23
ENSURE THAT YOUR ACCOUNT HAS SUFFICIENT FUNDS AT START OF BUSINESS ON YOUR DUE DATE AS SHOWN ON YOUR STATEMENT.
FOR ADVICE ON YOUR TAX AFFAIRS, INCLUDING PREVIOUS REWARDS FEES CHARGED TO YOUR ACCOUNT, PLEASE CONSULT YOUR TAX ADVISER.

ANY QUESTIONS: PLEASE CALL 1800 032 481, MONDAY TO FRIDAY, 8AM TO 8PM(AET)

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<sup>\*</sup>The calculation is an estimate amount only and is not to be relied upon as an actual GST calculation.

# 7.2 SHORT-TERM LOAN/OVERDRAFT FACILITY

File Number: 5165

Author: Neil Hartley, Director - Strategic Business

Responsible Officer: Amanda Dexter, Chief Executive Officer

Authority/Discretion: Legislative

# **SUMMARY**

The Shire often requires temporary access to bridging finance between the start of the financial year and when rates revenues are received. It also has numerous large value projects to progress as a result of the impacts of recent ex-Tropical Cyclone Ellie, where the grant funding allocated to these projects will not all be received until after the project is completed and paid for by the Shire.

This report recommends that Council endorse an application for continuance of access to a \$5m Western Australian Treasury Corporation Short-term Loan Facility, for the purpose of ensuring liquidity.

#### DISCLOSURE OF ANY INTEREST

Nil by Author.

# **BACKGROUND**

While the Council adopts a balanced budget each year, ensuring budget allocations for the programs and services delivered by the Shire, due to the timing of cash inflows (rates, grants, fees and charges) and cash outflows (salaries, contracts and supplies), at times throughout any financial year, the Shire can have a shortage of cash. A normal annual pattern is a cash shortage at the beginning of a financial year, due to the delay between a budget being adopted (normally July-August), and rates income (normally late August – early September), and also the potential of a cash shortage at the end of a financial year, due to less than full receipt of income.

Council has in light of the above, previously obtained an \$8m overdraft facility with the ANZ bank for cash flow purposes for the 2017/18 financial year, and then subsequently secured a \$2m short-term loan facility (Master Lending Agreement) with the WA Treasury Corporation for cash flow commencing in the 2020/21 financial year, with that facility due to expire on 30 June 2023.

In 2022/23 and for 2023/24, the Shire has/will have numerous large value projects to progress as a result of the impacts of recent ex-Tropical Cyclone Ellie (ARGN1044 – 5 January 2023, an eligible disaster pursuant to clause 5.1 of the Disaster Recovery funding arrangement), plus undertaking other funded projects like the refurbishment of the Fitzroy Crossing Airstrip. Notwithstanding the grant funding allocated to these projects, there are cash-flow issues to accommodate whilst the project progresses, and before grant funding is received.

The State Government through the WA Treasury Corporation, has established a short-term lending facility for local governments for this scenario. In order to retain the Shire's shortly to expire Treasury loan/overdraft facility, a Council resolution is required, and public advertising obligations met.

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# STATUTORY ENVIRONMENT

**Local Government Act 1995 S6.20 (Power to borrow)** provides local government's with the power to borrow funds, obtain credit, or access other financial instruments, in order to perform its functions. If the loan proposal has not been included in the annual budget for that financial year, then a Council resolution to initiate that provision is required to be passed, by absolute majority. One month's local public notice of the proposal must also be given and to enable any submissions that might be received to be considered by Council in its June 2023 round of meetings, this process has already commenced.

# **POLICY IMPLICATIONS**

**Policy F16 (Cash Flow)** requires the Shire to manage daily cash flow so as to quickly monitor cash movements, and to assist in the maximisation of investment opportunities.

Whilst there is no implications in regard to this policy, it was the cash-flow projections that have reinforced the need for an overdraft/loan facility to be secured.

**Policy F14 (Loan Borrowings)** requires that the Shire's level of debt should be kept at a manageable level, with the Net Debt Servicing Ratio not to exceed 8% of its net Available Operating Revenue.

# FINANCIAL IMPLICATIONS

The short-term lending facility provides access to cash on a short-term basis.

The maximum cost of the facility drawn down for \$5million over a three year term with one repayment, utilising an indicative rate of 4.24% (WATC 3/5/2023) would result in a total interest projected of \$212,000.00pa. Interest is however, only payable on the amount of funds drawn down and not the full \$5million limit provided. There are no establishment or ongoing fees for this short-term lending facility.

# 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            |
| 2. Community                 | 2.1 Safe Communities                              | 2.1.4 Manage and respond to emergency situations |

#### RISK MANAGEMENT CONSIDERATIONS

| RISK   | LIKELIHOOD        | CONSEQUENCE | RISK<br>ANALYSIS | MITIGATION                                     |
|--|-------------------|-------------|------------------|--|
| Business Interruption:  Shire will be unable to undertake or complete projects, or delays will be suffered with project completions. | Almost<br>Certain | Severe      | Extreme          | Seek access to Short-<br>Term Lending Facility |
| Reputation:  | Almost            | Major       | Extreme          | Seek access to Short-                          |

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| Potential for            | Certain |  | Term Lending Facility |
|--------------------------|---------|--|-----------------------|
| community concern        |         |  |                       |
| over the Shire's ability |         |  |                       |
| to manage funds and      |         |  |                       |
| projects.                |         |  |                       |

# **CONSULTATION**

Community consultation will be undertaken in order to satisfy the requirements of Local Government Act S6.20.

Officers have been liaising with the Western Australia Treasury Corporation.

# COMMENT

Unless a local government can build up sufficient cash buffers to provide for periods of negative cash-flow, overdraft facilities are required. This is particularly relevant for the early part of a financial year. A three year facility, reviewed annually as part of the budget, will provide the necessary financial security required by the Shire.

# **VOTING REQUIREMENT**

Absolute majority

# **ATTACHMENTS**

Nil

# COMMITTEE RESOLUTION AC49/23

Moved: Cr Geoff Haerewa Seconded: Cr Peter McCumstie

That the Audit Committee recommends that Council resolve by ABSOLUTE MAJORITY to:

- 1. Give one month's local public notice of the continuance of the Short-Term Lending facility;
- 2. Require the Chief Executive Officer (subject to there being no adverse responses to the public consultation invitation outlined in [1] above) to apply to the Western Australia Treasury Corporation for access to a \$5,000,000 up to three year Short-term Master Lending Agreement with funds to be used to address the Shire's periodic short-term negative cash-flow events, including for example, start/end of financial year periods, situations brought about by ex-Tropical Cyclone Ellie related projects, disaster recovery/weather event road flood damage projects, and the Fitzroy Crossing Air-strip Refurbishment Project; and
- 3. Require the Chief Executive Officer to include the consideration of the need for an ongoing loan/overdraft facility within all future Shire budgets.

<u>In Favour:</u> Crs Geoff Haerewa, Peter McCumstie and Andrew Twaddle

Against: Nil

**CARRIED 3/0** 

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# 7.3 POLICY - ELECTED MEMBER AND PRESIDENT'S FEES AND ALLOWANCES

File Number: 4160

Author: Neil Hartley, Director - Strategic Business

Responsible Officer: Amanda Dexter, Chief Executive Officer

Authority/Discretion: Administrative

# **SUMMARY**

Local governments must pay its President and Councillors some minimum fees and reimburse some expenses. In addition, local governments may expand the levels of those fees/allowances up to the legislated maximums set by the Salaries & Allowances Tribunal.

This report recommends that in light of the upcoming Local Government Act changes to local government elections, that Council (through the Audit Committee) establish standards by which those considerations can be given, through the adoption of a Council Policy.

# **DISCLOSURE OF ANY INTEREST**

Nil by Author and Responsible Officer.

# **BACKGROUND**

Local governments must pay its Elected Members some minimum fees and reimburse some expenses. In addition, local governments may expand the levels of those fees/allowances up to the legislated maximums set by the Salaries & Allowances Tribunal. The Salaries and Allowances Tribunal determines the ranges of remuneration a local government can provide to its Elected Members and these are outlined in the table below:

# **Elected Members' Sitting Fee\***

\*The current sitting fee level paid to Councillors as authorised through the 2022/23 budget, is 72%, and 95% to the President's Allowance.

| Councillor |          | President |          |
|------------|----------|-----------|----------|
| Minimum    | Maximum  | Minimum   | Maximum  |
| \$14,865   | \$23,230 | \$14,865  | \$31,149 |

# **President's Allowance**

(paid in addition to the Elected Members' Sitting Fee)

| Minimum  | Maximum  |
|----------|----------|
| \$15,377 | \$63,354 |

# **ICT/Communications Allowance\***

\*The current ICT/Communications Allowance is \$1333pa.

| Minimum | Maximum |
|---------|---------|
| \$500   | \$3,500 |

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In light of the upcoming Local Government Act changes to local government elections, it is timely that consideration be given to the adoption of a Council Policy on this matter.

#### STATUTORY ENVIRONMENT

**Local Government Act S5.98 (Fees etc. for council members)** provides for a council member who attends a council meeting to be paid the fee set by the local government within the allowable range, and **S5.99 (Annual fee for council members in lieu of fees for attending meetings)** provides that a local government may decide by <u>absolute majority</u> that instead of paying council members an attendance fee per meeting, it will pay all council members an annual fee (within the allowable range).

**S5.98** also entitles every council member who incurs an expense of a kind prescribed, to be reimbursed for that expense, and **S5.99A** provides that a local government may decide by <u>absolute majority</u> that instead of paying council some expenses as they occur, that they will pay all council members an annual fee (within the allowable range).

**\$5.98** in addition, enables the local government to pay the president, in addition to a sitting fee, an annual allowance (within the allowable range).

# **POLICY IMPLICATIONS**

Nil applicable.

# FINANCIAL IMPLICATIONS

The Current budget provides sufficient funds to accommodate the existing levels of fees/allowances. Future budgets will need to maintain those levels, or any increases agreed to by Council. The only proposed increase in fees in the policy as drafted is for a slight increase to the monthly ICT/Communications allowance (approximately \$14) for each elected member, and which would total approximately \$1,500pa.

# 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 |

#### RISK MANAGEMENT CONSIDERATIONS

| RISK  | LIKELIHOOD | CONSEQUENCE | RISK<br>ANALYSIS | MITIGATION  |
|---|------------|-------------|------------------|---|
| Reputation:  Publicising the policy might attract media and community interest. | Possible   | Minor       | Medium           | Provide details of legislated minimum/maximum payment requirements and Councillor performance expectations. |

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# **CONSULTATION**

No community consultation is considered warranted in regard to the development or approval of this policy.

# **COMMENT**

It is not uncommon for a local government to adopt a policy to address Elected Member fees and other entitlements. Most also in addition, consider the matter annually through their budget adoption process.

The proposed policy generally reflects existing arrangements, but in light of the upcoming changes to the manner in which the President is elected in Western Australian Band 2 local governments (of which the Shire of Derby/West Kimberley is one) the policy does provide some guidance as to how Council might consider the question of how and when to assess the level of the President's Allowance, and the need for a dedicated motor vehicle.

# **VOTING REQUIREMENT**

Absolute majority

# **ATTACHMENTS**

# 1. Policy - Sitting Fees and Allowances

# **COMMITTEE RESOLUTION AC50/23**

Moved: Cr Peter McCumstie Seconded: Cr Geoff Haerewa

That the Audit Committee recommend to Council that it adopt by <u>Absolute Majority</u>, the attached policy titled, "C12 - Elected Member Fees and President's Allowances".

<u>In Favour:</u> Crs Geoff Haerewa, Peter McCumstie and Andrew Twaddle

Against: Nil

**CARRIED 3/0 BY ABSOLUTE MAJORITY** 

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# C12 -ELECTED MEMBER FEES AND PRESIDENT'S ALLOWANCES

# **POLICY OBJECTIVE**

To ensure that all Elected Members are suitably compensated and reimbursed for their contributions to the Shire of Derby/West Kimberley and its community.

# **POLICY STATEMENT**

The Local Government Act outlines the provisions within which a local government must operate when setting elected member meeting/allowance and other fees. The Act provides that:

- S5.98 (Fees etc. for council members) and S5.99 (Annual fee for council members in lieu of fees for attending meetings) provides for local governments to pay elected members either a meeting attendance fee (for attending each council or designated committee meeting) or alternatively, to pay an annual fee within the range for annual fees determined by that Salaries and Allowances Tribunal.
- 2. S5.98 (Fees etc. for council members) and S5.98A (Allowance for deputy mayor or deputy president) also provides the entitled for the president of a local government to be paid an additional annual allowance, within the range determined by that Salaries and Allowances Tribunal, and for the deputy president to be entitled to be paid up to 25% of the president's additional entitlement.

The Council holds the view that in light of the consistent level of workload and expectation of individual elected members, that there should also be a consistent sitting fee provided to all Elected Members. In light however of the significant additional workload, and the significant financial allowance that can apply for the President, that a different approach should be taken.

**President:** This Policy provides the ability for Council to consider a higher allowance for the President, but that consideration cannot be given until a period of at least six months has elapsed from the original election date of the President. Council can review that additional allowance at any time, but if it does not, the allowance will continue until a new President is elected. The additional fee for the Deputy President has similarly considerations.

In reviewing the President's allowance, Council will taken into account a range of factors including the following –

- the leadership role taken by the President, and its effectiveness;
- the contemporary challenges of the Shire and the President's Council endorsed role in addressing those challenges;
- the number of Shire and other Council endorsed meetings requiring the attendance by the President, and the outcome benefits of those attendances;
- the ceremonial and other civic duties required of the President, and the community's appreciation of those engagements; and
- the frequency that the Deputy President is required to deputise.

The below table reflects the policy position for sitting fees and other allowances:

| Details                                  | Councillor     | President                     | Deputy<br>President |
|--|----------------|-------------------------------|---------------------|
| Base Annual <b>Meeting Fee</b> Allowance | 75%*           | 75%*                          | Nil Applicable      |
| (% of Salaries & Allowances Tribunal     |                |                               |                     |
| maximum)                                 |                |                               |                     |
| Base <b>President's</b> Allowance (% of  | Nil Applicable | 50%                           | 25% of              |
| Salaries & Allowances Tribunal           |                |                               | President's         |
| maximum)                                 |                |                               | Allowance           |
| President's Allowance maximum, as        | Nil Applicable | Up to 100% of the             | Up to 25% of        |
| confirmed by Council decision (% of      |                | maximum SAT range             | President's         |
| Salaries & Allowances Tribunal           |                | allowance (at Council's       | Additional          |
| maximum)                                 |                | discretion after six months)  | Allowance           |
| Travelling Allowance/Motor Vehicle       | Regulated rate | Regulated rate (or a Motor    | Regulated rate      |
| for President                            |                | Vehicle at Council's          |                     |
|  |                | discretion after six months). |                     |

<sup>(\*)</sup>Level can be reviewed by Council as part of any future policy review, or the annual budget's adoption.

**ICT and Communications Allowance:** The Shire will provide a suitable laptop/tablet to each Elected Member, and digital connectivity to the Telstra network. In addition, a communications allowance of \$1,500pa (to meet telephone and service provider costs) will be paid to the President and Councillors.

**Elected Members and President's Travel Allowance/Motor Vehicle:** All Elected Members are entitled to be reimbursed travel at the legislated rate, as is the President. For Council endorsed meetings attended by Elected Members, the CEO may choose (if a vehicle is available) to allocated an existing Shire vehicle for the Elected Member's use, in lieu of payment of a travel allowance.

Council may consider allocating a suitable motor vehicle to the President if the travel requirements at the legislated rate is more costly that the provision of a dedicated motor vehicle, or it otherwise considers that option to be warranted. In order to develop the necessary costing data and build up a knowledge of the expected ongoing commitments of the President, consideration of this option cannot be given until a period of at least six months has elapsed from the original election date of the President.

| Policy Details   |   |  |   |
|--|---|--|---|
| Original Adoption date:  | Insert Council Meeting Approval Date              | Review<br>Frequency<br>(Annual/Bi-<br>ennial): | Bi-ennially.                              |
| Policy Implementing Officer or Team:   | Executive Services Coordinator                    | Policy<br>Reviewer:                            | Director – Corporate & Community Services |
| Legislative Head of Power (Act, Regulation, or Local Law):                     | Local Government Act S5.98;<br>S5.98A; and S5.99. |  |   |
| Related Documents (other Policies, Operational Procedures, Delegations, etc.): |   |  |   |
| Version Control Council Me<br>Review #:<br>1.                                  | eting Review Details: Council Meeting Date:       | Item/Resoluti                                  | on#:                                      |
| 2.   |   |  |   |

# 7.4 COMPLIANCE REPORTS - COUNCIL MINUTE MANAGEMENT

File Number: 4262 - Status Reports

Author: Sarah Smith, Executive Services Coordinator

Responsible Officer: Amanda Dexter, Chief Executive Officer

**Authority/Discretion: Information** 

# **SUMMARY**

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

# **DISCLOSURE OF ANY INTEREST**

Nil by Author and Responsible Officer.

#### **BACKGROUND**

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

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

# STATUTORY ENVIRONMENT

# **Local Government Act 1995**

Section 5.41(a) of the Act requires CEOs to advise councils in relation to the functions of a local government under both the *Local Government Act 1995*, and other legislation.

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

#### **POLICY IMPLICATIONS**

Nil.

# FINANCIAL IMPLICATIONS

Nil.

# STRATEGIC IMPLICATIONS

| GOAL              | OUR PRIORITIES             | WE WILL                               |
|-------------------|----------------------------|---------------------------------------|
| 1. Leadership and | 1.2 Capable, inclusive and | 1.2.1 Provide strong civic leadership |
| Governance        | effective organisation     | 1.2.2 Provide strong governance       |

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# **RISK MANAGEMENT CONSIDERATIONS**

| RISK   | LIKELIHOOD | CONSEQUENCE | RISK<br>ANALYSIS | MITIGATION   |
|--|------------|-------------|------------------|--|
| Financial: Financial, Legal and Compliance, Organisational Operations and Reputation | Unlikely   | Severe      | Extreme          | Monthly reporting to the Audit Committee for awareness and direction where required. |

# **CONSULTATION**

Internal consultation has been undertaken with relevant areas to collate information.

# **COMMENT**

All items are up to date within reasonable parameters.

Staff leave, recent resignations and COVID 19 impacts have had some impact on progress, and however the delays at this point are not concerning.

# **VOTING REQUIREMENT**

Simple majority

# **ATTACHMENTS**

# 1. Actions - May 2023

# **COMMITTEE RESOLUTION AC51/23**

Moved: Cr Peter McCumstie Seconded: Cr Geoff Haerewa

**That the Audit Committee:** 

RECEIVES the information contained in the report detailing Council Minute Management.

In Favour: Crs Geoff Haerewa, Peter McCumstie and Andrew Twaddle

Against: Nil

CARRIED 3/0

Tamara Clarkson left the meeting at 4:58pm.

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| Outstanding          | Division:  | Date From:                    |
|----------------------|------------|-------------------------------|
|                      | Committee: | Date To:                      |
|                      | Officer:   |                               |
| Action Sheets Report |            | Printed: 11 May 2023 11:50 AM |

| Meeting                    | Officer/Director | Section | Subject   |
|----------------------------|------------------|---------|---|
| Audit Committee 23/03/2023 | Clarkson, Tamara | Reports | Audit Committee - Modifications to Role, Membership, Title and Meeting Cycle. |
|                            | Devter Amanda    |         |   |

# **COMMITTEE RESOLUTION AC28/23**

Moved: Cr Geoff Haerewa Seconded: Cr Peter McCumstie

That Audit Committee recommends that Council by Absolute Majority:

- 1. endorse the Audit & Risk Committee's Terms of Reference (as provided in the attachment); and
- 2. requires that the Terms of Reference be reviewed as part of the appointment process for the new Audit & Risk Committee (which will occur at a October or November 2023 Council Meeting, following the October 2023 Council Elections).

<u>In Favour:</u> Crs Geoff Haerewa, Peter McCumstie, Pat Riley and Andrew Twaddle

Against: Nil

CARRIED 4/0 BY ABSOLUTE MAJORITY

8 May 2023 - 11:22 AM - Sarah Smith

Action reassigned to Clarkson, Tamara by: Smith, Sarah for the reason: To be driven by Tamara, Jill and Amanda

| Meeting                    | Officer/Director | Section | Subject                                       |  |
|----------------------------|------------------|---------|---|--|
| Audit Committee 24/03/2022 | Clarkson, Tamara | Reports | Long Term Financial Plan - 2022-23 to 2036-37 |  |
| 1                          | Dexter, Amanda   |         |   |  |

#### **COMMITTEE RESOLUTION AC24/22**

Moved: Cr Peter McCumstie Seconded: Cr Keith Bedford

That the Audit Committee recommend that Council:

1. Endorse the Long Term Financial Plan 2022/23 – 2036/37 per attachment to this report for Council's on going consideration.

<u>In Favour:</u> Crs Keith Bedford, Peter McCumstie and Andrew Twaddle

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Outstanding Division: Date From:
Committee: Date To:
Officer:

Action Sheets Report Printed: 11 May 2023 11:50 AM

<u>Against:</u> Nil

**CARRIED 3/0** 

12 Aug 2022 - 11:17 AM - Amanda Dexter

Revised Target Date changed by: Dexter, Amanda From: 7 Apr 2022 To: 30 Sep 2022

Reason: Formal Presentation of the Long Term Financial Plan will occur at the OCM Setember 29 2022

13 Feb 2023 - 3:34 PM - Sarah Smith

Action reassigned to Clarkson, Tamara by: Smith, Sarah for the reason: Alan Thornton no longer at SDWK

| Meeting                    | Officer/Director | Section   | Subject                                  |
|----------------------------|------------------|---|--|
| Audit Committee 24/03/2022 | Clarkson, Tamara | Matters for which the Meeting May Be<br>Closed (Confi | Kimberley Mineral Sands - Debt Write-Off |
|                            | Dexter, Amanda   | •   |  |

#### **COMMITTEE RESOLUTION AC28/22**

Moved: Cr Peter McCumstie Seconded: Cr Keith Bedford

That the Audit Committee recommends that Council, conditional on a new sub-lease being executed by the Shire and the Kimberley Mineral Sands group:

- Writes off the insurance contribution claim made upon the Derby Port lessee's, Thunderbird Operations Pty Ltd and Sheffield Resources Limited (of \$172,958.16); and
- Notes that insurance contributions by the lessee will apply (as per the lease's new position) from 1 January 2022.

In Favour: Crs Keith Bedford, Peter McCumstie and Andrew Twaddle

Against: Nil

CARRIED 3/0 BY ABSOLUTE MAJORITY

3 May 2022 - 2:11 PM - Neil Hartley

Revised Target Date changed by: Hartley, Neil From: 7 Apr 2022 To: 26 May 2022

Reason: Lease negotiations ongoing, with report hoped to be presented to the 26 May 2022 Council Meeting.

3 Jun 2022 - 10:29 AM - Neil Hartley

Revised Target Date changed by: Hartley, Neil From: 26 May 2022 To: 30 Jun 2022

Reason: Updated decision as per 26 May Council Meeting. Debt can be written off on execution of revised lease documentation.

4 Jul 2022 - 9:31 AM - Neil Hartley

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| Γ | Outstanding          | Division:  | Date From:                    |
|---|----------------------|------------|-------------------------------|
|   |                      | Committee: | Date To:                      |
|   |                      | Officer:   |                               |
|   | Action Sheets Report |            | Printed: 11 May 2023 11:50 AM |

Revised Target Date changed by: Hartley, Neil From: 30 Jun 2022 To: 30 Sep 2022

Reason: Subject to new 28 July Council Meeting decision and lease being executied.

7 Sep 2022 - 8:39 AM - Neil Hartley

Action reassigned to Thornton, Alan by: Hartley, Neil for the reason: New lease agreement execution progressing. Debt to be written off through the normal accounting process once executed lease documents finalised

13 Feb 2023 - 3:34 PM - Sarah Smith

Action reassigned to Clarkson, Tamara by: Smith, Sarah for the reason: Alan Thornton no longer at SDWK

| Meeting            | Officer/Director | Section            | Subject  |
|--------------------|------------------|--------------------|--|
| Council 30/03/2023 | Delvin, Ron      | Technical Services | Award of Tender T8-2022 for the reconstruction of Alfonsas Street, Derby |
| 1                  | Neate, Wayne     |                    |  |

# **RESOLUTION 22/23**

Moved: Cr Andrew Twaddle Seconded: Cr Geoff Davis

#### That Council;

- 1. Award Tender T8-2022 Alfonsas Street, Derby Reconstruction and Drainage improvements to Buckley's Earthmoving and Paving (BEP); and
- 2. Reallocate \$150,000 from Road Maintenance Gravel outside BUA 121202130 to allow the work to be completed.

<u>In Favour:</u> Crs Geoff Haerewa, Geoff Davis, Andrew Twaddle, Pat Riley and Peter McCumstie

Against: Nil

CARRIED 5/0

| Meeting            | Officer/Director | Section            | Subject   |
|--------------------|------------------|--------------------|---|
| Council 30/03/2023 | Delvin, Ron      | Technical Services | Award of Tender T10-2022 for Fairfield Leopold Road Reshaping and Re-Sheeting |
| 1                  | Neate, Wayne     |                    |   |

# **RESOLUTION 25/23**

Moved: Cr Andrew Twaddle

Seconded: Cr Pat Riley

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|                      | Committee: | Date To:                      |
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# That Council;

1. Award Tender T10-2021 Fairfield –Leopold Road Reshape and Re-sheet works to Buckley's Earthmoving and Paving (BEP); and

2. Authorise the CEO to negotiate a reduced scope of work with BEP in order to keep the cost of the project within the available budget amount.

In Favour: Crs Geoff Haerewa, Geoff Davis, Andrew Twaddle, Pat Riley and Peter McCumstie

Against: Nil

CARRIED 5/0

| Meeting            | Officer/Director | Section            | Subject  |
|--------------------|------------------|--------------------|--|
| Council 30/03/2023 | Delvin, Ron      | Technical Services | Award of Tender T9-2022 for Camballin Road reshaping and Re-sheeting |
| 1                  | Neate, Wayne     |                    |  |

# **RESOLUTION 24/23**

Moved: Cr Andrew Twaddle

Seconded: Cr Pat Riley

#### That Council:

- 1. Award Tender T9-2022 Camballin Road Reshape and Re-sheet works to Buckley's Earthmoving and Paving (BEP); and
- 2. Authorise the CEO to negotiate a reduced scope of work with BEP in order to keep the cost of the project within the available budget amount.

In Favour: Crs Geoff Haerewa, Geoff Davis, Andrew Twaddle, Pat Riley and Peter McCumstie

Against: Nil

CARRIED 5/0

| Meeting            | Officer/Director | Section            | Subject   |
|--------------------|------------------|--------------------|---|
| Council 30/03/2023 | Delvin, Ron      | Technical Services | Award of Tender T11-2022 for the Calwynyardah-Noonkanbah Road Reshaping and Re-sheeting |
|                    | Neate, Wayne     |                    |   |

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|                      | Officer:   |                               |
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#### **RESOLUTION 26/23**

Moved: Cr Andrew Twaddle Seconded: Cr Geoff Davis

#### That Council;

- Award Tender T11-2022 Calwynyardah-Noonkanbah Road Reshape and Re-sheet works to Buckley's Earthmoving and Paving (BEP); and
- 2. Authorise the CEO to negotiate a reduced scope of work with BEP in order to keep the cost of the project within the available budget amount.

In Favour: Crs Geoff Haerewa, Geoff Davis, Andrew Twaddle, Pat Riley and Peter McCumstie

Against: Nil

CARRIED 5/0

| Meeting            | Officer/Director | Section            | Subject                         |
|--------------------|------------------|--------------------|---------------------------------|
| Council 26/08/2021 | Dexter, Amanda   | Executive Services | Aboriginal Empowerment Strategy |
| 1                  | Dexter Amanda    |                    |                                 |

# **RESOLUTION 84/21**

Moved: Cr Geoff Davis Seconded: Cr Rowena Mouda

#### That Council:

- 1. Endorses the Workshop Report 22 July 2021 Shire of Derby/West Kimberley Aboriginal Empowerment Strategy;
- 2. Authorise the CEO to commence a Request for Quote process, to seek out an external consultancy with expertise to support Councillors and the Executive with strategic direction setting and policy development to the Aboriginal Empowerment Strategy; and
- 3. Endorse the scoping and development of a senior Aboriginal identified position within the SDWK to operationalise empowerment strategies including economic development and communications.

In Favour: Crs Geoff Haerewa, Paul White, Geoff Davis, Chris Kloss, Andrew Twaddle, Rowena Mouda, Pat Riley and Keith Bedford

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Against: Nil

**CARRIED 8/0** 

10 Sep 2021 - 4:12 PM - Sarah Smith

Action reassigned to O'Halloran, Amanda by: Smith, Sarah for the reason: Sarah Tobias is an external consultant

16 Mar 2022 - 11:30 AM - Amanda Dexter

Amanda will arrange advertising to progress the appointment of a Organisation/ Consultant to assist with the Development of a Strategy and/ or high level priorities in order to get this program up and running over the next few months.

16 Mar 2022 - 11:34 AM - Amanda Dexter

Revised Target Date changed by: Dexter, Amanda From: 9 Sep 2021 To: 31 May 2022

Reason: This item has not been resourced adequartely and higher priioritisation has been allocated to ensure that it progresses over the next few months

9 Jun 2022 - 4:02 PM - Amanda Dexter

Revised Target Date changed by: Dexter, Amanda From: 31 May 2022 To: 30 Jul 2022

Reason: This project has unfortunately not progressed due to resoucing issues, it has been reallocated in the 2022/23 Budget and the CEO's Exec Team will progress the project once the once the budget is approved.

12 Aug 2022 - 11:09 AM - Amanda Dexter

Revised Target Date changed by: Dexter, Amanda From: 30 Jul 2022 To: 30 Sep 2022

Reason: This Item is a high priority for the first quarter of the 2022/23 FY.

12 Aug 2022 - 11:10 AM - Amanda Dexter

Revised Target Date changed by: Dexter, Amanda From: 30 Sep 2022 To: 30 Sep 2022

Reason: This Item is a high priority of the 2022/23 FY. A detailed report will be provided to Council by the 30 September 2022

| Meeting            | Officer/Director | Sec       | ction | Subject  |
|--------------------|------------------|-----------|-------|--|
| Council 24/11/2022 | Dexter, Amanda   | Amendment |       | Amendment - FITZROY CROSSING ADMINISTRATION CENTRE - UNSAFE WORK ENVIRONMENT |
| 1                  | Dexter, Amanda   |           |       |  |

#### **RESOLUTION 150/22**

Moved: Cr Paul White

Seconded: Cr Andrew Twaddle

This recommendation was changed and workshopped by Council at the 24 November 2022 Ordinary Council Meeting and is now put for consideration.

#### That Council:

1. Express its appreciation to the Shire's Fitzroy Crossing staff for endeavouring to maintain a workable service to the Fitzroy Crossing community, notwithstanding the extremely difficult circumstances that presently prevails in that location, and express its empathy to staff and their families for any physical and psychological violence or stress suffered by them as a direct consequence of elevated violence within the Fitzroy Crossing

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| Outstanding          | Division:  | Date From:                    |
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community; Council accepts that it needs to take appropriate actions to protect its employees;

- 2. The actions of the Chief Executive Officer to immediately close the Fitzroy Crossing Administration & Visitors Centre to the public are to remain in place, until such time that a safe work environment consistent with the expectations of the Work Health and Safety Act 2020 can be provided for the Shire's staff;
- Notes that in regard to (2), the Shire's customer services will be provided by appointment, other arrangement or via remote access where that is available;
- 4. Notes that the WA State Government has a direct responsibility through the WA Police force's Policing Pillars to maintain a safe environment in Fitzroy Crossing, the Shire considers the situation in Fitzroy Crossing to be akin to an "Emergency Situation" and therefore requires WA Police to more satisfactorily meet those responsibilities, particularly the following key pillars not being maintained to date:
  - (a) Pillar #1 Enforce the Law; and
  - (b) Pillar #2 Prevent Crime;
  - (c) Pillar #3 Manage and Coordinate Emergencies Coordinate multi-agency approaches to manage emergencies.
- 5. Authorises an immediate emergency 2022/23 budget allocation for the purpose of improving security and community/employee safety at the Shire's Fitzroy Crossing Administration, Library and Visitors Centre Building and its surrounds, and at Shire owned employee homes in Fitzroy Crossing in the immediate term as per the CEO's delegated authority. Funds to be allocated at the Chief Executive Officer's discretion so as to maximise safety but in a suitably cost conscious manner, reported monthly to council;
- 6. Requires the President and CEO to immediately and actively engage with the WA State Government Agencies to:
  - (a) secure additional Police and other government resources for Fitzroy Crossing;
  - (b) secure State Government grant funds to meet the costs outlined in (5); and
  - (c) secure the necessary State (and Federal) Government services to address the existing issues within Fitzroy Crossing and to have those services remain until community concerns are addressed to meet community expectations;
- 7. Requires that the President and the CEO actively engage the media in all of its forms and across the widest practical levels, to draw to the attention of Fitzroy Crossing stakeholders that the Council is actively engaging in strategic discussions, taking direct action where it can, and redirecting its limited resource capacities to addressing the situation. Also, to highlight the Shire is actively engaging with the WA State Government to directly assist with addressing the issues within Fitzroy Crossing; and
- 8. Requires that the President and CEO arrange for suitable public consultation to occur in the district, to invite contributions from relevant

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stakeholders, particularly the local community and government agencies.

Officer:

<u>In Favour:</u> Crs Geoff Haerewa, Paul White, Geoff Davis, Andrew Twaddle, Pat Riley and Peter McCumstie

Against: Nil

**CARRIED 6/0** 

#### RESOLUTION 150/22

Moved: Cr Paul White Seconded: Cr Andrew Twaddle

This recommendation was changed and workshopped by Council at the 24 November 2022 Ordinary Council Meeting and is now put for consideration.

#### That Council:

- Express its appreciation to the Shire's Fitzroy Crossing staff for endeavouring to maintain a workable service to the Fitzroy Crossing community, notwithstanding the extremely difficult circumstances that presently prevails in that location, and express its empathy to staff and their families for any physical and psychological violence or stress suffered by them as a direct consequence of elevated violence within the Fitzroy Crossing community; Council accepts that it needs to take appropriate actions to protect its employees;
- 2. The actions of the Chief Executive Officer to immediately close the Fitzroy Crossing Administration & Visitors Centre to the public are to remain in place, until such time that a safe work environment consistent with the expectations of the Work Health and Safety Act 2020 can be provided for the Shire's staff;
- 3. Notes that in regard to (2), the Shire's customer services will be provided by appointment, other arrangement or via remote access where that is available;
- 4. Notes that the WA State Government has a direct responsibility through the WA Police force's Policing Pillars to maintain a safe environment in Fitzroy Crossing, the Shire considers the situation in Fitzroy Crossing to be akin to an "Emergency Situation" and therefore requires WA Police to more satisfactorily meet those responsibilities, particularly the following key pillars not being maintained to date:
  - (a) Pillar #1 Enforce the Law; and
  - (b) Pillar #2 Prevent Crime;

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- (c) Pillar #3 Manage and Coordinate Emergencies Coordinate multi-agency approaches to manage emergencies.
- 5. Authorises an immediate emergency 2022/23 budget allocation for the purpose of improving security and community/employee safety at the Shire's Fitzroy Crossing Administration, Library and Visitors Centre Building and its surrounds, and at Shire owned employee homes in Fitzroy Crossing in the immediate term as per the CEO's delegated authority. Funds to be allocated at the Chief Executive Officer's discretion so as to maximise safety but in a suitably cost conscious manner, reported monthly to council;
- 6. Requires the President and CEO to immediately and actively engage with the WA State Government Agencies to:
  - (a) secure additional Police and other government resources for Fitzroy Crossing;
  - (b) secure State Government grant funds to meet the costs outlined in (5); and
  - (c) secure the necessary State (and Federal) Government services to address the existing issues within Fitzroy Crossing and to have those services remain until community concerns are addressed to meet community expectations;
- 7. Requires that the President and the CEO actively engage the media in all of its forms and across the widest practical levels, to draw to the attention of Fitzroy Crossing stakeholders that the Council is actively engaging in strategic discussions, taking direct action where it can, and redirecting its limited resource capacities to addressing the situation. Also, to highlight the Shire is actively engaging with the WA State Government to directly assist with addressing the issues within Fitzroy Crossing; and
- 8. Requires that the President and CEO arrange for suitable public consultation to occur in the district, to invite contributions from relevant stakeholders, particularly the local community and government agencies.

In Favour: Crs Geoff Haerewa, Paul White, Geoff Davis, Andrew Twaddle, Pat Riley and Peter McCumstie

Against: Nil

CARRIED 6/0

14 Apr 2023 - 8:50 AM - Sarah Smith Continuing to progress

| Meeting            | Officer/Director | Section                           | Subject  |
|--------------------|------------------|-----------------------------------|--|
| Council 24/11/2022 | Edwards, Shane   | Community and Recreation Services | Garnduwa User Agreement - Fitzroy Crossing Gym |
|                    | Martin, Stuart   |                                   |  |

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|                      | Committee: | Date To:                      |
|                      | Officer:   |                               |
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#### **RESOLUTION 154/22**

Moved: Cr Paul White Seconded: Cr Peter McCumstie

#### **That Council**

- 1. Endorses the 2022/23 Garnduwa Amboorny Wirnan Aboriginal Corporation User Agreement as provided in Attachment 1;
- 2. Approves the user agreement fees for the gymnasium area of the Fitzroy Crossing Recreation Centre to be included into the Schedule of Fees and Charges;
- 3. Require Garnduwa Amboorny Wirnan Aboriginal Corporation to undertake a deep clean of the space prior to installing new equipment; and
- 4. Approves the advertisement of the intention to impose the fee as required in Section 6.19 to the Local Government Act 1995.

In Favour: Crs Geoff Haerewa, Paul White, Geoff Davis, Andrew Twaddle, Pat Riley and Peter McCumstie

Against: Nil

**CARRIED 6/0 BY ABSOLUTE MAJORITY** 

| Meeting            | Officer/Director | Section   | Subject   |
|--------------------|------------------|---|---|
| Council 24/11/2022 | Edwards, Shane   | Matters for which the Meeting May Be<br>Closed (Confi | Nominations - Community Citizen of the Year Awards 2023 |
| 1                  | Martin, Stuart   |   |   |

#### RESOLUTION 155/22

Moved: Cr Paul White Seconded: Cr Andrew Twaddle

# **That Council**

- Determines Nominee B as the recipient of the 2023 Community Citizen of the Year for the Shire of Derby / West Kimberley.
- 2. Determines Nominee C as the recipient of the 2023 Senior Community Citizen of the Year for the Shire of Derby / West Kimberley.

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- 3. Determines Nominee B as the recipient of the 2023 Youth Community Citizen of the Year for the Shire of Derby / West Kimberley.
- 4. Determines the Nominee A as the recipient of the 2023 Active Citizenship Award for the Shire of Derby / West Kimberley.

In Favour: Crs Geoff Haerewa, Paul White, Geoff Davis, Andrew Twaddle, Pat Riley and Peter McCumstie

Against: Nil

CARRIED 6/0

| Meeting            | Officer/Director | Section                           | Subject  |
|--------------------|------------------|-----------------------------------|--|
| Council 27/04/2023 | Edwards, Shane   | Community and Recreation Services | MOU between SDWK and ENAC Regarding Hoops After Dark Program |
|                    | Martin, Stuart   |                                   |  |

# **RESOLUTION 41/23**

Moved: Cr Peter McCumstie Seconded: Cr Andrew Twaddle

That Council:

Endorse the proposed Memorandum of Understanding – Hoops After Dark between the Shire of Derby/West Kimberley and Emama Nguda Aboriginal Corporation.

<u>In Favour:</u> Crs Geoff Haerewa, Paul White, Geoff Davis, Andrew Twaddle and Peter McCumstie

Against: Nil

CARRIED 5/0

| Meeting            | Officer/Director                 | Section                           | Subject   |
|--------------------|----------------------------------|-----------------------------------|---|
| Council 27/04/2023 | Edwards, Shane<br>Martin, Stuart | Community and Recreation Services | MOU between SDWK and ENAC regarding Youth Activities under the Intensive Family Support Program |
| RESOLUTION 42/23   |                                  |                                   |   |

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|                      | Committee: | Date To:                      |
|                      | Officer:   |                               |
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Moved: Cr Paul White Seconded: Cr Andrew Twaddle

That Council:

1. Endorse the proposed Memorandum of Understanding – Intensive Family Support Program between the Shire of Derby/West Kimberley and Emama Nguda Aboriginal Corporation; and

2. Authorise the CEO to extend the Memorandum of Understanding in its endorsed form for a period of twelve (12) months following the original three (3) month trial if the program is deemed to be successful.

In Favour: Crs Geoff Haerewa, Paul White, Geoff Davis, Andrew Twaddle and Peter McCumstie

Against: Nil

CARRIED 5/0

| Meeting                    | Officer/Director | Section   | Subject  |
|----------------------------|------------------|---|--|
| Audit Committee 16/02/2023 | Gloor, Aaron     | Matters for which the Meeting May Be<br>Closed (Confi | Aboriginal Communities - Rates Write-off and exemption |
|                            | Dexter, Amanda   |   |  |

# **COMMITTEE RESOLUTION AC20/23**

Moved: Cr Geoff Haerewa Seconded: Cr Peter McCumstie

That the Audit Committee recommend that Council

- 1. Impairs the ESL, legal, Rates & interest charges on A600276, A900616, A600153 & A300605 totalling \$198,524.44
- 2. Approves the conversion of A600276, A600153 & A300605 to Non-Rateble/Exempt UV
- Upholds and re-endorses Councils decision 059/2017 to convert A900616 to Non-Rateble/Exempt UV

In Favour: Crs Geoff Haerewa, Keith Bedford, Peter McCumstie and Andrew Twaddle

Against: Nil

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**CARRIED 4/0 BY ABSOLUTE MAJORITY** 

| Meeting                    | Officer/Director | Section   | Subject  |
|----------------------------|------------------|---|--|
| Audit Committee 16/02/2023 | Gloor, Aaron     | Matters for which the Meeting May Be<br>Closed (Confi | Local Government Act (LGA) Sales - Rates Debt 3+ Years |
| 1                          | Dexter, Amanda   |   |  |

# **COMMITTEE RESOLUTION AC21/23**

Moved: Cr Geoff Haerewa Seconded: Cr Keith Bedford

That the Audit Committee recommends that Council:

1. Approve the commencement of LGA sale proceedings against the following properties;

A100000, A100760, A101040, A103320, A103950, A105880, A900275, A108150, A108151, A108152, A108153

In Favour: Crs Geoff Haerewa, Keith Bedford, Peter McCumstie and Andrew Twaddle

Against: Nil

CARRIED 4/0

| Meeting                    | Officer/Director | Section   | Subject                                      |
|----------------------------|------------------|---|--|
| Audit Committee 16/02/2023 | Gloor, Aaron     | Matters for which the Meeting May Be<br>Closed (Confi | Looma Community - Rates Write-off and Refund |
|                            | Dexter, Amanda   |   |  |
| 1                          |                  |   |  |

# **COMMITTEE RESOLUTION AC22/23**

Moved: Cr Geoff Haerewa Seconded: Cr Peter McCumstie

That the Audit Committee recommend that Council

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Outstanding Division: Date From:
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Officer:
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1. Impairs the ESL, Rates & interest charges outstanding on the community of \$18,440.36.

2. Declines the request to refund rates and ESL charges (\$44,683.01) already paid prior to the 12/13 FY.

<u>In Favour:</u> Crs Geoff Haerewa, Keith Bedford, Peter McCumstie and Andrew Twaddle

Against: Nil

**CARRIED 4/0 BY ABSOLUTE MAJORITY** 

| Meeting                    | Officer/Director | Section   | Subject   |
|----------------------------|------------------|---|---|
| Audit Committee 17/11/2022 | Gloor, Aaron     | Matters for which the Meeting May Be<br>Closed (Confi | Aboriginal Communities - Waste & ESL Debt Write-Off |
|                            | Dexter, Amanda   |   |   |

# COMMITTEE RESOLUTION AC116/22

Moved: Cr Geoff Haerewa Seconded: Cr Peter McCumstie

That the Audit Committee Recommends to Council:

1. Writes off the waste, ESL, legal and interest charges on each assessment totalling \$68,597.76.

<u>In Favour:</u> Crs Geoff Haerewa, Peter McCumstie and Andrew Twaddle

Against: Nil

**CARRIED 3/0 BY ABSOLUTE MAJORITY** 

| Meeting                    | Officer/Director | Section   | Subject                       |
|----------------------------|------------------|---|-------------------------------|
| Audit Committee 16/02/2023 | Gloor, Aaron     | Matters for which the Meeting May Be<br>Closed (Confi | Dead Tenements Debt Write-Off |
|                            | Dexter, Amanda   |   |                               |

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# **COMMITTEE RESOLUTION AC19/23**

Moved: Cr Peter McCumstie Seconded: Cr Geoff Haerewa

That the Audit Committee Recommends that Council

1. Writes off the balance of rates, charges and penalty interest levied and accrued on dead mining tenements;

Assess No **Total Balance Lot No** \$20,548.83 E80/4066 A900350 E04/1771 A900298 \$8,110.83 \$7,423.36 E04/2177 A900800 PEP04/464 A900297 \$1,994.26 \$1,399.58 M04/202 A803630 \$614.61 E04/1937 A900431

\$40,091.47

<u>In Favour:</u> Crs Geoff Haerewa, Keith Bedford, Peter McCumstie and Andrew Twaddle

Against: Nil

**CARRIED 4/0 BY ABSOLUTE MAJORITY** 

| Meeting              | Officer/Director                | Section            | Subject  |
|----------------------|---------------------------------|--------------------|--|
| Council 27/04/2023   | Hartley, Neil<br>Dexter, Amanda | Executive Services | Kimberley Entrance Caravan Park - New Water Access Agreement |
| RESOLUTION 36/23     |                                 |                    |  |
| Moved: Cr Paul White |                                 |                    |  |

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Seconded: Cr Peter McCumstie

That Council requires the CEO to negotiate a new Agreement with Kimberley Entrance Caravan Park, and to refer the matter back to Council for its final decision.

In Favour: Crs Geoff Haerewa, Paul White, Geoff Davis, Andrew Twaddle and Peter McCumstie

Against: Nil

CARRIED 5/0

| Meeting            | Officer/Director | Section   | Subject  |
|--------------------|------------------|---|--|
| Council 25/11/2021 | Hartley, Neil    | Matters for which the Meeting May Be<br>Closed (Confi | Derby Jetty - Insurance and Related Considerations |
|                    | Dexter, Amanda   | -   |  |

#### RESOLUTION 159/21

Moved: Cr Paul White Seconded: Cr Geoff Davis

#### That Council:

- 1. Accepts the position offered by Kimberley Ports Authority that the Derby Jetty can be insured for \$5.6m on the basis that in the event of a catastrophic event which destroyed the jetty, the jetty would not be reinstated or replaced utilising the existing design and specifications, and the intent would be to clear the site and reinstate a small recreational jetty (due to the change in demand and utilisation since the Jetty was first built);
- 2. Understands that any costs above the insured level would be the responsibility of the Shire to bear, and asks that the Chief Executive Officer arrange for engineering studies to be sought to confirm the most prudent level of insurance that should be set, such that removal of debris/clean-up can be undertaken, and construction/reinstatement of a small recreational jetty to replace the existing structure can be achieved, without there being any undue risk of excess costs resulting.
- 3. Confirms the need to maintain current levels of insurance levels (until 2023 when the MPA Fish Farms Lease is due to expire) unless legal advice is obtained that reasonably allows the changes to be brought in earlier;

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- 4. Notes that the eventual lease renegotiations with Kimberley Mineral Sands will need to accommodate a mutually agreed position on jetty insurance;
- 5. Requires the Chief Executive Officer to pursue the implementation of a Deed to suitably modify the insurance clauses of the Head Lease (from "replacement", to a "removal of debris/clean up only" clause);
- 6. Requires that any future Derby Port/Jetty Leases provide clarity on the Shire's capacity going forward to undertake Jetty maintenance or replacement, and that the Shire's position be suitably protected;
- 7. Requires that a Derby Port Masterplan workshop be scheduled with Councillors, to outline options available for the sustainable operation of the Derby Port; and
- 8. Requires that a review of Derby Jetty fees/charges be undertaken and a report be presented to Council on the options available to it.

In Favour: Crs Geoff Haerewa, Paul White, Geoff Davis, Andrew Twaddle, Rowena Mouda, Pat Riley, Keith Bedford, Linda Evans and Peter McCumstie

Against: Nil

CARRIED 9/0

31 Mar 2022 - 2:37 PM - Neil Hartley

Revised Target Date changed by: Hartley, Neil From: 9 Dec 2021 To: 30 Jun 2023

Reason: Insurance changes can be accommodated by LGIS, but can generally only occur once each year, on policy renewal (end fo financial year). Insurance change is also subject to Kimberley Mineral Sands and MPA Fish Farms lease clauses and commitments. It is hoped that a change to Removal of Debris Only insurance can be arranged to occur from 1 July 2023.

5 Dec 2022 - 2:26 PM - Neil Hartley

Revised Target Date changed by: Hartley, Neil From: 30 Jun 2023 To: 30 Jun 2023

Reason: KMS has agreed to fund the Replacement Value Insurance Premiums for the time being. Can revert to Removal of Debris Insurance once KMS ceases paying the premium.

3 Apr 2023 - 8:40 AM - Neil Hartley

Revised Target Date changed by: Hartley, Neil From: 30 Jun 2023 To: 30 Jun 2024

Reason: KMS has agreed to fund the Replacement Value Insurance Premiums for the time being, with no change to that position anticipated until its Broome Road Train (Gubinge Road) application has been decided. Shire can revert to Removal of Debris Insurance once KMS ceases paying the premium.

| Meeting            | Officer/Director                | Section            | Subject  |
|--------------------|---------------------------------|--------------------|--|
| Council 29/06/2022 | Hartley, Neil<br>Dexter, Amanda | Executive Services | WA Grants Commission Submission - Change of Distribution Methodology |
| RESOLUTION 75/22   |                                 |                    |  |

Moved: Cr Paul White

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#### Seconded: Cr Peter McCumstie

#### That Council:

- 1. Endorse the draft WA Grants Commission submission;
- 2. Supports the principal that the Shire and the Kimberley Region would benefit from other Kimberley local governments also having input and lodging complimentary submissions to the Grants Commission, and requires that the CEO refer the submission to the Kimberley Regional Group for its input and support; and
- 3. Authorises the CEO to modify the report following any feedback from the Kimberley Regional Group's members, and subsequent to that, forward the finalised submission to the Grants Commission for its consideration.

In Favour: Crs Geoff Haerewa, Paul White, Andrew Twaddle, Keith Bedford and Peter McCumstie

Against: Nil

CARRIED 5/0

12 Aug 2022 - 11:20 AM - Amanda Dexter

Revised Target Date changed by: Dexter, Amanda From: 13 Jul 2022 To: 30 Sep 2022

Reason: The Submission has been circulated to the KRG CEO's and Councils for their review and any recommendation and ultimate endorsement, prior to sending through to the Commission.

7 Sep 2022 - 8:29 AM - Neil Hartley

Revised Target Date changed by: Hartley, Neil From: 30 Sep 2022 To: 30 Jun 2023

Reason: Submission forwarded to Grants Commission. Assessment by Commission is expected to be concluded prior to the notification of the 2023/24 grant allocations.

6 Feb 2023 - 8:28 AM - Neil Hartley

Revised Target Date changed by: Hartley, Neil From: 30 Jun 2023 To: 30 Jun 2023

Reason: Awaiting communications with Grants Commission. Assessment by Commission is expected to be concluded prior to the notification of the 2023/24 grant allocations.

7 Mar 2023 - 2:45 PM - Neil Hartley

Revised Target Date changed by: Hartley, Neil From: 30 Jun 2023 To: 30 Jun 2024

Reason: State Government has delayed appointment of Grants Commission members, so still awaiting from communications. Assessment by Commission is not now expected until after 2023/24 grant allocations have been announced. Minor possibility of some "financial acknowledgement" in 2023/24 grants.

| Meeting           | Officer/Director | Section            | Subject   |
|-------------------|------------------|--------------------|---|
| Council 9/12/2021 | Hartley, Neil    | Executive Services | Fitzroy Crossing Airport - Proposal for State Government Funding Plan |
|                   | Dexter, Amanda   |                    |   |
| RESOLUTION 160/21 |                  |                    |   |

Moved: Cr Peter McCumstie

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#### Seconded: Cr Keith Bedford

#### That Council:

- Endorse the principle and thrust of the Fitzroy Crossing Airport Funding Plan and request the CEO to coordinate its finalisation at the earliest opportunity;
- 2. Authorise the President and the Chief Executive Officer to facilitate discussions with the State Government for a contribution towards the long term asset management funding of the Fitzroy Crossing Airport; and
- 3. Notes that a separate report on Curtin and Derby airports, including asset and operational cost considerations at those sites, will be forthcoming.

In Favour: Crs Geoff Haerewa, Paul White, Andrew Twaddle, Rowena Mouda, Pat Riley, Keith Bedford, Linda Evans and Peter McCumstie

Against: Nil

CARRIED 8/0

15 Dec 2021 - 9:53 AM - Neil Hartley

Revised Target Date changed by: Hartley, Neil From: 23 Dec 2021 To: 31 Mar 2022

Reason: Letter forwarded to State Minister for Health. Awaiting meeting opportunity. Still need to finalise Funding Proposal with accurate asset management estimates (awaiting consultant engineering report). 7 Feb 2022 - 7:28 AM - Neil Hartley

Revised Target Date changed by: Hartley, Neil From: 31 Mar 2022 To: 30 Jun 2022

Reason: Minister for Health has passed on to Minister for Transport. Requires ongoing lobbying of state government.

3 Jun 2022 - 10:35 AM - Neil Hartley

Revised Target Date changed by: Hartley, Neil From: 30 Jun 2022 To: 30 Sep 2022

Reason: In ongoing discussions with Department of Transport. Asset Management Plans being prepared for DoT consideration to justify ongoing state support. \$1.5m(State - approved) + \$1.5m(Federal - awaiting confirmation) grants applied for to fund runway and apron area upgrade.

7 Sep 2022 - 8:36 AM - Neil Hartley

Revised Target Date changed by: Hartley, Neil From: 30 Sep 2022 To: 30 Apr 2024

Reason: \$1.5m (State) + \$1.5m (Federal) grants secured. Project Manager appointed. Works to now be schedued and tendered for construction to occur in 2023. Discussions continue with State Department of Transport on the longer term management/funding of FX Airport.

17 Nov 2022 - 4:32 PM - Neil Hartley

Revised Target Date changed by: Hartley, Neil From: 30 Apr 2024 To: 30 Apr 2024

Reason: Project is progressing. For example, the Funding Agreements have been executed by the parties; the Project Manager has been appointed. One of the grant pre-conditions, a Geotechnical Assessment has been organised and will be commenced on 28 November 2022. An independent assessment/peer review is also a grant pre-condition and the RFQ for for that service has now closed but the successful contractor has not as yet been selected.

6 Feb 2023 - 8:35 AM - Neil Hartley

Revised Target Date changed by: Hartley, Neil From: 30 Apr 2024 To: 30 Apr 2024

Reason: Independent Reviewer appointed (grant pre-condition) (AMS Australia) and protocols settled for review to be undertaken; Geo Technical survey undertaken (grant pre-condition); Specifications and Tender Documents being prepared. Delays and logistical difficulties expected in light of Cyclone Ellie but no change to final completion date expected at this point in time.

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7 Mar 2023 - 2:47 PM - Neil Hartley

Revised Target Date changed by: Hartley, Neil From: 30 Apr 2024 To: 30 Apr 2025

Reason: Project now delayed by Cyclone Ellie and application for 12 months deferral submitted. Project will progress to Full Tender Specification stage, with the view to clalling tenders at the earliest reasonable opportunity.

| Meeting            | Officer/Director | Section            | Subject               |  |
|--------------------|------------------|--------------------|-----------------------|--|
| Council 27/04/2023 | Hartley, Neil    | Executive Services | Derby Port Masterplan |  |
| 1                  | Dexter Amanda    |                    |                       |  |

## **RESOLUTION 34/23**

Moved: Cr Paul White Seconded: Cr Peter McCumstie

#### That Council:

- 1. Express its appreciation to Derby Port stakeholders for their contributions towards the Masterplan;
- Endorse the attached draft Derby Port Masterplan (noting in incorporates the recommendation changes highlighted in the "Consultation" section above);
- 3. Requires that the Chief Executive Officer (CEO) prepare for Council's 2023/24 budget consideration, a timetable for the Masterplan recommendations, incorporating the required funding and resources allocations to meet those timelines (with the view to progressing as many of them as is reasonably possible to do so within the 2023/24 financial year);
- 4. Requires that the CEO provide an annual progress/status report on the implementation of the Masterplan's recommendations (at a Councillors' Forum in March/April of each year); and
- Requires that the Masterplan be formally reviewed in 2025, and then again in 2030 and 2035 (noting that the current Head Lease expires in 2040).

<u>In Favour:</u> Crs Geoff Haerewa, Paul White, Geoff Davis, Andrew Twaddle and Peter McCumstie

Against: Nil

**CARRIED 5/0** 

| Meeting            | Officer/Director | Section            | Subject                                      |
|--------------------|------------------|--------------------|--|
| Council 27/04/2023 | Hartley, Neil    | Executive Services | Derby Airport - X-Ray and Security Equipment |

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Dexter, Amanda

## **RESOLUTION 35/23**

Moved: Cr Andrew Twaddle Seconded: Cr Paul White

That Council requires that the Chief Executive Officer:

- 1. Secure a professional assessment of the existing x-ray equipment stored at Derby Airport and dispose of any equipment than cannot reasonably be recalibrated/refurbished;
- 2. Deposit any funds received from the sale(s) into a Airport Equipment Reserve Account (the purposed of the account to be used for the provision of airport equipment); and
- 3. Report back to Council following the professional assessment concluding, on the practicality and cost to refurbish existing, or alternatively procure new compliant equipment should it be required again in the future to service passengers utilising the Derby or Curtin Airports.

In Favour: Crs Geoff Haerewa, Paul White, Geoff Davis, Andrew Twaddle and Peter McCumstie

Against: Nil

CARRIED 5/0

| Meeting            | Officer/Director | Section            | Subject   |
|--------------------|------------------|--------------------|---|
| Council 30/03/2023 | Hartley, Neil    | Executive Services | DERBY PORT - LEASING OF JETTY AREAS 2 AND 3 TO MPA FISH FARMS PTY LTD |
| 1                  | Dexter, Amanda   |                    |   |

#### **RESOLUTION 19/23**

Moved: Cr Geoff Davis Seconded: Cr Pat Riley

#### That Council:

 Notes that no submissions were received in response to the recent local public notice of Council's intention to lease Areas 2 and 3 of the Derby Jetty Goods Shed at the Derby Port, to MPA Fish Farms Pty Ltd;

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- Notes the new ownership arrangements of MPA Fish Farms Pty Ltd and endorses the CEO's and President's recent actions in regard to the current lease's assignment. Also, notes that a formal Deed of Assignment will be executed between the Shire and MPA Fish Farms Pty Ltd for the remainder of the current lease (expiring 30 June 2023);
- 3. Requires the CEO to negotiate a new Lease with MPA Fish Farms Pty Ltd, to commence on 1 July 2023, and for it to be generally consistent with Council's resolution of 24 November 2022; and
- 4. Notes that the lease will be executed and the common seal affixed in accordance with Delegation 1.1.33 (Applying Common Seal).

In Favour: Crs Geoff Haerewa, Geoff Davis, Andrew Twaddle, Pat Riley and Peter McCumstie

Against: Nil

CARRIED 5/0

1 May 2023 - 7:58 AM - Neil Hartley

Revised Target Date changed by: Hartley, Neil From: 13 Apr 2023 To: 30 Jun 2023

Reason: Lease Assignment and new Lease documentation forwarded to MPA for consideration Requested MPA changes submitted to Kimberley Ports Authority for consideration. Any changes need to be negotiated before lease can be executed.

| Meeting            | Officer/Director | Section            | Subject  |  |
|--------------------|------------------|--------------------|--|--|
| Council 27/10/2022 | Hartley, Neil    | Executive Services | Fitzroy Crossing Swimming Pool - Lease Extension |  |
|                    | Dexter, Amanda   |                    |  |  |

#### RESOLUTION 134/22

Moved: Cr Linda Evans Seconded: Cr Rowena Mouda

#### That Council:

- 1. Notes that the current lease to the WA State Government is in "holding over" and that the Fitzroy Crossing Swimming Pool provides a valuable service to the Fitzroy Crossing community at an affordable cost to the Shire; and
- 2. Instructs the CEO to provide a letter of extension of the existing lease to the WA State Government on the same terms and conditions, for up to 10+10 years.

In Favour: Crs Geoff Haerewa, Paul White, Geoff Davis, Andrew Twaddle, Rowena Mouda, Linda Evans and Peter McCumstie

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Against: Nil

CARRIED 7/0

17 Nov 2022 - 12:12 PM - Neil Hartley

Revised Target Date changed by: Hartley, Neil From: 10 Nov 2022 To: 31 Dec 2022

Reason: Draft letter of extension for the existing lease has been forwarded to the State Government. Awaiting a response.

6 Feb 2023 - 8:06 AM - Neil Hartley

Revised Target Date changed by: Hartley, Neil From: 31 Dec 2022 To: 31 Mar 2023

Reason: Department of Education has informally agreed to the extension. Awaiting its advice as to how best to formalise that matter.

7 Mar 2023 - 2:48 PM - Neil Hartley

Revised Target Date changed by: Hartley, Neil From: 31 Mar 2023 To: 30 Apr 2023

Reason: Original Lease did not have Minister's Endorsement so cannot be extended. Likely we will need to initiate an entirely new lease. Awaiting a position from the Department of Housing.

3 Apr 2023 - 8:43 AM - Neil Hartley

Revised Target Date changed by: Hartley, Neil From: 30 Apr 2023 To: 31 Jul 2023

Reason: Department of Housing liaising with State Crown Solicitor's Office, with the view to develping a new lease.

| Meeting                    | Officer/Director         | Section | Subject   |
|----------------------------|--------------------------|---------|---|
| Audit Committee 23/03/2023 | Krouzecky, Susan Reports |         | STATEMENT OF FINANCIAL ACTIVITY - FEBRUARY 2023 |
| 1                          | Dexter, Amanda           |         |   |

#### **COMMITTEE RESOLUTION AC30/23**

Moved: Cr Geoff Haerewa Seconded: Cr Peter McCumstie

#### That the Audit Committee recommends that Council:

1. RECEIVES the Monthly Financial Management Report incorporating the Statement of Financial Activity for the period ending 28th February 2023. In Favour: Crs Geoff Haerewa, Peter McCumstie, Pat Riley and Andrew Twaddle

Against: Nil

CARRIED 4/0

| Meeting                    | Officer/Director | Section | Subject                              |
|----------------------------|------------------|---------|--------------------------------------|
| Audit Committee 23/03/2023 | Krouzecky, Susan | Reports | ACCOUNTS FOR PAYMENT - FEBRUARY 2023 |

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Dexter, Amanda

#### **COMMITTEE RESOLUTION AC31/23**

Moved: Cr Geoff Haerewa Seconded: Cr Peter McCumstie

That the Audit Committee recommends that Council:

1. Notes the List of Accounts for February 2023 paid under Delegated Authority in accordance with regulation 13(1) of the Local Government (Financial Management) Regulations 1996 attached to this report, totalling \$2,720,426.58

In Favour: Crs Geoff Haerewa, Peter McCumstie, Pat Riley and Andrew Twaddle

Against: Nil

CARRIED 4/0

| Meeting                    | Officer/Director                          | Section | Subject   |
|----------------------------|---|---------|---|
| Audit Committee 23/06/2022 | Mildenhall,<br>Christie<br>Dexter, Amanda | Reports | LGIS / Royal Life-saving WA Safety Assessment and Improvement Audit |

## COMMITTEE RESOLUTION AC54/22

Moved: Cr Peter McCumstie Seconded: Cr Geoff Haerewa

That the Audit Committee;

- Receives the information contained in the report detailing the Royal Life-Saving Safety Assessment and Improvement Plan.
- 2. Notes the proposed Action Plan as outlined in Attachment 2 to address the issues identified in the Royal Life-Saving WA Safety Assessment and Improvement Plan.

In Favour: Crs Geoff Haerewa, Keith Bedford, Peter McCumstie, Pat Riley and Andrew Twaddle

Against: Nil

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CARRIED 5/0

18 Aug 2022 - 8:12 AM - Christie Mildenhall

Feedback provided to Royal Lifesaving on some aspects of the report as per process. Final report has been provided with our total audit score increasing from 88.04% to 90.22% (90% is target mark).

18 Aug 2022 - 3:22 PM - Christie Mildenhall

15 of 32 identified actions now completed.

1 Nov 2022 - 10:42 AM - Christie Mildenhall

26/32 items completed.

16 Mar 2023 - 11:28 AM - Christie Mildenhall

Four actions remain outstanding, two of which are underway.

Since last update major risk identified relating to the chlorine gas system has been addressed and rectified. The other significant risk relating to the equipotential bonding has been addressed, with the certification required scheduled for next week.

3 May 2023 - 7:52 PM - Christie Mildenhall

3 actions remain outstanding. 1 underway, 2 not yet commenced.

| Meeting            | Officer/Director | Section                           | Subject   |
|--------------------|------------------|-----------------------------------|---|
| Council 27/04/2023 | Millar, Paris    | Community and Recreation Services | Community Grants Program - Round 2 - Application Assessment |
| 1                  | Dexter, Amanda   |                                   |   |

#### **RESOLUTION 40/23**

Moved: Cr Peter McCumstie Seconded: Cr Paul White

#### That Council:

- 1. Approves in full funding of the Country Women's Association Derby/West Kimberley Air Branch (CWA) funding request of \$5,000 (ex GST) for the Craft Show and the Flower and Produce Show; and
- 2. Approves partial funding of the Little Things for Tiny Tots Inc.'s Connecting Community Program to the value of \$4,584 (ex GST).

<u>In Favour:</u> Crs Geoff Haerewa, Paul White, Geoff Davis, Andrew Twaddle and Peter McCumstie

Against: Nil

**CARRIED 5/0 BY ABSOLUTE MAJORITY** 

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| Meeting            | Officer/Director | Section                           | Subject  |
|--------------------|------------------|-----------------------------------|--|
| Council 27/04/2023 | Millar, Paris    | Community and Recreation Services | Request for Sponsorship - Mowanjum Festival 2023 |
| 1                  | Dexter. Amanda   |                                   |  |

## **RESOLUTION 38/23**

Moved: Cr Peter McCumstie Seconded: Cr Andrew Twaddle

#### That Council:

- 1. Approves a \$10,000 (ex GST) contribution to the Mowanjum Art and Cultural Centre to support the delivery of the 2023 Mowanjum Festival subject to:
  - (a) Relevant event approvals being obtained;
  - (b) Submission of an acquittal at the conclusion of the event;
  - (c) Suitable promotional recognition of the Shire's contribution (in line with being a second tier sponsor); and
  - (d) Access to the event by a Shire provided photographer with permission to use the images for promotional purposes by the Shire.
- 2. Notes that Mowanjum Arts and Cultural Centre is to be advised that the additional funding for the 2023 event is not indicative of future funding.

<u>In Favour:</u> Crs Geoff Haerewa, Paul White, Geoff Davis, Andrew Twaddle and Peter McCumstie

Against: Nil

**CARRIED 5/0 BY ABSOLUTE MAJORITY** 

| Meeting            | Officer/Director                | Section                           | Subject  |
|--------------------|---------------------------------|-----------------------------------|--|
| Council 27/04/2023 | Millar, Paris<br>Dexter, Amanda | Community and Recreation Services | Request for Fee Waiver - Derby Aboriginal Health Service |

## **RESOLUTION 39/23**

Moved: Cr Paul White Seconded: Cr Andrew Twaddle

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## That Council BY ABSOLUTE MAJORITY:

Approve an in-kind donation to the Derby Aboriginal Health Service for the hire of the Derby Community Room valued at total of \$150.00 (incl GST) for the Youth Girls Afterschool Self-Care and Gym Program.

In Favour: Crs Geoff Haerewa, Paul White, Geoff Davis, Andrew Twaddle and Peter McCumstie

Against: Nil

**CARRIED 5/0 BY ABSOLUTE MAJORITY** 

| Meeting            | Officer/Director | Section            | Subject   |
|--------------------|------------------|--------------------|---|
| Council 27/04/2023 | Neate, Wayne     | Technical Services | Shire of Derby/West Kimberley - Road Management Upgrade Strategy 2023 - 2028 - Sealed Roads |
|                    | Dexter, Amanda   |                    |   |

## **RESOLUTION 37/23**

Moved: Cr Andrew Twaddle Seconded: Cr Paul White

That Council:

- 1. Endorse the Road Management Upgrade Strategy 2023-28 Sealed Roads;
- 2. Endorse the following roads as grant funded roads for 2024/25 financial year:
  - Wodehouse Street;
  - Nevill Street;
  - Johnston Street;
  - Rodgers Street;
  - Derby Airport Road; and
  - Various Road Reseals.

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3. Undertake an ongoing commitment to review the strategy on an annual basis.

In Favour: Crs Geoff Haerewa, Paul White, Geoff Davis, Andrew Twaddle and Peter McCumstie

Against: Nil

**CARRIED 5/0** 

| Meeting            | Officer/Director | Section              | Subject   |
|--------------------|------------------|----------------------|---|
| Council 25/03/2021 | Neate, Wayne     | Development Services | Policy H2 - Traders and Stall Holders Permits (revised) |
| 1                  | Dexter, Amanda   |                      |   |

#### **RESOLUTION 24/21**

Moved: Cr Rowena Mouda Seconded: Cr Paul White

#### That Council:

- 1. Pursuant to Section 2.7(2)(b) of the Local Government Act, 1995 adopt Policy H2 Traders and Stall Holders Permits (revised) as presented in Attachment 1 of this report for a period of three months whilst it seeks community consultation on the matter.
- 2. Request the Chief Executive Officer to undertake a consultation process as addressed in the Shire Report and refer the matter back to Council for consideration.

In Favour: Crs Geoff Haerewa, Paul White, Geoff Davis, Chris Kloss, Andrew Twaddle, Rowena Mouda, Pat Riley and Keith Bedford

Against: Nil

CARRIED 8/0

17 May 2021 - 3:49 PM - Robert Paull

Further report to Council on outcome of advertising

10 Sep 2021 - 4:14 PM - Robert Paull

Report to be prepared for the 28 October 2021 Council meeting.

10 Aug 2022 - 11:04 AM - Sarah Smith

Action reassigned to Neate, Wayne by: Smith, Sarah for the reason: Rob Paull has left the organisation

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| Action Sheets Report |            | Printed: 11 May 2023 11:50 AM |

12 Aug 2022 - 10:49 AM - Wayne Neate

Revised Target Date changed by: Neate, Wayne From: 8 Apr 2021 To: 01 Sep 2022
Reason: With resignation of MDS the DTDS will need to investigate what has occurred

| Meeting           | Officer/Director | Section   | Subject   |
|-------------------|------------------|---|---|
| Council 8/12/2022 | Neate, Wayne     | Matters for which the Meeting May Be<br>Closed (Confi | Awarding of Tender 6-2022 Kerbside Collection of Waste and Management of Landfill sites |
| l                 | Dexter, Amanda   |   |   |

## **RESOLUTION 163/22**

Moved: Cr Geoff Davis Seconded: Cr Andrew Twaddle

#### That Council:

- 1. Awards the of Tender 6-2022 to Cleanaway Industrial solutions "Alternative proposal" for the Kerbside Collection of waste and Landfill Management subject to the negotiations with the Chief Executive Officer;
- 2. Notes the legal advice received on the contract as submitted by Civic Legal;
- 3. Delegate Authority the Chief Executive Officer to;
  - (a) Negotiate the best possible position for the Shire relative to the proposed contract and in light of the legal advice received; and
  - (b) Explore with Cleanaway any modifications that might be possible within the proposed "alternative" tender submitted, with the view to locating any cost reductions achievable (even if those reductions result in service level reductions);
- 4. Instruct the Chief Executive Officer to provide advice to Council no later than the February 2024 Ordinary Council Meeting, inclusive of:
  - (a) Any modifications to the service levels outlined in Tender 6-2022 with any significant changes bought before Council as soon as practicable;
  - (b) Any modifications to the proposed contract as submitted by Cleanaway; and
  - (c) Budgeting options to accommodate any added costs beyond the existing 2022/23 contract rate (which would be considered as part of the Councillor workshop program for the 2023/24 budget).

<u>In Favour:</u> Crs Geoff Haerewa, Paul White, Geoff Davis, Andrew Twaddle, Rowena Mouda, Pat Riley, Keith Bedford and Peter McCumstie.

Against: Nil

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| Outstanding          | Division:  | Date From:                    |
|----------------------|------------|-------------------------------|
|                      | Committee: | Date To:                      |
|                      | Officer:   |                               |
| Action Sheets Report |            | Printed: 11 May 2023 11:50 AM |

**CARRIED 8/0** 

1 May 2023 - 2:33 PM - Wayne Neate

Revised Target Date changed by: Neate, Wayne From: 22 Dec 2022 To: 31 May 2023

Reason: Continuing negotiations with Cleanaway

| Meeting            | Officer/Director | Section           | Subject  |
|--------------------|------------------|-------------------|--|
| Council 25/08/2022 | Neate, Wayne Te  | echnical Services | REQUEST TO CLOSE HOLLAND STREET, DERBY AND TO AMALGAMATE WITH ADJOINING LAND |
|                    | Dexter, Amanda   |                   |  |

#### RESOLUTION 110/22

Moved: Cr Andrew Twaddle Seconded: Cr Rowena Mouda

That with respect to request to close Holland Street, Derby and to amalgamate with adjoining land, Council:

- 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.

In Favour: Crs Geoff Davis, Andrew Twaddle, Rowena Mouda, Pat Riley, Linda Evans and Peter McCumstie

Against: Nil

CARRIED 6/0

3 Nov 2022 - 4:38 PM - Wayne Neate

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

| Meeting            | Officer/Director | Section              | Subject  |
|--------------------|------------------|----------------------|--|
| Council 30/03/2023 | Neate, Wayne     | Development Services | Final Adoption of the 2022 Local Recovery Plan |
| 1                  | Dexter Amanda    |                      |  |

## **RESOLUTION 28/23**

Moved: Cr Andrew Twaddle

Seconded: Cr Pat Riley

#### That Council:

- 1. Adopt the Local Recovery Plan (LRP), in accordance with the requirement of the Emergency Management Act 2005 as it has now been approved by the Local Emergency Management Committee following minor amendments.
- 2. Request the Chief Executive Officer to forward a copy of the LRP to the State Emergency Management Committee.

In Favour: Crs Geoff Haerewa, Geoff Davis, Andrew Twaddle, Pat Riley and Peter McCumstie

Against: Nil

CARRIED 5/0

| Meeting            | Officer/Director | Section              | Subject  |
|--------------------|------------------|----------------------|--|
| Council 30/03/2023 | Neate, Wayne     | Development Services | Final Adoption of the 2022 Local Emergency Management Arrangements |
| 1                  | Dexter Amanda    |                      |  |

#### **RESOLUTION 27/23**

Moved: Cr Pat Riley

Seconded: Cr Andrew Twaddle

That Council:

1. Adopt the Local Emergency Management Arrangements (LEMA), in accordance with the requirement of the Emergency Management Act 2005 as it

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has now been approved by the Local Emergency Management Committee following minor amendments; and

2. Request the Chief Executive Officer to forward a copy of the LEMA to the State Emergency Management Committee.

In Favour: Crs Geoff Haerewa, Geoff Davis, Andrew Twaddle, Pat Riley and Peter McCumstie

Against: Nil

CARRIED 5/0

| Meeting            | Officer/Director | Section                          | Subject                                      |
|--------------------|------------------|----------------------------------|--|
| Council 30/03/2023 | Neate, Wayne     | New Business Of An Urgent Nature | Additional Requirements to Parking Local Law |
|                    | Dexter, Amanda   |                                  |  |

## **RESOLUTION 30/23**

Moved: Cr Andrew Twaddle

Seconded: Cr Pat Riley

#### That Council;

- 1. Provide a copy of the Australian Standard 1742: Manual of Uniform Traffic Control Devices: as 11-1989: Parking Control available to view, free of charge, at the front counter of Derby Administration Office, Loch Street, Derby and on the Shire website; and
- 2. Authorise the Shire President, to provide a copy of the Council Resolution to the Joint Standing Committee on Delegated Legislation advising of the action taken under dot point one.

In Favour: Crs Geoff Haerewa, Geoff Davis, Andrew Twaddle, Pat Riley and Peter McCumstie

Against: Nil

CARRIED 5/0 BY ABSOLUTE MAJORITY

1 May 2023 - 2:32 PM - Wayne Neate

Revised Target Date changed by: Neate, Wayne From: 13 Apr 2023 To: 31 May 2023

Reason: Awaiting Response from Joint Standing Committee on legislation to repond stating all actions have been completed

| Meeting | Officer/Director | Section | Subject |
|---------|------------------|---------|---------|

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| Outstanding          | Division:  | Date From:                    |
|----------------------|------------|-------------------------------|
|                      | Committee: | Date To:                      |
|                      | Officer:   |                               |
| Action Sheets Report |            | Printed: 11 May 2023 11:50 AM |

Council 23/02/2023 Neshoda, Megan Community and Recreation Services

Dexter, Amanda

User Agreement - Garnduwa Amboorny Wirnan Aboriginal Corporation - Fitzroy Crossing undercover courts and canteen

## **RESOLUTION 09/23**

Moved: Cr Peter McCumstie Seconded: Cr Keith Bedford

#### That Council

- 1. Authorises the CEO to enter into a User Agreement with Garnduwa Amboorny Wirnan Aboriginal Corporation for the use of the Fitzroy Crossing undercover courts, kiosk and one (1) storage cage for two hours per day, five (5) days per week, noting the standard facility User Agreement is currently under review and may be an amended version of the agreement provided as Attachment 1.
- 2. Endorses a fee of \$937.50 be charged to Garnduwa Amboorny Wirnan Aboriginal Corporation for the use of the undercover courts, kiosk and one (1) storage cage for a twelve month period.

In Favour: Crs Geoff Haerewa, Geoff Davis, Andrew Twaddle, Pat Riley, Keith Bedford and Peter McCumstie

Against: Nil

**CARRIED 6/0 BY ABSOLUTE MAJORITY** 

| Meeting            | Officer/Director | Section                           | Subject                                 |
|--------------------|------------------|-----------------------------------|---|
| Council 23/02/2023 | Neshoda, Megan   | Community and Recreation Services | Community Development Grants Assessment |
| 1                  | Dexter, Amanda   |                                   |   |

#### **RESOLUTION 10/23**

Moved: Cr Peter McCumstie Seconded: Cr Andrew Twaddle

#### That Council:

- 1. APPROVES Derby Media Aboriginal Corporation (6DBY) funding request of \$5,000 (ex GST) for the Larrkardi Session project.
- APPROVES Guruama Yani U Inc. funding request of \$3,682.94 (ex GST) for the Preseason Training project.

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Outstanding Division: Date From: Committee: Date To:

Action Sheets Report Printed: 11 May 2023 11:50 AM

DECLINES Pandanus Park Aboriginal Corporation funding request of \$5,000 (ex GST) for the Prevention project.

In Favour: Crs Geoff Haerewa, Geoff Davis, Andrew Twaddle, Pat Riley, Keith Bedford and Peter McCumstie

Officer:

Against: Nil

**CARRIED 6/0** 

| Meeting            | Officer/Director | Section            | Subject                             |
|--------------------|------------------|--------------------|-------------------------------------|
| Council 30/03/2023 | Ross, Steve      | Technical Services | Proposed Purchase of Light Vehicles |
|                    | Neate. Wavne     |                    |                                     |

## **RESOLUTION 23/23**

Moved: Cr Geoff Davis Seconded: Cr Andrew Twaddle

#### That Council;

- 1. Approves an amendment to the 2022/23 budget with an increase of \$225,000 for the replacement of light vehicles;
- 2. Agrees to include \$290,000 in the 2023/24 budget for the replacement of light vehicles; and
- 3. Instructs the Chief Executive Officer to immediately order the replacement of vehicles due in 2023/24, and for those vehicle due for replacement in 2024/25, to order those in July/August 2023 as per the attached "Proposed Plant Replacement".

In Favour: Crs Geoff Haerewa, Geoff Davis, Andrew Twaddle, Pat Riley and Peter McCumstie

Against: Nil

**CARRIED 5/0 ABSOLUTE MAJORITY** 

14 Apr 2023 - 12:08 PM - Steve Ross

Revised Target Date changed by: Ross, Steve From: 13 Apr 2023 To: 31 Jul 2023

Reason: Item 1 completed.

14 Apr 2023 - 12:08 PM - Steve Ross

Revised Target Date changed by: Ross, Steve From: 31 Jul 2023 To: 31 Jul 2023

Reason: Item 1 complete.

14 Apr 2023 - 12:11 PM - Steve Ross

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Revised Target Date changed by: Ross, Steve From: 31 Jul 2023 To: 31 Jul 2023

 $Reason: Item 2. \ Quotation \ is sued for the \ vehicles for the \ 23/24 \ year \ closes \ on \ Vendor \ Panel \ 19/4/23 \ with \ orders \ being \ completed \ by \ the \ end \ of \ the \ month \ panel \ p$ 

14 Apr 2023 - 12:12 PM - Steve Ross

Revised Target Date changed by: Ross, Steve From: 31 Jul 2023 To: 31 Jul 2023

Reason: Item 3 Quotation will be issued on Vendor Panel early July, and expect all purchases of vehicles be complete by the end of July

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## 7.5 COMPLIANCE REPORTS - COUNCILLOR MEETING ATTENDANCE

File Number: 4262 - Status Reports

Author: Sarah Smith, Executive Services Coordinator

Responsible Officer: Amanda Dexter, Chief Executive Officer

Authority/Discretion: Information

## **SUMMARY**

For the Committee to monitor councillor attendance at Ordinary Meetings of Council and Special Council Meetings to oversee compliance with the Local Government Act.

In accordance with regulation 14D of the Local Government (Administration) Regulations 1996 Council may approve the holding of any Ordinary or Special Council Meeting by electronic means (vis. telephone, video conference or other means of instantaneous communication).

Council cannot authorise more than half of its Council meetings, to be held electronically, in any rolling 12 months period.

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

## **DISCLOSURE OF ANY INTEREST**

Nil by Author and Responsible Officer.

## **BACKGROUND**

The Councillor Meeting Attendance Reports provides Council with accurate meeting attendance register and allows the Administration to monitor attendance by Councillors to ensure compliance with the Local Government Act 1995 and Local Government (Administration) – Amendment Regulations 2022.

## STATUTORY ENVIRONMENT

## **Local Government Act 1995**

- 2.25. Disqualification for failure to attend meetings
  - (1) A council may, by resolution, grant leave of absence, to a member.
  - (2) Leave is not to be granted to a member in respect of more than 6 consecutive ordinary meetings of the council without the approval of the Minister, unless all of the meetings are within a period of 3 months.
  - (3A) Leave is not to be granted in respect of
    - (a) a meeting that has concluded; or
    - (b) the part of a meeting before the granting of leave.

- (3) The granting of the leave, or refusal to grant the leave and reasons for that refusal, is to be recorded in the minutes of the meeting.
- (4) A member who is absent, without obtaining leave of the council, throughout 3 consecutive ordinary meetings of the council is disqualified from continuing his or her membership of the council, unless all of the meetings are within a 2 month period.
- (5A) If a council holds 3 or more ordinary meetings within a 2 month period, and a member is absent without leave throughout each of those meetings, the member is disqualified if he or she is absent without leave throughout the ordinary meeting of the council immediately following the end of that period.
  - (5) The non-attendance of a member at the time and place appointed for an ordinary meeting of the council does not constitute absence from an ordinary meeting of the council —
    - (a) if no meeting of the council at which a quorum is present is actually held on that day; or
    - (b) if the non-attendance occurs
      - (i) while the member has ceased to act as a member after written notice has been given to the member under section 2.27(3) and before written notice has been given to the member under section 2.27(5); or
      - (ii) while proceedings in connection with the disqualification of the member have been commenced and are pending; or
      - (iii) while the member is suspended under section 5.117(1)(a)(iv) or Part 8; or
      - (iiii) while the election of the member is disputed and proceedings relating to the disputed election have been commenced and are pending.
  - (6) A member who before the commencement of the *Local Government Amendment*Act 2009 section 5 was granted leave during an ordinary meeting of the council from which the member was absent is to be taken to have first obtained leave for the remainder of that meeting.

[Section 2.25 amended: No. 49 of 2004 s. 19(1); No. 17 of 2009 s. 5; No. 31 of 2018 s. 5.]

# Local Government Act 1995 – Local Government (Administration) – Amendment Regulations 2022

Regulation 7 inserts additional provisions for meetings that are conducted entirely by electronic means under regulation 14D. Regulation 14D provides for a meeting of council or committee to be conducted by electronic means outside of a declared state of emergency. Regulation 14D(1) defines a relevant period in relation to the backward-looking test used to calculate how many electronic meetings a local government has conducted over the previous 12 months relative to the proposed meeting, and the 50% cap provided by regulation 14D(2A). Subsection 14D(2)(a)(ii) is amended to require the mayor, president or council to consider the requirements under subregulation 14D(2B) in deciding whether to conduct an electronic meeting. Regulation 14D(2B) requires the local government to consider the suitability of a person's location and their equipment with respect to effective communication and confidential matters during a meeting.

Regulation 14D(2A) applies the 50% cap to the number of electronic meetings that a local government (council) may authorise outside of an emergency situation under subregulation (2)(c) over a 12-month period. The backward-looking test used to determine how many meetings have

already been held by electronic means in the preceding 12 months applies in the same way it does for electronic attendance at in-person meetings.

Regulation 14D(2B) inserts the criteria that the authorising authority (the mayor, president or council) are required to consider before deciding to hold an electronic meeting. The authorising authority is required to consider each council or committee member's ability to maintain confidentiality during closed parts of the meeting and the suitability of each person's intended location and equipment to enable effective engagement in council deliberations. The authorising authority must have regard to these matters when deciding to hold and authorise electronic meetings. Electronic meetings held outside of emergency circumstances under subregulation 2(c) may only be approved by council.

Subregulations 14D(5)(a) and (b) insert subsections (6) to (8) that apply to closed parts of electronic meetings. Subsection (6) requires each member in attendance to make a declaration that they can maintain confidentiality during the closed part of the meeting. Subsection (7) requires that if a member makes a confidentiality declaration but is unable to maintain confidentiality subsequent to the declaration, they are required to leave prior to the closed part of the meeting. Subsection (8) requires a member's declaration to be recorded in the meeting minutes.

#### **POLICY IMPLICATIONS**

Nil.

## **FINANCIAL IMPLICATIONS**

Nil.

# STRATEGIC IMPLICATIONS

| GOAL              | OUR PRIORITIES             | WE WILL                               |  |  |  |  |  |
|-------------------|----------------------------|---------------------------------------|--|--|--|--|--|
| 1. Leadership and | 1.2 Capable, inclusive and | 1.2.1 Provide strong civic leadership |  |  |  |  |  |
| Governance        | effective organisation     | 1.2.2 Provide strong governance       |  |  |  |  |  |

## **RISK MANAGEMENT CONSIDERATIONS**

| RISK                 | LIKELIHOOD | CONSEQUENCE | RISK<br>ANALYSIS | MITIGATION                                   |
|----------------------|------------|-------------|------------------|--|
| Financial:           | Unlikely   | Severe      | Extreme          | Monthly reporting to the Audit Committee for |
| Financial, Legal and |            |             |                  |  |
| Compliance,          |            |             |                  | awareness and direction                      |
| Organisational       |            |             |                  | where required.                              |
| Operations and       |            |             |                  |  |
| Reputation           |            |             |                  |  |

## **CONSULTATION**

Internal consultation has been undertaken with relevant areas to collate information.

## **COMMENT**

There is no compliance concerns noted for this reporting period.

## **VOTING REQUIREMENT**

Simple majority

## **ATTACHMENTS**

- 1. Council Meeting Attendance Table 22/23
- 2. Council Meeting Attendance Electronic 22/23

# **COMMITTEE RESOLUTION AC52/23**

Moved: Cr Geoff Haerewa Seconded: Cr Peter McCumstie

That the Audit Committee:

RECEIVES the information contained in the reports detailing Councillor meeting attendance (including via electronic means).

<u>In Favour:</u> Crs Geoff Haerewa, Peter McCumstie and Andrew Twaddle

Against: Nil

**CARRIED 3/0** 



## **MEETING ATTENDANCE**

The following table provides information on attendance at the 2022/23 Financial Year Ordinary and Special Council Meetings:

|             | 28         | 25         | 29         | 13         | 27         | 24       | 8        | 23         | 30         | 27         | 25   | 29   |
|-------------|------------|------------|------------|------------|------------|----------|----------|------------|------------|------------|------|------|
| Councillor  | Jul        | Aug        | Sep        | Oct        | Oct        | Nov      | Dec      | Feb        | Mar        | Apr        | May  | June |
|             | 2022       | 2022       | 2022       | 2022       | 2022       | 2022     | 2022     | 2023       | 2023       | 2023       | 2023 | 2023 |
|             | OCM        | OCM        | OCM        | Special    | OCM        | OCM      | OCM      | OCM        | OCM        | OCM        | OCM  | OCM  |
| G Haerewa   | √<br>Phone | LOA        | <b>✓</b>   | <b>✓</b>   | <b>✓</b>   | <b>✓</b> | <b>√</b> | <b>✓</b>   | √<br>Phone | <b>✓</b>   |      |      |
| P McCumstie | LOA        | <b>√</b>   | <b>√</b>   | <b>√</b>   | <b>✓</b>   | <b>√</b> | <b>√</b> | √<br>Phone | <b>√</b>   | <b>√</b>   |      |      |
| K Bedford   | √<br>Phone | LOA        | LOA        | LOA        | LOA        | LOA      | <b>✓</b> | √<br>Phone | А          | LOA        |      |      |
| R Mouda     | ✓          | <b>√</b>   | А          | ✓          | √<br>Phone | LOA      | <b>✓</b> | LOA        | LOA        | LOA        |      |      |
| P Riley     | А          | √<br>Phone | А          | √<br>Phone | А          | <b>√</b> | <b>√</b> | √<br>Phone | <b>✓</b>   | LOA        |      |      |
| P White     | <b>✓</b>   | LOA        | LOA        | А          | <b>✓</b>   | <b>✓</b> | <b>✓</b> | А          | <b>✓</b>   | <b>✓</b>   |      |      |
| A Twaddle   | ✓          | <b>√</b>   | <b>√</b>   | √<br>Phone | <b>✓</b>   | <b>✓</b> | <b>✓</b> | <b>√</b>   | <b>√</b>   | <b>√</b>   |      |      |
| G Davis     | √<br>Phone | <b>√</b>   | √<br>Phone | √<br>Phone | √<br>Phone | <b>√</b> | <b>√</b> | √<br>Phone | <b>√</b>   | √<br>Phone |      |      |
| L Evans     | А          | <b>✓</b>   | <b>✓</b>   | А          | <b>✓</b>   | LOA      | LOA      | LOA        | LOA        | LOA        |      |      |



Audit Committee Meeting Minutes 18 May 2023

| MONTH  TYPE/LOCATION | Oct-22<br>OCM -<br>DBY | Nov-22<br>SCM -<br>DBY | Nov-22<br>OCM -<br>FX | Dec-22<br>OCM -<br>DBY | Jan-23<br>Special -<br>DBY | Feb-23<br>OCM -<br>DBY | Mar-23<br>OCM -<br>FX | Apr-23 | May-23<br>OCM -<br>FX | Jun-23 OCM - DBY | Jul-23<br>OCM -<br>Remote | Aug-23 OCM - DBY | Sep-23 OCM - FX | Oct-23<br>Special -<br>DBY | Oct-23<br>OCM -<br>DBY*                   | Physical<br>Attendance | Online<br>Attendance | Apology* | LOA*     | Total<br>Attendance | Physically In<br>Attendance %* |             |
|----------------------|------------------------|------------------------|-----------------------|------------------------|----------------------------|------------------------|-----------------------|--------|-----------------------|------------------|---------------------------|------------------|-----------------|----------------------------|---|------------------------|----------------------|----------|----------|---------------------|--------------------------------|-------------|
| NAME                 |                        |                        |                       |                        |                            |                        |                       |        |                       |                  |                           |                  |                 |                            |   |                        |                      |          |          |                     |                                | NAME        |
| G Haerewa            | Р                      | Р                      | Р                     | Р                      | Р                          | Р                      | 0                     |        |                       |                  |                           |                  |                 |                            |   | 6                      | 1                    | 0        | 0        | 7                   | 86                             | G Haerewa   |
| P McCumstie          | P                      | P                      | P                     | Р                      | 0                          | 0                      | P                     |        |                       |                  |                           |                  |                 |                            |   | 5                      | 2                    | 0        | 0        | 7                   | 71                             | P McCumstie |
| K Bedford            | P                      | P                      | LOA                   | Р                      | 0                          | 0                      | Α                     |        |                       |                  |                           |                  |                 |                            |   | 3                      | 2                    | 1        | 1        | 5                   | 60                             | K Bedford   |
| R Mouda              | 0                      | P                      | LOA                   | Р                      | LOA                        | LOA                    | LOA                   |        |                       |                  |                           |                  |                 |                            |   | 2                      | 1                    | 0        | 4        | 3                   | 67                             | R Mouda     |
| P Riley              | P                      | P                      | P                     | Р                      | 0                          | 0                      | P                     |        |                       |                  |                           |                  |                 |                            |   | 5                      | 2                    | 0        | 0        | 7                   | 71                             | P Riley     |
| P White              | P                      | P                      | Р                     | Р                      | 0                          | Α                      | P                     |        |                       |                  |                           |                  |                 |                            |   | 5                      | 1                    | 1        | 0        | 6                   | 83                             | P White     |
| A Twaddle            | P                      | P                      | Р                     | Р                      | P                          | P                      | Р                     |        |                       |                  |                           |                  |                 |                            |   | 7                      | 0                    | 0        | 0        | 7                   | 100                            | A Twaddle   |
| G Davis              | 0                      | P                      | P                     | Р                      | 0                          | 0                      | Р                     |        |                       |                  |                           |                  |                 |                            |   | 4                      | 3                    | 0        | 0        | 7                   | 57                             | G Davis     |
| L Evans              | P                      | P                      | LOA                   | Р                      | LOA                        | LOA                    | LOA                   |        |                       |                  |                           |                  |                 |                            |   | 3                      | 0                    | 0        | 4        | 3                   | 100                            | L Evans     |
|                      | Р                      | : IN-PERSON            |                       |                        |                            |                        |                       |        |                       |                  |                           |                  |                 |                            | * Inclusion                               |                        |                      | *Not co  | unted in |                     | *Measured                      |             |
|                      | О                      | : ONLINE               |                       |                        |                            |                        |                       |        |                       |                  |                           |                  |                 |                            | depends on date                           |                        |                      | attend   | lance %  |                     | using "rolling                 |             |
|                      | A                      | : APOLOGY              |                       |                        |                            |                        |                       |        |                       |                  |                           |                  |                 |                            | not conflicting with<br>12 months rolling |                        |                      |          |          |                     | 12 months                      |             |
|                      | LOA                    | : LEAVE OF AB          | SENCE                 |                        |                            |                        |                       |        |                       |                  |                           |                  |                 |                            | period.                                   |                        |                      |          |          |                     | period".                       |             |

Item 7.5 - Attachment 2

## 7.6 STATEMENT OF FINANCIAL ACTIVITY - APRIL 2023

File Number: 5179

Author: Susan Krouzecky, Manager of Finance

Responsible Officer: Tamara Clarkson, Acting Director of Corporate Services

Authority/Discretion: Information

## **SUMMARY**

This report provides a summary of Council's financial position for the period ending 30 April 2023.

## **DISCLOSURE OF ANY INTEREST**

Nil by Author and Responsible Officer.

## **BACKGROUND**

Pursuant to section 6.4 of the *Local Government Act 1995* and regulation 34(4) of the *Local Government (Financial Management) Regulations 1996* (the Regulations), a Local Government is to prepare, on a monthly basis, a statement of financial activity that reports on the Shire's financial performance in relation to its adopted/amended budget.

The Shires Financial Reports are produced in accordance with the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996* as amended. Regulation 34 of the *Local Government (Financial Management) Regulations 1996* requires that Local Governments produce a monthly statement of financial activity and such other supporting information as is considered relevant by the Local Government.

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

## STATUTORY ENVIRONMENT

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

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

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

# **POLICY IMPLICATIONS**

F3 – Significant Accounting Policies

F4 - Sundry Debtors Collection

F5 - Outstanding Rates Collection

F13 – Reserve Accounts

F16 – Cash Flow Management

F17 - Investments

## **FINANCIAL IMPLICATIONS**

Expenditure for the period ending has been incurred in accordance with the 2022/23 Annual Budget as adopted by Council at its meeting held 28 July 2022 (Minute No. 94/22 refers) budget parameters, which have been structured on financial viability and sustainability principles.

Details of any budget variation in excess of \$30,000 (year to date) follow. There are no other known events which may result in a material non-recoverable financial loss or financial loss arising from an uninsured event.

## 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<br>ANALYSIS | MITIGATION   |
|------------|------------|-------------|------------------|--|
| Financial: | Possible   | Moderate    | Medium           | The completion of the Monthly Financial Activity Statement report is a control that monitors this risk |

#### CONSULTATION

Internal consultation within the Corporate Services Director and Finance Team.

External consultation with Moore Australia.

## **COMMENT**

This is a monthly process advising Council of the current financial position of the Shire.

Financial integrity is essential to the operational viability of the Shire but also as the custodian of community assets and service provision. An ability to monitor and report on financial operations, activities and capital projects is imperative to ensure that financial risk is managed at acceptable levels of comfort.

The ability for the Shire to remain financially sustainable is a significant strategy for a region that is continually under pressure from the pastoral industry, private enterprise and State Government obligations for the ongoing development of infrastructure and services.

Any material variances are highlighted in the Operating Statement and included by way of note to the Operating Statement (as attached)

Attached to the Agenda is a copy of:

• Statement of Financial Activity by Nature and Type

## Notes related to -

- Significant Accounting Policies
- Net Current Financial Position
- Capital Acquisition, Funding and Disposal
- Cash and Investments
- Budget Amendments
- Trust Fund Movements
- Material Variances
- Grants and Contributions
- Rating Information
- Cash Backed Reserves
- Receivables
- · Payables; and
- Summary Graphs.

Comments are required for variances that are more than 10% of budget or \$30,000 whichever is the greater.

## **VOTING REQUIREMENT**

Simple majority

## **ATTACHMENTS**

- 1. Financial Report April 2023
- 2. Financial Managment Information Report April 2023
- 3. Note 14 Material Variances April 2023

# **COMMITTEE RESOLUTION AC53/23**

Moved: Cr Geoff Haerewa Seconded: Cr Peter McCumstie

That the Audit Committee recommends that Council:

RECEIVES the Monthly Financial Management Report incorporating the Statement of Financial Activity for the period ending 30th April 2023.

<u>In Favour:</u> Crs Geoff Haerewa, Peter McCumstie and Andrew Twaddle

Against: Nil

CARRIED 3/0



11 May 2023

Mrs Amanda Dexter Chief Executive Officer Shire Of Derby/West Kimberley PO Box 94 DERBY WA 6728

#### Moore Australia

Level 15, Exchange Tower, 2 The Esplanade, Perth, WA 6000 PO Box 5785, St Georges Terrace, WA 6831

T +61 8 9225 5355 F +61 8 9225 6181

www.moore-australia.com.au

#### Dear Amanda

#### **ACCOUNTING SERVICE INFORMATION REPORT FOR THE PERIOD ENDED 30 APRIL 2023**

We advise we have completed the compilation of your statutory monthly statement of financial activity (by nature or type) and monthly financial report for the month ended 30 April 2023 and enclose this with our compilation report.

We are required under APES 315 *Compilation of Financial Information* to report certain matters in our compilation report. Other matters which arise during the course of our compilation that we wish to bring to your attention are raised in this report.

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

Please note in order to meet legislative requirements, details and explanations of the material variances between the year to date actuals and year to date budget need to be completed by shire staff, as required by *Local Government (Financial Management) Regulation* 34(1) (d).

#### **COMMENTS/SUGGESTIONS**

Attached is a list of comments/suggestions derived from compiling the monthly financial report and other end of month review services.

#### MATTERS FOR MANAGEMENT ATTENTION:

Please complete the monthly financial report by completing Note 14 – Explanation of Material Variances by providing a comment for each item where the council's year to date budget and year to date actual are over the variance threshold. These items are indicated with a  $\checkmark$  or  $^{\blacktriangle}$ .

In the management information report which follows, we have raised matters we wish to draw to management's attention.

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

Yours sincerely

Russell Barnes Director

Moore Australia (WA) Pty Ltd

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# Shire of Derby/West Kimberley Management Information Report

Period Ending 31 March 2023

Date of Issue: 11 May 2023

| Topic                  | Item                   | First Identified | Explanation  | Action Required  | Priority |
|------------------------|------------------------|------------------|--|--|----------|
| Funding<br>statements  | Opening surplus        | April 2023       | 2022/23 Amended Budget opening surplus of \$3,826,049 is higher than the audited closing surplus of \$2,538,157 for 2021/22.   | We recommend this be addressed urgently through a budget review and associated amendments.   | High     |
| Subsidiary<br>ledgers  | Outstanding            | April 2023       | Although we acknowledge a provision for impairment of \$374,162 exists, the debtors aged trial balance includes invoices totalling \$1,955,696 outstanding for over 90 days and debtors with credit balances totalling \$50,867. | We recommend reviewing overdue debtors collection procedures to ensure debtors outstanding for over 30 days are subject to regular review and reminder notices are issued to improve the collection rate. We recommend debtors with credit balances be investigated and remedied.  | Medium   |
| Disposal of<br>assets  | Proceeds<br>allocation | December 2022    | Trade in value of disposed vehicles have been fully allocated against the asset account in error.  We have amended this on face of the statements.   | We recommend processing asset disposals at the time of disposal to recognise the profit or loss on disposal.   | Medium   |
| Disposal of<br>Assets  | Allocations            | March 2023       | Disposal of asset transactions have occurred without budget allocations.   | We recommend reviewing allocations and journal where necessary or amend budget.  | Medium   |
| Capital<br>expenditure | Allocations            | April 2023       | Transactions have been allocated to capital expenditure accounts without budget allocations for 2022/23.   | We recommend a review of expenditure to date, to determine expenditure is correctly recorded within the capital account and allocated to the correct asset class. If no misallocations have occurred and the current balance is correct, a budget amendment adopted by an absolute majority of Council may be required to authorise further expenditure occurring. | Medium   |

Approval: \_\_\_\_\_ Russell Barnes, Director Page 1

# Shire of Derby/West Kimberley Management Information Report

Period Ending 31 March 2023

| Topic                    | Item                    | First Identified    | Explanation   | Action Required  | Priority |
|--------------------------|-------------------------|---------------------|---|--|----------|
| Capital<br>Expenditure   | Allocations             | March 2023          | Transactions that appear to be operating in nature have been allocated capital expenditure accounts.  | We recommend allocations are reviewed and adjusted (where appropriate) to ensure correct allocations for capital acquisitions        | Medium   |
| Liabilities              | Contract<br>liabilities | December 2022       | Contract liabilities have not been adjusted in 2022/23.   | We recommend recognising the revenue for unspent grants held as a liability when the performance obligations are met.                | Medium   |
| General Ledger           | Allocations             | March 2023          | Transactions have been allocated to incorrect IE codes for the applicable account type.   | We recommend allocations are reviewed and corrected to accurately report   |          |
|                          |                         |                     | For example: Operating expenditure has been allocated to a revenue and capital IE Codes The report has been adjusted on face value to correct the nature and type and account type. | transactions by nature and type.   | Medium   |
| General ledger           | Allocations             | February 2023       | Accrued income has a balance of \$63,066.   | We recommend reviewing accrued income ledger account and allocating accordingly.   | Medium   |
| Balance Sheet            | Allocations             | February 2023       | Clearing allocations from 2021/22 has incorrectly allocated \$22,111 from plant and equipment to borrowings opening balance.  | We recommend reviewing clearing accounts and correcting allocations where applicable.  | Medium   |
|                          |                         |                     | We have amended this on the face of the statements.   |  |          |
| Operating<br>Expenditure | Allocations             | ocations April 2023 | Admin allocations have been under allocated by \$28,419.  | We recommend the allocations be reviewed and adjusted (where appropriate) and ensure recoveries of administration and housing costs. |          |
|                          |                         |                     | Housing has been under allocated by \$95,451.   |  | Medium   |

Approval: \_\_\_\_\_\_ Russell Barnes, Director Page 2 Date of Issue: 11 May 2023

# Shire of Derby/West Kimberley Management Information Report

Period Ending 31 March 2023

| Topic                 | Item         | First Identified | Explanation                                     | Action Required  | Priority |
|-----------------------|--------------|------------------|---|--|----------|
| Operating expenditure | Depreciation | March 2023       | Depreciation has not been processed in 2022/23. | Depreciation needs to be processed on a monthly basis. | Low      |

Approval: \_\_\_\_\_\_ Russell Barnes, Director Page 3 Date of Issue: 11 May 2023



11 May 2023

Mrs Amanda Dexter Chief Executive Officer Shire of Derby/West Kimberley PO Box 94 DERBY WA 6728

Dear Amanda

#### Moore Australia

Level 15, Exchange Tower, 2 The Esplanade, Perth, WA 6000 PO Box 5785, St Georges Terrace, WA 6831

T +61 8 9225 5355 F +61 8 9225 6181

www.moore-australia.com.au

## COMPILATION REPORT TO THE SHIRE OF DERBY/WEST KIMBERLEY

We have compiled the accompanying local government special purpose financial statements of the Shire of Derby/West Kimberley, which comprise the statement of financial activity (by nature or type), a summary of significant accounting policies and other explanatory notes for the period ending 30 April 2023. The monthly financial report has been compiled to meet compliance with the *Local Government Act 1995* and associated regulations.

#### THE RESPONSIBILITY OF THE SHIRE OF DERBY/WEST KIMBERLEY

The Shire of Derby/West Kimberley are solely responsible for the information contained in the special purpose financial statements and are responsible for the maintenance of an appropriate accounting system in accordance with the relevant legislation.

#### **OUR RESPONSIBILITY**

On the basis of information provided by the Shire of Derby/West Kimberley we have compiled the accompanying special purpose financial statements in accordance with the requirements of the *Local Government Act 1995*, associated regulations and APES 315 *Compilation of Financial Information*.

Our procedures use accounting expertise to collect, classify and summarise the financial information, which the Shire of Derby/West Kimberley provided, in compiling the financial report. Our procedures do not include verification or validation procedures. No audit or review has been performed and accordingly no assurance is expressed.

The local government special purpose financial statements were compiled exclusively for the benefit of the Shire of Derby/West Kimberley. We do not accept responsibility to any other person for the contents of the special purpose financial statements.

Russell Barnes Director

Moore Australia (WA) Pty Ltd

Moore Australia (WA) Pty Ltd trading as agent – ABN 99 433 544 961.

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# SHIRE OF DERBY-WEST KIMBERLEY

# MONTHLY FINANCIAL REPORT (Containing the Statement of Financial Activity) For the period ending 30 April 2023

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

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Please refer to the compilation report

SHIRE OF DERBY-WEST KIMBERLEY | 1

## MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDED 30 APRIL 2023

## **SUMMARY INFORMATION - GRAPHS**



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

Please refer to the compilation report

SHIRE OF DERBY-WEST KIMBERLEY | 2

## MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDED 30 APRIL 2023

#### **EXECUTIVE SUMMARY**



This information is to be read in conjunction with the accompanying rindicial statements and notes

Please refer to the compilation report

SHIRE OF DERBY-WEST KIMBERLEY | 3

# KEY TERMS AND DESCRIPTIONS FOR THE PERIOD ENDED 30 APRIL 2023

### **REVENUE**

### RATES

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

### OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Refers to all amounts received as grants, subsidies and contributions that are not non-operating grants.

# NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

### 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, and 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 these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges.

# INTEREST EARNINGS

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 can not be classified under the above headings, includes dividends, discounts, rebates, reimbursements etc.

# PROFIT ON ASSET DISPOSAL

Excess of assets received over the net book value for assets on their disposal.

# NATURE OR TYPE DESCRIPTIONS

### **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.

### MATERIALS AND CONTRACTS

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, 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

Shortfall between the value of assets received over the net book value for assets on their disposal.

# DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets. Excluding Land.

# INTEREST EXPENSES

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

# OTHER EXPENDITURE

Statutory fees, taxes, allowance for impairment of assets, member's fees or State taxes. Donations and subsidies made to community groups.

Please refer to the compilation report

# STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 30 APRIL 2023

# **BY NATURE OR TYPE**

|   | Ref  | Amended<br>Budget | YTD<br>Budget | YTD<br>Actual | Variance<br>\$ | Variance<br>%   | Var.           |
|---|------|-------------------|---------------|---------------|----------------|-----------------|----------------|
|   | Note | (a)               | (b)           | (c)           | (c) - (b)      | ((c) - (b))/(b) |                |
|   |      | \$                | \$            | \$            | \$             | %               |                |
| Opening funding surplus / (deficit)                             | 1(c) | 3,826,049         | 3,826,049     | 2,538,157     | (1,287,892)    | (33.66%)        | •              |
| Revenue from operating activities                               |      |                   |               |               |                |                 |                |
| Rates   |      | 8,598,322         | 8,598,322     | 8,668,442     | 70,120         | 0.82%           |                |
| Operating grants, subsidies and contributions                   | 10   | 5,562,685         | 4,225,493     | 3,591,980     | (633,513)      | (14.99%)        | •              |
| Fees and charges  |      | 5,136,913         | 4,770,990     | 5,064,313     | 293,323        | 6.15%           |                |
| Interest earnings   |      | 184,538           | 182,938       | 195,871       | 12,933         | 7.07%           |                |
| Other revenue   |      | 1,276,503         | 1,108,642     | 1,384,423     | 275,781        | 24.88%          |                |
|   |      | 20,758,961        | 18,886,385    | 18,905,029    | 18,644         | 0.10%           |                |
| Expenditure from operating activities                           |      |                   |               |               |                |                 |                |
| Employee costs  |      | (9,889,625)       | (8,488,947)   | (8,212,214)   | 276,733        | 3.26%           |                |
| Materials and contracts   |      | (10,947,030)      | (8,706,939)   | (6,531,422)   | 2,175,517      | 24.99%          | _              |
| Utility charges   |      | (911,688)         | (783,258)     | (660,472)     | 122,786        | 15.68%          | _              |
| Depreciation on non-current assets                              |      | (7,131,200)       | (5,942,665)   | 0             | 5,942,665      | 100.00%         | _              |
| Interest expenses   |      | (102,989)         | (51,445)      | (59,616)      | (8,171)        | (15.88%)        |                |
| Insurance expenses  |      | (1,482,254)       | (1,352,870)   | (1,444,271)   | (91,401)       | (6.76%)         |                |
| Other expenditure   |      | (813,708)         | (693,216)     | (653,809)     | 39,407         | 5.68%           |                |
|   |      | (31,278,494)      | (26,019,340)  | (17,561,804)  | 8,457,536      | (32.50%)        |                |
| Non-cash amounts excluded from operating activities             | 1(a) | 7,131,200         | 5,942,665     | 0             | (5,942,665)    | (100.00%)       | •              |
| Amount attributable to operating activities                     |      | (3,388,333)       | (1,190,290)   | 1,343,225     | 2,533,515      | (212.85%)       |                |
| Investing activities  |      |                   |               |               |                |                 |                |
| Proceeds from non-operating grants, subsidies and contributions | 11   | 23,134,525        | 19,123,632    | 7,202,918     | (11,920,714)   | (62.33%)        | $\blacksquare$ |
| Payments for property, plant and equipment and infrastructure   | 6    | (23,664,938)      | (18,320,346)  | (8,003,553)   | 10,316,793     | 56.31%          | _              |
| Amount attributable to investing activities                     |      | (530,413)         | 803,286       | (800,635)     | (1,603,921)    | (199.67%)       |                |
| Financing Activities  |      |                   |               |               |                |                 |                |
| Proceeds from new debentures                                    | 7    | 1,000,000         | 0             | 0             | 0              | 0.00%           |                |
| Transfer from reserves  | 8    | 474,476           | 0             | 0             | 0              | 0.00%           |                |
| Repayment of debentures   | 7    | (381,779)         | (215,332)     | (215,332)     | 0              | 0.00%           |                |
| Transfer to reserves  | 8    | (1,000,000)       | 0             | 0             | 0              | 0.00%           |                |
| Amount attributable to financing activities                     |      | 92,697            | (215,332)     | (215,332)     | 0              | 0.00%           |                |
| Closing funding surplus / (deficit)                             | 1(c) | 0                 | 3,223,713     | 2,865,415     | (358,298)      | 11.11%          | •              |

# KEY INFORMATION

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

Refer to Note 14 for an explanation of the reasons for the variance.

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

Please refer to the compilation report

# MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDED 30 APRIL 2023

# **BASIS OF PREPARATION**

# **BASIS OF PREPARATION**

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

### Local Government Act 1995 requirements

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

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

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

# THE LOCAL GOVERNMENT REPORTING ENTITY

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

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 12 to these financial statements.

# SIGNIFICANT ACCOUNTING POLICES

### CRITICAL ACCOUNTING ESTIMATES

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

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

Actual results may differ from these estimates.

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- estimation of fair values of certain financial assets
- estimation of fair values of fixed assets shown at fair value
- impairment of financial assets

#### GOODS AND SERVICES TAX

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.

# ROUNDING OFF FIGURES

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

# PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 10 May 2023

Please refer to the compilation report

SHIRE OF DERBY-WEST KIMBERLEY | 6

Item 7.6 - Attachment 1

# NOTE 1 STATEMENT OF FINANCIAL ACTIVITY INFORMATION

# (a) Non-cash items excluded from operating activities

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with *Financial Management Regulation 32*.

| Non-cash items excluded from operating activities       | Notes | Amended Budget | YTD<br>Budget<br>(a) | YTD<br>Actual<br>(b) |
|---|-------|----------------|----------------------|----------------------|
|   |       | \$             | \$                   | \$                   |
| Adjustments to operating activities                     |       |                |                      |                      |
| Add: Depreciation on assets                             |       | 7,131,200      | 5,942,665            | 0                    |
| Total non-cash items excluded from operating activities |       | 7,131,200      | 5,942,665            | 0                    |

# (b) Adjustments to net current assets in the Statement of Financial Activity

| The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with Financial Management Regulation 32 to agree to the surplus/(deficit) after imposition of general rates. |      | Amended Budget<br>Opening<br>30 June 2022 | Last<br>Year<br>Closing<br>30 June 2022 | Year<br>to<br>Date<br>30 Apr 2023 |
|--|------|---|---|-----------------------------------|
| Adjustments to net current assets  |      |   |   |                                   |
| Less: Reserves - restricted cash   | 8    | (501,325)                                 | (975,801)                               | (975,801)                         |
| Add: Borrowings  | 7    | 618,221                                   | 381,779                                 | 166,447                           |
| Add: Provisions employee related provisions  | 8    | 402,441                                   | 402,441                                 | 402,441                           |
| Total adjustments to net current assets  |      | 519,337                                   | (191,581)                               | (406,913)                         |
| (c) Net current assets used in the Statement of Financial Activity  Current assets   |      |   |   |                                   |
| Cash and cash equivalents  | 2    | 2,513,171                                 | 11,335,343                              | 4,797,806                         |
| Financial assets at amortised cost   | 2    | 0   | 0                                       | 975,801                           |
| Rates receivables  | 3    | 1,372,036                                 | 1,290,181                               | 1,082,521                         |
| Receivables  | 3    | 966,341                                   | 901,706                                 | 2,520,191                         |
| Other current assets   | 4    | 60,573                                    | 49,353                                  | 101,590                           |
| Less: Current liabilities  |      |   |   |                                   |
| Payables   | 5    | (4,234,970)                               | (7,031,364)                             | (2,605,432)                       |
| Borrowings   | 7    | (618,221)                                 | (381,779)                               | (166,447)                         |
| Other liabilities  | 9    | 0   | (2,611,951)                             | (2,611,951)                       |
| Provisions   | 9    | (578,267)                                 | (821,751)                               | (821,751)                         |
| Less: Total adjustments to net current assets  | 1(b) | 519,337                                   | (191,581)                               | (406,913)                         |
| Closing funding surplus / (deficit)  |      | 0   | 2,538,157                               | 2,865,415                         |

# CURRENT AND NON-CURRENT CLASSIFICATION

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

Please refer to the compilation report

SHIRE OF DERBY-WEST KIMBERLEY | 7

# **OPERATING ACTIVITIES** NOTE 2 **CASH AND FINANCIAL ASSETS**

|                                    |                                    |              |            | Total     |         |              | Interest | Maturity |
|------------------------------------|------------------------------------|--------------|------------|-----------|---------|--------------|----------|----------|
| Description                        | Classification                     | Unrestricted | Restricted | Cash      | Trust   | Institution  | Rate     | Date     |
|                                    |                                    | \$           | \$         | \$        | \$      |              |          |          |
| Cash On Hand                       | Cash and cash equivalents          | 1,750        | 0          | 1,750     | 0       | Cash on Hand | Nil      | Nil      |
| Municipal Bank Account             | Cash and cash equivalents          | 2,642,106    | 0          | 2,642,106 | 0       | ANZ          | Variable | Nil      |
| CBA Bank Acc - Fitzroy Deposits    | Cash and cash equivalents          | 125,887      | 0          | 125,887   | 0       | CBA          | Nil      | Nil      |
| Municipal Investment Account       | Cash and cash equivalents          | 2,028,063    | 0          | 2,028,063 | 0       | ANZ          | Variable | Nil      |
| Reserve Bank Account               | Financial assets at amortised cost | 0            | 975,801    | 975,801   | 0       | ANZ          | 2.98%    | Jul-23   |
| Trust Cash at Bank                 | Cash and cash equivalents          | 0            | 0          | 0         | 295,981 | ANZ          | Nil      | Nil      |
| Total                              |                                    | 4,797,806    | 975,801    | 5,773,607 | 295,981 |              |          |          |
| Comprising                         |                                    |              |            |           |         |              |          |          |
| Cash and cash equivalents          |                                    | 4,797,806    | 0          | 4,797,806 | 295,981 |              |          |          |
| Financial assets at amortised cost |                                    | 0            | 975,801    | 975,801   | 0       |              |          |          |
|                                    |                                    | 4,797,806    | 975,801    | 5,773,607 | 295,981 |              |          |          |
|                                    |                                    |              |            |           |         |              |          |          |

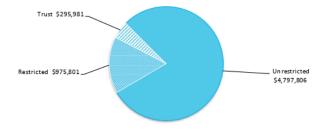
#### KEY INFORMATION

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

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

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

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets.



# OPERATING ACTIVITIES NOTE 3 RECEIVABLES

| Rates receivable   | 30 June 2022 | 30 Apr 2023 |
|--|--------------|-------------|
|  | \$           | \$          |
| Opening rates arrears  | 2,274,863    | 1,290,181   |
| Levied   | 7,626,940    | 8,668,442   |
| Less - collections   | (8,611,622)  | (8,387,940) |
| Gross rates collectable<br>Allowance for impairment of rates | 1,290,181    | 1,570,683   |
| receivable   | (488, 162)   | (488,162)   |
| Net rates collectable  | 802,019      | 1,082,521   |
| % Collected  | 87%          | 84.2%       |



| Receivables - general               | Credit                          | Current | 30 Days | 60 Days | 90+ Days  | Total     |
|-------------------------------------|---------------------------------|---------|---------|---------|-----------|-----------|
|                                     | \$                              | \$      | \$      | \$      | \$        | \$        |
| Receivables - general               | (50,867)                        | 296,921 | 158,201 | 117,402 | 1,955,696 | 2,477,353 |
| Percentage                          | (2.1%)                          | 12%     | 6.4%    | 4.7%    | 78.9%     |           |
| Balance per trial balance           |                                 |         |         |         |           |           |
| Sundry receivable                   |                                 |         |         |         |           | 2,477,353 |
| GST receivable                      |                                 |         |         |         |           | 306,386   |
| Allowance for impairment of receiva | bles from contracts with custon | ners    |         |         |           | (374,162) |
| Rates pensioner rebates             |                                 |         |         |         |           | 743       |
| Other receivables                   |                                 |         |         |         |           | 46,805    |
| Accrued income                      |                                 |         |         |         |           | 63,066    |
| Total receivables general outstandi | ng                              |         |         |         |           | 2,520,191 |

lotal receivables general outstanding

Amounts shown above include GST (where applicable)

#### KEY INFORMATION

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

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

# Classification and subsequent measurement

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

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



Please refer to the compilation report

# **OPERATING ACTIVITIES** NOTE 4 **OTHER CURRENT ASSETS**

| Other current assets                               | Opening<br>Balance<br>1 July 2022 | Asset<br>Increase | Asset<br>Reduction | Closing<br>Balance<br>30 Apr 2023 |
|--|-----------------------------------|-------------------|--------------------|-----------------------------------|
|  | \$                                | \$                | \$                 | \$                                |
| Inventory  |                                   |                   |                    |                                   |
| Fuel   | 23,017                            | 110,931           | (64,726)           | 69,222                            |
| Stock on hand                                      | 26,336                            | 6,032             | . 0                | 32,368                            |
| Total other current assets                         | 49,353                            | 116,963           | (64,726)           | 101,590                           |
| Amounts shown above include GST (where applicable) |                                   |                   |                    |                                   |

# **KEY INFORMATION**

# Inventory

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

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

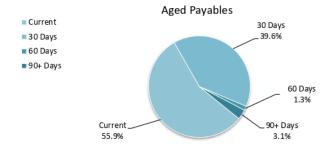
**OPERATING ACTIVITIES** NOTE 5 **PAYABLES** 

| Payables - general                 | Credit | Current | 30 Days | 60 Days | 90+ Days | Total     |
|------------------------------------|--------|---------|---------|---------|----------|-----------|
|                                    | \$     | \$      | \$      | \$      | \$       | \$        |
| Payables - general                 | 0      | 774,175 | 547,988 | 18,589  | 43,425   | 1,384,177 |
| Percentage                         | 0%     | 55.9%   | 39.6%   | 1.3%    | 3.1%     |           |
| Balance per trial balance          |        |         |         |         |          |           |
| Sundry creditors                   |        |         |         |         |          | 1,384,177 |
| ATO liabilities                    |        |         |         |         |          | 166,326   |
| Other payables                     |        |         |         |         |          | 507,619   |
| Accrued expenses                   |        |         |         |         |          | 373,201   |
| Payroll creditors                  |        |         |         |         |          | 3,651     |
| Prepaid rates                      |        |         |         |         |          | 170,458   |
| Total payables general outstanding |        |         |         |         |          | 2,605,432 |

Amounts shown above include GST (where applicable)

### KEY INFORMATION

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



Please refer to the compilation report

# INVESTING ACTIVITIES NOTE 6 CAPITAL ACQUISITIONS

|                                   | Amen       |            |            |                        |  |
|-----------------------------------|------------|------------|------------|------------------------|--|
| Capital acquisitions              | Budget     | YTD Budget | YTD Actual | YTD Actual<br>Variance |  |
|                                   | \$         | \$         | \$         | \$                     |  |
| Buildings                         | 1,936,513  | 1,436,513  | 522,056    | (914,457)              |  |
| Plant & Equipment                 | 783,761    | 783,761    | 349,475    | (434,286)              |  |
| Infrastructure Roads              | 16,942,964 | 12,851,372 | 6,663,485  | (6,187,887)            |  |
| Infrastructure - Wharf            | 100,000    | 100,000    | 0          | (100,000)              |  |
| Infrastructure Other              | 3,901,700  | 3,148,700  | 468,537    | (2,680,163)            |  |
| Payments for Capital Acquisitions | 23,664,938 | 18,320,346 | 8,003,553  | (10,316,793)           |  |
| Capital Acquisitions Funded By:   | \$         | \$         | \$         | \$                     |  |
| Capital grants and contributions  | 22,190,462 | 18,320,346 | 7,202,918  | (11,117,428)           |  |
| Borrowings                        | 1,000,000  | 0          | 0          | 0                      |  |
| Cash backed reserves              |            |            |            |                        |  |
| Asset renewal reserve             | 314,511    | 0          | 0          | 0                      |  |
| Staff housing Reserve             | 159,965    | 0          | 0          | 0                      |  |
| Contribution - operations         | 0          | 0          | 800,635    | 800,635                |  |
| Capital funding total             | 23,664,938 | 18,320,346 | 8,003,553  | (10,316,793)           |  |

# SIGNIFICANT ACCOUNTING POLICIES

Each class of fixed assets within either plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

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.

# Initial recognition and measurement for assets held at cost

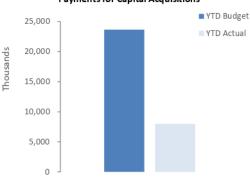
Plant and equipment including furniture and equipment is recognised at cost on acquisition in accordance with *Financial Management Regulation 17A*. Where acquired at no cost the asset is initially recognise at fair value. Assets held at cost are depreciated and assessed for impairment annually.

# Initial recognition and measurement between

# mandatory revaluation dates for assets held at fair value

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

# Payments for Capital Acquisitions



Please refer to the compilation report

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Over 100%

# NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 30 APRIL 2023

# INVESTING ACTIVITIES NOTE 6 CAPITAL ACQUISITIONS (CONTINUED)

# Capital expenditure total Level of completion indicators 0% 20% 40% Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red. 80% 100%

|             | Level of completion inc      | licator, please see table at the end of this note for further detail. | Amend          |            |              |              |
|-------------|------------------------------|---|----------------|------------|--------------|--------------|
|             |                              |   | Command Books  |            | Year to Date | Variance     |
|             | 0 2 15 22                    | Account Description   | Current Budget | Budget     | Actual       | (Under)/Over |
|             | Capital Expenditure          |   |                |            |              |              |
| .n          | Buildings                    | WELFARE Building (Gorden)   | 40.000         | 40.000     | 20.207       | (40.000)     |
|             | 4080710                      | WELFARE - Building (Capital)  | 40,089         | 40,089     | 20,207       | (19,882)     |
| <u>al</u> l | 4090110                      | STF HOUSE - Building (Capital)  | 1,440,300      | 940,300    | 185,747      | (754,553)    |
| all         | 4110110                      | HALLS - Building (Capital)  | 0              | 0          | 2,664        | 2,664        |
| all         | 4110210                      | SWIM AREAS - Building (Capital)                                       | 0              | 0          | 84,189       | 84,189       |
| all         | 4110310                      | REC - Other Rec Facilities Building (Capital)                         | 5,000          | 5,000      | 0            | (5,000)      |
| 4           | 4120110                      | ROADC - Building (Capital)  | 397,000        | 397,000    | 211,470      | (185,530)    |
| <u>al</u> l | 4120610                      | AERO - Building (Capital)   | 35,424         | 35,424     | 4,778        | (30,646)     |
| 4           | 4130210                      | TOUR - Building (Capital)   | 0              | 0          | 12,192       | 12,192       |
| all         | 4140210                      | ADMIN - Building (Capital)  | 0              | 0          | 809          | 809          |
| all         | 4090210                      | OTH HOUSE - Building (Capital)  | 6,300          | 6,300      | 0            | (6,300)      |
| аſ          | 4100710                      | COM AMEN - Building (Capital)   | 12,400         | 12,400     | 0            | (12,400)     |
| ďÚ          | Buildings Total              |   | 1,936,513      | 1,436,513  | 522,056      | (914,457)    |
|             | Plant & Equipme              | ent   |                |            |              |              |
| all         | 4050230                      | ANIMAL - Plant & Equipment (Capital)                                  | 0              | 0          | 22,060       | 22,060       |
| all         | 4070730                      | OTH HEALTH - Plant & Equipment (Capital)                              | 75,100         | 75,100     | 12,250       | (62,850)     |
| all.        | 4110530                      | LIBRARY - Plant & Equipment (Capital)                                 | 0              | 0          | 6,083        | 6,083        |
| all         | 4140230                      | ADMIN - Plant and Equipment (Capital)                                 | 143,342        | 143,342    | 3,707        | (139,635)    |
| 4           | 4140330                      | PWO - Plant and Equipment (Capital)                                   | 247,326        | 247,326    | 222,219      | (25,107)     |
| all         | 4120130                      | ROADC - Plant & Equipment (Capital)                                   | 317,992        | 317,992    | 83,156       | (234,836)    |
| 4           | Plant & Equipment 1          |   | 783,761        | 783,761    | 349,475      | (434,286)    |
|             |                              |   |                |            |              |              |
| _           | Infrastructure Ro            |   |                |            |              |              |
| 4           | 4120140                      | ROADC - Roads Built Up Area - Council Funded                          | 1,557,960      | 1,148,960  | 1,733,571    | 584,611      |
| ألت         | 4120142                      | ROADC - Roads Outside BUA - Gravel - Council Funded                   | 1,308,302      | 1,112,802  | 497,356      | (615,446)    |
| 4           | 4120144                      | ROADC - Roads Built Up Area - Roads to Recovery                       | 702,402        | 560,235    | 657,791      | 97,556       |
| 4           | 4120146                      | ROADC - Roads Outside BUA - Gravel - Roads to Recovery                | 231,428        | 173,571    | 0            | (173,571)    |
|             | 4120148                      | ROADC - Roads Built Up Area - Regional Road Group                     | 372,016        | 277,662    | 43,366       | (234,296)    |
| 4           | 4120156                      | ROADC - Roads Built Up Area - Flood Damage                            | 467,387        | 350,540    | 217,978      | (132,562)    |
| 4           | 4120158                      | ROADC - Roads Outside BUA - Gravel - Flood Damage                     | 11,840,613     | 8,880,460  | 3,513,423    | (5,367,037)  |
| пЩ          | 4120150                      | ROADC - Roads Outside BUA - Gravel - Regional Road Group              | 462,856        | 347,142    | 0            | (347,142)    |
| ď           | Infrastructure Roads         | s Total   | 16,942,964     | 12,851,372 | 6,663,485    | (6,187,887)  |
|             | Infrastructure - V           | Vharf   |                |            |              |              |
| llin        | 4120790                      | WATER - Infrastructure Other (Capital)                                | 100,000        | 100,000    | 0            | (100,000)    |
| ıll l       | Infrastructure - Wha         | ırf Total   | 100,000        | 100,000    | 0            | (100,000)    |
|             | Infrastruct Ot               | har   |                |            |              |              |
| all         | Infrastructure Ot<br>4050390 | OLOPS - Infrastructure Other (Capital)                                | 0              | 0          | 25           | 25           |
| ď           | 4120190                      | ROADC - Infrastructure Other (Capital)                                | 391,000        | 388,000    | 154,843      | (233,157)    |
| ď           | 4120690                      | AERO - Infrastructure Other (Capital) - Aerodromes                    | 3,000,000      | 2,250,000  | 25,160       | (2,224,840)  |
| 4           | 4110290                      | SWIM AREAS - Infrastructure Other (Capital)                           | 503,700        | 503,700    | 288,509      | (215,191)    |
| -1          | 4110290                      | REC - Infrastructure Other (Capital)                                  | 7,000          | 7,000      | 288,303      | (7,000)      |
| 41          | Infrastructure Other         |   | 3,901,700      | 3,148,700  | 468,537      | (2,680,163)  |
|             |                              |   | ,,-            | ,,         | ,            | , ,,         |
| all         | Grand Total                  |   | 23,664,938     | 18,320,346 | 8,003,553    | (10,316,793) |

Please refer to the compilation report

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FINANCING ACTIVITIES NOTE 7 **BORROWINGS** 

# Repayments - borrowings

| nepayments borrowings             |          |             |        |           | Prin      | ncipal    | Princ     | ipal      | Inte     | rest      |
|-----------------------------------|----------|-------------|--------|-----------|-----------|-----------|-----------|-----------|----------|-----------|
| Information on borrowings         |          | _           | New L  | oans      | Repa      | yments    | Outsta    | anding    | Repayı   | ments     |
| Particulars                       | Loan No. | 1 July 2022 | Actual | Budget    | Actual    | Budget    | Actual    | Budget    | Actual   | Budget    |
|                                   |          | \$          | \$     | \$        | \$        | \$        | \$        | \$        | \$       | \$        |
| Housing                           |          |             |        |           |           |           |           |           |          |           |
| Staff Housing                     | 136      | 51,785      | 0      | 0         | (12,326)  | (25,057)  | 39,459    | 26,728    | (1,673)  | (2,947)   |
| Staff Housing                     | 146      | 516,591     | 0      | 0         | (51,394)  | (51,394)  | 465,197   | 465,197   | (31,900) | (31,900)  |
| Staff Housing                     | 148      | 243,688     | 0      | 0         | (9,787)   | (19,794)  | 233,901   | 223,894   | (5,471)  | (10,722)  |
| Staff Housing                     |          | 0           | 0      | 1,000,000 | 0         | 0         | 0         | 1,000,000 | 0        | 0         |
| Transport                         |          |             |        |           |           |           |           |           |          |           |
| Wharf Fenders and boat ramp       | 145      | 166,351     | 0      | 0         | (14,223)  | (28,934)  | 152,128   | 137,417   | (5,714)  | (10,940)  |
| Refinance Derby Airport and wharf | 152      | 1,531,820   | 0      | 0         | (76,936)  | (192,991) | 1,454,884 | 1,338,829 | (11,665) | (25,669)  |
| Derby wharf infrastructure        | 151      | 251,676     | 0      | 0         | (38,432)  | (38,867)  | 213,244   | 212,809   | (3,800)  | (7,309)   |
| Economic services                 |          |             |        |           |           |           |           |           |          |           |
| Derby visitors centre             | 149      | 304,610     | 0      | 0         | (12,234)  | (24,742)  | 292,376   | 279,868   | (6,838)  | (13,402)  |
|                                   |          |             |        |           |           |           |           |           |          |           |
| Total                             |          | 3,066,521   | 0      | 1,000,000 | (215,332) | (381,779) | 2,851,189 | 3,684,742 | (67,061) | (102,889) |
|                                   |          |             |        |           |           |           |           |           |          |           |
| Current borrowings                |          | 381,779     |        |           |           |           | 166,447   |           |          |           |
| Non-current borrowings            |          | 2,684,742   |        |           |           |           | 2,684,742 |           |          |           |
|                                   |          | 3,066,521   |        |           |           |           | 2,851,189 |           |          |           |

All debenture repayments were financed by general purpose revenue.

#### KEY INFORMATION

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

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. Non-current borrowings fair values are based on discounted cash flows

Please refer to the compilation report

The Shire has no unspent debenture funds as at 30th June 2022, nor is it expected to have unspent funds as at 30th June 2023.

OPERATING ACTIVITIES

NOTE 8

RESERVE ACCOUNTS

# Reserve accounts

| Reserve name                             | Opening<br>Balance | Budget<br>Transfers In<br>(+) | Actual<br>Transfers In<br>(+) | Budget<br>Transfers Out<br>(-) | Actual<br>Transfers Out<br>(-) | Budget<br>Closing<br>Balance | Actual YTD<br>Closing<br>Balance |
|--|--------------------|-------------------------------|-------------------------------|--------------------------------|--------------------------------|------------------------------|----------------------------------|
|  | \$                 | \$                            | \$                            | \$                             | \$                             | \$                           | \$                               |
| Restricted by Council                    |                    |                               |                               |                                |                                |                              |                                  |
| Leave reserve                            | 402,441            | 0                             | 0                             | 0                              | 0                              | 402,441                      | 402,441                          |
| Plant reserve                            | 28,456             | 0                             | 0                             | 0                              | 0                              | 28,456                       | 28,456                           |
| Airport reserve                          | 3,721              | 0                             | 0                             | 0                              | 0                              | 3,721                        | 3,721                            |
| Asset renewal reserve                    | 314,511            | 0                             | 0                             | (314,511)                      | 0                              | 0                            | 314,511                          |
| Economic development reserve             | 19,936             | 1,000,000                     | 0                             | 0                              | 0                              | 1,019,936                    | 19,936                           |
| Fitzroy Crossing recreation hall reserve | 46,771             | 0                             | 0                             | 0                              | 0                              | 46,771                       | 46,771                           |
| Staff housing Reserve                    | 159,965            | 0                             | 0                             | (159,965)                      | 0                              | 0                            | 159,965                          |
|  | 975.801            | 1.000.000                     | 0                             | (474.476)                      | 0                              | 1.501.325                    | 975.801                          |

Please refer to the compilation report

# OPERATING ACTIVITIES NOTE 9 OTHER CURRENT LIABILITIES

|  |      | Opening<br>Balance | Liability<br>transferred<br>from/(to) non<br>current | Liability<br>Increase | Liability<br>Reduction | Closing<br>Balance |
|--|------|--------------------|--|-----------------------|------------------------|--------------------|
| Other current liabilities                | Note | 1 July 2022        |  |                       |                        | 30 Apr 2023        |
|  |      | \$                 |  | \$                    | \$                     | \$                 |
| Other liabilities                        |      |                    |  |                       |                        |                    |
| - Contract liabilities                   |      | 124,860            | 0  | 0                     | 0                      | 124,860            |
| - Capital grant/contribution liabilities |      | 2,487,091          | 0  | 0                     | 0                      | 2,487,091          |
| Total other liabilities                  | 1    | 2,611,951          | 0  | 0                     | 0                      | 2,611,951          |
| Employee Related Provisions              |      |                    |  |                       |                        |                    |
| Annual leave                             |      | 364,110            | 0  | 0                     | 0                      | 364,110            |
| Long service leave                       |      | 327,404            | 0  | 0                     | 0                      | 327,404            |
| Total Employee Related Provisions        | ,    | 691,514            | 0  | 0                     | 0                      | 691,514            |
| Other Provisions                         |      |                    |  |                       |                        |                    |
| - RAAF Curtain                           |      | 130,237            | 0  | 0                     | 0                      | 130,237            |
| Total Other Provisions                   | ,    | 130,237            | 0  | 0                     | 0                      | 130,237            |
| Total other current liabilities          |      | 3,433,702          | 0  | 0                     | 0                      | 3,433,702          |

Amounts shown above include GST (where applicable)

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 10 and 11

#### KEY INFORMATION

#### Provisions

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

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

#### Employee Related Provisions

# Short-term employee benefits

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

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

### Other long-term employee benefits

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

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

# Contract liabilities

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

# Capital grant/contribution liabilities

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

Please refer to the compilation report

SHIRE OF DERBY-WEST KIMBERLEY | 16

NOTE 10 OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

|   | Unspent                  | perating gra             | nt, subsidies a                          | nd contribution          | ns liability                        |                              | grants, subsidi<br>ibutions rever |                          |
|---|--------------------------|--------------------------|--|--------------------------|-------------------------------------|------------------------------|-----------------------------------|--------------------------|
| Provider  | Liability<br>1 July 2022 | Increase in<br>Liability | Decrease in<br>Liability<br>(As revenue) | Liability<br>30 Apr 2023 | Current<br>Liability<br>30 Apr 2023 | Amended<br>Budget<br>Revenue | YTD<br>Budget                     | YTD<br>Revenue<br>Actual |
|   | \$                       | \$                       | \$                                       | \$                       | \$                                  | \$                           | \$                                | \$                       |
| perating grants and subsidies General purpose funding                         |                          |                          |  |                          |                                     |                              |                                   |                          |
| GEN PUR - Financial Assistance Grant - General                                | 0                        | 0                        | 0  | 0                        | 0                                   | 1,787,278                    | 1,212,807                         | 1,340,4                  |
| GEN PUR - Financial Assistance Grant - Roads                                  | 0                        |                          | 0  | 0                        | 0                                   | 446,640                      | 371,110                           | 282,6                    |
| GEN PUR - Financial Assistance Grant - Aboriginal Access Roa                  | 0                        |                          | 0  | 0                        | 0                                   | 286,667                      | 213,021                           | 215,0                    |
| Law, order, public safety   |                          |                          |  |                          |                                     |                              | ,                                 |                          |
| ANIMAL - Grants   | 0                        | 0                        | 0  | 0                        | 0                                   | 50,000                       | 50,000                            | 50,0                     |
| FIRE - Grants   | 0                        | 0                        | 0  | 0                        | 0                                   | 0                            | 0                                 | 83,                      |
| Health  |                          |                          |  |                          |                                     |                              |                                   |                          |
| PEST - Grants   | 0                        |                          | 0  | 0                        | 0                                   | 7,500                        | 5,625                             | 4,:                      |
| OTH HEALTH - Grants   | 0                        | 0                        | 0  | 0                        | 0                                   | 625,000                      | 468,750                           | 414,                     |
| Education and welfare WELFARE - Grants  | 37,707                   | 0                        | 0  | 37,707                   | 37,707                              | 970,000                      | 772 500                           | 270                      |
| WELFARE - Other Income  | 37,707                   | 0                        | 0  | 37,707                   | 37,707                              | 310,000                      | 772,500<br>310,000                | 279,                     |
| FAMILIES - Grant Funding  | 25,000                   | 0                        | 0  | 25,000                   | 25,000                              | 310,000                      | 310,000                           |                          |
| Community amenities   | 23,000                   | U                        | Ü  | 23,000                   | 23,000                              | Ü                            | U                                 |                          |
| COM AMEN - Grants   | 10,000                   | 0                        | 0  | 10,000                   | 10,000                              | 0                            | 0                                 |                          |
| Recreation and culture  | 10,000                   | ·                        | ·  | 10,000                   | 20,000                              | Ü                            | Ü                                 |                          |
| REC - Grants  | 0                        | 0                        | 0  | 0                        | 0                                   | 321,964                      | 160,982                           |                          |
| LIBRARY - Other Grants  | 0                        |                          | 0  | 0                        | 0                                   | 5,000                        | 0                                 | 4,                       |
| LIBRARY - Grant - Regional Library Services                                   | 0                        |                          | 0  | 0                        | 0                                   | 4,000                        | 3,333                             |                          |
| OTH CUL - Grants - Other Culture  | 13,813                   | 0                        | 0  | 13,813                   | 13,813                              | 30,000                       | 8,333                             | 17                       |
| OTH CUL - Sculptures on the Marsh - Grant                                     | 0                        | 0                        | 0  | 0                        | 0                                   | 120,000                      | 120,000                           | 100                      |
| HERITAGE - Grants   | 23,340                   | 0                        | 0  | 23,340                   | 23,340                              | 0                            | 0                                 |                          |
| State Wharfinger House  | 15,000                   | 0                        | 0  | 15,000                   | 15,000                              | 0                            | 0                                 |                          |
| Transport   | _                        | _                        |  |                          |                                     | _                            | _                                 | _                        |
| ROADC - Other Grants - Roads/Streets  | 0<br>124,860             | 0                        | 0  | 0<br>124.860             | 124,860                             | 4,964,049                    | 0<br>3,696,461                    | 2,800                    |
| perating contributions  |                          |                          |  |                          |                                     |                              |                                   |                          |
| Governance  |                          |                          |  |                          |                                     |                              |                                   | _                        |
| MEMBERS - Reimbursements  | 0                        | 0                        | 0  | 0                        | 0                                   | 1,000                        | 1,000                             | 7,                       |
| General purpose funding  RATES - Reimbursement of Debt Collection Costs       | 0                        | 0                        | 0  | 0                        | 0                                   | 45,000                       | 31,668                            | 42                       |
| OTH GOV - Reimbursements  | 0                        |                          | 0  | 0                        | 0                                   | 400                          | 400                               | 42,                      |
| Law, order, public safety   |                          | ·                        | ·  | ·                        | ŭ                                   | 400                          | 400                               |                          |
| FIRE - Reimbursements   | 0                        | 0                        | 0  | 0                        | 0                                   | 0                            | 0                                 | 9                        |
| ANIMAL - Reimbursements   | 0                        |                          | 0  | 0                        | 0                                   | 12,287                       | 12,287                            | 12                       |
| OLOPS - Reimbursements  | 0                        |                          | 0  | 0                        | 0                                   | 0                            | 0                                 | 2                        |
| Health  |                          |                          |  |                          |                                     |                              |                                   |                          |
| HEALTH - Reimbursements   | 0                        | 0                        | 0  | 0                        | 0                                   | 1,500                        | 1,125                             | 8                        |
| OTH HEALTH - Reimbursements   | 0                        | 0                        | 0  | 0                        | 0                                   | 2,260                        | 1,695                             | 1                        |
| Education and welfare   |                          |                          |  |                          |                                     |                              |                                   |                          |
| WELFARE - Reimbursements  | 0                        | 0                        | 0  | 0                        | 0                                   | 0                            | 0                                 | 5                        |
| FAMILIES - Reimbursements   | 0                        | 0                        | 0  | 0                        | 0                                   | 0                            | 0                                 | 1                        |
| Recreation and culture  |                          |                          |  |                          |                                     |                              |                                   |                          |
| REC - Reimbursements - Other Recreation                                       | 0                        |                          | 0  | 0                        | 0                                   | 138,000                      | 138,000                           | 153                      |
| LIBRARY - Reimbursements Lost Books   | 0                        |                          | 0  | 0                        | 0                                   | 200                          | 200                               |                          |
| LIBRARY - Contributions & Donations   | 0                        |                          |  | 0                        | 0                                   | 0                            | 0                                 | 1                        |
| HERITAGE - Contributions & Donations  | 0                        |                          | 0  | 0                        | 0                                   | 1,999                        | 1,667                             |                          |
| OTH CUL - Other Income  | 0                        | _                        | 0  | 0                        | 0                                   | 20,000                       | 20,000                            |                          |
| OTH CUL - Contributions & Donations - Other Culture                           | 0                        |                          |  | 0                        | 0                                   | 55,000                       | 0                                 | 38                       |
| HALLS - Reimbursements  | 0                        | 0                        | 0  | 0                        | 0                                   | 0                            | 0                                 | 3                        |
| AFPO - Peimbursements - Aerodromes  | 0                        | 0                        | 0  | 0                        | 0                                   | 11 000                       | 11 000                            | 22                       |
| AERO - Reimbursements - Aerodromes AERO - Other Income Relating to Aerodromes | 0                        |                          |  | 0                        | 0                                   | 11,000<br>0                  | 11,000<br>0                       | 23                       |
| WATER - Reimbursements  | 0                        |                          | 0  | 0                        | 0                                   | 309,990                      | 309,990                           | 411                      |
| TOUR - Project Other (Souvenir Sales)   | 0                        |                          |  | 0                        | 0                                   | 309,990                      | 309,990                           | 411                      |
| Other property and services   | U                        | U                        | U  | U                        | J                                   | 0                            | U                                 |                          |
| PRIVATE - Private Works Income  | 0                        | 0                        | 0  | 0                        | 0                                   | 0                            | 0                                 | 9                        |
| ADMIN - Reimbursements  | 0                        |                          | 0  | 0                        | 0                                   | 0                            | 0                                 | 3                        |
| PWO - Other Reimbursements  | 0                        |                          | 0  | 0                        | 0                                   | 0                            | 0                                 | 10                       |
| AGRN 1044 - Recovery - DRAFWA   | 0                        |                          | 0  | 0                        | 0                                   | 0                            | 0                                 | 30                       |
| AGRN 1044 - Recovery - Contibutions and Donations                             | 0                        | -                        |  | 0                        | 0                                   | 0                            | 0                                 | 5                        |
|   | 0                        | 0                        | 0  | 0                        | 0                                   | 598,636                      | 529,032                           | 791                      |
|   |                          |                          |  |                          |                                     |                              |                                   |                          |

Please refer to the compilation report

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NOTE 11 NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

|  | Capital grant/contribution liabilities |                          |  |                          |                                     |                              | Non operating grants, subsidies<br>contributions revenue |                          |  |
|--|--|--------------------------|--|--------------------------|-------------------------------------|------------------------------|--|--------------------------|--|
| Provider                                   | Liability<br>1 July 2022               | Increase in<br>Liability | Decrease in<br>Liability<br>(As revenue) | Liability<br>30 Apr 2023 | Current<br>Liability<br>30 Apr 2023 | Amended<br>Budget<br>Revenue | YTD<br>Budget  | YTD<br>Revenue<br>Actual |  |
|  | \$                                     | \$                       | \$                                       | \$                       | \$                                  | \$                           | \$   | \$                       |  |
| Non-operating grants and subsidies         |  |                          |  |                          |                                     |                              |  |                          |  |
| General purpose funding                    |  |                          |  |                          |                                     |                              |  |                          |  |
| ROADC - Financial Assistance Grants Roads  | 0                                      | 0                        | 0  | 0                        | 0                                   | 350,000                      | 262,500  | 556,566                  |  |
| Law, order, public safety                  |  |                          |  |                          |                                     |                              |  |                          |  |
| OLOPS - Grants                             | 25,697                                 | 0                        | 0  | 25,697                   | 25,697                              | 0                            | 0  | 0                        |  |
| Health                                     |  |                          |  |                          |                                     |                              |  |                          |  |
| OTH HEALTH - Capital Grants                | 0                                      | 0                        | 0  | 0                        | 0                                   | 75,100                       | 75,100   | 0                        |  |
| Education and welfare                      |  |                          |  |                          |                                     |                              |  |                          |  |
| WELFARE - Grants                           | 16,193                                 | 0                        | 0  | 16,193                   | 16,193                              | 0                            | 0  | 0                        |  |
| Recreation and culture                     |  |                          |  |                          |                                     |                              |  |                          |  |
| SWIM AREAS - Grant                         | 0                                      | 0                        | 0  | 0                        | 0                                   | 503,700                      | 503,700  | 0                        |  |
| SWIM AREAS - Grants                        | 238,802                                | 0                        | 0  | 238,802                  | 238,802                             | 0                            | 0  | 0                        |  |
| Transport                                  |  |                          |  |                          |                                     |                              |  |                          |  |
| ROADC - Regional Road Group Grants (MR WA) | 0                                      | 0                        | 0  | 0                        | 0                                   | 1,276,680                    | 1,019,133  | 0                        |  |
| ROADC - Roads to Recovery - Grants         | 449,349                                | 0                        | 0  | 449,349                  | 449,349                             | 1,389,716                    | 1,115,370  | 0                        |  |
| ROADC - Other Grants Roads/Streets         | 94,672                                 | 0                        | 0  | 94,672                   | 94,672                              | 979,960                      | 804,960  | 338,937                  |  |
| ROADC - Other Grants Footpaths             | 0                                      | 0                        | 0  | 0                        | 0                                   | 436,000                      | 327,000  | 0                        |  |
| ROADC - Other Grants Aboriginal Roads      | 0                                      | 0                        | 0  | 0                        | 0                                   | 611,600                      | 504,100  | 174,333                  |  |
| ROADC - Other Grants - Flood Damage        | 1,098,279                              | 0                        | 0  | 1,098,279                | 1,098,279                           | 0                            | 0  | 0                        |  |
| ROADC - Other Grants Flood Damage          | 0                                      | 0                        | 0  | 0                        | 0                                   | 14,511,769                   | 11,511,769   | 6,032,582                |  |
| AERO - Grants Aerodromes                   | 19,785                                 | 0                        | 0  | 19,785                   | 19,785                              | 3,000,000                    | 3,000,000  | 100,500                  |  |
| WATER - Grants                             | 54,334                                 | 0                        | 0  | 54,334                   | 54,334                              | 0                            | 0  | 0                        |  |
| Economic services                          |  |                          |  |                          |                                     |                              |  |                          |  |
| TOUR - Grants                              | 489,980                                | 0                        | 0  | 489,980                  | 489,980                             | 0                            | 0  | 0                        |  |
| ·  | 2,487,091                              | 0                        | 0  | 2,487,091                | 2,487,091                           | 23,134,525                   | 19,123,632   | 7,202,918                |  |

Please refer to the compilation report

NOTE 12 TRUST FUND

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

|                    | Opening<br>Balance | Amount   | Amount | Closing Balance |
|--------------------|--------------------|----------|--------|-----------------|
| Description        | 1 July 2022        | Received | Paid   | 30 Apr 2023     |
|                    | \$                 | \$       | \$     | \$              |
| Public open spaces | 295,981            | 0        | C      | 295,981         |
|                    | 295.981            | 0        | (      | 295,981         |

NOTE 13
BUDGET AMENDMENTS

| GL Code          | Description  | Council Resolution                      | Classification                     | Increase in<br>Available<br>Cash | Decrease in<br>Available Cash | Amended Bud<br>Running Bala |
|------------------|--|---|------------------------------------|----------------------------------|-------------------------------|-----------------------------|
|                  | ·  |   |                                    | \$                               | \$                            | \$                          |
|                  | Budget adoption  |   | Opening Surplus(Deficit)           | 0                                | (3,842,016)                   | (3,842                      |
| 030130           | RATES - Rates General  | AC104/22                                | Operating Revenue                  | 0                                | (495,000)                     | (4,337                      |
| 030133           | RATES - Rates Minimums   | AC104/22                                | Operating Revenue                  | 495,000                          | 0                             | (3,842                      |
| 050201           | ANIMAL - Reimbursements  | AC104/22                                | Operating Revenue                  | 12,287                           | 0                             | (3,829                      |
| 050210           | ANIMAL - Grants  | AC104/22                                | Operating Revenue                  | 50,000                           | 0                             | (3,779                      |
| 110301           | REC - Reimbursements - Other Recreation                                      | AC104/22                                | Operating Revenue                  | 78,436                           | 0                             | (3,701                      |
| 110300           | LRCI - Grant Funding 'Pool upgrades as part of LRCI Funding                  | AC104/22                                | Capital Revenue                    | 67,200                           | 0                             | (3,634                      |
| 110290           | LRCI - Grant Funding 'Pool upgrades as part of LRCI Funding                  | AC104/22                                | Capital Expenses                   | 0                                |                               | (3,701                      |
| 120140           | Footpath and broken kerb - deferred  | AC104/22                                | Capital Expenses                   | 180,000                          |                               | (3,521                      |
| 120212           | Carry-Over Funding - Flood damage Reimbursement                              | AC104/22                                | Capital Revenue                    | 2,511,769                        | 0                             | (1,009                      |
| 120202           | Carry-Over Funding - Roads   | AC104/22                                | Capital Revenue                    | 49,337                           | 0                             | (960                        |
| 120204<br>120202 | Carry-Over Funding - Roads Carry-Over Funding - Roads                        | AC104/22<br>AC104/22                    | Capital Revenue<br>Capital Revenue | 150,000<br>76,663                | 0                             | (810                        |
| 20202            | Carry-Over Funding - Roads Carry-Over Funding - Roads                        | AC104/22<br>AC104/22                    | Capital Revenue                    | 142,331                          | 0                             | (59:                        |
| 20204            | Carry-Over Funding - Roads Carry-Over Funding - Roads                        | AC104/22<br>AC104/22                    | Capital Revenue                    | 120,492                          |                               | (47)                        |
| 20210            | Carry-Over Funding - Roads   | AC104/22                                | Capital Revenue                    | 52,000                           |                               | (41)                        |
| 20210            | Carry-Over Funding - Roads Carry-Over Funding - Roads                        | AC104/22<br>AC104/22                    | Capital Revenue                    | 22,000                           |                               | (39)                        |
| 120210           | Carry-Over Funding - Roads   | AC104/22                                | Capital Revenue                    | 12,600                           | 0                             | (384                        |
| 120210           | Carry-Over Funding - Roads   | AC104/22                                | Capital Revenue                    | 50,000                           | 0                             | (334                        |
| 20210            | Carry-Over Funding - Roads   | AC104/22                                | Capital Revenue                    | 15,000                           |                               | (31                         |
| 20210            | Carry-Over Funding - Roads   | AC104/22                                | Capital Revenue                    | 20,000                           | 0                             | (29:                        |
| 20210            | Carry-Over Funding - Roads   | AC104/22                                | Capital Revenue                    | 10,000                           | 0                             | (28:                        |
| 120158           | Carry-Over Funding - Roads   | AC104/22                                | Capital Expenses                   | 20,000                           |                               | (55)                        |
| 20158            | Carry-Over Funding - Roads   | AC104/22                                | Capital Expenses                   | 0                                |                               | (56                         |
| 20158            | Carry-Over Funding - Roads   | AC104/22                                | Capital Expenses                   | 0                                |                               | (69                         |
| 20158            | Carry-Over Funding - Roads   | AC104/22                                | Capital Expenses                   | 0                                |                               | (71                         |
| 20158            | Carry-Over Funding - Roads   | AC104/22                                | Capital Expenses                   | 0                                | . , ,                         | (72                         |
| 20158            | Carry-Over Funding - Roads   | AC104/22                                | Capital Expenses                   | 0                                |                               | (73                         |
| 20158            | Carry-Over Funding - Roads   | AC104/22                                | Capital Expenses                   | 0                                |                               | (74                         |
| 20158            | Carry-Over Funding - Roads   | AC104/22                                | Capital Expenses                   | 0                                |                               | (85                         |
| 20158            | Carry-Over Funding - Roads   | AC104/22                                | Capital Expenses                   | 0                                |                               | (92                         |
| 20158            | Carry-Over Funding - Roads   | AC104/22                                | Capital Expenses                   | 0                                | . , ,                         | (1,17                       |
| 20158            | Carry-Over Funding - Roads   | AC104/22                                | Capital Expenses                   | 0                                |                               | (1,24                       |
| 20158            | Carry-Over Funding - Roads   | AC104/22                                | Capital Expenses                   | 0                                |                               | (1,30                       |
| 20158            | Carry-Over Funding - Roads   | AC104/22                                | Capital Expenses                   | 0                                |                               | (1,33                       |
| 20206            | Fitroy Crossing Carpark LCRI   | AC104/22                                | Capital Revenue                    | 279,960                          | 0                             | (1,05                       |
| 20140            | Fitzroy Crossing - Carpark   | AC104/22                                | Capital Expenses                   | 0                                | (279,960)                     | (1,33                       |
| 20701            | WATER - Reimbursements   | AC104/22                                | Capital Expenses                   | 309,990                          |                               | (1,02                       |
| 20502            | Department of Transport - additional income                                  | AC104/22                                | Operating Revenue                  | 85,000                           | 0                             | (94                         |
| 40202            | Employee Costs   | AC104/22                                | Operating Expenses                 | 0                                | (281,033)                     | (1,22                       |
| 40202            | Employee Costs   | AC104/22                                | Operating Expenses                 | 0                                |                               | (1,27                       |
| 40202            | Employee Costs   | AC104/22                                | Operating Expenses                 | 0                                |                               | (1,27                       |
| 40202            | Employee Costs   | AC104/22                                | Operating Expenses                 | 0                                |                               | (1,28                       |
| 30200            | Employee Costs   | AC104/22                                | Operating Expenses                 | 281,033                          | 0                             | (99                         |
| 30200            | Employee Costs   | AC104/22                                | Operating Expenses                 | 49,180                           | 0                             | (95                         |
| 30200            | Employee Costs   | AC104/22                                | Operating Expenses                 | 2,300                            | 0                             | (94                         |
| 30200            | Employee Costs   | AC104/22                                | Operating Expenses                 | 7,500                            |                               | (94                         |
| 40330            | Carry-Over Funding - Plant - Kubota F3690 72" Front Deck Mower x 2           | AC104/22                                | Capital Expenses                   | 0                                | (40,000)                      | (98                         |
| 40330            | Carry-Over Funding - Plant - Kubota B3150 HD Tractor & Impliments            | AC104/22                                | Capital Expenses                   | 0                                | (30,300)                      | (1,01                       |
| 40330            | Carry-Over Funding - Plant -Toyota Hilux Dual Cab Chassis as per Quote 35722 | AC104/22                                | Capital Expenses                   | 0                                | (33,376)                      | (1,04                       |
| 40330            | Carry-Over Funding - Plant -Toyota Hilux Dual Cab SR as per quote 35761      | AC104/22                                | Capital Expenses                   | 0                                |                               | (1,08                       |
| 40330            | Carry-Over Funding - Plant - Toyota Landcruiser single cab tray back         | AC104/22                                | Capital Expenses                   | 0                                | (54,788)                      | (1,14                       |
| 40330            | Carry-Over Funding - Plant -Ranger Pod                                       | AC104/22                                | Capital Expenses                   | 0                                |                               | (1,16                       |
| 30114            | RATES - Debt Collection Expenses   | AC08/23                                 | Operating Expenses                 | 19,193                           |                               | (1,14                       |
| 30118            | RATES - Rates Write Off  | AC08/23                                 | Operating Expenses                 | 0                                |                               | (1,32                       |
| 40109            | MEMBERS - Members Travel and Accommodation                                   | AC08/23                                 | Operating Expenses                 | 0                                |                               | (1,36                       |
| 40211            | Members check  | AC08/23                                 | Operating Expenses                 | 0                                |                               | (1,37                       |
| 140221           | OTH GOV - Information Systems  | AC08/23                                 | Operating Expenses                 | 0                                |                               | (1,37                       |
| 40223            | OTH GOV - LGIS Risk Expenditure  | AC08/23                                 | Operating Expenses                 | 0                                | (15,000)                      | (1,39                       |
| 40230            | OTH GOV - Insurance  | AC08/23                                 | Operating Expenses                 | 0                                | (5,328)                       | (1,40                       |
| 50104            | FIRE - Training & Development  | AC08/23                                 | Operating Expenses                 | 0                                | (300)                         | (1,40                       |
| 50105            | FIRE - Recruitment   | AC08/23                                 | Operating Expenses                 | 0                                | (7,000)                       | (1,40                       |
| 50117            | FIRE - Relief Ranger Services  | AC08/23                                 | Operating Expenses                 | 0                                | (10,000)                      | (1,41                       |
| 50203            | A NIMAL - Uniforms   | AC08/23                                 | Operating Expenses                 | 0                                | (2,100)                       | (1,41                       |
| 50204            | ANIMAL - Training & Development  | AC08/23                                 | Operating Expenses                 | 8,000                            |                               | (1,41                       |
| 50205            | ANIMAL - Recruitment   | AC08/23                                 | Operating Expenses                 | 0                                | (14,000)                      | (1,42                       |
| 50205            | ANIMAL - Recruitment   | AC08/23                                 | Operating Expenses                 | 0                                | (8,200)                       | (1,43                       |
| 50209            | ANIMAL - Travel & Accommodation  | AC08/23                                 | Operating Expenses                 | 0                                |                               | (1,43                       |
| 50216            | ANIMAL - Relief Ranger Services  | AC08/23                                 | Operating Expenses                 | 0                                | (12,000)                      | (1,44                       |
| 50220            | ANIMAL - Communication Expenses  | AC08/23                                 | Operating Expenses                 | 2,200                            |                               | (1,44                       |
| 50285            | ANIMAL - Legal Expenses  | AC08/23                                 | Operating Expenses                 | 9,000                            | 0                             | (1,43                       |
| 50286            | ANIMAL - Expensed Minor Asset Purchases                                      | AC08/23                                 | Operating Expenses                 | 0                                |                               | (1,44                       |
| 50287            | ANIMAL - Other Expenditure   | AC08/23                                 | Operating Expenses                 | 6,000                            | (0,000)                       | (1,43                       |
| 50288            | ANIMAL - Other Expenditure   | AC08/23                                 | Operating Expenses                 | 0,000                            | (500)                         | (1,43                       |
|                  | tire esperature  | ,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,, | -Laranii Pubeliaes                 |                                  | (300)                         | (1,73                       |

Please refer to the compilation report

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NOTE 13
BUDGET AMENDMENTS

| Amendments to original budget since budget adoption, Surplus/(Deficit |             |             |                |           |        |             |            |
|---|-------------|-------------|----------------|-----------|--------|-------------|------------|
|   | c/(Deficit) | ion Surnlus | de et adontion | since hur | hudget | to original | Amendments |

| Amendments         | to original budget since budget adoption. Surplus/(Deficit)   |                    |  | Increase in       |                               |                                   |
|--------------------|---|--------------------|--|-------------------|-------------------------------|-----------------------------------|
| GL Code            | Description   | Council Resolution | Classification                           | Available<br>Cash | Decrease in<br>Available Cash | Amended Budget<br>Running Balance |
|                    | осырион   |                    |  | \$                | \$                            | \$                                |
| 2050305            | OLOPS - Recruitment   | AC08/23            | Operating Expenses                       | 0                 | (3,000)                       | (1,446,870                        |
| 2050398            | OLOPS - Staff Housing Costs Allocated   | AC08/23            | Operating Expenses                       | 0                 | (1,000)                       | (1,447,870                        |
| 2050530            | ESL BFB - Insurances  | AC08/23            | Operating Expenses                       | 0                 | (3,954)                       | (1,451,824                        |
| 2050630<br>2050687 | ESL SES - Insurances ESL SES - Other Goods and Services   | AC08/23<br>AC08/23 | Operating Expenses<br>Operating Expenses | 0                 | (3,072)<br>(5,000)            | (1,454,896                        |
| 2050688            | ESL SES - Other Goods and Services  | AC08/23            | Operating Expenses                       | 0                 | (2,000)                       | (1,461,896                        |
| 2050688            | ESL SES - Other Goods and Services  | AC08/23            | Operating Expenses                       | 0                 | (1,000)                       | (1,462,896                        |
| 2070403            | HEALTH - Uniforms   | AC08/23            | Operating Expenses                       | 0                 | (1,000)                       | (1,463,896                        |
| 2070405            | HEALTH - Recruitment  | AC08/23            | Operating Expenses                       | 0                 | (15,000)                      | (1,478,896                        |
| 2070412            | HEALTH - Analytical Expenses  | AC08/23            | Operating Expenses                       | 0                 | (10,000)                      | (1,488,896                        |
| 2070703            | OTH HEALTH - Uniforms   | AC08/23            | Operating Expenses                       | 0                 | (2,000)                       | (1,490,896                        |
| 2070709<br>2070740 | OTH HEALTH - Travel & Accommodation OTH HEALTH - Advertising & Promotion  | AC08/23<br>AC08/23 | Operating Expenses Operating Expenses    | 0                 | (13,000)<br>(4,000)           | (1,503,896<br>(1,507,896          |
| 2070740            | OTH HEALTH - Consultants  | AC08/23            | Operating Expenses                       | 0                 | (50,000)                      | (1,557,896                        |
| 2080703            | WELFARE - Uniforms  | AC08/23            | Operating Expenses                       | 0                 | (3,000)                       | (1,560,896                        |
| 2080705            | WELFARE - Recruitment   | AC08/23            | Operating Expenses                       | 0                 | (2,000)                       | (1,562,896                        |
| 2080709            | WELFARE - Travel & Accommodation  | AC08/23            | Operating Expenses                       | 0                 | (10,000)                      | (1,572,896                        |
| 2080787            | WELFARE - Other Expenses  | AC08/23            | Operating Expenses                       | 0                 | (1,500)                       | (1,574,396                        |
| 2100616            | PLAN - Postage and Freight  | AC08/23            | Operating Expenses                       | 0                 | (5,000)                       | (1,579,396                        |
| 2100652            | PLAN - Consultants  | AC08/23            | Operating Expenses                       | 0                 | (25,000)                      | (1,604,396                        |
| 2110187<br>2110204 | HALLS - Other Expenses SWIM AREAS - Training & Conferences  | AC08/23<br>AC08/23 | Operating Expenses Operating Expenses    | 4,000<br>5,000    | 0                             | (1,600,396                        |
| 2110204            | SWIM AREAS - I raining & Conferences SWIM AREAS - Other Expenses  | AC08/23<br>AC08/23 | Operating Expenses Operating Expenses    | 4,000             | 0                             | (1,595,396                        |
| 2110221            | SWIM AREAS - Information Technology   | AC08/23            | Operating Expenses                       | 0                 | (9,000)                       | (1,600,396                        |
| 2110352            | REC - Consultants   | AC08/23            | Operating Expenses                       | 0                 | (8,500)                       | (1,608,896                        |
| 2120252            | ROADM - Consultants   | AC08/23            | Operating Expenses                       | 0                 | (20,000)                      | (1,628,896                        |
| 2120730            | WATER - Insurance   | AC08/23            | Operating Expenses                       | 0                 | (127,000)                     | (1,755,896                        |
| 2140710            | SDWK - Flood Recovery Quick Grants  | AC08/23            | Operating Expenses                       | 0                 | (4,500)                       | (1,760,396                        |
| 2140219            | ADMIN - Information Technology Contract Services  | AC08/23            | Operating Expenses                       | 0                 | (25,000)                      | (1,785,396                        |
| 3030121<br>3030122 | RATES - Account Enquiry Charges   | AC08/23            | Operating Revenue                        | 1,000             | (35,000)                      | (1,784,396                        |
| 3030122            | RATES - Reimbursement of Debt Collection Costs  RATES - Special Payment Arrangement                             | AC08/23<br>AC08/23 | Operating Revenue<br>Operating Revenue   | 225               | (35,000)                      | (1,819,396<br>(1,819,17)          |
| 3030123            | RATES - Rates Levied - Interim  | AC08/23            | Operating Revenue                        | 12,300            | 0                             | (1,806,87)                        |
| 3030132            | RATES - Rates Levied - Back Rated   | AC08/23            | Operating Revenue                        | 1,470             | 0                             | (1,805,40)                        |
| 3030135            | RATES - Other Income Relating To Rates  | AC08/23            | Operating Revenue                        | 1,250             | 0                             | (1,804,151                        |
| 3030138            | RATES - Discount on Rates Levied  | AC08/23            | Operating Revenue                        | 0                 | (3,885)                       | (1,808,036                        |
| 3030145            | RATES - Penalty Interest Received   | AC08/23            | Operating Revenue                        | 0                 | (53,912)                      | (1,861,948                        |
| 3030147            | RATES - Pensioner Deferred Interest Received  | AC08/23            | Operating Revenue                        | 2,138             | 0                             | (1,859,810                        |
| 3030220<br>3030221 | GEN PUR - Charges - Photocopying / Faxing   | AC08/23            | Operating Revenue                        | 50<br>50          | 0                             | (1,859,760                        |
| 3030221            | GEN PUR - Charges - Sale Of Electoral Rolls, Minutes, Local Laws<br>GEN PUR - Interest Earned - Municipal Funds | AC08/23<br>AC08/23 | Operating Revenue<br>Operating Revenue   | 40,000            | 0                             | (1,859,710                        |
| 3030247            | GEN PUR - Penalty Interest - Sundry Debtors   | AC08/23            | Operating Revenue                        | 7,400             | 0                             | (1,812,310                        |
| 3030210            | GEN PUR - Financial Assistance Grant - General  | AC08/23            | Operating Revenue                        | 0                 | (510,607)                     | (2,322,917                        |
| 3030211            | GEN PUR - Financial Assistance Grant - Roads  | AC08/23            | Operating Revenue                        | 28,352            | 0                             | (2,294,569                        |
| 3030215            | GEN PUR - Financial Assistance Grant - Aboriginal Access Roads  | AC08/23            | Operating Revenue                        | 0                 | (7,919)                       | (2,302,484                        |
| 3040101            | MEMBERS - Reimbursements  | AC08/23            | Operating Revenue                        | 1,000             | 0                             | (2,301,484                        |
| 3040120            | MEMBERS - Council Chamber Hire  | AC08/23            | Operating Revenue                        | 550               | 0                             | (2,300,934                        |
| 3040135            | MEMBERS - Other Income OTH GOV - Reimbursements   | AC08/23            | Operating Revenue                        | 730               | 0                             | (2,300,204                        |
| 3040201<br>3040220 | OTH GOV - Reimbursements OTH GOV - Fees & Charges   | AC08/23<br>AC08/23 | Operating Revenue<br>Operating Revenue   | 400<br>50         | 0                             | (2,299,80                         |
| 3100121            | SAN - Domestic Services (Additional)  | AC08/23            | Operating Revenue                        | 0                 | (33.000)                      | (2,332,754                        |
| 3110335            | REC - Other Income  | AC08/23            | Operating Revenue                        | 53,811            | (33,000)                      | (2,278,94                         |
| 3110301            | REC - Reimbursements - Other Recreation   | AC08/23            | Operating Revenue                        | 59,564            | 0                             | (2,219,379                        |
| 120601             | AERO - Reimbursements - Aerodromes  | AC08/23            | Operating Revenue                        | 11,000            | 0                             | (2,208,379                        |
| 3120620            | AERO - Airport Landing Fees & Charges   | AC08/23            | Operating Revenue                        | 164,000           | 0                             | (2,044,379                        |
| 120735             | WATER - Other Income  | AC08/23            | Operating Revenue                        | 1,000,000         | 0                             | (1,044,37                         |
|                    | Tranfer to reserve - Economic Development Reserve (Rec)   | AC08/23            | Capital Expenses                         | 0                 | (1,000,000)                   | (2,044,37                         |
| 1080710            | Derby Youth Centre - Kitchen Upgrade (Capital)  | AC08/23            | Capital Expenses                         | 0                 | (8,655)                       | (2,053,03                         |
| 080710<br>090110   | Derby Youth Centre - Kitchen Upgrade (Capital)  Woollybutt 19A (Staff Housing) - Building (Capital)             | AC08/23<br>AC08/23 | Capital Expenses Capital Expenses        | 0<br>5,000        | (11,434)<br>0                 | (2,064,46)                        |
| 1090110            | Bloodwood 14 (Staff Housing) - Building (Capital)   | AC08/23            | Capital Expenses                         | 5,000             | 0                             | (2,054,46                         |
| 090110             | Bloodwood 16 (Staff Housing) - Building (Capital)   | AC08/23            | Capital Expenses                         | 5,000             | 0                             | (2,049,46                         |
| 090110             | Holman Street 13A (Staff Housing) - Building (Capital)  | AC08/23            | Capital Expenses                         | 55,000            | 0                             | (1,994,46                         |
| 090110             | Holman Street 13B (Staff Housing) - Building (Capital)  | AC08/23            | Capital Expenses                         | 20,000            | 0                             | (1,974,46                         |
| 090110             | Rowell Street 4A (Staff Housing) - Building (Capital)   | AC08/23            | Capital Expenses                         | 10,000            | 0                             | (1,964,46                         |
| 1090110            | Ashley Street 9 (Common Groh) - Building (Capital)  | AC08/23            | Capital Expenses                         | 0                 | (65,300)                      | (2,029,768                        |
| 100710             | Fitzroy Crossing Public Toilets - Building (Capital)  | AC08/23            | Capital Expenses                         | 10,000            | 0                             | (2,019,76)                        |
| 110310<br>120110   | Derby Recreation Centre - Building (Capital)  Derby Depot - Building (Capital)                                  | AC08/23            | Capital Expenses                         | 10,000            | (5.000)                       | (2,009,76                         |
| +120110<br>+120130 | Derby Depot - Building (Capital) Trailer For Ride On  | AC08/23<br>AC08/23 | Capital Expenses<br>Capital Expenses     | 0<br>6,606        | (5,000)                       | (2,014,76<br>(2,008,16            |
| 1120190            | Wheel Stops   | AC08/23            | Capital Expenses                         | 30,000            | 0                             | (1,978,16                         |
| 1120610            | Fitzroy Airport Terminal - Building (Capital)   | AC08/23            | Capital Expenses                         | 0                 | (35,424)                      | (2,013,58                         |
| 4120130            | Construction - Streets, Roads, Bridges & Depots   | AC08/23            | Capital Expenses                         | 140,279           | 0                             | (1,873,307                        |
| 4120130            | Construction - Streets, Roads, Bridges & Depots   | AC08/23            | Capital Expenses                         | 94,373            | 0                             | (1,778,934                        |
|                    |   |                    |  |                   |                               |                                   |
| 4120130            | Construction - Streets, Roads, Bridges & Depots   | AC08/23            | Capital Expenses                         | 37,749            | 0                             | (1,741,18                         |

Please refer to the compilation report

SHIRE OF DERBY-WEST KIMBERLEY | 21

NOTE 13
BUDGET AMENDMENTS

| Amendments to original | hudget sir | re hudget ado | ntion Surplus | /(Deficit) |
|------------------------|------------|---------------|---------------|------------|
|                        |            |               |               |            |

|         |   |                    |                    | Increase in<br>Available | Decrease in    | Amended Budget  |
|---------|---|--------------------|--------------------|--------------------------|----------------|-----------------|
| GL Code | Description                                     | Council Resolution | Classification     | Cash                     | Available Cash | Running Balance |
|         | 2 2200,4000                                     |                    |                    | \$                       | \$             | \$              |
| 4120140 | Forrest Road (Capital)                          | AC08/23            | Capital Expenses   | 180,000                  | 0              | (1,383,185)     |
| 2050100 | FIRE - Employee Costs                           | AC08/23            | Operating Expenses | 0                        | (5,921)        | (1,389,106)     |
| 2050100 | FIRE - Employee Costs                           | AC08/23            | Operating Expenses | 3,611                    | 0              | (1,385,495)     |
| 2050200 | ANIMAL - Employee Costs                         | AC08/23            | Operating Expenses | 0                        | (7,560)        | (1,393,055)     |
| 2050200 | ANIMAL - Employee Costs                         | AC08/23            | Operating Expenses | 4,516                    | 0              | (1,388,539)     |
| 2050300 | OLOPS - Employee Costs                          | AC08/23            | Operating Expenses | 0                        | (1,322)        | (1,389,861)     |
| 2050304 | OLOPS - Training & Development                  | AC08/23            | Operating Expenses | 901                      | 0              | (1,388,960)     |
| 2070400 | HEALTH - Employee Costs                         | AC08/23            | Operating Expenses | 51,918                   | 0              | (1,337,042)     |
| 2070400 | HEALTH - Employee Costs                         | AC08/23            | Operating Expenses | 12,579                   | 0              | (1,324,463)     |
| 2070700 | OTH HEALTH - Employee Costs                     | AC08/23            | Operating Expenses | 79,459                   | 0              | (1,245,004)     |
| 2070700 | OTH HEALTH - Employee Costs                     | AC08/23            | Operating Expenses | 37,677                   | 0              | (1,207,327)     |
| 2080700 | WELFARE - Employee Costs                        | AC08/23            | Operating Expenses | 0                        | (16,917)       | (1,224,244)     |
| 2080700 | WELFARE - Employee Costs                        | AC08/23            | Operating Expenses | 38,351                   | 0              | (1,185,893)     |
| 2110100 | HALLS - Employee Costs                          | AC08/23            | Operating Expenses | 0                        | (1,740)        | (1,187,633)     |
| 2110100 | HALLS - Employee Costs                          | AC08/23            | Operating Expenses | 76                       | 0              | (1,187,557)     |
| 2110200 | SWIM AREAS - Salaries                           | AC08/23            | Operating Expenses | 74,356                   | 0              | (1,113,201)     |
| 2110200 | SWIM AREAS - Salaries                           | AC08/23            | Operating Expenses | 24,111                   | 0              | (1,089,090)     |
| 2110300 | REC - Employee Costs                            | AC08/23            | Operating Expenses | 25,269                   | 0              | (1,063,821)     |
| 2110300 | REC - Employee Costs                            | AC08/23            | Operating Expenses | 13,732                   | 0              | (1,050,089)     |
| 2110500 | LIBRARY - Employee Costs                        | AC08/23            | Operating Expenses | 42,377                   | 0              | (1,007,712)     |
| 2110500 | LIBRARY - Employee Costs                        | AC08/23            | Operating Expenses | 12,290                   | 0              | (995,422)       |
| 2110600 | HERITAGE - Employee Costs                       | AC08/23            | Operating Expenses | 0                        | (1,740)        | (997,162)       |
| 2110600 | HERITAGE - Employee Costs                       | AC08/23            | Operating Expenses | 76                       | 0              | (997,086)       |
| 2110700 | OTH CUL - Employee Costs                        | AC08/23            | Operating Expenses | 217,605                  | 0              | (779,481)       |
| 2110700 | OTH CUL - Employee Costs                        | AC08/23            | Operating Expenses | 63,414                   | 0              | (716,067)       |
| 2130200 | TOUR - Employee Costs                           | AC08/23            | Operating Expenses | 90,826                   | 0              | (625,241)       |
| 2130200 | TOUR - Employee Costs                           | AC08/23            | Operating Expenses | 28,227                   | 0              | (597,014)       |
| 2140200 | ADMIN - Employee Costs Executive Services       | AC08/23            | Operating Expenses | 241,652                  | 0              | (355,362)       |
| 2140200 | ADMIN - Employee Costs Executive Services       | AC08/23            | Operating Expenses | 101,482                  | 0              | (253,880)       |
| 2140202 | ADMIN - Employee Costs Corporate Services       | AC08/23            | Operating Expenses | 214,060                  | 0              | (39,820)        |
| 2140202 | ADMIN - Employee Costs Corporate Services       | AC08/23            | Operating Expenses | 102,602                  | 0              | 62,782          |
| 2140300 | PWO - Employee Costs                            | AC08/23            | Operating Expenses | 352,214                  | 0              | 414,996         |
| 2140300 | PWO - Employee Costs                            | AC08/23            | Operating Expenses | 138,399                  | 0              | 553,395         |
| 2140328 | PWO - Supervision                               | AC08/23            | Operating Expenses | 137,544                  | 0              | 690,939         |
| 2140328 | PWO - Supervision                               | AC08/23            | Operating Expenses | 37,404                   | 0              | 728,343         |
| 2140252 | ADMIN - Consultants                             | AC08/23            | Operating Expenses | 0                        | (60,000)       | 668,343         |
| 3140235 | ADMIN - Other Income Relating to Administration | AC08/23            | Operating Revenue  | 0                        | . , ,          | 110,630         |
| 2140705 | Recovery TC Ellie - Other Expenses              | AC08/23            | Operating Expenses | 0                        |                | 0               |
|         |   |                    |                    |                          |                |                 |
|         |   |                    |                    | 9,506,546                | (9,506,546)    | 0               |

Please refer to the compilation report

**OPERATING ACTIVITIES** NOTE 14 **EXPLANATION OF MATERIAL VARIANCES** 

 $The \ material \ variance \ thresholds \ are \ adopted \ annually \ by \ Council \ as \ an \ indicator \ of \ whether \ the \ actual \ expenditure \ or \ annually \ by \ Council \ as \ an \ indicator \ of \ whether \ the \ actual \ expenditure \ or \ annually \ by \ Council \ as \ annually \ by \ council \ annually \ by \ council \ as \ annually \ by \ council \ annually \ by \ \ council \ annually \ by \ \ council \ by \ \ council \ annuall$ revenue varies from the year to date Actual materially.

The material variance adopted by Council for the 2022-23 year is \$30,000 or 10.00% whichever is the greater.

|   |              |           | Explanation of | positive variances | Expranacion o | f negative variance |
|---|--------------|-----------|----------------|--------------------|---------------|---------------------|
| Nature or type  | Var.\$       | Var. %    | Timing         | Permanent          | Timing        | Perman              |
|   | \$           | %         |                |                    |               |                     |
| Opening funding surplus / (deficit)                             | (1,287,892)  | (33.66%)  | ▼              |                    |               |                     |
| levenue from operating activities                               |              |           |                |                    |               |                     |
| Operating grants, subsidies and contributions                   | (633,513)    | (14.99%)  | ▼              |                    |               |                     |
| Other revenue   | 275,781      | 24.88%    | <b>A</b>       |                    |               |                     |
| xpenditure from operating activities                            |              |           |                |                    |               |                     |
| Materials and contracts   | 2,175,517    | 24.99%    | <b>A</b>       |                    |               |                     |
| Jtility charges   | 122,786      | 15.68%    | <b>A</b>       |                    |               |                     |
| Depreciation on non-current assets                              | 5,942,665    | 100.00%   | <b>A</b>       |                    |               |                     |
| Non-cash amounts excluded from operating activities             | (5,942,665)  | (100.00%) | ▼              |                    |               |                     |
| nvesting activities   |              |           |                |                    |               |                     |
| Proceeds from non-operating grants, subsidies and contributions | (11,920,714) | (62.33%)  | ▼              |                    |               |                     |
| Payments for property, plant and equipment and infrastructure   | 10,316,793   | 56.31%    | <b>A</b>       |                    |               |                     |
| Closing funding surplus / (deficit)                             | (358, 298)   | 11.11%    | ▼              |                    |               |                     |

Please refer to the compilation report

# Management Information Report Period Ending 30/04/ 2023

# MANAGEMENT COMMENTS

| Issue  | Priority | Management Comments  |
|--|----------|--|
| 2022/23 Amended Budget opening surplus of \$3,826,049 is higher than the audited closing surplus of \$2,538,157 for 2021/22.   | High     | Finance to urgently review and adjustment by May 2023                |
| Although we acknowledge a provision for impairment of \$374,162 exists, the debtors aged trial balance includes invoices totalling \$1,955,696 outstanding for over 90 days and debtors with credit balances totalling \$50,867. | Medium   | This is being reviewed on a monthly basis and will amend in May 2023 |
| Trade in value of disposed vehicles have been fully allocated against the asset account in error.  | Medium   | Assets and Disposal under review and will be amended in May 2023     |
| We have amended this on face of statement  |          |  |
| Disposal of asset transactions have occurred without budget allocations.   | Medium   | Assets and Disposal under review and will be amended in May 2023     |
| Transactions have been allocated to capital expenditure accounts without budget allocations for 2022/23.   | Medium   | Pending review and adjustment by May 2023                            |
| Transactions that appear to be operating in nature have been allocated capital expenditure accounts.   | Medium   | Pending review and adjustment by May 2023                            |
| Contract liabilities have not been adjusted in 2022/23.  | Medium   | Align with 2021-22 Audit   |

| Transactions have been allocated to incorrect IE codes for the applicable account type.   | Medium | Pending review and adjustment by May 2023 |
|---|--------|---|
| For example: Operating expenditure has been allocated to a revenue and capital IE Codes The report has been adjusted on face value to correct the nature and type and account type. |        |   |
| Accrued income has a balance of \$63,066.   | Medium | Align with 2021-22 Audit                  |
| Clearing allocations from 2021/22 has incorrectly allocated \$22,111 from plant and equipment to borrowings opening balance.  | Medium | Pending review and adjustment by May 2023 |
| We have amended this on the face of the statements.   |        |   |
| Admin allocations have been under allocated by \$28,419.  | Medium | Pending review and adjustment by May 2023 |
| Housing has been under allocated by \$95,451.   |        |   |
| Depreciation has not been processed in 2022/23.   | Medium | Pending review and adjustment by May 2023 |

# OPERATING ACTIVITIES NOTE 14 EXPLANATION OF MATERIAL VARIANCES

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date Actual materially.

The material variance adopted by Council for the 2022-23 year is \$30,000 or 10.00% whichever is the greater.

|   | Explanation of positive variances |           |   | Explanation of negative variances    |                         |               |                      |
|---|-----------------------------------|-----------|---|--------------------------------------|-------------------------|---------------|----------------------|
| Nature or type  | Var. \$                           | Var. %    |   | Timing                               | Permanent               | Timing        | Permanent            |
| *   | \$                                | %         |   |                                      |                         |               |                      |
| Opening funding surplus / (deficit)                             | (1,287,892)                       | (33.66%)  |   |                                      |                         |               | No Change from March |
| Revenue from operating activities                               |                                   |           |   |                                      |                         |               |                      |
| Operating grants, subsidies and contributions                   | (633,513)                         | (14.99%)  | • |                                      |                         |               | Over Budgeted        |
| Other revenue   | 275,781                           | 24.88%    | • | Port and Licencing                   |                         |               |                      |
| Expenditure from operating activities                           |                                   |           |   |                                      |                         |               |                      |
|   |                                   |           |   | Building Operations<br>& Maintenance |                         |               |                      |
|   |                                   |           |   | Communications,                      | Overheads &             |               |                      |
| Materials and contracts   | 2, 175, 517                       | 24.99%    | • | Roads Maintenance<br>& Waste         | ARGN 1044               |               |                      |
| Utility charges   | 122.786                           | 15.68%    |   |                                      | Leaves to Helicide      |               |                      |
| Othity charges  | 122,780                           | 15.08%    | • |                                      | Increase in Utiliy Cost |               |                      |
|   |                                   |           |   | Timing due to 21/22                  |                         |               |                      |
| Depreciation on non-current assets                              | 5,942,665                         | 100.00%   | • | Audit finalisation                   |                         |               |                      |
|   |                                   |           |   |                                      |                         | Timing due to |                      |
| Non-cash amounts excluded from operating activities             | (5,942,665)                       | (100.00%) |   |                                      |                         | 21/22 Audit   |                      |
|   |                                   |           |   |                                      |                         | finalisation  |                      |
| Investing activities  |                                   |           |   |                                      |                         |               |                      |
| Proceeds from non-operating grants, subsidies and contributions | (11,920,714)                      | (62.33%)  |   |                                      |                         | Timing        |                      |
|   |                                   |           |   | Timing due to 21/22                  |                         |               |                      |
| Payments for property, plant and equipment and infrastructure   | 10,316,793                        | 56.31%    | Á | Audit finalisation                   |                         |               |                      |
|   |                                   |           |   |                                      |                         |               |                      |
| Closing funding surplus / (deficit)                             | (358,298)                         | 11.11%    |   |                                      |                         |               | Over Budget          |

Please refer to the compilation report

SHIRE OF DERBY-WEST KIMBERLEY | 1

- 8 NEW BUSINESS OF AN URGENT NATURE
  - Nil.
- 9 NEW AND EMERGING ITEMS FOR DISCUSSION
  - Nil.

# 10 MATTERS FOR WHICH THE MEETING MAY BE CLOSED (CONFIDENTIAL MATTERS)

# **COMMITTEE RESOLUTION AC54/23**

Moved: Cr Geoff Haerewa Seconded: Cr 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.

<u>In Favour:</u> Crs Geoff Haerewa, Peter McCumstie and Andrew Twaddle

Against: Nil

CARRIED 3/0

# 10.1 RATES OUTSTANDING APRIL 2023

This matter is considered to be confidential under Section 5.23(2) - b, e(ii) and e(iii) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with the personal affairs of any person, a matter that if disclosed, would reveal information that has a commercial value to a person, where the information is held by, or is about, a person other than the local government and a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the information is held by, or is about, a person other than the local government.

# **COMMITTEE RESOLUTION AC55/23**

Moved: Cr Geoff Haerewa Seconded: Cr Peter McCumstie

That the Audit Committee recommends that Council:

1. RECEIVES the report on outstanding rates and service charge debts by financial year to the end of April 2023.

<u>In Favour:</u> Crs Geoff Haerewa, Peter McCumstie and Andrew Twaddle

Against: Nil

CARRIED 3/0

# 10.2 SUNDRY DEBTORS APRIL 2023

This matter is considered to be confidential under Section 5.23(2) - b, e(ii) and e(iii) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with the personal affairs of any person, a matter that if disclosed, would reveal information that has a commercial value to a person, where the information is held by, or is about, a person other than the local government and a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the information is held by, or is about, a person other than the local government.

# **COMMITTEE RESOLUTION AC56/23**

Moved: Cr Geoff Haerewa Seconded: Cr Peter McCumstie

That the Audit Committee recommends that Council:

1. RECEIVES the information contained in the report detailing Sundry Debtors as at 30 April 2023.

<u>In Favour:</u> Crs Geoff Haerewa, Peter McCumstie and Andrew Twaddle

Against: Nil

**CARRIED 3/0 BY ABSOLUTE MAJORITY** 

# **COMMITTEE RESOLUTION AC57/23**

Moved: Cr Peter McCumstie Seconded: Cr Geoff Haerewa

That Council moves out of Closed Council into Open Council.

<u>In Favour:</u> Crs Geoff Haerewa, Peter McCumstie and Andrew Twaddle

Against: Nil

CARRIED 3/0

# 11 DATE OF NEXT MEETING

The next meeting of Audit Committee will be held Thursday, 22 June 2023 in the Council Chambers, Clarendon Street, Derby.

# 12 CLOSURE OF MEETING

The Presiding Member closed the meeting at 5:17pm.

| These minutes were confirmed at a meeting on                           |
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| Signed:  |
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| Presiding Person at the meeting at which these minutes were confirmed. |
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|  |
|  |
| Data   |
| Date:  |

# **REPORTS**

# 11 EXECUTIVE SERVICES

# 11.1 MINUTES OF THE JOINT MEETING OF THE KIMBERLEY ZONE AND KIMBERLEY REGIONAL GROUP HELD 13 APRIL 2023

File Number: 4221

Author: Amanda Dexter, Chief Executive Officer
Responsible Officer: Amanda Dexter, Chief Executive Officer

Authority/Discretion: Advocacy

# **SUMMARY**

This report presents for Council endorsement the Minutes from the Joint Meeting of the Kimberley Zone of the Western Australian Local Government Association (WALGA) and the Kimberley Regional Group held on 13 April 2023.

# **DISCLOSURE OF ANY INTEREST**

Nil by Author and Responsible Officer.

# **BACKGROUND**

A copy of the minutes from the joint meeting held 13 April 2023 between members of the Kimberley Zone of WALGA (Zone) and Kimberley Regional Group (KRG) is attached for Council consideration.

As a result of a past decision of the group, both the Kimberley Zone and KRG meetings are joined.

It should be remembered that the Kimberley Zone of WALGA is a group established to represent regional issues to the State Council of WALGA. This group includes the four Kimberley Shires in addition to the Shires of Christmas Island and Cocos Keeling Islands.

The KRG is a group defined through a deed of agreement between the four Kimberley local governments with the Minister for Local Government.

The Shire of Wyndham East Kimberley accepted the Secretariat role for the Kimberley Zone / KRG late in 2021, with the formal transition to the Secretariat underway. WALGA is also supporting the Zone/ Group with a level of secretariat provided through them as well.

# **POLICY IMPLICATIONS**

Nil.

# FINANCIAL IMPLICATIONS

Nil.

# STATUTORY ENVIRONMENT

Local Government Act 1995

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# STRATEGIC IMPLICATIONS

| GOAL                            | OUTCOME  | STRATEGY  |
|---------------------------------|--|---|
| 1. Leadership and<br>Governance | 1.2 Capable, inclusive and effective organisation. | <ul><li>1.2.1 Provide strong civic leadership.</li><li>1.2.2 Provide strong governance.</li></ul> |
|                                 |  |   |

# RISK MANAGEMENT CONSIDERATIONS

| RISK  | LIKELIHOOD | CONSEQUENCE | RISK<br>ANALYSIS | MITIGATION   |
|---|------------|-------------|------------------|--|
| Community: That the Shire's interests and contribution to the | Unlikely   | Minor       | Low              | Minutes received and endorsed by Council to allow for transparency and assist zone |
| zone are represented and reflect the views of the community   |            |             |                  | attendees with clear direction   |

# **CONSULTATION**

Nil.

# COMMENT

Key discussion points for Councillors Consideration

- Report Presented on the Outcome of the Canberra Visit and the Meetings attended.
- Review of the Kimberley Regional Group Governance Agreement:
  - Whilst this agreement is still under review it was proposed that a MOU be signed which outlines the spirit of collaboration and cooperation on Kimberley wide issues, which references the Governance Agreement to ensure that governance protocols are recognised.
  - Ongoing discussion will be undertaken to establish the way forward in regard to the constitution of the Group – the secretariat will develop a discussion paper which outlines potential governance arrangements for consideration.
- Strategic Workshop Report: See attached Document for more detail.
  - The Kimberley Regional Group Business Plan 2021-2025 has 20 outcomes, supported by 36 strategies, and 55 actions. The purpose of the workshop was to review and prioritise the priority projects and activities within the Business Plan by understanding the broader operating context of the KRG, and past actions to inform future direction, and to identify agreed key strategic projects for the next two years.
  - o Key priority Areas Identified

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- Housing, Crime Reduction and Community Safety, prosperous and diverse Economy, Substance Abuse – Alcohol and other drugs, Education, Local Government Sustainability.
- Presentation from State Recovery Coordinator Rob Cossart.

# **VOTING REQUIREMENT**

Simple majority

# **ATTACHMENTS**

1. Minutes - Kimberley Regional Zone and Group - 13 April 2023 💯

# **RECOMMENDATION**

# **That Council:**

1. Receives and endorses the resolutions of the Kimberley Zone of WALGA and Kimberley Regional Group as attached in the minutes from the Joint Meeting held 13 April 2023.

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# Meeting Minutes

13 April 2023

In Person at City of Perth Council Offices

Or

Join Zoom Meeting

https://us02web.zoom.us/j/86190586584?pwd=TVluL1lob29jalorZEVLQjhR

VUlsdz09

Meeting ID: 861 9058 6584, Passcode: 835617

# Kimberley Regional Group: Minutes 13<sup>th</sup> April 2023



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Kimberley Regional Group: Minutes 13th April 2023



# Meeting Open: 15:15pm

1. Chair acknowledged the Traditional Custodians of the different lands on which people are meeting today, and to paid respect to all the Elders past, present and emerging.

# 2. Attendance and Apologies

| Name                   | Shire / Council / Organisation                  | Method    |
|------------------------|---|-----------|
| Members                |   |           |
| Cr Chris Mitchell      | Shire of Broome                                 | In person |
| Cr Geoff Haerewa       | President, Shire of Derby West Kimberley        | In person |
| Cr Malcolm Edwards     | President, Shire of Halls Creek                 | Zoom      |
| Cr David Menzel        | President, Shire of Wyndham East Kimberley      | In person |
| Observers              |   |           |
| Sam Mastrolembo        | CEO, Shire of Broome                            | In person |
| James Watt             | Director Corporate Services, Shire of Broome    | Zoom      |
| Peter McCumstie        | Deputy President, Shire of Derby West Kimberley | Zoom      |
| Neil Hartley           | Director Strategic Business, SDWK               | In person |
| Phillip Cassell        | CEO, Shire of Halls Creek                       | Zoom      |
| Cr Tony Chafer         | Deputy Shire President, SWEK                    | Zoom      |
| Vernon Lawrence        | CEO, Shire of Wyndham East Kimberley            | In person |
| Executive Support Team |   |           |
| Paul Rosair            | Principal, NAJA Business Consulting Services    | In person |
| Michelle Mackenzie     | Principal, Mira Consulting                      | Zoom      |
| Jane Lewis             | Principal, Redit Research                       | In person |
| Josh Turner            | NAJA Business Consulting Services               | In person |
| Apologies              |   |           |
| Cr Desiree Male        | President, Shire of Broome                      |           |
| Amanda Dexter          | CEO, Shire of Derby West Kimberley              |           |
| Nick Kearns            | Director of Planning / Community SWEK           |           |

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# Kimberley Regional Group: Minutes 13th April 2023



| Name                       | Shire / Council / Organisation  | Method    |
|----------------------------|---|-----------|
| Guests                     |   |           |
| Rob Cossart                | State Recovery Coordinator  | In Person |
| Christine Comer            | Assistant Director WA and SA. National<br>Emergency Management Agency                           | In Person |
| Glenn Mace<br>Stuart Cowie | Executive Director Service Delivery, Department of Communities SWICC, Department of Communities | In Person |

# 3. Disclosures, Conflicts and Declarations of Interest:

| Financial Interest / Impartiality |             |      |                    |  |
|-----------------------------------|-------------|------|--------------------|--|
| Member                            | Item Number | ltem | Nature of Interest |  |
| Nil                               |             |      |                    |  |

# 4. Minutes of the last meeting

**Item for Decision** 

Submitted by: Secretariat

**Attachment 1: Matters Arising and Outstanding Business** 

# **Confirmation of Previous Minutes**

| Resolution/s  | Action(s) / Budget Implications                             |
|---|---|
| That the Minutes of the Kimberley Regional Group held on 17 February 2023, as published and circulated, be confirmed as a true and accurate record of that meeting. | See Attachment 1 – Matters Arising and Outstanding Business |

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# Kimberley Regional Group: Minutes 13<sup>th</sup> April 2023



| Moved:         | SDWK | Responsible: | See Attachment |  |
|----------------|------|--------------|----------------|--|
| Seconded:      | SoB  | Due date:    | As appropriate |  |
| Carried: 4 / 0 |      |              |                |  |

# Attachment 1 Matters Arising and Outstanding Business

| Date /                 | Action / Progress   | Responsible                       |  |  |  |  |
|------------------------|---|-----------------------------------|--|--|--|--|
| Item                   |   |                                   |  |  |  |  |
|                        | North West Defence Alliance (NWDA) Funding Request  |                                   |  |  |  |  |
| 24/8/2022<br>Item 11.4 | Action: The KRG approves, in principle, a contribution up to \$40,000 from the KRG surplus for the 2022-23 financial year, towards the lobbying and advocacy efforts of the North West Defence Alliance, subject to the development of a formal budget to be considered by circular resolution.  Status / Progress: Cr Haerewa to liaise with Secretariat   | Cr Haerewa and<br>Secretariat     |  |  |  |  |
|                        | Kimberley Regional Group Memorandum of Understandin   | ıg                                |  |  |  |  |
| 21/6/2022<br>Item 9.4  | Action: MOU to be finalised  Status / Progress: Executive Officer discussed with Secretariat and CEO's. A final MOU to be tabled at April meeting. Governance arrangements to be discussed.   | Members and<br>Executive Officer  |  |  |  |  |
|                        | Resilience and Recovery   |                                   |  |  |  |  |
| 18/02/2023<br>Item 8   | Action: Executive Team to contact Rob Cossart, State Recovery Coordinator. Look at opportunities to be involved with the review of DRFAWA.  Status / Progress: The CEO SDWK has been liaising with the State Recovery Co-ordinator. The Commonwealth Review of DRFAWA, led by Andrew Colvin APM OAM, will determine the strengths and weaknesses of the current system to help bolster WA's resilience to hazards. It is expected to be completed by 2024. The KRG could consider submission into the review. | Executive Officer<br>and CEO SDWK |  |  |  |  |
| Media Policy           |   |                                   |  |  |  |  |
| 18/02/2023<br>Item 10  | Action: The Executive Team to update the draft media and communications policy to with a modification to "Speaking on behalf of the Kimberley Regional Group" to include the Secretariat.   | Executive Officer                 |  |  |  |  |
|                        | Status / Progress: Resolved   |                                   |  |  |  |  |

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# Kimberley Regional Group: Minutes 13th April 2023



| Date /                | Action / Progress   | Responsible            |  |  |  |  |
|-----------------------|---|------------------------|--|--|--|--|
|                       | KRG Website   |                        |  |  |  |  |
| 18/02/2023<br>Item 11 | Action: Executive Team and Secretariat to negotiate a contract and purchase order with the chosen web developer.  | Executive Team         |  |  |  |  |
|                       | <b>Status / Progress:</b> The website is in development. Content will need to be written for the site in partnership with the members, and approved by the KRG, before it goes live.  |                        |  |  |  |  |
|                       | General Business  |                        |  |  |  |  |
| 18/02/2023            | Action: Insurance Costs: Executive Officer EO to discuss with CEO Broome and talk to Jonathan Seth, CEO LGIS regarding relief on Insurances as a result of impact of the floods.  | Executive Officer      |  |  |  |  |
|                       | Status / Progress: Jonathan Seth is no longer the CEO. Contact is being made with James Sheridan, the new CEO.  |                        |  |  |  |  |
| 18/02/2023            | Action: April meeting to be changed to a Perth venue. Executive Team to organise.  Status / Progress: The Executive Team has secured the City of Perth for the meeting.   | Executive<br>Assistant |  |  |  |  |
| 18/02/2023            | Action: Letter to be sent on behalf of the KRG to request that funding from the Lord Mayors Distress Relief Fung be directed to evacuation centres across the Kimberley.  Status / Progress: Correspondence was sent to the City of Perth. Awaiting a response. | Executive<br>Assistant |  |  |  |  |

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# Watching Brief

Federal Grant Growing Regions Program - Information on program guidelines, eligibility criteria and the application process will be provided by the Commonwealth in due course.

Minister McBain Kimberley Tour – await sitting dates for Parliament (in contact with Gabrielle Said)

Aboriginal Heritage Act third round approx. Feb 2023. EO spoke to Anthony Kannis, DG DPLH

WA Development Index – response received from the Department of Local Government, Sport and Cultural Industries. Tabled in correspondence.

Banned Drinkers register - The McGowan Government advised on the 2nd of March 2023 that it will introduce new legislation to parliament as soon as possible to strengthen the Banned Drinkers Register. It is anticipated that many of the recommendations made by the KRG will be addressed in this legislation.

State government funding to address juvenile crime in the Kimberley – response received from the Department of Justice. Tabled in correspondence. The Kimberley Aboriginal Youth Wellbeing Steering Committee is key to recommending funding partnerships with government for youth projects across the Kimberley. The KRG is an observer on this committee. See correspondence.

# Resolved

Media and Communications Policy and Stakeholder Engagement Plan

Letters of congratulations to new State Ministers

Audited statements circulated

KRG meeting dates set and circulated

Service Level Agreement

Policy Position Papers

Investment Prospectus



# 5. Correspondence

# **Item for Noting**

Submitted by: Secretariat

Attachment 2: Correspondence In: Dr Adam Tomison, Aboriginal Justice Transformation

Attachment 3: Correspondence In: Kimberley Aboriginal Youth Wellbeing Team

Attachment 4: Correspondence In: WA Development Index

Attachment 5: Correspondence In: Online Composite Engineering

Attachment 6: Correspondence Out: Kimberley Aboriginal Youth Wellbeing Team

Note: Correspondence considered of an administrative nature, will not be tabled.

| Correspondence In  |   |  |
|--------------------|---|--|
| Date               | 14/02/2023  |  |
| From               | Adam Tomison, Director General Department of Justice    |  |
| Topic              | Kimberley Juvenile Justice Strategy (KJJS)              |  |
| Attachment         | 2   |  |
|                    |   |  |
| Date               | 27/03/2023  |  |
| From               | Kimberley Aboriginal Youth Wellbeing Team               |  |
| Topic              | Kimberley Aboriginal Youth Wellbeing Steering Committee |  |
| Attachment         | 3 - also includes email attachments                     |  |
|                    |   |  |
| Date               | 27/02/2023  |  |
| From               | Jennifer McGrath, Deputy Director General, DLGCI        |  |
| Topic              | KRG Support for the WADI - Response                     |  |
| Attachment         | 4   |  |
|                    |   |  |
| Date               | 30/03/2023  |  |
| From               | Online Composite Engineering                            |  |
| Topic              | New product release - Cementcrete Composite Blanket     |  |
| Attachment         | 5   |  |
| Correspondence Out |   |  |
| Date               | 28/03/2023  |  |
| From               | CR David Menzel, KRG Chair                              |  |
| То                 | Kimberley Aboriginal Youth Wellbeing Team               |  |
| Topic              | Kimberley Aboriginal Youth Wellbeing Steering Committee |  |
| Attachment         | 6   |  |

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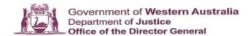
| Resolution/s  |      | Action(s) / Budget Implications |                        |
|---|------|---------------------------------|------------------------|
| That the Correspondence be received and noted, and that the Executive Officer be directed on a response, if required. |      | Nil                             |                        |
| Moved:  | SoB  | Responsible:                    | Executive Support Team |
| Seconded:   | SWEK | Due date:                       | As appropriate         |
| Carried: 4 / 0  |      |                                 |                        |

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# Attachment 2 Correspondence In: Kimberley Juvenile Justice Strategy (KJJS)

#### From Adam Tomison, Director General Department of Justice 14/02/2023



Gina Hill, Director, Aboriginal Justice Transformation 9264 6495 D23/208579

Ms Michelle Mackenzie Mira Consulting PO Box 621 HALLS CREEK WA 6770

Dear Ms Mackenzie

## Response to information request from the Kimberley Regional Group

Thank you for your email dated 4 February 2023 in which you requested information on behalf of the Kimberley Regional Group, regarding the Kimberley Juvenile Justice Strategy (KJJS).

As you may be aware, the KJJS is led by the Department of Justice. It aims to work in partnership with the Kimberley community to develop local solutions to keep young people out of the justice system.

The KJJS commenced in 2019 with initial Royalties for Regions funding of \$900,000 over a three-year period. This supported extensive Kimberley-wide community consultation and initial place-based activities. In March 2020, the State Government announced KJJS funding of \$6.2 million, part of its Commitment to Aboriginal Youth Wellbeing. Of this \$6.2 million, \$1.2 million was utilised to deliver the North Regional TAFE alternative education program in Broome and Kununurra. The remaining funding was allocated to place-based initiatives across the Kimberley.

As part of the 2021-22 State Budget, an additional \$7.8 million was allocated to continue KJJS, and establish a new night patrol program in Fitzroy Crossing and to explore options for safe places and on-Country alternatives to detention.

The majority of KJJS grants are delivered by Aboriginal Community Controlled Organisations. The remainder are delivered by local governments. KJJS funds a range of place-based activities that are currently operational in Broome, Derby, Fitzroy Crossing, Halls Creek, Kununurra and Wyndham.

The KJJS is not a document, but rather a suite of initiatives. The Department would be pleased to meet with the KRG to discuss the KJJS, and I extend an offer for Ms Gina Hill, Director Aboriginal Justice Transformation, to do so. I note a similar briefing was provided to the Shire of Broome.

In response to your question regarding the \$40.4 million Kimberley Youth and Community Justice Response (Kimberley Response) announced in May 2022, this is

> David Malcolm Justice Centre 28 Barrack Street PERTH WA 6000 GPO Box F317 PERTH WA 6841 Phone: (08) 9264 1600 Fax: (08) 9264 1121 www.justice.wa.gov.au



a cross-portfolio package that is complementary to the KJJS, delivered by a range of agencies outside of the Department of Justice.

Under the Kimberley Response, the Kimberley Development Commission (KDC), Department of Communities (Communities), Department of Education (Education) and the Western Australia Police Force (WAPOL) are working closely together to deliver a package of initiatives, with support from Justice, where applicable. The Department of the Premier and Cabinet (DPC) and the Department of Treasury are also involved as central agencies.

The table below provides a breakdown of each initiative and the corresponding lead agency.

| Kimberley Response Initiative   | Lead<br>Agency |  |
|---|----------------|--|
| Kimberley On-Country Residential Youth Facilities (includes \$15m for the development of an on-Country residential facility for young people as an alternative to detention and \$500,000 to plan and develop other safe place proposals) | KDC            |  |
| Target 120 Expansion  | Communities    |  |
| Kimberley Schools Project Extension   | Education      |  |
| Operation Regional Shield   | WAPOL          |  |
| Broome Night Patrol and Youth Service Expansion and Intensive<br>Family Support (West Kimberley)  | Communities    |  |
| Kimberley Community Action Fund   | KDC            |  |
| Feasibility study WA College of Agriculture in Kimberley  | Education      |  |
| Further Aboriginal-led initiatives (targeted initiatives identified by ARGG and supported by KAYWSC)  | DPC            |  |

In response to your final question - which was around useful information for the Kimberley shires to know about juvenile justice issues - the KJJS and the Kimberley Response are strongly linked to broader Government commitments, including the National Agreement on Closing the Gap (CtG) as part of a whole-of-government response to addressing juvenile crime in the region.

In addition, the Kimberley Aboriginal Youth Wellbeing Steering Committee (KAYWSC) was formed to ensure a partnership approach with the Kimberley Aboriginal community to progress implementation of actions related to the WA Governments' Commitment to Aboriginal Youth Wellbeing report ('the Commitment') and the 86 recommendations identified in the State Coroner's 2019 Inquest into the deaths of thirteen children and young persons in the Kimberley Region, Western Australia, and the 2016 Parliamentary Inquiry, Learnings from the Message Stick: the report of the Inquiry into Aboriginal youth suicide in remote areas.

The purpose of the KAYWSC is to bring together all relevant State Government agencies, along with Kimberley Aboriginal community-controlled organisations (ACCOs) represented on the Kimberley Aboriginal Regional Governance Group (ARGG), to support and enable Aboriginal community-led place-based solutions to improve Aboriginal youth wellbeing outcomes. Other workstreams that may be

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considered by the KAYWSC include certain elements of the KJJS, in addition to initiatives linked to the Commitment such as the Kimberley Empowered Youth Network and the Kimberley Regional Aboriginal Suicide Prevention Plan.

Finally, we recognise the local knowledge and expertise that the KRG offer to the KJJS and would welcome the opportunity to work with you. As mentioned previously, may I suggest that Ms Hill attend one of your meetings to present to the KRG and answer any further questions you may have.

Yours sincerely

Dr Adam Tomison DIRECTOR GENERAL

4 FEBRUARY 2023

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Attachment 3 Correspondence In: Kimberley Aboriginal Youth Wellbeing Steering Committee

From Kimberley Aboriginal Youth Wellbeing Team 27/03/2023

# Kimberley Aboriginal Youth Wellbeing Steering Committee





MHC Kimberley Aboriginal Youth Wellbeing <kaywsc@mhc.wa.gov.au> to paul@naja.com.au, me, MHC

Morning Paul and Jane,

We have been advised that you are providing secretarial support to the KRG. Apologies we previously sent correspondence to <a href="mailto:tlane@walga.asn.au">tlane@walga.asn.au</a>. Please find the correspondence below and related attachments. Please do not hesitate to contact us via <a href="mailto:kaywsc@mhc.wa.gov.au">kaywsc@mhc.wa.gov.au</a> if you have any questions.

Kind Regards,

Kimberley Aboriginal Youth Wellbeing Team

Mental Health Commission

T: (08) 6553 0600 | E: kaywsc@mhc.wa.gov.au

Sent: Wednesday, 22 March 2023 7:32 AM

To: tlane@walga.asn.au

Cc: MHC Kimberley Aboriginal Youth Wellbeing <<u>kaywsc@mhc.wa.gov.au</u>>
Subject: Kimberley Aboriginal Youth Wellbeing Steering Committee

Good Morning,

Following the Kimberley Aboriginal Youth Wellbeing Steering Committee (KAYWSC) meeting held on the 9 March an endorsed **KAYWSC – Communiqué** has been released (please see Communiqué attached) for distribution to the Kimberley Regional Group and Kimberley Zone.

Please note, the Communiqué will be published on the Mental Health Commission website, a link will be distributed once available. Please also find attached correspondence from the Kimberley Aboriginal Youth Wellbeing Steering Committee Co-Chairs inviting the Kimberley Regional Group to nominate the Chair or Deputy Chair of the Kimberley Regional Group to attend the KAYWSC as an observer. The next KAYWSC meeting will be held via MS teams in May 2023. To ensure the meeting invitation and meeting papers are sent to the delegate it would be greatly appreciated if you could confirm the name and contact details of the delegate.

If you have any queries, please contact <a href="mailto:kaywsc@mhc.wa.gov.au">kaywsc@mhc.wa.gov.au</a>
Kind Regards,

Kimberley Aboriginal Youth Wellbeing Team Mental Health Commission T: (08) 6553 0600 | E: <a href="mailto:kaywsc@mhc.wa.gov.au">kaywsc@mhc.wa.gov.au</a>

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9 March 2023

COMMUNIQUE – 'Relationships before transactions' – Establishing a partnership is about confirming our commitment to an ongoing relationship for common purpose.

The Kimberley Aboriginal Youth Wellbeing Steering Committee (KAYWSC) met in Broome on 9 March 2023. The meeting was opened with a Welcome to Country and smoking ceremony from Maree Edgar at the Mangrove Hotel.

The meeting was facilitated by Jonathan Ford and Caris Collard from Yonga Solutions and supported by the KAYWSC Co-Chairs Lindsay Hale and Desmond Hill.

The purpose of the KAYWSC is to bring State Government agencies together with the Kimberley Aboriginal Regional Governance Group (ARGG), to support and enable Aboriginal-led solutions to improve Aboriginal youth wellbeing.

The Parties are committed to working in partnership to progress implementation of actions related to the State Government's Commitment to Aboriginal Youth Wellbeing (2020) and the 86 recommendations arising from the 2016 Parliamentary Inquiry, Learnings from the Message Stick: The report of the Inquiry into Aboriginal youth suicide in remote areas and the 2019 WA State Coroner's Inquest into the deaths of 13 children and young persons in the Kimberley.

To ensure the success of this partnership Jonathan highlighted, 'the importance of the establishment of strong, trustworthy and honest, open and transparent relationships before we can collectively move towards the transactions', and the delivery of agreed KAYWSC priorities.

The key items discussed and considered by the Steering Committee included the following:

### Empowered Young Leaders (EYL)

Tonii (Wajayi) Skeen shared the voices of EYL by presenting to the KAYWSC, EYL's priorities for 2023. Wajayi is the EYL Coordinator, West Kimberley (with West Kimberley Futures – Empowered Communities). EYL are the representative body for Aboriginal young people in the Kimberley region – they advocate for place-based representation and actively engage and partner with government agencies, corporate organisations and other stakeholders that are involved in decision-making and service delivery, enabling authentic co-design and collaboration.

Wajayi spoke of one of the key functions of EYL is to provide avenues for young people in the Kimberley to have a voice for issues that are important to them and that impact their lives. Wajayi spoke of how young people in the Kimberley report of 'forum trauma' whereby they feel they are one of the most heavily consulted populations in Australia and emphasised that it is critical that young people are guarded and protected throughout engagement with consultants and government agencies and departments; and that they are compensated for the services they provide.

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The KAYWSC was informed of how the EYL continues to connect young people with consultation opportunities, and that EYL establish clear boundaries for consulting parties to adhere to, to ensure safe and culturally appropriate engagements with young people.

KAYWSC members provided in principle support for the priorities of EYL in 2023; and agreed to continue to utilise EYL as a key governance group for Aboriginal youth leadership and decision making in the Kimberley. It was agreed that the KAYWSC secretariat facilitate a workshop with the EYL and State Government representatives to explore how this would apply at an agency level.

Members also supported the transition of EYL to become a separately incorporated body.

Members were encouraged to access the QR CODE below for more information on EYL.



#### Authorising Environment - resourcing and funding pathways

The Department of the Premier and Cabinet and Department of Finance provided a joint presentation on the State Government budgetary process and commissioning pathways. This aimed to provide clarity on what is required to request funding for new initiatives in the Kimberley that support and enable Aboriginal-led solutions to improve Aboriginal youth wellbeing.

#### Partnership Agreement

The ARGG tabled a draft Partnership Agreement and Implementation Plan at the Kimberley Aboriginal Youth Wellbeing Steering Committee (KAYWSC) on 28 October 2022. The Agreement included an Implementation Plan that reflects the ARGG's prioritisation of the 86 recommendations arising from the Coroner's Report, Message Stick Report, and the Kimberley Statement.

Prior to the KAYWSC meeting, WA Government provided consolidated feedback on the draft Partnership Agreement and Implementation Plan and as a result, the ARGG produced a revised version for in principle endorsement at the meeting.

There was a productive discussion regarding the Partnership Agreement and Implementation Plan, and further work will now occur to progress both.

#### Yiriman Project

Merle Carter, Women's Chair of KALACC and Damien Giles, Project Coordinator Kimberley Aboriginal Law and Cultural Centre provided a presentation and overview of the development of the Yiriman Justice Project. The presentation was well received and the Steering Committee contributed advice on how to progress the project further.

#### **Next Meeting**

The KAYWSC will meet again in May 2023, via MS Teams. A key focus of the meeting will be to finalise the Partnership Agreement and Implementation Plan.

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## MEMBERS ATTENDING

| Name                         | Representing   |  |
|------------------------------|--|--|
| Allan Adams                  | WA Police Force  |  |
| Jim Bell                     | Department of Education (DoE)  |  |
| Jodi Cant                    | Department of Finance  |  |
| Merle Carter                 | Kimberley Aboriginal Law and Cultural Centre   |  |
| Paula Chatfield              | WA Country Health Service (WACHS)  |  |
| Lanie Chopping               | Department of Local Government, Sport and Cultural Industries (DLGSC)                    |  |
| Raymond Christophers         | Kimberley Aboriginal Medical Services Ltd  |  |
| Pepita Wilson                | Kimberley Language Resource Centre   |  |
| Tyronne Garstone             | Kimberley Land Council   |  |
| Damien Giles                 | Kimberley Aboriginal Law and Cultural Centre   |  |
| Mala Haji-Ali                | West Kimberley Futures - Empowered Communities   |  |
| Lindsay Hale                 | Mental Health Commission (MHC)   |  |
| Christy Hawker               | Binarri-binyja yarrawoo Aboriginal Corporation (East Kimberl<br>Empowered Communities)   |  |
| Desmond Hill                 | Binarri-binyja yarrawoo Aboriginal Corporation (East Kimberley<br>Empowered Communities) |  |
| Gina Hill                    | Department of Justice (DoJ)  |  |
| Fiona Hunt                   | Department of the Premier and Cabinet (DPC)  |  |
| Jacqueline McGowan-<br>Jones | Commission for Children and Young People (CCYP)  |  |
| Vicki O'Donnell              | Kimberley Aboriginal Medical Services Ltd  |  |
| Lawrence Panaia              | WA Police Force  |  |
| Mike Rowe                    | Department of Communities  |  |
| Tonii Skeen                  | Empowered Young Leaders  |  |

#### **FURTHER INFORMATION**

KAYWSC Secretariat: kaywsc@mhc.wa.qov.au ARGG Secretariat: kimberlevarqq@kamsc.org.au

Artist acknowledgement:

Danica Manado is an Aboriginal Artist and Graphic Designer from Broome with cultural fies and connections to Yawuru, Djugun, Nimanburr and Bard groups of the Kimberley. The artwork represents the connection liyan has between yourself, your relationships, culture, country and purpose or interest whilst the colours chosen represents the many Kimberley landscapes.

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# Kimberley Aboriginal Youth Wellbeing Steering Committee

# **TERMS OF REFERENCE**

28 October 2022

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#### 1. Background

The Commitment to Aboriginal Youth Wellbeing (the Commitment) was released in March 2020. The Commitment outlines how the Government proposes to work towards reducing the rate of suicide and enhancing the wellbeing of young Aboriginal people. The Commitment is the Government's response to the State Coroner's 2019 Inquest into the deaths of thirteen children and young persons in the Kimberley Region, Western Australia, and the 2016 Parliamentary Inquiry, Learnings from the Message Stick: the report of the Inquiry into Aboriginal youth suicide in remote areas. The reports made a combined 86 recommendations that highlight the need for the WA Government to work with Aboriginal people and ensure they are empowered to formulate the policies and services that affect their own communities.

There have been many reports into Aboriginal youth suicide in Western Australia over past decades, carrying many of the same messages and recommendations as the Coroner's Inquest and Message Stick reports. While Governments considered these reports when they were released, implementation of their recommendations was often limited, ad hoc, not resourced or did not address the issue holistically. The Government acknowledges that it must do better in responding to these reports and being accountable to the Aboriginal communities and families that continue to be impacted by suicide.

In March 2021, the Commitment was transitioned from the Department of the Premier and Cabinet to the Mental Health Commission (MHC) which now leads the coordination and progression of the State Government's response. The MHC recognises the importance of working with Aboriginal people as outlined in the National Agreement on Closing the Gap and the Aboriginal Empowerment Strategy and identified the need to engage with Kimberley Aboriginal people to deliver an appropriate response that is place-based, community-led and supports the development of genuine partnerships between the State Government, Aboriginal Community Controlled Organisations (ACCOs) and Aboriginal communities.

A Strengthening Partnerships Workshop was held in Broome in April 2021 and the MHC has committed to work in partnership with Kimberley ACCOs to prioritise and develop place-based, community-led action that works toward the 12 Commitments. The workshop was attended by State Government senior executives and senior representatives from Kimberley ACCOs.

The aim of the workshop was to initiate discussions between State Government and Kimberley ACCOs on how to strengthen partnerships and identify new ways of working between the State Government, ACCOs and Aboriginal communities. The proposed new ways of working challenges Government to do business in a truly new way. One that acknowledges that Aboriginal people are the experts and need to be heard and listened to as equal partners when decisions are made that affect Aboriginal people and lead the co-creations of solutions.

Following the workshop, further collaboration has occurred between the State Government Departments and the Kimberley ACCOs to formalise the partnership and to define processes and commitments. An agreed definition of partnership, co-design and shared decision making will be established which will then lead to the prioritisation of the implementation of the 86 recommendations and the 12 Commitments, including the five priorities outlined by the Call to Action letter sent to Government in May 2020 from the Kimberley ACCOs.

Kimberley Aboriginal leaders have agreed to establish the Aboriginal Regional Governance Group (ARGG) to provide unified Aboriginal leadership and to partner with the WA Government in relation to Aboriginal youth wellbeing. The ARGG will function on an interim basis until a Kimberley Aboriginal Regional Body is established. Once established, it is envisaged that that structure will replace the ARGG; however, this will be a decision for the Regional Body.

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# 2. Purpose of the Kimberley Aboriginal Youth Wellbeing Steering

The purpose of the Kimberley Aboriginal Youth Wellbeing Steering Committee (KAYWSC) is to bring together all relevant State Government agencies, together with Kimberley ACCOs represented on the Kimberley Aboriginal Regional Governance Group (ARGG) to support and enable Aboriginal community-led solutions to improve Aboriginal youth wellbeing outcomes. In particular, the State Government is committed to working in partnership with the Kimberley Aboriginal community to progress implementation of actions related to the WA Governments' Commitment to Aboriginal Youth Wellbeing report and the 86 recommendations identified in the State Coroner's 2019 Inquest into the deaths of thirteen children and young persons in the Kimberley Region, Western Australia, and the 2016 Parliamentary Inquiry, Learnings from the Message Stick: the report of the Inquiry into Aboriginal youth suicide in remote areas.

Other initiatives that will be considered in this partnership include the Kimberley Juvenile Justice Strategy, Kimberley Empowered Youth Network and the Kimberley Regional Aboriginal Suicide Prevention Plan.

## 3. Approach and Principles

The KAYWSC will not be considered a formal partnership under Closing the Gap. However, the partnership will utilise the strong partnership elements as described in Closing the Gap. The strong partnership elements describe the following:

- The partnership includes Aboriginal representatives who are appointed by Aboriginal people in a transparent way, with the voices of Aboriginal parties holding as much weight as the Government's.
- The partnership includes State Government representatives from Tier 1 and Tier 2 delegation and have negotiating and decision-making authority.
- The partnership is underpinned by a formal agreement which defines the parties, their
  roles and objectives as well as what is in scope of shared decision-making.
- Decision-making is by consensus and in a transparent way where all parties have enough information to understand the implications of the decision.
- The voices of a wide variety of groups should be heard, including women, young people, elders and people with a disability.
- Funding for relevant programs and services align with jointly agreed community priorities.

The partnership will also build on the four priority reform areas identified in Closing the Gap:

- 1. Formal partnerships and shared decision making.
- Building the community-controlled sector.
- Transforming government organisations.
- 4. Shared access to data and information at a regional level.

#### 4. Initial Deliverables:

- Develop a co-design framework to support the development and implementation of the priorities outlined in this document.
- Design and implementation of an appropriate partnership model including the development of a Partnership Agreement.
- Progress the immediate actions identified by the Kimberley Stakeholder call for action letter dated 18 May 2020.
- Consider, prioritise and agree on the actions and investment for the 86 recommendations, noting Government retain responsibility for funding decisions.
- Partnering in response to other initiatives including the Kimberley Juvenile Justice Strategy, Kimberley Empowered Young Leaders and the Kimberley Regional Aboriginal Suicide Prevention Plan.

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- Develop and implement a community engagement plan on the partnership and shared decision-making agreement.
- Contribute to the WA Government Annual Progress report on the Commitment to Aboriginal Youth Wellbeing.
- Create an implementation plan with identified timeframes, roles and responsibilities to implement the Partnership Agreement.

#### 5. Membership

The KAYWSC will consist of Director Generals or proxy (Tier 2) from State Government Agencies and representatives from the Kimberley ACCOs.

Proposed membership of the KAYWSC is outlined below:

| State Government                        | Kimberley Stakeholders                           |
|---|--|
| Mental Health Commission (MHC)          | Kimberley Aboriginal Medical Services Ltd        |
| Position Title: Commissioner            | (KAMS)   |
|   | Position Titles:                                 |
|   | Chair  |
|   | <ul> <li>Chief Executive Officer</li> </ul>      |
|   | <ul> <li>Chief Operating Officer</li> </ul>      |
| Department of Premier and Cabinet (DPC) | Kimberley Land Council (KLC)                     |
| Position Title: Deputy Director General | Position Titles:                                 |
|   | Chair  |
|   | <ul> <li>Chief Executive Officer</li> </ul>      |
| WA Police (WAPOL)                       | Kimberley Aboriginal Law and Cultural Centre     |
| Position Title: Assistant Commissioner  | (KALACC)   |
|   | Position Titles:                                 |
|   | Chair  |
|   | <ul> <li>Coordinator</li> </ul>                  |
| Department of Justice (DoJ)             | Kimberley Language Resource Centre (KLRC)        |
| Position Title: Director General        | Position Titles:                                 |
|   | Chair  |
|   | Manager  |
| Department of Education (DoE)           | West Kimberley Futures - Empowered               |
| Position Title: Director General        | Communities (WKF-EC)                             |
|   | Position Titles:                                 |
|   | <ul> <li>Chief Strategy Officer</li> </ul>       |
|   | <ul> <li>Chief Implementation Officer</li> </ul> |
| Department of Communities (DoC)         | Empowered Young Leaders representatives          |
| Position Title: Director General        | Position Titles:                                 |
|   | Chair  |
|   | <ul> <li>Coordinator/Lead</li> </ul>             |
| Department of Local Government, Sport   | Binarri-binyja yarrawoo Aboriginal Corporation   |
| and Cultural Industries (DLGSC)         | (BBY) - East Kimberley Empowered                 |
| Position Title: Director General        | Communities                                      |
|   | Position Titles:                                 |
|   | Chair  |
|   | Chief Executive Officer                          |
| Department of Primary Industries and    | Independent                                      |
| Regional Development (DPIRD)            | Commissioner for Young People and Children       |
| Position Title: Director General        | Position Title: Commissioner                     |
|   | 1 OSILIOTI TILIE. CONTINISSIONEI                 |
| WA Country Health Service (WACHS)       |  |
| Position Title: Executive Director      |  |
| Department of Health (DoH)              |  |
| Position Title: Director General        |  |
|   |  |

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| Department of Treasury (DoT)<br>Position Title: Under Treasurer |  |
|---|--|
| Department of Finance<br>Position Title: Director General       |  |

#### 6. Proxies

Members may nominate a proxy to attend the meetings on their behalf by advising the Co-Chairs through the Secretariat. State Government proxy representatives must be Tier 1 or Tier 2. Proxies will have the same responsibilities as members.

#### 7. Observers

Standard Observers who can attend each meeting include:

- Minute taker
- KAYWSC secretariat staff
- ARGG secretariat staff

Approved Observers that will be invited to each Steering Committee is a representative from the following:

- National Indigenous Australians Agency
- Kimberley Regional Zone of Local Governments

The Co-Chairs may agree to invite or accept any other individual or organisational representative to participate in the meeting (or some parts of a meeting) as an observer as required. Members may request to invite observers, through the Secretariat prior to the meeting. It will be at the discretion of the Co-Chairs is the observer is to be provided with meeting papers.

All other observers are to be approved by the Co-Chairs prior to attendance.

#### 8. Governance Structure

The KAYWSC is the main body established to drive the development and implementation of the partnership.

State Government members will report to the Human Services Director General Group.

The Aboriginal Regional Governance Group (ARGG) will provide unified Aboriginal leadership for this work.

The KAYWSC may establish Project Implementation Working Groups at its own discretion. These will consist of Government and ARGG representatives at officer level, may be time limited or ongoing, and will report to the KAYWSC.

The KAYWSC will be advised by the Empowered Young Leaders in regard to Empowered Young Leaders involvement and participation in working groups.

#### 9. Confidentiality

The information provided to the KAYWSC is considered confidential. Members are not to communicate, or on-forward material received without pre-approval by the Chair/s.

When meetings are conducted via video-conference the meetings will be recorded and will only be used to write minutes, and to be provided to members who were not able to attend the meeting.

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#### 10. Chairperson

The KAYWSC will be co-chaired by representatives from WA Government and representatives elected by the ARGG.

The Co-Chairs are responsible for overseeing and monitoring the work of the group, and for facilitating appropriate communication between ARGG and WA Government and reporting through respective accountability structures.

#### 11. Minutes/Action register

Minutes with an Actions Register will be recorded and distributed promptly to each member of the KAYWSC.

An approved communique will be developed following each meeting summarising the key outcomes of the meeting that can be used if the ARGG and State Government wish to provide updates on the work of the KAYWCS to stakeholders.

#### 12. Executive support

The MHC will manage the executive support responsibilities to the KAYWSC and will be responsible for providing timely and effective secretariat support including:

- · acting as a focal point for information and advice on meeting processes; and
- coordinating and disseminating meeting agendas and supporting papers.

#### 13. Quorum

The quorum of the KAYWSC shall be 50% plus one with a minimum of half of the representatives in attendance representing the ARGG, and half representing the WA Government. Where there is an unequal number of representatives, excess representatives will abstain from voting.

#### 14. Meetings

The KAYWSC will meet quarterly via video-conference and at a minimum meet twice a year in-person in the Kimberley.

#### 15. Conflict of Interest

If a conflict of interest is thought to exist, members are required to declare this interest prior to discussion/involvement. The KAYWSC shall determine whether such a conflict of interest exists.

If a conflict of interest is found to exist, the affected member shall withdraw from the meeting until the issue is resolved by the KAYWSC.

#### 16. Review

The Terms of Reference once agreed will be reviewed every 12 months or sooner if required. The review will be undertaken with the KAYWSC members, and outcomes agreed to by KAYWSC members.

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# Government of Western Australia Mental Health Commission



Our ref Enquiries MHC23/12032 Kelly Kennington (08) 6553 0576

Cr David Menzel Chair Kimberley Regional Group and Kimberley Zone C/O Tim Lane Secretariat

Email: tlane@walga.asn.au

Dear Cr Menzel,

#### KIMBERLEY ABORIGINAL YOUTH WELLBEING STEERING COMMITTEE

We thank you kindly for the nomination of Peter McCumstie as delegate of the Kimberley Regional Zone of Local Governments to attend the Kimberley Aboriginal Youth Wellbeing Steering Committee (Steering Committee) as an observer.

Since our last correspondence, representatives from the Aboriginal Regional Governance Group (ARGG) have met with Hon Amber-Jade Sanderson MLA, Minister for Mental Health and Hon Dr Tony Buti MLA, Minister for Aboriginal Affairs to express their concerns regarding progress on the Commitment to Aboriginal Youth Wellbeing and the current structure of the Steering Committee.

Through the discussions, several actions have been progressed to improve the operation of the KAYWSC, including following through on a commitment from Ministers Sanderson and Buti that State Government representation on the Steering Group is consistent and at Tier 1 or 2 delegation. To align to this, we are asking that observers representing external agencies hold a similar delegated authority and therefore request that your nominated representative is either the Chair or Deputy Chair of the Kimberley Regional Group. A copy of the endorsed Terms of Reference are attached (see Attachment).

The next Steering Committee meeting is scheduled in Broome for 9 March 2023, 9am - 1pm. To ensure the meeting papers are sent to the nominated delegate it would be appreciated if you could please confirm the name and contact details of the delegate directly to the project team via email to <a href="mailto-kaywsc@mhc.wa.gov.au">kaywsc@mhc.wa.gov.au</a>.

Should you have any questions about this request, please contact the Project team by email on the above-mentioned email address.

We look forward to working closely with the nominee/s to progress this important work.

Yours sincerely

Jenny Bedford

Co-Chair

Kimberley Aboriginal Youth Wellbeing Steering Committee

February 2023

Levels 1 and 2 Workzone, 1 Nash Street, Perth, Western Australia 6000 Letters GPO Box X2299, Perth Business Centre, Western Australia 6847 Telephone (08) 6553 0600 Facsimile (08) 6553 0400



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Desmond Hill
Co-Chair
Kimberley Aboriginal Youth Wellbeing Steering Committee
February 2023

Lindsay Hale
Co-Chair
Kimberley Aboriginal Youth Wellbeing Steering Committee
(©February 2023



# Attachment 4 Correspondence In: DLGCI response to KRG WADI support letter

#### From Jennifer McGrath, Deputy Director General 27/01/2023



Our ref: M23000980 Enquiries: Kim Lazenby Phone: 9492 9917

Email: Kim.Lazenby@dlgsc.wa.gov.au

Ms Michelle Mackenzie Kimberley Regional Group michelle@mira-consulting.com.au

Dear Ms Mackenzie

# KIMBERLEY REGIONAL GROUP - SUPPORT FOR THE WA DEVELOPMENT INDEX (WADI)

Thank you for your correspondence dated 4 January 2023 to Hon John Carey MLA, Minister for Local Government, regarding the WA Development Index. The Minister has requested that I respond to you on his behalf.

The Department of Local Government, Sport and Cultural Industries (DLGSC) recognises the value in ensuring that there are ways to measure short, medium and long-term development outcomes. In December 2020, at the request of the former Minister for Local Government, Hon David Templeman MLA, DLGSC engaged Ernst and Young (EY) to prepare a business case for the development of a Western Australian Development Index (WADI), with assistance from the Australian National Development Index (ANDI) represented by Director, Professor Fiona Stanley AC, and Mr Mike Salvaris.

Since this initial work, Local Government Act reform has been a primary focus for DLGSC. On 23 February 2023, the Local Government Amendment Bill 2023 (the Bill) was introduced into Parliament. The Bill introduces principles for the functions of local government including to promote the economic, social and environmental sustainability of the district and to consider potential long-term consequences and impacts on future generations. These principles will guide the scope and service delivery focus of local governments.

Depending on the preferences of local communities and other stakeholders, it might be possible for the WADI to provide useful approaches and information to demonstrate economic, social and environmental sustainability of regions, as well as possible long-term impacts. With this in mind, DLGSC is continuing to receive information and updates from stakeholders regarding the development of a WADI.

Yours sincerely

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Jennifer McGrath Deputy Director General 27 March 2023

248 Vincent Street, Leederville WA 6007 Telephone: (08) 9492 9800 Gordon Stephenson House, 140 William Street Perth WA 6000 PO Box 8349 Perth Business Centre WA 6849 Tel: (08) 6552 7300 Email: info@dlgsc.wa.gov.au

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### Attachment 5 Correspondence In: Online Composite Engineering

Dear, Paul Rosair WALGA, Kimberly Country Zone

I would like to take this opportunity to introduce our NEW product release here in Australia and New Zealand,

The Cementcrete Composite Blanket is a Concrete infused composite blanket that can be laid to fit almost any shape and location, then simply hydrate to harden, for a semi-permanent structure. It is really that simple Cut, Laying, Overlap, and Hydration. No need for large equipment. That it!!

The Cementcrete Composite Blanket comes in 2-meter-wide x 45-meter-long rolls in 6mm and 10mm thick, and 1.2-meter-wide x 20-meter-long rolls for the 15mm thick. The Cementcrete Blanket is perfect for the control of any soil erosion caused by water or wind, control of weeds and vegetation, and is even fire and chemical resistant! Has multiple usages across Water Conservation, Roads, Rail, Agriculture, Electricity Utilities, Mine sites, Bunts, Dams and Drains and so much more.

The use of our CEMENTCRETE COMOPSITE BLANKET, with an 90% reduction in CO2, can reduce labour cost by up to 95%, Efficiency with up to 400SQM laydown a day, for two workers, is

durable for up to 50 years, can be laid under water, and hydrated with any water supply, is Non-toxic, Harmless with no toxic content used in the manufacturing process. Is ASTM D8058, D8329, D6768, D4885, CTC & SGS TESTED

Please contact me directly via my mobile 0497 952 194, or via the contacts page at our web site onlinecompositeengineering.com.au if you would like to find out more, or would like to know how this new CEMENTCRETE COMPOSITE BLANKET can work for you?

# Kind regards



Allan Kingston Business Development Manager AUSTRALIA-NEW ZEALAND

MOB 0497 752 194

email: allan.kingston@oncoeng.com.au Web: https://onlinecompositeengineering.com.au 36 Cocos Drive Bibra Lake WA 6163

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rototyping, no need for multiple maintenance

cantly reduce the use of cement and sand

ive and flexural strength > C40 concret

Reduce CO2 by 96% Non-toxic, harmless, no toxic substances exudes



# Attachment 6 Correspondence Out: Kimberley Aboriginal Youth Wellbeing Steering Committee

#### From KRG Chair, Cr David Menzel 28/03/2023



Kimberley Aboriginal Youth Wellbeing Team Mental Health Commission

Via Email - kaywsc@mhc.wa.gov.au

28/03/2023

Dear KAYWSC Co-Chairs and team,

Thank you very much for your correspondence received 27/03/2023 with information regarding the KAYWSC meeting. I also acknowledge the letter regarding the stipulation that representation as observers on the Steering Committee be from either the Chair or the Deputy Chair of the Kimberley Regional Group (KRG).

When the KRG originally proposed Cr Peter McCumstie it was done so with a great deal of consideration. Cr McCumstie, Deputy President Shire of Derby West Kimberley, was chosen as the most appropriate councillor to attend due to his extensive experience in Aboriginal youth wellbeing. Aside from being a councillor for over 20 years, including 10 years as Shire President, he has had many roles including CEO of the Dambimangari Board.

The KRG respectfully request that this nomination be accepted, as unfortunately I, and Deputy Chair are currently unavailable due to demanding workloads, heightened as a consequence of the recent floods.

Please advise of your decision and advise accordingly to <u>David.menzel@swek.wa.gov.au</u> (and please cc our Executive Officer, Paul Rosair <u>Paul@naja.com.au</u> and the Executive Administrator <u>Jane@reditresearch.com.au</u>

Yours sincerely

Cr David Menzel

Variddleyel

Chair

Kimberley Regional Group

Kimberley Regional Group and Kimberley Zone 459 Albany Hwy Victoria Park | 0419 930 467 I info@naja.com.au

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# 6. Financial Report

#### Item for Decision

Submitted by: Vernon Lawrence, KRG Secretariat and Felicity Heading

Attachment 7: Kimberley Regional Group Interim Financial Report to 28 February 2023

#### **Purpose**

To update the KRG members on the financial position of the Group.

# **Summary**

This report presents the Kimberley Regional Group Interim Financial Activity Statement for the period ended 28 February 2023. The report recommends that the Kimberley Regional Group (KRG) receives the Financial Activity Statement.

#### **Details**

#### **Background**

Previous Considerations
Nil for the current financial year.

The last budget adopted by the KRG was for the 2021/22 financial year. Due to a change in Consultant to the KRG and the change of the Secretariat from the Shire of Broome to the Shire of Wyndham East Kimberley an annual budget was not adopted prior to the start of the current financial year. The budget for the current year is the subject of a report to this meeting. The Annual Budget presented for the 2022/23 financial year is a balanced budget.

The Shire of Wyndham East Kimberley took over the secretariat effectively from 1 July 2022. At this date the Shire became responsible for the operating expenses of the KRG. The funds of the KRG were transferred to the Shire of Wyndham East Kimberley after the financial audit was complete.

#### Comment

The Financial Activity Statement presents a current surplus position of \$228,072 and this is before invoices for the 2022/23 have been issued.

Executive and Administrative consultancy invoices have been received to January 2023 and indicate that services will be delivered within budget at year end. Invoices for the current years contribution from the member Shires will be sent out after the approval of the Annual Budget. Reimbursements for expenditures incurred will also be sent out to the individual Shires after the approval of the Annual Budget.

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#### Consultation

Nil.

# **Statutory Environment**

Local Government Act 1995

# **Financial Implications**

As at the 30 June 2022 the Kimberley Regional Group cash balance carried forward to the new financial year was \$289,435.

The Kimberley Regional Group budget was put forward to this meeting as a balanced budget with the opening cash balance of \$298,435. As no invoicing for contributions has been done and no reimbursements have been refunded the year-to-date actual budget deficit is \$70,363. The total Kimberley Regional Group cash balance at 28 February 2023 is \$228,072.

# **Strategic Implications**

#### Governance Goal – A collaborative group demonstrating strong regional governance:

• Effective governance protocols and systems for business efficiency and improved services through collaboration. Secure funding for regional initiatives.

# **Voting Requirements**

Absolute Majority

| Resolution/s   |      | Action(s) / Budget Implications |  |
|--|------|---------------------------------|--|
| That the Kimberley Regional Group<br>notes the Interim Financial Report to 28<br>February 2023, the \$70,363 year to date<br>budget deficit, and the overall \$228,072<br>surplus position |      | Nil                             |  |
| Moved:   | SDWK | Responsible:                    |  |
| Seconded: SHC  |      | Due date:                       |  |
| Carried: 4   | / 0  | 1                               |  |

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# Attachment 7 Kimberley Regional Group Interim Financial Report to 28 February 2023

| Kimberley Regional Group - Interim Financial Statement for the period ending 28 February 2023 | Annual<br>Budget |   | Budget<br>Year to<br>Date | Actual<br>Year to<br>Date |
|---|------------------|---|---------------------------|---------------------------|
| Expemditure   |                  |   | Date                      | Duto                      |
| Kimberley Regional Group - Zone & RCG Meeting Expenses - Op Exp                               | 12,000           |   | 8,000                     | 1,636                     |
| Kimberley Regional Group - Annual Financial Audit - Op Exp                                    | 5,000            |   | 3,333                     | 5,000                     |
| Kimberley Regional Group - IT Support - Op Exp  | 1,500            |   | 1,000                     |                           |
| Kimberley Regional Group - Sundry Expenses - Op Exp   | 1,000            |   | 667                       | -                         |
| Kimberley Regional Group - Website upgrade  | 4,000            |   | 2,667                     | -                         |
| Kimberley Regional Group - Executive Consultancy  | 116,200          |   | 77,467                    | 61,106                    |
| Kimberley Regional Group - Executive Consultancy - reimbursable costs                         | 6,000            |   | 4,000                     | -                         |
| Kimberley Regional Group - North West Defence Alliance  | 40,000           |   | 26,667                    | 2,622                     |
|   | 185,700          | = | 123,800                   | 70,363                    |
| Income  |                  |   |                           |                           |
| Kimberley Regional Group - Reimbursement Zone & RCG Meetings Expenses - Op Inc                | - 3,000          | - | 2,000                     |                           |
| Kimberley Regional Group - Members Contribution Secretariat Costs - Op Inc                    | - 180,000        | - | 120,000                   |                           |
| Kimberley Regional Group - Interest on Reserve - Op Inc.                                      | - 2,700          | _ | 1,800                     |                           |
| 1.000-000-00-00-00-00-00-00-00-00-00-00-0   | - 185,700        | Ξ | 123,800                   | -                         |
| Net Operating Result  | -                | = | -                         | 70,363                    |
| Opening Cash Balance  | 298,435          |   | 298,435                   | 298,435                   |
| Closing Cash Balance  | 298,435          | - | 298,435                   | 228,072                   |



# 7. Adoption of KRG Annual Budget 2022/23

#### **Item for Decision**

Submitted by: Vernon Lawrence, KRG Secretariat and Felicity Heading

Attachment 8: Kimberley Regional Group Annual Budget 2022/23

#### Summary

This report presents the proposed 2022/23 Kimberley Zone of WALGA and Kimberley Regional Group Annual Budget for approval.

# **Background**

Previous Considerations

At the 21 June 2022 KRG meeting the following motion was passed.

KIMBERLEY REGIONAL GROUP REPORT RECOMMENDATION

Minute No. KRG/0622/007 Moved: Cr David Menzel Seconded: Cr Chris Mitchell

That the Kimberley Regional Group:

- 1. Approves the deferment of the 2022/23 Kimberley Regional Group Annual Budget due to the imminent appointment of a new consultant.
- 2. Notes the budget will be circulated out of session for approval. CARRIED

The Secretariat has belatedly prepared a Draft Kimberley Regional Group (KRG) 2022/23 Annual Budget which outlines proposed income and expenditure and indicates a balanced budget for the year ending June 30, 2023.

In considering the Draft KRG 2022/23 Annual Budget members should note the estimated budgeted \$289,435 overall surplus from the 2022/23 financial year. It is for members consideration to allocate the surplus funds to projects and / or reduce the required member contribution in 2023/24.

#### Comment

The Draft 2022/23 Annual Budget (Attachment 8) has been developed with regard to historical expenditure while also considering changes in KRG priorities, service delivery methods and increases in local government CPI.

The budget takes into account the appointment of a new consultant, NAJA, that will undertake the administrative functions of the Kimberley Regional Group and the Zone. The contract has been awarded for two years and the costs for the 2022/23 are estimated to be \$116,147 excluding GST annually. As NAJA commenced part way through the financial year the full amount has been budgeted for as well as reimbursable expenses as ATEA Consulting continued to provide services into the new financial year for which they have been reimbursed.

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Meeting expenses and corresponding income have been estimated to be in line with previous years adjusted for CPI where appropriate. These costs include the hire of meeting space where necessary, catering and other incidental costs. A separate line item has been included for the Canberra Delegation trips.

A review of the priorities of the KRG was performed and most items are advocacy based and do not require funding beyond the resourcing of the Executive Officer position. Given the groups advocacy role no funding has been allocated to project delivery in the 2022/23 budget. This may change once the KRG has reviewed the past project initiatives and a budget adjustment can be made at the appropriate time.

A new item that has been included is a contribution to the North West Defence Alliance Incorporated (NDWA). This amount is \$40,000 and is substantially to fund the appointment of a consultant and fund the advocacy initiatives of the NDWA.

Operating expenditure for the 2022/23 Draft Annual Budget totals \$185,700. Member contributions have been set at to \$45,000 to cover operating costs, however members may consider further reducing this commitment given the expected \$298,435 end of year overall surplus for 2022/23.

## Consultation

Nil.

### **Statutory Environment**

Local Government Act 1995

#### **Financial Implications**

The budget is the primary financial plan for the 2022/23 financial year. The intention is that the budget will be balanced such that all expenditures are matched by revenues. The budget is presented as a balanced budget. A WALGA preferred auditor will be engaged to prepare the independent Annual Audit for the Kimberley Zone Secretariat and Kimberley Regional Group for the year ending 30 June 2023.

#### Strategic Implications

#### Governance Goal – A collaborative group demonstrating strong regional governance:

- Effective governance protocols and systems for business efficiency and improved services through collaboration
- Secure funding for regional initiatives
- Recognition of Kimberley Local Government issues and opportunities
- Alignment and integration of regional and local priorities for member Councils

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# Kimberley Regional Group: Minutes 13<sup>th</sup> April 2023



# **Voting Requirements**

Absolute Majority

| Resolution/s  |      | Action       | n(s) / Budget Implications |
|---|------|--------------|----------------------------|
| That the Kimberley Regional Group endorse the 2022/23 Kimberley Regional Group Annual Budget as attached. |      | Nil          |                            |
|   |      |              |                            |
| Moved:  | SDWK | Responsible: |                            |
| Seconded: SoB   |      | Due date:    |                            |
| Carried: 4  | / 0  |              |                            |

# Attachment 8 Kimberley Regional Group Budget 2022/23

| Kimberley Regional Group - Proposed Annual Budget 2022/23                      | 2022/23   |
|--|---|
| OPERATING EXPENDITURE  | 185,700   |
| Kimberley Regional Group - Zone & RCG Meeting Expenses - Op Exp                | 12,000 Canberra \$6K; Face to Face \$6k                                 |
| Kimberley Regional Group - Annual Financial Audit - Op Exp                     | 5,000 Estimate based on prior year data                                 |
| Kimberley Regional Group - IT Support - Op Exp                                 | 1,500 Estimate based on prior year data                                 |
| Kimberley Regional Group - Sundry Expenses - Op Exp                            | 1,000 Nominal amount - printing etc                                     |
| Kimberley Regional Group - Website upgrade                                     | 4,000 Estimated cost  |
| Kimberley Regional Group - Executive Consultancy                               | 116,200 864 hours @ \$134.43 per hour blended rate - based on full year |
| Kimberley Regional Group - Executive Consultancy - reimbursable costs          | 6,000 Estimated amount  |
| Kimberley Regional Group - North West Defence Alliance                         | 40,000 Per minutes - "up to \$50,000"                                   |
| OPERATING INCOME   | (185,700)   |
| Kimberley Regional Group - Reimbursement Zone & RCG Meetings Expenses - Op Inc | (3,000)   |
| Kimberley Regional Group - Members Contribution Secretariat Costs - Op Inc     | (180,000) \$45,000 x 4 councils   |
| Kimberley Regional Group - Interest on Reserve - Op Inc.                       | (2,700)   |
| Net Operating Result   | 0   |
| Opening Cash Balance   | 298,435   |
| Closing Cash Balance   | 298,435   |

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# 8. Formal Presentations

Submitted by: Executive Officer

# **Purpose**

To receive presentations from key stakeholders.

# **Background:**

In accordance with the priorities of the KRG, stakeholders have been secured to present and discuss relevant topics with the members.

# **Details:**

| Time | Name            | Position                                | Topics for discussion |
|------|-----------------|---|-----------------------|
| TBA  | Basil Zempilas  | Lord Mayor, City of Perth               | Lord Mayor's Disaster |
|      |                 |   | Relief Fund           |
| 2:45 | Rob Cossart     | State Recovery Coordinator              | Recovery              |
| 3:15 | Christine Comer | Assistant Director WA and SA. National  | Recovery              |
|      |                 | Emergency Management Agency             |                       |
| 3.40 | Stuart Cowie    | Executive Director Emergency Relief and | Recovery              |
|      |                 | Support, Department of Communities      |                       |
|      |                 |   |                       |
|      |                 | Executive Director Service Delivery,    |                       |
|      | Glen Mace       | Department of Communities               |                       |

| Link to Key Pillar/s and Strategies:         |                                | gies: | Budget Implications |
|--|--------------------------------|-------|---------------------|
| People<br>Place<br>Prosperity<br>Performance | Advocate<br>Partner<br>Promote | Fund  | Nil                 |
| Resolution/s(s)                              |                                |       | Action(s)           |
| For information only                         |                                |       |                     |

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# 9. Around the Grounds

Matter for Discussion – Outcome of the Canberra meetings

Submitted by: Secretariat

# Purpose:

This session provides an opportunity for members to discuss the meetings held in Canberra and the next steps that they would like to pursue.

# In Summary:

- KRG members and delegates attended a series of meetings over three days in Canberra with Federal politicians and senior bureaucrats. This included meetings with five Ministers and the leader of the Opposition.
- The Investment Prospectus and Policy Positions were tabled at the meetings and were well received.
- Alfred Nagaiya, the Senior Economic Development Officer at the Shire of Wyndham East Kimberley, was instrumental in working with the Executive Officer to develop the itinerary. Letters have been drafted thanking people for meeting with the KRG and reinforcing key advocacy points.
- Through discussions it came to our attention that funding for the Tanami Road has been deferred.
   A letter has been drafted from the KRG requesting that this funding is reinstated given the impact of the recent Kimberley floods on the road network and supply chain resilience.
- The following is a list of the meetings held and key issues raised;

| Canberra Visit Meetings   |  |  |  |  |  |  |
|---|--|--|--|--|--|--|
| Meeting with  | Issues discussed   |  |  |  |  |  |
| Monday, 27 <sup>th</sup> March 2023   |  |  |  |  |  |  |
| NEMA – Coordinator-General;<br>Deputy Coordinator-General;<br>Assistant Coordinator-General | Disaster recovery funding: Issues with DRFAWA, particularly with timely disbursement of payments for work completed. Coordinator-General to discuss our concerns with DFES   |  |  |  |  |  |
| Opposition members, including<br>Peter Dutton   | General discussion with experiences of Shires that have had the CDC abolished by the Albanese Government   |  |  |  |  |  |
| Chief of Staff of Dr Anne Aly,<br>Minister for Early Childhood<br>Education                 | Discussed the dire need to address housing (particularly affordable housing) for childcare workers. SWEK provided a letter from their main childcare provider that outlined that the centre is likely to run out of funds within 4-6 months and will then shut down. |  |  |  |  |  |

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| Two Senior Advisors to the<br>Prime Minister  | Raised a number of issues across many portfolios including childcare, local government sustainability, Tanami Rd funding deferral. |  |  |  |  |  |
|---|--|--|--|--|--|--|
| Tuesday, 28 <sup>th</sup> March   |  |  |  |  |  |  |
| Meeting with  | Issues discussed   |  |  |  |  |  |
| Senator Dean Smith  | Many issues raised, including sustainability of local governments, disaster recovery, Tanami Rd funding deferral.                  |  |  |  |  |  |
| Kristy McBain, Minister for<br>Regional Development, Local<br>Government and the<br>Territories | Discussions on local government sustainability, Tanami Rd funding deferral, DRFAWA payments issues, etc                            |  |  |  |  |  |
| Senator Bridget Mackenzie   | Issues discussed included Tanami Rd funding deferral, CDC, regional infrastructure, disaster recovery.                             |  |  |  |  |  |
| Senator Linda Reynolds  | General discussions on CDC, local government sustainability.   |  |  |  |  |  |
| Amanda Rishworth, Minister for Social Services  | CDC removal and issues being experienced (youth crime, antisocial behaviour, etc).   |  |  |  |  |  |
| Julien Leesa, Shadow Minister<br>Indigenous Affairs   | Indigenous issues including CDC withdrawal impacts.  |  |  |  |  |  |
| Nola Merino, Member for<br>Forrest  | General discussions on local government sustainability, CDC impacts.   |  |  |  |  |  |
| Senator Matt O'Sullivan   | General discussions on local government sustainability, CDC impacts, local government sustainability                               |  |  |  |  |  |
|   | Wednesday, 29 <sup>th</sup> March  |  |  |  |  |  |
| Linda Burney, Minister for<br>Indigenous Australians  | Discussions on The Voice, issues after withdrawal of CDC   |  |  |  |  |  |
| Madeleine King, Minister for<br>Resources; Minister for<br>Northern Australia                   | Disaster Recovery briefing, sustainability of local governments, issues with payments under DRFAWA, etc                            |  |  |  |  |  |

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Senator Murray Watt, Minister for Agriculture, Fisheries and Forestry; Minister for Emergency Management

Brendan Moon, Coordinator-General, NEMA Issues around payments under DRFAWA. Mr Moon advised he has discussed with DFES our concerns. Will be discussing further with DFES. Delegation briefed Minister on recovery efforts in the Kimberley.

| Link to Key Pillar/s and Strategies: |                                |  | Budget Implications |
|--------------------------------------|--------------------------------|--|---------------------|
| People Place Prosperity Performance  | Advocate<br>Partner<br>Promote |  | Nil                 |
| Resolution/s(s)                      |                                |  | Action(s)           |
| For Information only                 |                                |  | Nil                 |



# 10. KRG MOU and Governance Arrangements

#### **Item for Decision**

Submitted by: KRG Executive Team

Attachment 9: KRG Draft MOU

Attachment 10: KRG Governance Agreement (separately attached)
Attachment 11: KRG Governance Manual (separately attached)

#### **Purpose**

That the governance arrangements for the Kimberley Regional Group are clear and fit for purpose.

#### In summary

The Kimberley Regional Group Governance Agreement was developed when the KRG was established. This forty-page document with five attachments was reviewed in 2021. It is the secretariat's understanding that the review recommendations have not been ratified. This Agreement is attached.

Complementing this Agreement is a Kimberley Regional Group Governance Manual. It is the secretariat's understanding that this governance manual has not been ratified and is a draft.

These documents outline important governance arrangements for the KRG such as the appointment of delegates, voting rights, meeting procedures and the role of the host shire.

- A review of these documents found that whilst acknowledging that the KRG is not a separate legal entity they are written as if the Kimberley Regional Group were a local government constituted under the Local Government Act.
- It is our understanding that these documents were developed when the KRG was looking at a
  project delivery type model where the KRG would drive key regional projects. The focus of the
  KRG has been more around collaboration, advocacy and engagement rather than project
  management.
- As an interim measure, it is recommended that the KRG sign a MOU that outlines the spirit of co-operation and collaboration on Kimberley wide issues, which references the Governance Agreement so that governance protocols are clear.
- Also, it is recommended that prior to creating a suite of new governance documents that the KRG discuss how it would like to be constituted, and task the secretariat to develop an options paper to look at the pros and cons of potential governance arrangements prior to investing time in updating or developing new governance documents.

# **Background:**

As above.



#### **Details:**

A simple MOU has been prepared which out outlines the vision, mission, objectives and shared values and principles of the Kimberley Regional Group and aims to capture the spirit of collaboration and cooperation between KRG members. This MOU references the current Governance Agreement which outlines important governance arrangements for the KRG such as the appointment of delegates, voting rights, meeting procedure and the role of the host shire.

Clear governance arrangements are critical to the successful operation of the KRG, and for members and key stakeholders to understand the KRG's purpose and function. Potential governance models for the KRG could include:

- 1. A voluntary regional organization of councils;
- 2. A regional local government constituted under the Local Government Act WA, with the roles, responsibilities and reporting requirements of a local government
- 3. An incorporated Association, with a constitution outlining the roles and functions of the KRG and reporting requirements.

The secretariat is seeking direction from the KRG on how it would like to be constituted prior to spending time on updating the current government agreement and governance manual.

To inform this discussion, the secretariat is seeking direction on whether an options paper to look at the pros and cons of potential governance arrangements would be useful to inform a decision by the KRG.

#### Risk:

Governance - without clear governance arrangements the functioning of the group has the potential to lack clarity and consistency.

Reputational – lack of clarity by members and stakeholders on the governance of the KRG.

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| Link to Key Pillar/s and Strategies:   |              |                                | gies:   | Budget Implications         |             |
|--|--------------|--------------------------------|---|-----------------------------|-------------|
| People<br>Place<br>Prosperity<br>Performan   |              | Advocate<br>Partner<br>Promote | Fund  | Nil                         |             |
| Resolution/s(s)  |              |                                |   | Action(s)                   |             |
| That the KRG  1. Ratifty the draft MOU and recommend this to member Councils for signing; and  2. Task the secretariat to develop a simple options paper on potential governance arrangements for the KRG. |              |                                | o member<br>nd<br>o develop a<br>on potential | MOU to be sent for signing. |             |
| Moved:   | SDWK         |                                |   | Responsible:                |             |
| Seconded:  | SoB          |                                |   | Due date:                   | As required |
| Carried:   | Carried: 4/0 |                                |   |                             |             |

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## Attachment 9 KRG Draft MOU



# Kimberley Regional Group Memorandum of Understanding – Draft 1

#### Background

In September 2010, the four Kimberley Shires, the Shire of Broome, Shire of Derby West Kimberley, Shire of Halls Creek and the Shire of Wyndham East Kimberley, came together as the Kimberley Regional Collaborative Group for the purpose of undertaking shared regional initiatives in the Kimberley region. Known today as the Kimberley Regional Group, the fours Shires continue to show collective leadership and to work together to deliver positive outcomes and impact across the Kimberley region of WA.

#### Purpose of this MOU

This MOU outlines the vision, mission, objectives and shared values and principles of the Kimberley Regional Group. This MOU is to be read in conjunction with the Kimberley Regional Group Governance Agreement which outlines the governance and operational arrangements for the functioning of the Kimberley Regional Group to deliver on its vision, mission and objectives.

#### **Our Vision**

To maintain and enhance the rich diversity and liveability of the Kimberley Region for its people and the world.

#### Our Mission

To work collaboratively for the benefit of the people and the land of the Kimberley Region.

#### Our Objectives

- To provide regional leadership.
- To advocate on regional issues as they are identified and supported by member Shires.
- To encourage and foster cooperation and resource sharing on a regional basis.
- To strive to achieve the Strategic Goals and Outcomes of the KRG in accordance with the KRG's Regional Strategic Community Plan, in a manner that enhances and assists the advancement of the Kimberley Region

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#### **Our Principles**

- Respecting the diversity of people, environment and culture
- Working proactively
- · Communicating effectively
- Valuing success
- · Fostering innovation
- Adaptability
- Working efficiently
- · Outcome and impact focussed.
- · Consideration of the interests of all Shires

#### Our values

- Collaboration
- Respect
- Integrity
- Openness
- Trust

#### Term of the MOU

The term of this MOU mirrors the term of the Kimberley Regional Group Governance Agreement which is four years from the date of the signing of the Agreement.



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| Broome puple place property  | Shire of Berby /<br>West Numberley |
|------------------------------|------------------------------------|
| Signature of Shire President | Signature of Shire President       |
| Name of Shire President      | Name of Shire President            |
| Date                         | Date                               |
| TYPE ST                      | Francis 117 mm                     |
| Signature of Shire President | Signature of Shire President       |
| Name of Shire President      | Name of Shire President            |
| Date                         | Date                               |

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# 11. Kimberley Regional Group Workshop Report and Action List

**Item for Noting** 

Submitted by: KRG Executive Team

Attachment 12: Report from the KRG November Workshop (separately attached)

Attachment 13: Workshop Priority Action List (separately attached)

# **Purpose**

To agree on the priority actions for the KRG over the next twelve months.

## In summary

- In November 2023 the Kimberley Regional Group held a workshop to discuss key priorities.
   The Workshop Report is presented to the KRG for noting.
- At the February 2023 meeting the KRG noted a draft action plan which was developed from the workshop.
- Over the last six months the executive team has focused on administrative and internal arrangements along with future planning.
- The executive team will use the action plan to guide its focus over the next 6 to 12 months, and with feedback from the KRG.
- Reviewing the action list, it would be useful for the KRG to discuss the actions they would
  like progressed over the next six months in the priority areas of housing; community safety
  and crime prevention; government services; juvenile justice; management of alcohol and
  other drugs; and prosperous diverse economy.
- It must be noted that the priority actions do not preclude other activities from occurring, in particular seizing opportunities as they arise.

# **Background:**

As above

#### **Details:**

As above

## Risk:

 Operational - Without agreement on the priority work to be progressed by KRG members and the Executive Team opportunities may be missed.

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Item 11.1 - Attachment 1



| Link to Key Pillar/s and Strategies:  |                 |  | gies:                                  | Budget Implications |                                |
|---|-----------------|--|--|---------------------|--------------------------------|
| People Place Prosperity Performance  Advocate Facilitate Partner Fund Promote Monitor   |                 |  | Fund                                   | Nil                 |                                |
| Resolution/s  | Resolution/s(s) |  |  | Action(s)           |                                |
| That the KRG;<br>Notes the Workshop Report November<br>2023 and the Priority Action List: and<br>Confirms the priority focus areas and key<br>actions that are to be progressed by the<br>KRG over the next six months. |                 |  | ist: and<br>eas and key<br>ssed by the | Executive team      | to circulate the draft actions |
| Moved:  | SWEK            |  |  | Responsible:        | Executive Team                 |
| Seconded:   | SDWK            |  |  | Due date:           | As required                    |
| Carried:  | 4/0             |  |  |                     |                                |

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# 12. Executive Officer Report

# **Item for Noting**

**Submitted by: Executive Officer** 

Attachment 14: EO Report February, March 2023

# Purpose:

To update the KRG on the Executive Officer services provided for the period February 2023 – March 2023 inclusive.

# **Background:**

The attached report provides information about the services provided, activities undertaken and time allocation over the past two months.

#### **Details:**

As in included attachment.

#### Risk:

Nil

| Link to Key Pillar/s and Strategies:                        |                                | ategies:    | Budget Implications  |
|---|--------------------------------|-------------|--|
| People<br>Place<br>Prosperity<br>Performanc                 | Advocate<br>Partner<br>Promote | Fund        | As per 2022/23 approved KRG budget. Agreed additional budget items: Prospectus Development and DTP Budget \$6,600 (Incl GST) Actual \$6,385.50 (Incl GST) Plus, Printing \$1,038.40 (Incl GST) Position Papers Development and DTP Budget \$5,500 (Incl GST) and Incl Printing Actual \$4,705.57 ((Incl GST) |
| Resolution/s(s)   |                                |             | Action(s)  |
| That the Executive Officers Report be received and endorsed |                                | s Report be | As per Outstanding Actions   |

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| Moved:    | SoB  | Responsible: | Executive Officer |
|-----------|------|--------------|-------------------|
| Seconded: | SDWK | Due date:    | As required       |
| Carried:  | 4/)  |              |                   |

Attachment 14: EO Report – February to March 2023

# Project Work / Activity

Refer to business arising and KRG action lists for all activities the Executive is working on.

| Project / Activity                  | Status   | ltem                |
|-------------------------------------|--|---------------------|
| Administrative Matters and Meetings | Continuing   | -                   |
| Website                             | Contract issued and development commenced.   | General<br>Business |
| Investment Prospectus               | Revised and added new projects to the Investment Prospectus and desktop published and printed copies for distribution to members and stakeholders.   | 12                  |
| Position Papers                     | Finalised and published  | 12                  |
| Canberra Visit                      | Travelled to Canberra with group members to attend advocacy meetings   | 9                   |
| KRG MOU and Governance              | Developed draft MOU, awaiting instruction on governance document   | 10                  |
| Banned Drinkers Register            | Now a watching brief.  | -                   |
| Strategic Planning                  | Revised and completed workshop report.  5 Priority areas (plus Land Policy) were agreed. Executive is now seeking guidance and direction from group as to priority actions for the secretariat to focus its attention. | 11                  |

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# Stakeholder Engagement

| Date       | Stakeholders   | Purpose   |  |
|------------|--|---|--|
| 1/2/2023   | Minister of Emergency Services Office  | Spoke to office to organise meeting and presentation to Group.  |  |
| 3/2/2023   | Phillip Cassell, CEO Shire of Halls Creek  | General KRG discussions.  |  |
| 6/2/2023   | Vernon Lawrence, KRG Secretary   | General KRG matters   |  |
| 8/2/2023   | Rob Cossart, State Emergency Services<br>Coordinator.                                  | Update of Fitzroy Flood response and invitation to meet with group  |  |
| 10/2/2023  | Vernon Lawrence, KRG Secretary   | General KRG matters   |  |
| 14/2/2023  | Nick Kearns, KRG Deputy Secretary  | KRG Secretariat Arrangements.   |  |
| 16/2/2023  | Geoff Haerewa, KRG Deputy Chair  | KRG Secretariat Arrangements.   |  |
| 17/2/2023  | KRG Members  | KRG and Kimberley Zone Zoom Meeting   |  |
| 18/2/2023  | Alfred Nagaiya, Program Manager, SWEK  | KRG Prospectus and Canberra Itinerary.  |  |
| 27/02/2023 | Emma Newman, Mayor of City of Perth<br>Chief of Staff                                  | General Executive Officer intro, Lord Mayor Flood<br>Response fund and potential COP venue for next<br>meeting.                                     |  |
| 28/2/2023  | Jessica Houston, Senior Policy Officer,<br>Minister of Regional Development Office     | General discussion regarding KRG and invitation for Minister to present to group.   |  |
| 9/3/2022   | Residential Lands and Housing Delivery<br>Ministerial Oversight Committee<br>(RLHDMOC) | Attended on behalf of RCAWA but used the opportunity to update Ministers and DG's on Fitzroy Flood response and associated Land and Housing issues. |  |
| 17/3/2023  | Chris Mitchell and Sam Mastrolembo   | Issues surrounding Auditor General Office   |  |
| 19/03/2023 | Chair KRG  | Informal catch up in Kununurra and update on KRG  |  |
| 10/2/2023  | Vernon Lawrence, KRG Secretary   | General KRG matters – April agenda setting  |  |

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| Date                     | Stakeholders                           | Purpose  |
|--------------------------|--|--|
| 20/2/2023                | Nick Kearns, KRG Deputy Secretary      | KRG Secretariat Arrangements.  |
| 26/3/2023 –<br>30/3/2023 | Federal Parliament KRG Visit           | Accompanied members to Parliament House for advocacy meetings with Ministers, Politicians and Public Servants. See Around the grounds Agenda item for further details. |
| 31/03/2023               | Malcolm Edwards, and Jackie Parker SHC | Hosted Malcolm and Jackie at Perth office  |

# Time Allocation September 2022 – August 2023

Total Yearly Contract: 864 Hours: Monthly from 8<sup>th</sup> of the month to 7<sup>th</sup> of the next month

|  | Paul Mi  |         | Mic      | helle     | ielle Jane Lewis |           |          | Joshua     |  |
|--|----------|---------|----------|-----------|------------------|-----------|----------|------------|--|
|  | R        | osair   | Mac      | kenzie    |                  |           | Turr     | ner        |  |
|  | Contract | Actual  | Contract | Actual    | Contract         | Actual    | Contract | Actua<br>I |  |
| Sept 22  | 32       | 34      | 20       | 18        | 23               | 29        | 4        | 2          |  |
| Oct 22   | 32       | 22      | 20       | 8         | 23               | 24        | 4        | 1          |  |
| Nov 22   | 32       | 40      | 20       | 36        | 23               | 28        | 4        | 0          |  |
| Dec 22   | 10       | 12.5    | 10       | 26.25     | 10               | 1.5       | 2        | 0          |  |
| Jan 23   | 10       | 19      | 10       | 11        | 10               | 36        | 2        | 0          |  |
| Feb 23   | 32       | 15.5    | 20       | 9         | 23               | 25.5      | 4        | 0          |  |
| Mar 23   | 32       | 34      | 20       | 9.25      | 23               | 14.5      | 4        | 0          |  |
| Apr 23   | 32       |         | 20       |           | 23               |           | 4        |            |  |
| May 23   | 32       |         | 20       |           | 23               |           | 4        |            |  |
| June 23  | 32       |         | 20       |           | 23               |           | 4        |            |  |
| July 23  | 32       |         | 20       |           | 23               |           | 4        |            |  |
| Aug 23   | 32       |         | 20       |           | 23               |           | 4        |            |  |
| TOTALS   | 180/350  | 177/180 | 120/220  | 117.5/120 | 135/250          | 158.5/135 | 24/44    | 3/24       |  |
| OVERALL CONTRACT: 459 / 864 ACTUALS: 456 / 459 |          |         |          |           |                  |           |          |            |  |

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# 13. General Business

| ltem  | Responsible              | Actions Arising  |
|---|--------------------------|--|
| Website   | Executive Officer        | Executive Team to send link for members to provide feedback          |
| Auditor General Issues – KRG<br>Position and recommended<br>response. | Executive Officer        | Executive Team to address<br>with Secretariat and Shire of<br>Broome |
| Meeting Dates –August<br>clashes with Broome events                   | Executive Team           | Executive Team to change<br>August meeting and possibly<br>venue     |
| Tanami Road   | Executive Team and Chair | Letter to be written to Minister regarding road funding commitment   |

| Date  | Time                  | KRG  |
|---|-----------------------|--|
| 15/6/2023                                       | 9-12 noon             | KRG and Zone<br>Meeting – <b>ZOOM</b>                |
| 16/8/2023<br>To be changed                      | 1-5 pm<br>then dinner | KRG and Zone<br>Meeting – <b>Halls Creek</b>         |
| To coincide with<br>the WALGA<br>AGM – 4/10/23? | TBD                   | KRG and Zone Meeting – <b>Metropolitan Venue TBD</b> |
| 24/11/2023                                      | 9-12 noon             | KRG and Zone<br>Meeting – <b>Zoom</b>                |

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Kimberley Regional Group: Minutes 13<sup>th</sup> April 2023



13. Meeting Closure: 4.00pm

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#### 11.2 DERBY PORT MASTERPLAN - BUDGET CONSIDERATION

File Number: 9010.20.1

Author: Neil Hartley, Director - Strategic Business

Responsible Officer: Amanda Dexter, Chief Executive Officer

Authority/Discretion: Executive

#### **SUMMARY**

The Derby Port Masterplan was endorsed by Council at its 27 April 2023 Meeting. The Masterplan concluded that Council should retaining the port, and offered up 53 recommendations to assist to facilitate that potential outcome.

This report provides an early indication of budget requirements for Council's consideration as part of its 2023/24 budget.

#### **DISCLOSURE OF ANY INTEREST**

Nil applicable by Author or Responsible Officer.

#### **BACKGROUND**

The Derby Port is managed by the Shire under a Head Lease. The Head lease has been in operation since 30 June 1998 and is due to conclude on 29 June 2040. The lessor has historically been the WA Department of Transport, but the responsibility for that oversight was passed on to the Kimberley Ports Authority on 1 July 2021. The development of a Masterplan for the Derby Port to compliment the new oversight arrangements was therefore timely, and will assist in guiding the port's strategic direction and operations, to 2040, and potentially beyond that time.

The Derby Port Masterplan concluded that Council should retaining the port, and offered up 53 recommendations to assist to facilitate that potential outcome, with an emphasis on the decision making process being based on a thorough understanding of the risks and benefits that are relevant at the time those decisions are made. It was endorsed by Council at its 27 April 2023 Meeting with the following recommendation included:

1. Requires that the Chief Executive Officer (CEO) prepare for Council's 2023/24 budget consideration, a timetable for the Masterplan recommendations, incorporating the required funding and resources allocations to meet those timelines (with the view to progressing as many of them as is reasonably possible to do so within the 2023/24 financial year).

Attached is a schedule of estimated costs required for consideration in the 2023/24 budget.

## 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.

#### **POLICY IMPLICATIONS**

There is an existing policy that addresses commercial leases (ES2 - Establishment of Commercial Leases) but this item does not draw out any implications relevant to it.

#### FINANCIAL IMPLICATIONS

The Port is a considerable piece of infrastructure, and its operations are complex and risky. The Shire has opted in the past due to its limited financial resources, to operate the port at the "lowest practical cost", not to the "highest practical standard". It has been successful in keeping costs low, and fortunate that its higher exposure to risks has been well managed and therefore not converted to added costs.

A summary of the annual ratepayer cost for the last several years is outlined below and highlights that the deliberate "lowest practical cost" strategy has been successful in progressively eliminating the requirement for any ratepayer subsidy of the Port's costs, with the Port now operating on average, in a "break-even" position:

| Financial<br>Year | Income      | Expenditure<br>(including<br>depreciation) | Capital Expenditure | Profit/Loss | Depreciation |
|-------------------|-------------|--|---------------------|-------------|--------------|
| 2021/22           | \$1,503,378 | \$1,529,690                                | \$391,085           | -\$417,397  | \$705,515    |
| 2020/21           | \$1,499,002 | \$999,497                                  | \$183,703           | \$315,802   | \$244,415    |
| 2019/20           | \$1,416,424 | \$1,312,108                                | \$78,030            | \$26,285    | \$245,828    |
| 2018/19           | \$1,423,444 | \$1,353,516                                | \$463,324           | -\$393,396  | \$244,803    |

The revenue from Cyclone Ellie usage will likely further reinforce the likelihood of a surplus in 2022/23. Of more doubt is whether Kimberley Mineral Sands (KMS) might utilise the service for exporting its products. If it did, then ongoing surpluses are almost certain to occur, providing ample financial capacity to improve port operations and to also undertake the backlog asset management that requires attending to. Unfortunately whilst the likelihood of KMS utilising Derby Port for its current mine activities is "low", it might utilise the Derby Port if it opens up other sand mines closer to Derby.

The April report highlighted that the Masterplan required 2023/24 budget allocations in order to progress as many of them as is reasonably possible to do so within the 2023/24 financial year. Many of the recommendations will only require existing officer time to be allocated to progress them, a couple however will require significant financial resources to be found, namely:

- Primary Recommendation #1 (vis. "to understand the Shire's expected longer term financial commitments, undertake a Financial, Commercial, and Economic Viability Analysis of the Derby Port.....") requires an external consultancy to be appointed. These studies can be quite expensive to undertake (depending on the specifications sought) and would be expected to cost \$100,000 for a reasonably detailed report (less if specifications were more limited or costs were shared amongst other parties like Kimberley Development Commission or Kimberley Ports Authority); and
- Primary Recommendation #2 (vis. to ensure continued professional and safe port operations, contract a port management service/dedicated Shire personnel, to work with Council and existing on-site port management expertise employed by the Shire) will require either a permanent contractor, or a permanent staff resource to be appointed. The cost of this service will depend on the level of service sought, and the availability of providers. Options like a full-time experienced officer would require for example, a salary, a house, and motor vehicle; and a contract with a suitable port/commercial organisation that can provide such services would alternatively likely require regular travel from Perth or Broome, and hotel accommodation. Both options could conceivably cost over \$250,000pa for the first couple of full years (albeit for 2023/24 it would be much less as employment/contracts would not be in place until at least a few months after the budget is

adopted). As the port's operations become more standardised and controlled, it would be hoped that costs would at worst stabilise, and at best reduce.

#### **STRATEGIC IMPLICATIONS**

| GOAL                         | OUR PRIORITIES                                    | WE WILL  |
|------------------------------|---|--|
| 1. Leadership and Governance | 1.1 Collaboration and partnership                 | 1.1.1 Engage with our communities                                  |
| 1. Leadership and Governance | 1.2 Capable, inclusive and effective organisation | 1.2.1 Provide strong civic leadership                              |
| 3. Economy                   | 3.1 Industry and business development and growth  | 3.1.1 Encourage and support appropriate and sustainable investment |
| 3. Economy                   | 3.2 Strong economy                                | 3.2.1 Recognise and promote the economic potential of the district |

#### **RISK MANAGEMENT CONSIDERATIONS**

| RISK   | LIKELIHOOD | CONSEQUENCE | RISK<br>ANALYSIS | MITIGATION  |
|--|------------|-------------|------------------|---|
| Financial:  Without 2023/24 financial commitments, it will not be possible to implement the recommendations of the Derby Port Masterplan in a timely manner. | Possible   | Severe      | High             | Council endorsement through the budget process to implement as many of the Masterplan recommendations as is reasonably possible to do so. |
| Legal & Compliance: The operation of a port has complex legal needs and the potential for considerable legal repercussions if not operated professionally.   | Likely     | Major       | High             | Implement Masterplan recommendations to ensure legal risks are minimised.   |

# **CONSULTATION**

Whilst there was a stakeholder engagement process in place for the Masterplan, there is no requirement for added consultation in regard to this report's considerations.

#### **COMMENT**

The Masterplan provides a defined pathway along which Council can progress its future thinking and planning for the Derby Port Precinct, and the first two primary recommendations (vis. to undertake a Financial, Commercial, and Economic Viability Analysis of the Derby Port; and to

contract in a professional port management service, or appoint dedicated Shire employed port personnel) are the most important to fund in 2023/24. Many of the other recommendations can be progressed with little or no additional funding than is normally included in the budget.

# **VOTING REQUIREMENT**

Simple majority

#### **ATTACHMENTS**

1. Masterplan Implementation Cost Estimates U

#### **RECOMMENDATION**

That Council notes the attached Derby Port Masterplan Implementation Cost Estimate summary for Council's future 2023/24 budget considerations, and confirms that funding for the two primary recommendations will be given a suitable budget priority.

The following recommendations are made as a consequence of this report:

| Time-line  December | Details  |  |
|---------------------|--|--|
|                     |  | Additional Funds Estimate  |
| 2023                | 1. Work with Kimberley Development Commission and Kimberley Ports Authority to understand the Shire's expected longer term financial commitments, undertake a <i>Financial, Commercial, and Economic Viability Analysis</i> of the Derby Port. Analysis to include a detailed study of the long term economic potential and consequential financials for the Port Precinct (including for example, the competition risks of Warburton/Ace proposal; and the viability/potential of barge roll-on roll-off capabilities). Noting that this study can be funded from the Kimberley Mineral Sands "FID payment" if necessary; and | \$100,000 (less if specification is more limited or costs shared amongst the parties). |
| March 2024          | To ensure continued professional and safe port operations, contract a port management service/dedicated Shire personnel, to work with Council and existing on-site port management expertise employed by the Shire.  | \$250,000 in first<br>two years, then<br>\$150,000pa.                                  |
|                     | SECONDARY RECOMMENDATIONS  |  |
| Time-line           | Head Lease   |  |
| Now and<br>Ongoing  | To maintain an awareness of State policy as it relates to Derby Port/Jetty, maintain a close liaison with the Department of Transport and the Kimberley Ports Authority;   | \$2 - 5,000pa<br>(largely part of<br>Port Manager<br>role).                            |
| Now                 | 2. To best enable local economic development, seek to have a SDWK Shire Councillor representative on the Kimberley Ports Authority Board, or alternatively, to have a capacity for direct input into KPA Board discussions on Derby Port matters, on an "as warranted" basis;  | \$0 – Lobbying (part of Shire's normal budget).  |
| 2030                | 3. To strategically manage competition and changes in the user environment, undertake a strategic assessment earlier than 2030 if the Warburton/ACE land backed port is promoted for construction;   | \$0 if done as part of #4 below.   |
| 2030                | 4. To ensure long term benefits for the Shire, in 2030, undertake a strategic assessment of the Derby Port for the period post 2040 (in consultation with Kimberley Ports Authority (KPA) and Kimberley Mineral Sands (KMS) [as per the Port User Agreement]), with the view to either a Head Lease extension, or a post 2040 transition plan to KPA over-sight (for example, continue as fully operational jetty, or continue on a lower cost scale/low impact jetty for tourism based use only);  Sub Leases   | \$100,000.   |

| S. To obtain long term "anchor tenant" port revenues, continue to work with Kimberley Mineral Sands and other stakeholders to ensure that KMS exports its mineral products from the Derby Port;  6. To ensure that the Derby Port and the Warburton/ACE development can best provide for the economic development of the District, and the remaining Derby Jetty and associated port infrastructure can operate in a financially viable manner, seek funds from KPA and/or Warburton/ACE to undertake an Economic Analysis and a Shire Business Case/Community Plan;  7. To maximise financial returns and to optimise overall port land utilisation, review lease payments and lease land area boundaries of sub-leases across the port precinct, as leases are renewed;  8. To continuously work towards achieving the goals of the Shire's long-term port strategy, manage all Derby Port leases consistently;  9. To protect the Shire from risks, ensure all new/extended sub-leases are based on the current KPA supplied and approved sub-lease document, and have been endorsed by the Shire's legal advisors as being appropriate;  10. To facilitate the potential of an additional revenue stream through the re-leasing of the old BP sub-lease site, secure a new lessee, or alternatively, utilise funds in the Shire's Creditor's Account associated with this site, to undertake remedial works (and then re-advertise the site for lease);  11. To best coordinate port lease areas and port uses:  a. avoid permitting new leases until the Masterplan is complete and port direction and operations are settled; and  b. review existing leases to reaffirm their validity and relevance, and where practical, cancel non-performing leases;  12. To meat Local Government Act requirements, consider the appropriate form of tenure for the long term use of commercial boat trailer spaces (lease or license) – endorsed by Council via resolution of 24 February 2022;  13. Enter into a formal Licence Agreement for the use of, and maintenance of, the Barge Access Facility;  14. To maximise the Sh |           |   |   |
|--|-----------|---|---|
| Now   Commercial bear port and the Warburton/ACE development can best provide for the economic development of the District, and the remaining Derby Jetty and associated port infrastructure can operate in a financially viable manner, seek funds from KPA and/or Warburton/ACE to undertake an Economic Analysis and a Shire Business Case/Community Plan;   To maximise financial returns and to optimise overall port land utilisation, review lease payments and lease land area boundaries of sub-leases across the port precinct, as leases are renewed;   To continuously work towards achieving the goals of the Shire's long-term port strategy, manage all Derby Port leases consistently;   To protect the Shire from risks, ensure all new/extended sub-leases document, and have been endorsed by the Shire's legal advisors as being appropriate;   10. To facilitate the potential of an additional revenue stream through the re-leasing of the old BP sublease site, secure a new lessee, or alternatively, utilise funds in the Shire's Creditor's Account associated with this site, to undertake remedial works (and then re-advertise the site for lease);   11. To best coordinate port lease areas and port uses: a. avoid permitting new leases until the Masterplan is complete and port direction and operations are settled; and b. review existing leases to reaffirm their validity and relevance, and where practical, cancel non-performing leases;   12. To meet Local Government Act requirements, consider the appropriate form of tenure for the long term use of commercial boat trailer spaces (lease or license) – endorsed by Council via resolution of 24 February 2022;   13. Enter into a formal Licence Agreement for the use of, and maintenance of, the Barge Access Facility;   14. To maximise the Shire's capacity to offer viable commercial lease periods for Port developments, the Shire actively engage with KPA to establish the current (to 2040) and the future (post 2040) position on, amongst other things, the Shire's considerations, and the arrangements fo   | Now       | continue to work with Kimberley Mineral Sands and other stakeholders to ensure that KMS exports its   | (part of Shire's  |
| Now and Ongoing   Port land utilisation, review lease payments and lease land area boundaries of sub-leases across the port precinct, as leases are renewed;   | Now       | 6. To ensure that the Derby Port and the Warburton/ACE development can best provide for the economic development of the District, and the remaining Derby Jetty and associated port infrastructure can operate in a financially viable manner, seek funds from KPA and/or Warburton/ACE to undertake an Economic Analysis | (part of Shire's  |
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| Now and Ongoing  Now an |           |   | · -   |
| Now and Ongoing  The Shire's long-term port strategy, manage all Derby Port leases consistently;  To protect the Shire from risks, ensure all new/extended sub-leases are based on the current KPA supplied and approved sub-lease document, and have been endorsed by the Shire's legal advisors as being appropriate;  10. To facilitate the potential of an additional revenue stream through the re-leasing of the old BP sub-lease site, secure a new lessee, or alternatively, utilise funds in the Shire's Creditor's Account associated with this site, to undertake remedial works (and then re-advertise the site for lease);  11. To best coordinate port lease areas and port uses:  a. avoid permitting new leases until the Masterplan is complete and port direction and operations are settled; and  b. review existing leases to reaffirm their validity and relevance, and where practical, cancel non-performing leases;  12. To meet Local Government Act requirements, consider the appropriate form of tenure for the long term use of commercial boat trailer spaces (lease or license) – endorsed by Council via resolution of 24 February 2022;  13. Enter into a formal Licence Agreement for the use of, and maintenance of, the Barge Access Facility;  14. To maximise the Shire's capacity to offer viable commercial lease periods for Port developments, the Shire's normal lease budget.  Now  Now  Financial Sustainability  Financial Sustainability  |           |   | lease budget.   |
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| Now  10. To facilitate the potential of an additional revenue stream through the re-leasing of the old BP sublease site, secure a new lessee, or alternatively, utilise funds in the Shire's Creditor's Account associated with this site, to undertake remedial works (and then re-advertise the site for lease);  11. To best coordinate port lease areas and port uses:  a. avoid permitting new leases until the Masterplan is complete and port direction and operations are settled; and  b. review existing leases to reaffirm their validity and relevance, and where practical, cancel non-performing leases;  12. To meet Local Government Act requirements, consider the appropriate form of tenure for the long term use of commercial boat trailer spaces (lease or license) – endorsed by Council via resolution of 24 February 2022;  13. Enter into a formal Licence Agreement for the use of, and maintenance of, the Barge Access Facility;  14. To maximise the Shire's capacity to offer viable commercial lease periods for Port developments, the Shire actively engage with KPA to establish the current (to 2040) and the future (post 2040) position on, amongst other things, the Shire's Port Head Lease, future Port land sub-lease considerations, and the arrangements for "significant" port developments;  Financial Sustainability  10. — part of Shire's normal lease budget.  \$0 — part of Shire's normal lease budget.  |           |   |   |
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| Now  commercial lease periods for Port developments, the Shire actively engage with KPA to establish the current (to 2040) and the future (post 2040) position on, amongst other things, the Shire's Port Head Lease, future Port land sub-lease considerations, and the arrangements for "significant" port developments;  Financial Sustainability   |           |   |   |
| current (to 2040) and the future (post 2040) position on, amongst other things, the Shire's Port Head Lease, future Port land sub-lease considerations, and the arrangements for "significant" port developments;  Financial Sustainability  \$0 - Lobbying (part of Shire's normal budget).   | Now       | commercial lease periods for Port developments, the   | lease budget.   |
| on, amongst other things, the Shire's Port Head Lease, future Port land sub-lease considerations, and the arrangements for "significant" port developments;  (part of Shire's normal budget).  |           |   | φο 1 - L L '  |
| Lease, future Port land sub-lease considerations, and the arrangements for "significant" port developments;  Financial Sustainability  |           | ·   |   |
| and the arrangements for "significant" port developments;  Financial Sustainability  |           |   | \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \                           |
| developments;  Financial Sustainability  |           | 1   |   |
|  |           |   |   |
|  |           | Financial Sustainability  |   |
|  | Review in | 15. To minimise port operating expenditure, work with   | \$0 – Part of   |

| September annually | the Shire's insurers and other stakeholders to minimise insurance premiums, maintain the potential           | Shire's normal budget.       |
|--------------------|--|------------------------------|
|                    | of a transition from "Replacement" to "Removal of  |                              |
|                    | Debris Only" insurance where that is achievable (note: endorsed by Council via resolution of 25              |                              |
|                    | November 2021 and incorporated as an option in the   |                              |
|                    | KMS lease). Any savings to form part of the overall  |                              |
|                    | Port budget and where it is responsible to do so,  |                              |
|                    | invest them back into the Port;  |                              |
|                    | 16. To maximise the financial viability of the Derby Port:   |                              |
|                    | a. promote to potential users as opportunities   |                              |
| Name and           | arise, the opportunity for port access; and  | to Dowlet                    |
| Now and Ongoing    | <ul> <li>b. ensure Derby Port fees and charges are<br/>comparable with the levels set for the</li> </ul>     | \$0 – Part of Shire's normal |
| Now and            | Broome Port by the Kimberley Ports   | budget.                      |
| Ongoing            | Authority;   | \$0 – Part of                |
| egeg               | 17. To obtain a fair commercial return, set commercial   | Shire's normal               |
|                    | lease fees and their maximum valuation point, and in   | budget.                      |
| Now and            | particular to consider that potential upon the leases'   |                              |
| Ongoing            | commercial review period becoming due, and also  | \$0 – Part of                |
|                    | upon any sub-lease renegotiation;  | Shire's normal               |
|                    | 18. To facilitate the ongoing financial capacity of the Shire to manage and service the port/jetty post 2040 | lease budget.                |
| 2030               | and/or post Warburton/ACE land backed port   | \$0 – Lobbying               |
| 2000               | construction, discuss with KPA a capacity for a port   | (part of Shire's             |
|                    | maintenance fee to be charged on the Shire's   | normal budget).              |
|                    | behalf, for import/export tonnage;   | ,                            |
|                    | 19. To best show the cost to ratepayers, initiate a Derby  |                              |
|                    | Jetty Rates Levy, to raise funds specifically for the  | <b>A</b> O <b>D</b> (        |
| June 2023          | funding of Derby Port's annual operational losses,   | \$0 – Part of Shire's normal |
|                    | and Derby Jetty asset management; 20. To reduce debt, use the Kimberley Mineral Sands                        | budget.                      |
|                    | revenue stream to pay down the "Port component"  | buugut.                      |
| Review in          | of the Shire's Loan #152 (Derby Port and Airport –   | \$0 (budget                  |
| June annually      | balance outstanding of approx. \$1.5m in total);   | consideration).              |
|                    | 21. To prepare financially for Kimberley Mineral Sands'  |                              |
| ъ                  | international exports that the port will be responsible  | <b>.</b>                     |
| Review in          | for, where justified, "ring-fence" funds received from   | \$0 (budget                  |
| June annually      | KMS to meet any new higher level operational expectations, like new licenses, or higher standard             | consideration).              |
|                    | assets/operations/security, etc.;  |                              |
|                    | ,  |                              |
|                    |  |                              |
|                    | Asset Management   |                              |
|                    | 22. To maximise port asset sustainability and best maintain the Derby Jetty and associate                    |                              |
|                    | infrastructure, and to comply with Head Lease  |                              |
|                    | requirements, Council to:  |                              |
| Now                | a. reinforce its Asset Management Policy (F2)  | Net \$0 cost.                |
|                    | by where practical, "ring-fencing" funds   |                              |
|                    | achieved from the Kimberley Mineral Sands  |                              |
|                    | lease revenues to meet those asset   |                              |
| March 2023         | management policy expectations; b. work with Kimberley Ports Authority to jointly                            | \$0 – Part of                |
| IVIAI CIT ZUZS     | prepare a detailed long term Jetty asset   | Shire's normal               |
|                    | propert a detailed long term botty desert  | _ 5 5 5 Horrida              |

|                | management program for the Shire's   | budget.                            |
|----------------|--|------------------------------------|
|                | consideration;   |                                    |
| March          | c. in consultation with the Kimberley Ports  | \$0 – Lobbying                     |
| annually       | Authority, seek out Government capital   | (part of Shire's                   |
|                | refurbishment grants provided for local government assets;   | normal budget).                    |
| March          | d. in consultation with the Kimberley Ports  | \$0 – Lobbying                     |
| annually       | Authority, seek out Government "special  | (part of Shire's                   |
| J              | grant" contributions in light of the Head  | normal budget).                    |
|                | Lease's "fair wear and tear" exception, and  | <i>,</i>                           |
|                | the royalties earned by governments through  |                                    |
|                | the port's export capacity; and  |                                    |
| June annually  | e. provide a dedicated fund available for port   | \$0 – Part of                      |
|                | asset management by establishing a Derby   | Shire's normal                     |
|                | Jetty Asset Management Reserve Fund (to  | budget.                            |
|                | be credited with any port operational surpluses, and the "Derby Jetty Rates Levy");                    |                                    |
|                | 23. To best provide for asset longevity, build in  |                                    |
| Review at      | increased service level redundancy where possible,   | ≈\$25,000pa                        |
| each           | and particularly when future applications for  | (+10% of                           |
| development    | increased service levels are submitted by  | ànnual                             |
| consideration  | developers (so as to reduce the Shire's requirement  | \$250,000                          |
|                | to meet capital upgrade costs - e.g. reticulated   | estimated                          |
|                | power supply);   | capital costs)                     |
| December       | 24. To best understand the asset management needs of the jetty, ensure regular Condition Inspection    | \$5 - 10,000pa                     |
| annually       | Reports are undertaken;  | ф5 - 10,000pa                      |
| aimaany        | 25. To enable assets to be refurbished in the most   |                                    |
| April annually | appropriate priority order, liaise with KPA, KMS,  | \$0 – Lobbying                     |
|                | other port stakeholders, and prioritise port   | (part of Shire's                   |
|                | infrastructure refurbishments, including Jetty Road;   | normal budget).                    |
|                | 26. To minimise Shire expenditure levels, yet still  | Φο ΙΙΙΙ                            |
| Now            | address in a timely manner, asset management within the port precinct, lobby the State Government      | \$0 – Lobbying<br>(part of Shire's |
|                | to have Jetty Road transferred to Main Roads' WA   | normal budget).                    |
|                | (so that the WA State Government becomes   | normai budgetj.                    |
|                | responsible for this road);  |                                    |
|                | 27. To provide strategic direction for port asset  |                                    |
| March 2023     | management, ensure the Shire's Asset Management  | \$0 – Part of                      |
|                | Plans and its Long Term Financial Plan includes  | Shire's normal                     |
|                | adequate provision for short and long term jetty/port  | accounting                         |
|                | precinct asset management requirements; 28. To meet port standards of thoroughfare construction,       | budget.                            |
|                | define and reconstruct roads and other   |                                    |
| October 2023   | thoroughfares within the port precinct;  | \$500,000.                         |
|                | 29. To minimise jetty stress on the basis that a structural  | ,                                  |
|                | analysis determines that the jetty is overstressed   |                                    |
| Now            | and/or poses a risk (and to minimise asset   | \$5-10,000                         |
|                | management costs) impose heavy vehicle   | (structural                        |
|                | restrictions by informing large truck operators (e.g. fuel deliveries) that no trucks larger than say, | analysis).                         |
|                | RAV10, will be permitted to access the jetty   |                                    |
|                | structure after 30 June 2023 without specific  |                                    |
|                | approval from the Director – Technical &   |                                    |
|                | Development Services;  |                                    |

| 2030 and ongoing      | 30. To reduce asset management costs, and if circumstances justify such an outcome, look at the option of decommissioning any practical portion(s) of the Jetty;  | \$0 – 25,000.   |
|-----------------------|---|---|
| origonig              | •   |   |
|                       | Port Management   |   |
| October 2023          | 31. To enable (for example) better land planning, safe transport/pedestrian routes and maximise leasable areas, in consultation with the KPA funded project of the same purpose, develop a detailed ground use and precinct boundary plan for the Port so that it clearly defines and formalises the various areas (e.g. defined area long term boat trailer parking bays, lease area boundaries, transport routes and turning areas, barge loading restriction areas, and pedestrian zones, etc);  | \$2,500<br>(mapping costs<br>share)   |
| December<br>2023      | 32. To ensure workable port operations prevail, work with KMS on the operational and strategic requirements to implement the Port User Agreement, and to address consequential impacts on other port users (e.g. MPA lease operations, barge and recreational boat launching/retrieval);  | \$0 – Part of<br>Shire's normal<br>budget.  |
| December<br>2023      | <ul> <li>33. To provide for the safe use of the Barge Loading Area and to minimise conflicts with recreational fishers and tourists, improve the management of that process, including use of signage and road surface lines;</li> <li>34. To provide the lowest risk and highest service level for recreational boat users and the Derby Volunteer Marine Rescue Service.</li> </ul>   | \$2,500.  |
| March 2024 March 2024 | <ul> <li>a) Study and then address the "Back Boat Ramp" facility so it can provide a reliable long term boat launching/recovery service;</li> <li>b) Review the location and number of recreational boat ramps (noting the KMS's conveyor and ship-loader location, and the 10m "extended licenced area") and seek grant funds to assist with that cost (Shire to fund its portion from new KMS port revenues). New recreational boating ramp to consider inclusion of for example, floating walk/boat guiding platform on side of ramp.</li> </ul> | \$20,000<br>(engineering<br>survey and<br>design).<br>\$0 – Part of (a)<br>above. |
| March 2024            | <ul> <li>c) To minimise costs, and if practical, there should<br/>be a preference of only having one recreational<br/>boat ramp;</li> </ul>   | \$0 (Council decision)  |
| Ongoing               | d) To provide safer recreational boat launching and retrieval facilities (in most weather and tidal conditions) study the potential of a groyne;  35. To ensure environmentally friendly commercial boat.   | \$100,000 (only engineering study, survey and design).                            |
| 2025                  | <ul><li>35. To ensure environmentally friendly commercial boat operations can be maintained, construct a suitable commercial sized boat wash-down and maintenance bay;</li><li>36. To promote tourism and pedestrian access to the</li></ul>  | \$50,000  |
| March 2023            | jetty, maintain Jetty Walk (or a similar facility) for  | \$0 – Part of   |

|               | dedicated bicycle and pedestrian access;  | Shire's normal           |
|---------------|---|--------------------------|
| 0000          | 37. To ensure suitable levels of road user safety, review   | budget.                  |
| 2030          | Jetty Road's capacity for bicycle and pedestrian  | Φ= 000                   |
|               | access (with the view to specifically providing for it  | \$5,000                  |
|               | with dedicated pathways, or banning it);  | (engineering             |
|               | 38. To have contemporary operational practices in   | survey).                 |
| March 2024    | place, undertake a review of all relevant Port  | ¢20 25 000               |
| March 2024    | Management Procedures and Plans (e.g. dangerous goods, workplace safety, jetty and barge                  | \$20 – 25,000<br>various |
|               | loading/unloading practices, drainage,  | specialist               |
|               | environmental, marine safety, conflicts of use/risk,  | consultants to           |
|               | etc.) in consultation with KPA;   | undertake                |
|               | 39. To maintain land planning control (including when   | assessments.             |
|               | the Head Lease eventually expires):   | accocinenci              |
|               | a) ensure Town Planning Scheme provides   |                          |
|               | adequate opportunity for Council input to port  |                          |
| Now           | developments; and   | \$0 - Part of            |
|               | b) discuss with KPA, potential for the Shire to have  | Shire's normal           |
|               | input into third party lease conditions post 2040;  | budget.                  |
| 2030          |   | \$0 – Part of            |
|               |   | Shire's normal           |
|               |   | budget.                  |
|               | Economic Development Opportunity  |                          |
| March 2023    | 40. To locate potential economic development  | \$0 (if part of          |
| Waron 2020    | opportunities, partner with KPA to undertake a port   | primary                  |
|               | economic study to understand the potential  | recommendation           |
|               | opportunities for Broome and Derby (for example, to   | #1)                      |
|               | study any locational and cost advantages for off-   | ,                        |
|               | shore servicing from the Derby Jetty);  |                          |
| Now and       | 41. To discourage land-banking, include "protective and   | \$0 – Part of            |
| Ongoing       | penalty clauses" in any new sub-leases the Shire  | Shire's normal           |
|               | might be a party to, or that Kimberley Ports Authority  | lease budget.            |
|               | might facilitate, (through the approved and preferred   |                          |
|               | KPA supplied sub-lease or otherwise) to ensure  |                          |
|               | development occurs within a reasonable time-line;   |                          |
| Now and       | 42. To compensate the Shire for its costs, develop an understanding of cost implications on the Shire for | \$0 – Part of            |
| Ongoing       | new leases and new port developments by private   | Shire's normal           |
| Singoling     | developers;   | lease budget.            |
|               | 43. To best compensate the community, consider the  | . sace baagon            |
| As            | disruption that might occur to local facilities (e.g.   | \$0 – Part of            |
| developments  | Volunteer Marine Rescue); and services (e.g.  | Shire's normal           |
| considered    | recreational boat ramp) when considering  | lease budget.            |
|               | development proposals, and how that disruption  |                          |
|               | might be best accommodated;   |                          |
|               | 44. To best understand the potential impacts on the   |                          |
| As            | Jetty's financials of new port developments (vis. a   | \$0 – Part of            |
| developments  | development drawing away paying commercial  | Shire's normal           |
| are submitted | clients of the existing jetty) requires that developers   | lease budget.            |
|               | fund an independent economic analysis for Council,  |                          |
|               | as part of their development/lease application;   |                          |
|               | 45. To enhance local and tourist enjoyment, work towards securing a replacement café/restaurant on        |                          |
|               | the jetty itself, possibly built into the existing jetty  | \$0 – Part of            |
| 2030          |   |                          |

|               | sheds (and utilise itinerate food vendors in the interim). Coordinate any café/restaurant lease arrangements with KPA for pre and post 2040 Head Lease period;  46. To improve tourism potential:  | Shire's normal lease budget.  |
|---------------|--|---|
| Now           | a) make contact with the several Kimberley Tourist     Boat operators, with the view to including a  |   |
| Now           | tourist boat stop-over; and b) make contact with the several Kimberley Road Tour operators, with the view to including a tourist bus stop-over in Derby and an evening dining event at the Jetty;  | \$0 – Part of<br>Shire's normal<br>lease budget.<br>\$0 – Part of<br>Shire's normal |
| 2030          | <ul> <li>c) lobby State and Federal Governments to fund<br/>an Aboriginal Cultural Centre/Art Showroom on<br/>or near the jetty (could include a<br/>restaurant/cafe);</li> </ul>  | lease budget.<br>\$0 – Lobbying<br>(part of Shire's                                 |
| Annually and  | <ul> <li>d) regularly budget (and leverage up these projects by seeking out grants funds) for</li> </ul>   | normal budget).   |
| Ongoing       | improved family friendly facilities (e.g. BBQ's; fishing areas; grassed areas; event areas).   | \$0 – Part of<br>Shire's normal<br>lease budget.                                    |
|               | Community and Stakeholder Management   |   |
| August 2022   | Community and Stakeholder Management   | \$0 – Part of   |
| August 2023   | 47. To better ensure there is a timely and regular information flow, and particularly with the key port  | Shire's normal  |
|               | precinct stakeholders, a stakeholder management  | lease budget.   |
|               | plan be developed to ensure good ongoing two-way   | lease budget.   |
|               | communication is occurring;  |   |
| Now and       | 48. To ensure good public awareness of the port's  | \$0 – Part of   |
| Ongoing       | activities, prepare a regular port update. This could occur through the normal community information channels already well utilised by the Shire;  | Shire's normal lease budget.  |
| June annually | 49. To promote the area and reinforce its availability to the local community, arrange occasional local events and ceremonies through existing community services resources;   | \$5,000pa   |
| Now           | 50. To maintain appropriate levels of community access<br>for recreation, fishing, tourism, boating, etc., use the<br>information gleaned from the Community Strategic<br>Planning Process;  | \$0 – Part of<br>Shire's normal<br>lease budget.                                    |
| Now and       | 51. To promote the requirement for suitable  |   |
| Ongoing       | development considerations as part of any port based development (e.g. environmental reviews of the potential for silting resulting from excavations) maintain good communication links to relevant state bodies like Planning, Transport, and Environmental | \$0 – Part of<br>Shire's normal<br>lease budget.                                    |
|               | Agencies.  |   |

#### 11.3 EARLY POLLING PLACES - 2023 ELECTION

File Number: 2001

Author: Neil Hartley, Director - Strategic Business

Responsible Officer: Amanda Dexter, Chief Executive Officer

**Authority/Discretion: Executive** 

#### **SUMMARY**

The WA Electoral Commissioner conducts the Shire's elections as "in person" type elections (as this is the only voting option that allows the Returning Officer to invite and collect votes at the numerous individual isolated communities within the district).

Officers have been asked to review the early voting stations chosen in the past.

This report proposes that there be no changes to the current format or extent of those early polling places for the 2023 elections, but that a review be undertaken in time for implementation for the 2025 elections.

#### **DISCLOSURE OF ANY INTEREST**

Nil by the Author.

#### **BACKGROUND**

All Western Australian Local Government Ordinary Elections are conducted on the third Saturday in October, in every second year. The next ordinary election day for all Western Australian local governments, is therefore Saturday, 21 October 2023.

The 2021 Shire of Derby/West Kimberley elections were conducted by the WA Electoral Commissioner and the method of conducting the voting was "in person". This protocol has been consistently applied in previous election years and was endorsed as the most appropriate system for the upcoming 2023 elections. Districts with remote communities often conduct their elections as "in-person elections" (e.g. Broome, Halls Creek, and Menzies) as the Local Government Act provides the Returning Officer with the authority to undertake visits to selected remote communities to accept on-site, elector votes. It does cost more to offer this services, but it provides community convenience as it limits the need for community members to travel to Derby or Fitzroy Crossing to lodge their vote.

It has been asked that an investigation/review be conducted into Imintji continuing to remain a remote early polling place given the apparent low voter turnouts in the past, and that the review consider having a polling booth at Mowanjum Community, either on the day, or as an early booth (noting that both Federal and State elections have a polling booth on Election Day at Mowanjum, and some Mowanjum electors have apparently had difficulties with accessing transport into Derby to vote).

#### STATUTORY ENVIRONMENT

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

#### **POLICY IMPLICATIONS**

There are no perceived policy implications arising from the officer's recommendation.

#### **FINANCIAL IMPLICATIONS**

The Western Australian Electoral Commission charges "cost recovery" for its coordination of the elections of local governments. Each early voting station therefore has a different cost.

If the Shire was to add Mowanjum as a Polling Place for the Election Day, it would need to have secure facilities, sufficient furniture in place, and the presence of at least two staff for the hours the station is to be open. The polling station does not need to be open for the full 8.00am to 6.00pm period and could maintain for example, similar hours to the Fitzroy Crossing polling station, which is only open for only part of the day (essentially to allow votes cast to be transported to Derby in time for the 6.00pm commencement of vote counting).

Full cost estimations have not been undertaken, but the cost of expanding, or the saving in reducing the number of early voting stations would in context, is expected to be relatively minor. Adding or subtracting a day (and one or two extra early voting stations) for the Returning Officer Council would likely add/save no more than \$2,000 - 3,000 to the overall election costs, and adding a dedicated polling station at Mowanjum for several hours on election day would likely only cost about \$3,000 - 5,000 to organise and manage.

#### STRATEGIC IMPLICATIONS

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

#### **RISK MANAGEMENT CONSIDERATIONS**

| RISK  | LIKELIHOOD | CONSEQUENCE   | RISK<br>ANALYSIS | MITIGATION  |
|---|------------|---------------|------------------|---|
| Financial:  Electoral Commission costs for more voting stations could be seen as being a poor exchange for additional votes likely to be lodged. Or, the savings might not be seen as being significant enough to warrant the withdrawal of some early voting stations. | Possible   | Insignificant | Low              | Keep community informed of reasoning of Council's decision. |

| Reputation:                            | Possible | Moderate | Medium | Keep community                               |
|--|----------|----------|--------|--|
| The choice Council makes might be seen |          |          |        | informed of reasoning of Council's decision. |
| by some as                             |          |          |        |  |
| disadvantaging some in                 |          |          |        |  |
| exchange for a cost                    |          |          |        |  |
| saving, or costing too                 |          |          |        |  |
| much for the benefits                  |          |          |        |  |
| that might be gained.                  |          |          |        |  |

#### **CONSULTATION**

Community consultation would be warranted but the availability of time to undertake a meaningful consultation process, and decide an outcome, and implement that in sufficient time to accommodate the 2023 elections, is insufficient. The community consultation process would be "rushed" and would therefore be unlikely to solicit a comprehensive community response, with the added risk being that commentary might focus on the limited time to make a contribution rather than focus on the positive opportunity to consider the options open for feedback.

#### **COMMENT**

Whilst the cost of expanding, or the saving in reducing the number of early voting stations is not exactly known, they would in context, likely be relatively minor. Of more importance for the 2023 elections is the need to consider whether it is warranted to undertake community consultation on the question. If Council does decide community consultation is warranted, then it would be better to defer this question until after the 2023 elections, as time is considered too short to undertake a meaningful consultation process now, and then decide an outcome, and then implement that decision in sufficient time to accommodate the 2023 election timeline. The community consultation process would be "rushed" (or at potentially be perceived that way by the community) and likely not be received well, irrespective of the positive intentions of the consultation process.

## **VOTING REQUIREMENT**

Simple majority

#### **ATTACHMENTS**

1. WA Electoral Commission Cost Proposal 4 Table

#### **RECOMMENDATION**

# That Council:

- Supports the proposal to investigate the expansion of the early voting stations across
  the district, but in light of the shortness of time available prior to the 2023 elections,
  that no decision be made at this point in time; and
- 2. Decides that a community consultation process be scheduled to commence following the 2023 election process, to invite input and that a further report be presented to Council in time for any changes suggested to be implemented and to be part of the 2025 elections.

LGE 028

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

Dear Ms Dexter

#### Local Government Ordinary Election: 2023

The next local government ordinary elections will be held on 21 October 2023. While this is still some distance in the future, I have enclosed an estimate for your next ordinary election to assist in your 2023/2024 budget preparations.

The estimated cost for a 2023 voting in person election is \$26,000 inc GST which has been based on the following assumptions:.

- 4,450 electors
- · response rate of approximately 30%
- 5 vacancies
- count to be conducted at the offices of the Shire of Derby/West Kimberley
- appointment of a local Returning Officer.

The Commission is required by the *Local Government Act 1995* to conduct local government elections on a full cost recovery basis. The price you have been quoted is an estimate only, and the final cost incurred may vary depending on a range of factors.

Costs not incorporated in this estimate include:

- any legal expenses other than those that are determined to be borne by the Western Australian Electoral Commission incurred as part of an invalidity complaint lodged with the Court of Disputed Returns
- the cost of any casual staff to assist the Returning Officer on election day or night
- any unanticipated costs arising from public health requirements for the COVID-19 pandemic.

179918

As you are aware, the Government is currently considering reforms to the *Local Government Act* 1995, which include how elections are to be conducted. In order to assist with your local government's budget planning, we have included, to the best of our knowledge, costs that will arise from the changes proposed in legislation. For example, if under the amendments your local government will be required to conduct a mayoral/presidential election this has been included.

Some local governments may also note an increase in costs from their 2021 ordinary costs. These include increases arising from inflation in recent years affecting salaries for Returning Officers and other staff, printing and packaging costs as well as the increase in postage announced by Australia Post. Additional costs from the Commission have been included arising from improved processing procedures and additional resources to supplement the Commission's education, complaints management, investigation and legal efforts.

In order for the Commission to be responsible for the conduct of your election, the first step required by the *Local Government Act 1995* is my written agreement to undertake the election.

As such, you may take this letter as my agreement to be responsible for the conduct of the ordinary elections in 2023 for the Shire of Derby/West Kimberley in accordance with section 4.20(4) of the *Local Government Act 1995*, together with any other elections or polls that may also be required.

In order to have the 2023 ordinary election conducted by the Commission as a voting in person election, the next step will be for your council to pass the following motion by absolute majority:

 Declare, in accordance with section 4.20(4) of the Local Government Act 1995, the Electoral Commissioner to be responsible for the conduct of the 2023 ordinary election together with any other elections or polls which may also be required.

It would be greatly appreciated if this item was considered at your March council meeting, to enable the Commission to have sufficient time to work with you to effectively conduct the election.

I look forward to conducting this election for the Shire of Derby/West Kimberley in anticipation of an affirmative vote by Council. If you have any further queries please contact Shani Wood Director, Election Operations on 9214 0400.

Yours sincerely

Robert Kennedy

**ELECTORAL COMMISSIONER** 

9 February 2023

# 11.4 CHIEF EXECUTIVE OFFICER ANNUAL LEAVE/ ACTING CHIEF EXECUTIVE OFFICER ARRANGEMENTS

File Number: 5355

Author: Sarah Smith, Executive Services Coordinator

Responsible Officer: Amanda Dexter, Chief Executive Officer

**Authority/Discretion: Executive** 

#### **SUMMARY**

For Council to approve a request from the Chief Executive Officer to take annual leave from the 7 June 2023 to 22 June 2023 inclusive and to appoint an Acting CEO for the duration.

#### DISCLOSURE OF ANY INTEREST

The CEO declares a financial interest as they are the person requesting the leave.

#### **BACKGROUND**

The CEO is requesting leave for the Shire of Derby/West Kimberley from 7 June 2023 to 22 June 2023 inclusive and has adequate leave and time and lieu provision to do so.

#### STATUTORY ENVIROMENT

- **S. 5.36 (Local government employees)** of the Local Government Act 1995 requires that every local government employs a Chief Executive Officer.
- **S.** 5.39 (Contracts for CEO and senior employees) permits a Council to appoint a person to act in the position of a CEO for a term not exceeding one year without a written contract for that position.

#### **POLICY IMPLICATIONS**

Nil.

#### FINANCIAL IMPLICATIONS

The Acting CEO will receive a higher duties allowance during the term. Provision has been made in the 2022/23 Annual Budget for the CEO's Leave and this allowance.

## STRATEGIC IMPLICATIONS

| STRATEGIC AREA               | 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<br>ANALYSIS | MITIGATION  |
|---|------------|-------------|------------------|---|
| Business Interruption: Not appointing an acting CEO will limit the Shire's capacity to satisfactorily manage the organisation and undertake the Council's directions. | Rare       | Major       | Low              | Appoint a suitably qualified A/CEO to support operations and efficient decision making. |

#### **CONSULTATION**

Shire President.

#### COMMENT

The CEO has requested leave from 7 June 2023 to 22 June 2023 inclusive adequate Annual Leave is accrued to take the requested leave.

It is a requirement under the Local Government Act that an Acting Chief Executive Officer be appointed during these periods of absence.

The Director of Development and Technical Services is adequately qualified and will provide sound support and strategic direction if required, during the CEO's absence.

#### **VOTING REQUIREMENT**

Simple majority

#### **ATTACHMENTS**

Nil

### **RECOMMENDATION**

#### That Council:

- 1. Approve the executive and annual leave of the Chief Executive Officer, Amanda Dexter for the period commencing on the 7 June 2023 to 22 June 2023, inclusive;
- 2. Appoint the Director of Development and Technical Services, Wayne Neate, as the Acting Chief Executive Officer for the period from 7 June 2023 to 22 June 2023, inclusive; and
- 3. Approve the payment of higher duties to the Director of Development and Technical Services, equivalent to the current CEO, during this period.

## 11.5 CHRISTMAS CLOSURE 2022/23

File Number: 4150

Author: Amanda Dexter, Chief Executive Officer
Responsible Officer: Amanda Dexter, Chief Executive Officer

Authority/Discretion: Administrative

#### **SUMMARY**

For Council to approve the closure of the Shire's operations over the Christmas and New Year period for 2023/24. To cover the days in addition to public holidays during the closure recommended in this report, employees will be required to take annual leave. The arrangement allows staff to travel to spend the festive season with loved ones if they are able to, assists with the ongoing management of staff leave liability and has been generally well accepted by the community.

#### **DISCLOSURE OF ANY INTEREST**

The CEO is subject to the proposed closure.

#### **BACKGROUND**

In rural Local Governments it is an accepted practice for the staff to take annual leave at Christmas and New Year resulting in the suspension of Shire operations to all but essential services for the period of leave.

If this arrangement is accepted by Council, the Senior Management Group will develop a contingency plan to ensure essential services are adequately delivered to the community and suitable public notice regarding closures will be provided to minimise any inconvenience.

Apart from normal Public Holiday arrangements, staff take the intervening days as Annual Leave, or if available, Time in Lieu or Leave Without Pay. The employee may only return to work to carry out set tasks as negotiated with their Director/Manager.

The Derby and Fitzroy Crossing waste management facilities are managed by a third party and are closed on Christmas Day. Accordingly, no kerbside collection occurs, on Christmas Day (this is a contractual arrangement).

#### **POLICY IMPLICATIONS**

Nil.

#### FINANCIAL IMPLICATIONS

Nil – staff will be required to take leave to cover payment of wages on days that are not public holidays.

#### STRATEGIC IMPLICATIONS

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

| 1. Leadership and Governance | 1.2 Capable, inclusive and effective organisation | 1.2.4 Attract and effectively use resources to meet community needs                               |
|------------------------------|---|---|
| 1. Leadership and Governance | 1.3 Effective<br>Communication                    | 1.3.1 Strive for excellence in customer service   |
| 1. Leadership and Governance | 1.3 Effective<br>Communication                    | 1.3.3 Use multiple channels to distribute information about services, programs, places and spaces |

#### **RISK MANAGEMENT CONSIDERATIONS**

| RISK  | LIKELIHOOD | CONSEQUENCE | RISK<br>ANALYSIS | MITIGATION  |
|---|------------|-------------|------------------|---|
| Business Interruption: Ability to respond to unplanned event. | Possible   | Moderate    | Low              | Advertise closure to the community.  A roster and contact details for critical staff will be developed to ensure resources are available if required. |

#### **CONSULTATION**

Consultation was undertaken with Managers responsible for service areas.

Adequate notice of closure will be provided to the public to further minimise any disruptions. This will include advertising on the door of the Administration Building, Shire Notice Boards, Shire Facebook Page, Shire Website and letter box drop leading up to the Christmas closure period. The Shire will advise customers for Department of Transport Licencing services that alternative options for access are available for this period.

## **COMMENT**

The success of previous Christmas closures have occurred as key contact lists for critical staff in the event of an emergency have been developed. An informal rostering of key personnel occurs ensuring there are staff available in town should they be required, with a skeleton works crew undertaking essential services.

It is recommended that Council support the close of all non-essential operations or reduce opening hours over the 2023/24 Christmas period as outlined in Table 1 below.

Table 1

| Derby and Fitzroy Crossing Administration Centres (including Fitzroy Crossing Visitors Centre and Library) Derby and Fitzroy Crossing Works Depot |   |  |
|---|---|--|
| Date Action   |   |  |
| Monday 18 December 2023   | y 18 December 2023 OPEN for normal business |  |
| Tuesday 19 December 2023 OPEN for normal business   |   |  |

| Wednesday 20 December 2023 | CLOSED (Annual Leave)                  |  |
|----------------------------|--|--|
| Thursday 21 December 2023  | CLOSED (Annual Leave)                  |  |
| Friday 22 December 2023    | CLOSED (Annual Leave)                  |  |
| Saturday 23 December 2023  | CLOSED (Weekend)                       |  |
| Sunday 24 December 2023    | CLOSED (Weekend)                       |  |
| Monday 25 December 2023    | CLOSED (Christmas Day Public Holiday)  |  |
| Tuesday 26 December 2023   | CLOSED (Boxing Day Public Holiday)     |  |
| Wednesday 27 December 2023 | CLOSED (Annual Leave)                  |  |
| Thursday 28 December 2023  | CLOSED (Annual Leave)                  |  |
| Friday 29 December 2023    | CLOSED (Annual Leave)                  |  |
| Saturday 30 December 2023  | CLOSED (Weekend)                       |  |
| Sunday 31 December 2023    | CLOSED (Weekend)                       |  |
| Monday 1 January 2024      | CLOSED (New Year's Day Public Holiday) |  |
| Tuesday 2 January 2024     | OPEN for normal business               |  |
|                            |  |  |

# **Derby Memorial Pool**

| Monday 18 December 2023    | OPEN for normal business                            |  |  |
|----------------------------|---|--|--|
| Tuesday 19 December 2023   | OPEN for normal business                            |  |  |
| Wednesday 20 December 2023 | OPEN for normal business                            |  |  |
| Thursday 21 December 2023  | OPEN for normal business                            |  |  |
| Friday 22 December 2023    | OPEN for normal business                            |  |  |
| Saturday 23 December 2023  | OPEN for normal business                            |  |  |
| Sunday 24 December 2023    | Early Close – 5:30am – 7:30am and 11:00am – 4:30pm  |  |  |
| Monday 25 December 2023    | CLOSED (Christmas Day)                              |  |  |
| Tuesday 26 December 2023   | Public Holiday – Open 11:00am – 5:00pm (Boxing Day) |  |  |
| Wednesday 27 December 2023 | Reduced Hours – Open 11:00am – 5:00pm               |  |  |
| Thursday 28 December 2023  | Reduced Hours – Open 11:00am – 5:00pm               |  |  |
| Friday 29 December 2023    | Reduced Hours – Open 11:00am – 5:00pm               |  |  |
| Saturday 30 December 2023  | Reduced Hours – Open 11:00am – 5:00pm               |  |  |
| Sunday 31 December 2023    | Reduced Hours/ Early Closed – 11:00am – 4:30pm      |  |  |
| Monday 1 January 2024      | CLOSED (New Year's Day)                             |  |  |
| Tuesday 2 January 2024     | Reduced Hours – Open 11:00am – 5:00pm               |  |  |
| Wednesday 3 January 2024   | OPEN for normal business                            |  |  |

| Derby Public Library       |                                       |  |  |  |
|----------------------------|---------------------------------------|--|--|--|
| Monday 18 December 2023    | OPEN for normal business              |  |  |  |
| Tuesday 19 December 2023   | OPEN for normal business              |  |  |  |
| Wednesday 20 December 2023 | CLOSED (Annual Leave)                 |  |  |  |
| Thursday 21 December 2023  | CLOSED (Annual Leave)                 |  |  |  |
| Friday 22 December 2023    | CLOSED (Annual Leave)                 |  |  |  |
| Saturday 23 December 2023  | CLOSED (Annual Leave)                 |  |  |  |
| Sunday 24 December 2023    | CLOSED (Weekend)                      |  |  |  |
| Monday 25 December 2023    | CLOSED (Christmas Day Public Holiday) |  |  |  |
| Tuesday 26 December 2023   | CLOSED (Boxing Day Public Holiday)    |  |  |  |
| Wednesday 27 December 2023 | CLOSED (Annual Leave)                 |  |  |  |
| Thursday 28 December 2023  | CLOSED (Annual Leave)                 |  |  |  |
| Friday 29 December 2023    | CLOSED (Annual Leave)                 |  |  |  |
| Saturday 30 December 2023  | CLOSED (Annual Leave)                 |  |  |  |
| Sunday 31 December 2023    | CLOSED (Weekend)                      |  |  |  |
| Monday 1 January 2024      | CLOSED (New Years Day Public Holiday) |  |  |  |
| Tuesday 2 January 2024     | CLOSED (Annual Leave)                 |  |  |  |
| Wednesday 3 January 2024   | CLOSED (Annual Leave)                 |  |  |  |
| Thursday 4 January 2024    | CLOSED (Annual Leave)                 |  |  |  |
| Friday 5 January 2024      | CLOSED (Annual Leave)                 |  |  |  |
| Saturday 6 January 2024    | CLOSED (Annual Leave)                 |  |  |  |
| Sunday 7 January 2024      | CLOSED (Weekend)                      |  |  |  |
| Monday 8 January 2024      | OPEN for normal business              |  |  |  |

# **VOTING REQUIREMENT**

Simple majority

# **ATTACHMENTS**

Nil

#### **RECOMMENDATION**

#### That Council:

- Endorse the proposed Christmas closure of Shire operations from Wednesday, 20
   December 2023 to Monday, 1 January 2022 (inclusive) as outlined in Table 1 of this report or ;
- 2. Notes the extended closure of the Derby Public Library (re-opening Monday 8 January);
- 3. Notes the Derby and Fitzroy Crossing waste management sites are closed and no kerbside collection will occur on the Christmas Day public holiday;
- 4. Notes the Derby Memorial Swimming Pool opening and closing times;
- 5. Acknowledges that employees will utilise annual or accrued leave or leave without pay for the above periods which are not public holidays; and
- 6. Notes the above closures are subject to a contingency plan outlining staff required to ensure essential services continue to be provided to the public.

# 11.6 CHANGE OF MEETING DATES FOR THE DECEMBER 2023 AUDIT COMMITTEE MEETING AND ORDINARY COUNCIL MEETING

File Number: 4150 - Meeting Procedures

Author: Sarah Smith, Executive Services Coordinator

Responsible Officer: Tamara Clarkson, Acting Director of Corporate Services

**Authority/Discretion: Administrative** 

#### **SUMMARY**

This report is for Council to consider changing the time of the Audit Committee Meeting and Ordinary Council Meetings in December to allow for presentation of the Audit Report, including the Annual Financial Statements, to ensure adequate review prior to adoption by Council.

## **DISCLOSURE OF ANY INTEREST**

Nil by Author or Responsible Officer.

#### **BACKGROUND**

Every year, Local Governments are required to present the audited financial statements to both the Audit Committee and Council for adoption.

While the Shire would usually hold these meetings one week apart to allow for adequate revision, the end of year Christmas shutdown means that these meetings are held on the same day. Strong governance requires Elected Members to read and understand prior to voting on the Officer recommendation.

#### STATUTORY ENVIRONMENT

Local Government (Administration) Regulations 1996

Part 2 - Council and Committee meetings

- 12. Meetings, public notice of (Act s. 5.25(1)(g))
  - (2) A local government is to give local public notice of any change to the date, time or place of a meeting referred to in subregulation (1).

## **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   |
| 1. Leadership and Governance | 1.1 Collaboration and                             | 1.1.1 Engage with our communities |

|                              | partnership                    |   |
|------------------------------|--------------------------------|---|
| 1. Leadership and Governance | 1.3 Effective<br>Communication | 1.3.3 Use multiple channels to distribute information about services, programs, places and spaces |

#### **RISK MANAGEMENT CONSIDERATIONS**

| RISK  | LIKELIHOOD | CONSEQUENCE | RISK<br>ANALYSIS | MITIGATION   |
|---|------------|-------------|------------------|--|
| Legal & Compliance:  Not allowing for oversight of the Audit Report including the Annual Financial Statements | Possible   | Minor       | Low              | Adoption of amended<br>Audit and Council<br>meeting dates as<br>recommended. |

#### **CONSULTATION**

CEO and Council.

#### **COMMENT**

The December Audit Committee Meeting and the Ordinary Council Meetings are both scheduled for 14 December 2023 at 4:00pm and 5:30pm (respectively). The Audit Planning Memorandum presented to Elected Members outlines the Office of Auditor General and RSM Australia's timeframes to ensure completion of the annual audit. It is proposed that the meeting dates be rescheduled to allow sufficient time for Elected Member's to review the Audit Report including the Annual Financial Statements.

# **Proposed Meeting Date Changes:**

- Audit Committee Meeting: Wednesday, 13 December 2023 at 4:00pm; and
- Ordinary Council Meeting: Friday, 15 December 2023 at 5:30pm.

Agendas and attachments will be distributed using the usually communication channels.

# **VOTING REQUIREMENT**

Simple majority

# **ATTACHMENTS**

1. Public Notice - Date Changes of the Audit Committee Meeting and the Ordinary Council Meeting - 14 December 2023 4

#### **RECOMMENDATION**

#### **That Council:**

- 1. Alter the date of the Audit Committee Meeting from Thursday, 14 December 2023 to Wednesday, 13 December 2023 at 4:00pm;
- 2. Alter the date of the Ordinary Council Meeting from Thursday, 14 December 2023 to Friday, 15 December 2023 at 5:30pm; and
- 3. Give local public notice of the amendment of meeting dates as required by the *Local Government (Administration) Regulations*.



# Public Notice Date Changes of the Audit Committee Meeting & Ordinary Council Meeting 14 December 2023

In accordance with the Local Government Act 1995, s.5.25(1)(g) and Local Government (Administration) Regulations 1996, r.12, notice is hereby given of a change of **dates** for the following Audit Committee Meeting and Ordinary Council Meeting:

- Audit Committee Meeting:
   Wednesday, 13 December 2023 at 4:00pm; and
- Ordinary Council Meeting:
   Friday, 15 December 2023 at 5:30pm.

Meetings will be held in the Derby Council Chamber - 31 Clarendon Street, Derby WA 6728.

For any inquires please contact Sarah Smith on 9191 0999.

Amanda Dexter

Chief Executive Officer

# 12 CORPORATE SERVICES

# 12.1 AWARDING OF TENDER T1-2023 CLEANING OF VARIOUS SHIRE OFFICE BUILDINGS AND FACILITIES IN FITZROY CROSSING

File Number: 0450

Author: Steve Ross, Asset Coordinator

Responsible Officer: Wayne Neate, Director Technical and Development Services

**Authority/Discretion: Executive** 

#### **SUMMARY**

This item is for Council to consider the awarding of Tender T1-2023 which is the Cleaning of Various Buildings in Fitzroy Crossing to Cleaning Gardening and Tree Services.

#### **DISCLOSURE OF ANY INTEREST**

Nil by Author and Responsible Officer.

#### **BACKGROUND**

Cleaning of various Shire office buildings and facilities within Fitzroy Crossing has been on an adhoc basis, including not occurring at all for some periods, over a number of years. This has been an ongoing disappointment to the community and users of the Shires facilities.

Various agreements and arrangements have been in place in the past to address the situation, the most recent is Cleaning Gardening and Tree Services have been engaged on a Monthly basis to clean the Shire's buildings and facilities.

#### STATUTORY ENVIRONMENT

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

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

#### **POLICY IMPLICATIONS**

AF1 - Procurement of Goods and Services

AF33 – Regional Price Preference Policy

# **FINANCIAL IMPLICATIONS**

Proposed contract pricing is more expensive than previous years, due to the increased cost of labour and the requirement for higher rates paid for weekend work and public holidays.

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

- Visitor Centre (including toilets, stores etc.);
- Public toilets:
- Community Hall (Old Recreation building);
- Basketball Court and change room building; and

• Staff accommodation in the depot yard.

#### STRATEGIC IMPLICATIONS

| GOAL         | OUTCOME                 | STRATEGY  |
|--------------|-------------------------|---|
| 2. Community | 2.2 Healthy Communities | 2.1.2 Endeavour to provide safe, clean and well-lit streets and public spaces |

#### **RISK MANAGEMENT CONSIDERATIONS**

| RISK   | LIKELIHOOD        | CONSEQUENCE | RISK<br>ANALYSIS | MITIGATION  |
|--|-------------------|-------------|------------------|---|
| Property:  The Buildings and facilities are not maintained and cleaned to a reasonable standard, impacting on health concerns and useability | Almost<br>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 |
| Reputation: The Shire's reputation is diminished due to the inability to clean and maintain its buildings and facilities appropriately.      | Almost<br>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 T1-2023 (being the cleaning of Various Shire Office Buildings and Facilities) was advertised in local and state wide forums, with the tender closing at 2.00pm on the 28 April 2023.

The advertised tender allowed for a minimum of 14 days for individuals or companies to submit tenders, which included the opportunity to view and inspect the buildings that formed the tender.

In developing the service levels and requirements which formed the basis of the tender, staff locally and the management teams were consulted.

# **COMMENT**

It is recommended the tender be awarded to the contractor that provides a best value for money approach and even though there is only one tenderer they do provide value for money and it is felt that they will undertake the cleaning works at a continued high level.

Alternative approach could be the works carried out in-house. Historically it has been difficult to attract and maintain staff in Fitzroy Crossing, and my concern is that we may find ourselves without cleaners for prolonged periods of time.

Cost of set up.

- Vehicle, in 12 Months' time \$75,000 plus ongoing costs
- Wages 2 people \$160-200k per annum
- Material set up \$15-20k
- Potential requirement for staff housing N/A
- Ability to attract and maintain staff, on-going issues, additional management.

The selection criteria for the tender were as follows:

| Criteria                          | %  |
|-----------------------------------|----|
| Company Track History and Record  | 20 |
| Key Personal and Experience       | 20 |
| Tenderer's Capacity and Resources | 15 |
| Demonstrated Understanding        | 15 |
| Local Supplier Details            | 10 |
| Quality Management System         | 10 |
| Risk                              | 10 |

The Shire administration consider Cleaning Gardening and Tree Services' capable of the work and recommend from the information provided that they be awarded the tender. Please find attached confidential prices and scores for Cleaning Gardening and Tree Services.

# **VOTING REQUIREMENT**

Simple majority

# **ATTACHMENTS**

1. Pricing and Scoring Sheet T01-2023 - Confidential

# **RECOMMENDATION**

# **That Council:**

- 1. Award Tender T1-2023 Cleaning of various facilities in Fitzroy Crossing to Cleaning Gardening and Tree Services;
- 2. Not award T1-2023 Cleaning of various facilities in Fitzroy Crossing to any party; and
- 3. Authorise the Chief Executive Officer to sign the contract.

# 12.2 AWARDING OF TENDER T2-2023 CLEANING OF VARIOUS SHIRE OFFICE BUILDINGS IN DERBY

File Number: 0450

Author: Steve Ross, Asset Coordinator

Responsible Officer: Wayne Neate, Director Technical and Development Services

**Authority/Discretion: Executive** 

### **SUMMARY**

This item is for Council to consider the awarding of Tender T2-2023 which is the Cleaning of Various office Buildings in Derby to Skippers Cleaning.

#### **DISCLOSURE OF ANY INTEREST**

Nil by Author and Responsible Officer.

# **BACKGROUND**

Cleaning of various Shire office buildings in Derby had been contracted to Skipper Cleaning, Concluding at the end of June 2023.

# STATUTORY ENVIRONMENT

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

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

# **POLICY IMPLICATIONS**

AF1 – Procurement of Goods and Services

AF33 – Regional Price Preference Policy

# **FINANCIAL IMPLICATIONS**

- There is no significant change to the work included in the previous contract compared to the work which is included in this contract.
- The increased cost for this contract, we feel, is in line with the cost of staffing and increased costs associated with running a business in Derby, approx. 20%.

#### STRATEGIC IMPLICATIONS

| GOAL         | OUTCOME                 | STRATEGY  |
|--------------|-------------------------|---|
| 2. Community | 2.2 Healthy Communities | 2.1.2 Endeavour to provide safe, clean and well-lit streets and public spaces |

# **RISK MANAGEMENT CONSIDERATIONS**

| RISK  | LIKELIHOOD        | CONSEQUENCE | RISK<br>ANALYSIS | MITIGATION   |
|---|-------------------|-------------|------------------|--|
| Property: The Buildings and facilities are not maintained and cleaned to a reasonable standard, impacting on health concerns and useability | Almost<br>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 Derby |
| Reputation: The Shire's reputation is diminished due to the inability to clean and maintain its buildings and facilities appropriately.     | Almost<br>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 Derby |

#### **CONSULTATION**

Tender T2-2023 (being the cleaning of Various Shire Office Buildings in Derby) was advertised in local and state wide forums, with the tender closing at 2.00pm on the 28 April 2023.

The advertised tender allowed for a minimum of 14 days for individuals or companies to submit tenders, which included the opportunity to view and inspect the buildings that formed the tender.

In developing the service levels and requirements which formed the basis of the tender, staff locally and the management teams were consulted.

There are two companies that responded to the tender, Skippers Cleaning and Six Icons Group

# **COMMENT**

It is recommended the tender be awarded to the contractor that provides a best value for money approach, Skippers Cleaning.

The selection criteria for the tender were as follows:

| Criteria                          | %  |
|-----------------------------------|----|
| Company Track History and Record  | 20 |
| Key Personal and Experience       | 20 |
| Tenderer's Capacity and Resources | 15 |
| Demonstrated Understanding        | 15 |
| Local Supplier Details            | 10 |
| Quality Management System         | 10 |
| Risk                              | 10 |

The Shire administration consider Skippers Cleaning services capable of the work and recommend from the information provided that they be awarded the tender. Please find attached confidential prices and scores for Skippers Cleaning services.

# **VOTING REQUIREMENT**

Simple majority

# **ATTACHMENTS**

1. Pricing and Scoring Sheet - T02-2023 - Confidential

# **RECOMMENDATION**

# **That Council:**

- 1. Award Tender T2-2023 Cleaning of various Shire Office buildings to Skippers Cleaning;
- 2. Not award T2-2023 Cleaning of various Shire Office building s to any party; and
- 3. Authorise the Chief Executive Officer to sign the contract.

### 12.3 AWARDING OF TENDER T3-2023 CLEANING OF SHIRE FACILITIES IN DERBY

File Number: 0450

Author: Steve Ross, Asset Coordinator

Responsible Officer: Wayne Neate, Director Technical and Development Services

**Authority/Discretion: Executive** 

#### **SUMMARY**

This item is for Council to consider the awarding of Tender T3-2023 which is the Cleaning of Various facilities in Derby to Skippers Cleaning.

#### **DISCLOSURE OF ANY INTEREST**

Nil by Author and Responsible Officer.

#### **BACKGROUND**

Cleaning of various facilities in Derby had been contracted to Topcat Cleaning, concluding at the end of June 2023. Topcat Cleaning did not provide pricing for the current tender.

#### STATUTORY ENVIRONMENT

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

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

#### **POLICY IMPLICATIONS**

AF1 - Procurement of Goods and Services

AF33 – Regional Price Preference Policy

# FINANCIAL IMPLICATIONS

- There is no significant change to the work included in the previous contract compared to the work which is included in this contract.
- The increased cost for this contract, we feel, is in line with the cost of staffing and increased costs associated with running a business in Derby, approx. 20%.

# STRATEGIC IMPLICATIONS

| GOAL         | OUTCOME                 | STRATEGY  |
|--------------|-------------------------|---|
| 2. Community | 2.2 Healthy Communities | 2.1.2 Endeavour to provide safe, clean and well-lit streets and public spaces |

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# **RISK MANAGEMENT CONSIDERATIONS**

| RISK   | LIKELIHOOD        | CONSEQUENCE | RISK<br>ANALYSIS | MITIGATION   |
|--|-------------------|-------------|------------------|--|
| Property:  The Buildings and facilities are not maintained and cleaned to a reasonable standard, impacting on health concerns and useability | Almost<br>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 Derby |
| Reputation: The Shire's reputation is diminished due to the inability to clean and maintain its buildings and facilities appropriately.      | Almost<br>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 Derby |

#### **CONSULTATION**

Tender T3-2023 (being the cleaning of Various Shire Facilities in Derby) was advertised in local and state wide forums, with the tender closing at 2.00pm on the 28 April 2023.

The advertised tender allowed for a minimum of 14 days for individuals or companies to submit tenders, which included the opportunity to view and inspect the buildings that formed the tender.

In developing the service levels and requirements which formed the basis of the tender, staff locally and the management teams were consulted.

There are two companies that responded to the tender, Skippers Cleaning and Six Icons Group.

# **COMMENT**

It is recommended the tender be awarded to the contractor that provides a best value for money approach, Skippers Cleaning.

The selection criteria for the tender were as follows:

| Criteria                          | %  |
|-----------------------------------|----|
| Company Track History and Record  | 20 |
| Key Personal and Experience       | 20 |
| Tenderer's Capacity and Resources | 15 |
| Demonstrated Understanding        | 15 |
| Local Supplier Details            | 10 |
| Quality Management System         | 10 |
| Risk                              | 10 |

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The Shire administration consider Skippers Cleaning services capable of the work and recommend from the information provided that they be awarded the tender. Please find attached confidential prices and scores for Skippers Cleaning services.

# **VOTING REQUIREMENT**

Simple majority

# **ATTACHMENTS**

1. Pricing and Scoring Sheet T03-2023 - Confidential

# **RECOMMENDATION**

# **That Council:**

- 1. Award Tender T3-2022 Cleaning of Shire Facilities in Derby to Skippers Cleaning Services;
- 2. Not award Tender T3-2022 Cleaning of Shire Facilities in Derby to any party; and
- 3. Authorise the Chief Executive Officer to sign the contract.

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#### 13 TECHNICAL SERVICES

#### 13.1 AWARDING OF TENDER T6-2023 FLOOD DAMAGE REINSTATEMENT AGRN 1044

File Number: 0481

Author: Wayne Neate, Director Technical and Development Services

Responsible Officer: Amanda Dexter, Chief Executive Officer

**Authority/Discretion: Executive** 

#### **SUMMARY**

This item is for Council to consider the awarding of Tender T06 -2023 being for the reinstatement of roads following event AGRN 1044. This tender will be split to try and complete the work by later this year to accommodate the potentially extended period of works for the reinstatement of AGRN 1044. The following tenderers are proposed to be awarded contracts to complete works in a timely fashion.

# **DISCLOSURE OF ANY INTEREST**

Impartiality Interest – Wayne Neate – Director of Technical and Development Services.

Buckley's Earthworks and Paving sponsor the Derby Tigers Football Club of which Wayne is the President.

Nil Interest - Amanda Dexter - Chief Executive Officer.

# **BACKGROUND**

On the 28th December 2022 through to January 4<sup>th</sup> 2023 ex-Tropical Cyclone Ellie paved an interesting path across the Shire of Derby/West Kimberley with a lot of rain occurring in the Fitzroy and Lennard river catchments. This event also led to what we now have experienced as the Fitzroy River Floods of January 2023. High rainfall numbers were received across the Shire of Derby/West Kimberley (the Shire) in mostly the central part of the Shire between the Gibb and Great Northern Highway and the southern road locations. Some areas receiving in excess of 400mm of rainfall over a few days with peaks of daily falls over 200mm.

Event AGRN 1044 Ex-TC Ellie was activated in mid-January following the damage to not only our road network but the State and Commonwealth road network. The Shire then sought the services of a suitably qualified engineering firm to undertake a damage pick up of the road network to ascertain the damage and work up a claim as per the Disaster Recovery Funding Arrangements of Western Australia (DRFAWA), Greenfields Technical Services (GTS) were selected to undertake the pickup and manage the opening up works. As soon as the roads were able to been driven on without causing further damage the Shire's grading contractors at the time undertook repairs of the network to make it "trafficable" for vehicles with this work still ongoing. As part of the opening up works Main Roads Western Australia have also provided assistance in assisting opening up some of our tourism hotspots along the Gibb River Road.

At this point we have not submitted a report to Department of Fire and Emergency Services (DFES) as we are hoping to complete the works as part of the Emergency Works provisions of the DRFAWA arrangements. The proposed works are several million dollars in value and we hope to have confirmation of the extension to the time period for the Emergency Works which is normally three months after access is gained.

This tender is designed to provide company rates to then be project managed across the various work sites to get the best outcome for the Shire which does vary from previous tenders which have stipulated the set bill of quantities.

#### STATUTORY ENVIRONMENT

Local Government Act 1995 – 3.57 Tenders for the provision goods or services; and

**Local Government (Functions and General) Regulations 1996** – Part 4: Tenders for the provision of goods or services.

#### **POLICY IMPLICATIONS**

- AF1 Procurement of Goods and Services
- AF33 Regional Price Preference Policy two tenderers qualified for application of this policy.

# **FINANCIAL IMPLICATIONS**

The proposed current budget and previous budget made allowances for this work to occur which is for the reinstatement of many roads from event AGRN 1044. The Shire is liable for the first \$154,300 of the work which will run into several million dollars. The Administration are also working on a betterment package which will be presented to Council at a later date.

All costs in excess of the \$154,300 of reinstatement works are claimable back from the State government.

# STRATEGIC IMPLICATIONS

| GOAL           | OUR PRIORITIES           | WE WILL  |
|----------------|--------------------------|--|
| 4. Environment | 4.2 Liveable Communities | 4.2.3 Encourage and facilitate the maintenance and development of infrastructure that connects our communities |

# **RISK MANAGEMENT CONSIDERATIONS**

| RISK  | LIKELIHOOD | CONSEQUENCE | RISK<br>ANALYSIS | MITIGATION   |
|---|------------|-------------|------------------|--|
| Reputation:  Reinstating the roads is a high priority and that should this not occur the reputation of the Shire can suffer | Possible   | Moderate    | Medium           | Ensure as much work as possible be undertaken to complete works from past events in 2023 Calendar year |

#### **CONSULTATION**

The tender was advertised state wide for a minimum of 14 days with submissions closing at 2:00pm, 17<sup>th</sup> May 2023. Documents were downloaded by several companies with three submissions received.

# **COMMENT**

For the purposes of ensuring that reinstatement work is completed in an acceptable timeframe, the scope of works will be issued to maximise the completion of works across the network. Road where damage has occurred are as follows:

- Beefwood Park Road
- Calwynyardah Noonkanbah Road
- Camballin Myroodah Road
- Camballin Noonkanbah Road
- Camballin Road
- Cherrabun Road
- Dampier Downs Road
- Fossil Downs Road
- GNH Gee Gully Road
- Mowla Bluff Road
- Gogo Road
- Kalyeeda Road
- Langey Crossing Road
- Leopold Downs Road
- Manguel Creek Udialla Road
- Fairfield Leopold Road
- Mt Anderson Road
- Nerrima Road
- Quanbun Downs Road
- Windjana Access Road
- Bulka Road
- Cherrabun Road
- Christmas Creek Road
- Blina Road

Roads where Damage may have occurred but have not been inspected;

- Beverley Springs Road
- Milligiddee Access Road
- Blina Road
- Tablelands Road
- Mornington Road

- Marion Downs Road
- Milliewindie Road
- Mt Hart Road
- Silent Grove and Bell Gorge Road
- Windjana Access Road
- Lennard Gorge Road

It is recommended that the tender be awarded to the contractor that provides the best value for money, using the Approved Tender Scoring Criteria and can complete the work within a timeframe that will comply with the requirements of AGRN 1044. The Regional Price Preference Policy AF33 was applied to the prices submitted by the Derby based contractors as detailed in the table below.

The criteria and weighting for this tender were as follows:

| Criteria                            | Weighting |
|-------------------------------------|-----------|
| Relevant Experience                 | 15%       |
| Key Personnel Skills and Experience | 15%       |
| Tender Resources                    | 15%       |
| Demonstrated Understanding          | 15%       |
| Local Supplier Details              | 10%       |
| Quality Management System           | 20%       |
| Risk                                | 10%       |

The three companies that provided a submission are as per the table below:

| Contractor Name                 | Contractor No. |
|---------------------------------|----------------|
| Re Group Australia              | C1             |
| Buckley's Earthworks and Paving | C2             |
| Young's Earthmoving Pty Ltd     | C3             |

The scores for each contractor are contained within the confidential Attachment.

The contractors that have submitted tenders are currently all contracted to undertake works from previous Flood events or Maintenance Grading and all contractors are capable of undertaking the work to a good standard.

# **VOTING REQUIREMENT**

Simple majority

# **ATTACHMENTS**

1. Confidential Scoring - Confidential

# **RECOMMENDATION**

# That Council;

- 1. Award tender T6-2023 Flood Damage Re-instatement work for event AGRN 1044 to RE Group Australia, Buckley's Earthworks and Paving and Young's Earthmoving Pty Ltd; and
- 2. Authorise the Chief Executive Officer to negotiate with each contractor in point 1 in regards to the roads required under each contract to ensure that the best outcome for the Shire of Derby/West Kimberley and the work is performed in a timely manner.

# 14 DEVELOPMENT SERVICES

# 14.1 TOWN PLANNING GUIDELINE (TPG1) MINIMUM FINISHED FLOOR LEVEL FOR NEW BUILDINGS FITZROY CROSSING AND CAMBALLIN

File Number: 4160 - Policy (Council)

Author: Mark Chadwick, Manager of Development Services

Responsible Officer: Wayne Neate, Director Technical and Development Services

Authority/Discretion: Legislative

#### **SUMMARY**

As a result of Ex-Tropical Cyclone Ellie and the associated flooding event on 2 January 2023 impacting on buildings adjacent the Fitzroy River, where river levels rose above the previous levels in 2002, changes to the existing Council Policy TP3 Minimum Finished Floor Level for New Buildings (Other Than Outbuildings) Fitzroy Crossing and Camballin is considered appropriate. The revision of the policy and the new guideline is intended to inform future development in the area and minimise future impacts to buildings caused by future flooding, in a way that is consistent with the existing legislative framework.

This report recommends revoking Policy TP3 and replacing it with a Town Planning Guideline (TPG1).

#### **DISCLOSURE OF ANY INTEREST**

Nil by Author and Responsible Officer.

#### **BACKGROUND**

The current Council Policy TP3 Minimum Finished Floor Level for New Buildings (Other than Outbuildings) Fitzroy Crossing and Camballin specifies floor levels that were in some cases exceeded in the January 2, 2023 flooding event. This resulted in unprecedented damage and disruptions to buildings and infrastructure within the Fitzroy River area, including at Camballin.

Council Policy TP3 was developed prior to the floods of 2002 and proved its worth in that flood event with several buildings built to that standard surviving the 2002 flood. Post the 2002 flood event the State Government developed Flood mapping which was then adopted by the Shire as the relevant referral point by which development occurred e.g. New Tarunda supermarket with all development applications being reviewed by the Department of the Water which would advise the finished floor level required. This process is the review post the January 2023 event.

# STATUTORY ENVIRONMENT

The legislation relevant to making, revoking or amending local planning policies is *Part 2, Division 2* of the Deemed Provisions of the Planning and Development (Local Planning Schemes) Regulations 2015. However, this does not apply in this instance as there is no provision in the existing Shire of Derby West Kimberley Interim Development Order No.9 (IDO9) for making, revoking or amending local planning policies. However, there is provision under section 4A vi of IDO9 to have due regard for flooding when considering an application under for developmental approval (ie. whether the land in which the application relates is unsuitable for the proposal by reason of it being, or likely to be, subject to flooding, tidal inundation, subsidence, landslip, bushfire or any other risk).

It should be noted the Shire's proposed new Local Planning Scheme No.9, once approved by the Minister for Planning, may be used to ensure there is a legal mechanism in place to help mitigate potential flood risk for any new development. This may be achieved by including special control area provisions or like mechanisms, and is yet to be determined by the Minister following the conclusion of the advertising period scheduled for 26 May 2023.

#### **POLICY IMPLICATIONS**

The adoption of the existing Council Policy TP3 is not compliant with *Part 2, Division 2 of the Deemed Provisions of the Planning and Development (Local Planning Schemes) Regulations 2015* to support decisions made under the *Shire of Derby West Kimberley Local Interim Development Order No.9* is not possible because IDO9 is not a local planning scheme. As such the policy has no legal basis however its intent may be used as an operational guideline when considering development applications that are potentially affected by flooding.

#### FINANCIAL IMPLICATIONS

There are no financial implications that impact on the Shire budget associated with this report that have not been accounted for. There may however be financial implications for those seeking development approval to ensure sufficient information regarding flood risk and mitigation measures is provided in support of their applications.

#### STRATEGIC IMPLICATIONS

| GOAL           | OUR PRIORITIES              | WE WILL  |
|----------------|-----------------------------|--|
| 4. Environment | 4.1 Our natural environment | 4.2.3 Encourage and facilitate the maintenance and development of infrastructure that connects our communities |

#### RISK MANAGEMENT CONSIDERATIONS

| RISK   | LIKELIHOOD | CONSEQUENCE | RISK<br>ANALYSIS | MITIGATION   |
|--|------------|-------------|------------------|--|
| Legal & Compliance: Approval of buildings that are at risk of flood impacts. | Unlikely   | Severe      | Low              | Referral of potential flood impacted development applications to flood advisory agencies for review and comment prior to final determination by the Shire. |

#### **CONSULTATION**

Shire staff have consulted with the Supervising Engineer Surface Water Assessment and Flood Risk Science, Department of Water and Environmental Regulation, as the relevant agency responsible for providing flood mapping information and advice, as well as the Shire's Principal Planning

Officer and the Land Use Planning Division, Department of Planning, Lands, regarding local planning schemes and policy.

#### **COMMENT**

To ensure adequate flood protection for future development in Fitzroy Crossing only at this point as the review of Camballin will take some further time, the Department of Water and Environmental Regulation previously recommended all future proposed habitable-type development located within the 100 year ARI floodplain should have a minimum building floor level of 0.50 metres above the 100 year ARI flood level based on the February 2002 flood. It is also recommended any proposed new development within the 100 year ARI floodplain be referred to the Department for review and comment prior to final determination by the Shire.

The flood levels encountered in January 2023 are significantly higher and revised mapping is available. A copy of the Community January 2023 Fitzroy River Flood Maps, is provided in Attachment 2.

Some information as provided by the Department of Water, Environment and Regulation which provides some reasoning to the potential levels that will be adopted by the State Government. The National Construction Code (NCC) requires the Finished Floor Level (FFL) of habitable areas to be constructed at least 500 millimetres (mm) above the flood planning level. While the 1% (1 in 100) Annual Exceedence Probability (AEP) event is often adopted for this purpose, decision makers can select a higher level of protection if desired. The department's preliminary analysis indicates the January 2023 flooding significantly exceeded 1 in 100 AEP and was likely somewhere between 1 in 200 AEP and 1 in 500 AEP. The 2023 January floods did exceed the 1% AEP including the NCC minimum requirements.

The state Government has looked at the various options which would be

- Option 1 adopt the 1 in 100 AEP level plus the NCC 0.5 m FFL but this would be considered a significant risk and draw criticism to the Government as this was the current adopted level
- Option 2 use the preliminary flood depth modelling from January 2023 as the baseline for the revised flood mapping and habitable floor levels were constructed 500mm above this level, the Government may be criticised for adopting an overly conservative position, noting the associated costs and implications for reconstruction and may set a difficult precedent with respect to both communities and private owners located in flood prone areas.
- Option 3 consider retaining the 1% AEP as the baseline for flood planning levels, however the minimum FFL be increased above the minimum NCC requirement to align with the flood levels observed in the January 2023 flood event. In the majority of cases, this will equate to a new habitable floor level of 1% AEP plus approximately one metre, which is just above the January 2023 flood levels in most areas. This will provide greater confidence that adequate flood protection will continue to be provided into the future noting the likely impacts of climate change.

The Government is also looking at a detailed Flood study which will take approximately two years to complete. The preferred option for the State government is currently option 3. This is shown in the Attachment 3 which shows the pre 2023 advice and the post 2023 advice.

Given the legislative framework regarding local planning policy development mentioned previously above, it is considered that town planning guideline be introduced that replaces Council

Policy TP3 Minimum Finished Floor Level for New Buildings (Other Than Outbuildings) Fitzroy Crossing and Camballin. The effect of the new town planning guideline will ensure that applicants are, in the first instance encouraged to be directed to the relevant informing agency being the Department of Water and Environmental Regulation to establish appropriate designs for future development. A copy of the proposed Town Planning Guideline – (TPG1) Minimum Finished Floor Level for New Buildings Fitzroy Crossing, is provided as Attachment 3.

It will be recommended to firstly rescind the current policy TP3 and move to adopt the new Town Planning Guideline TPG3 using the same option as preferred by the State Government (option 3) which is the 1% AEP plus approximately one metre for the FFL.

# **VOTING REQUIREMENT**

Simple majority

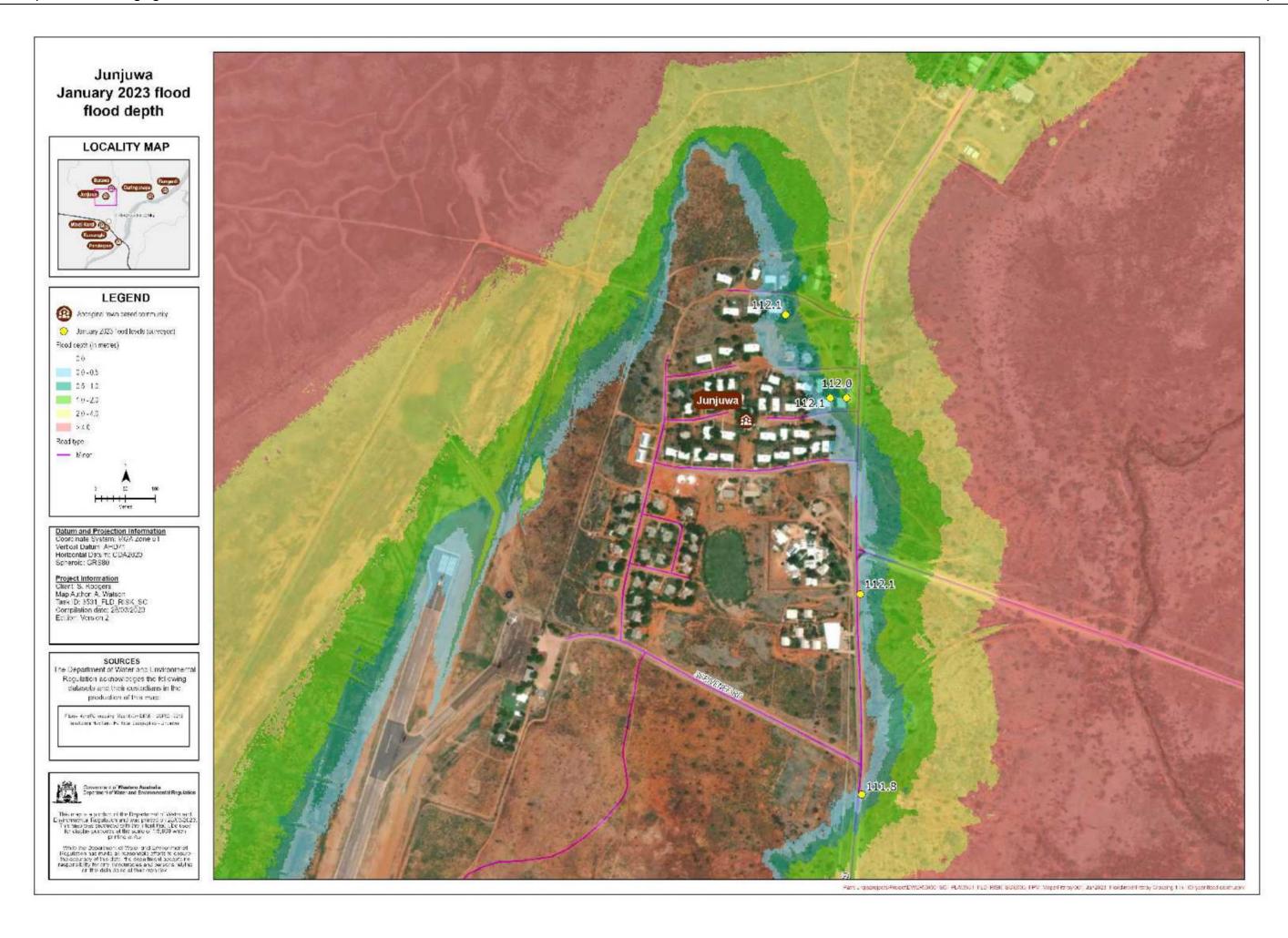
#### **ATTACHMENTS**

- 1. Community January 2023 Fitzroy River Flood Maps 🗓 🖺
- 2. 2023 Flood Mapping 🗓 🖫
- 3. NEW Town Planning Guideline TPG1 Minimum Finished Floor Level for New Buildings in Fitzroy Crossing U
- 4. Depth Marking Curve U
- 5. Flood Mapping depths for Fitzroy Crossing J. 🖺

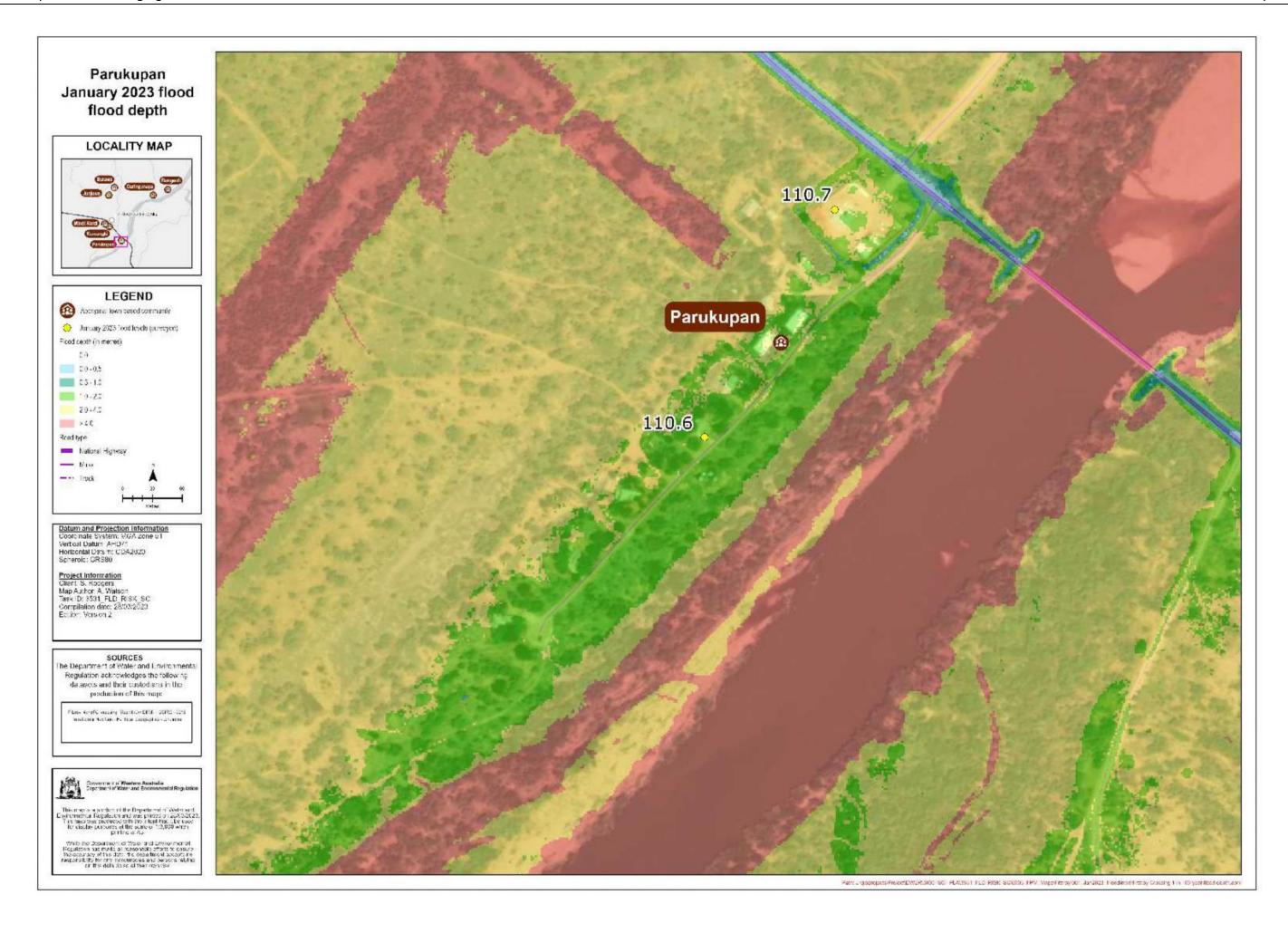
#### RECOMMENDATION

#### **That Council:**

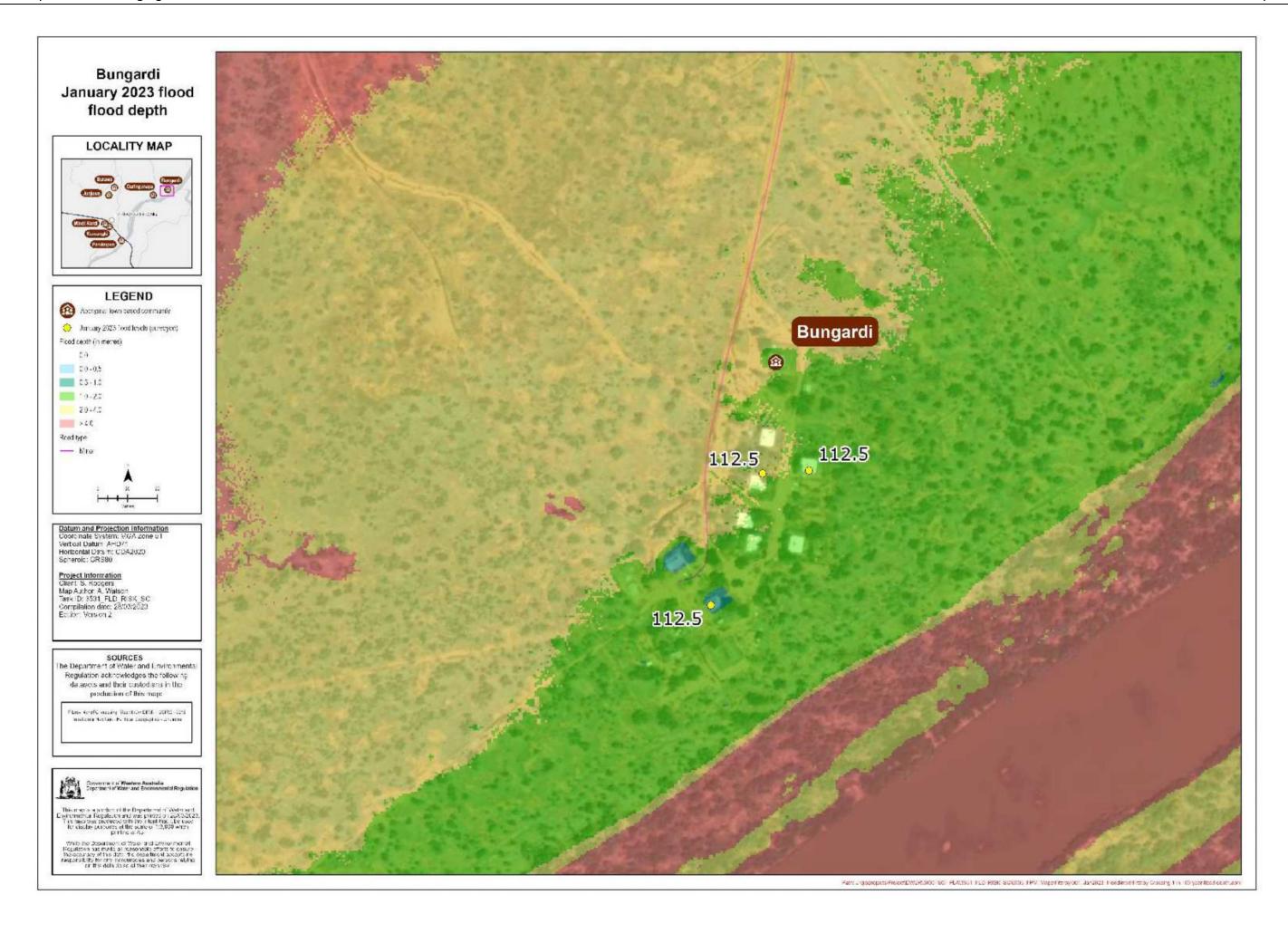
- 1. Revokes Council Policy (TP3) Minimum Finished Floor Level for New Buildings (Other Than Outbuildings) Fitzroy Crossing and Camballin;
- 2. Endorse the proposed new Town Planning Guideline entitled (TPG1) Minimum Finished Floor Level for New Buildings in Fitzroy Crossing as provided in Attachment 3; and
- 3. Refer all future development applications for the land located in designated flood prone areas in Fitzroy Crossing and Camballin to the Department of Water and Environmental Regulation for review and comment prior to final determination by the local government.



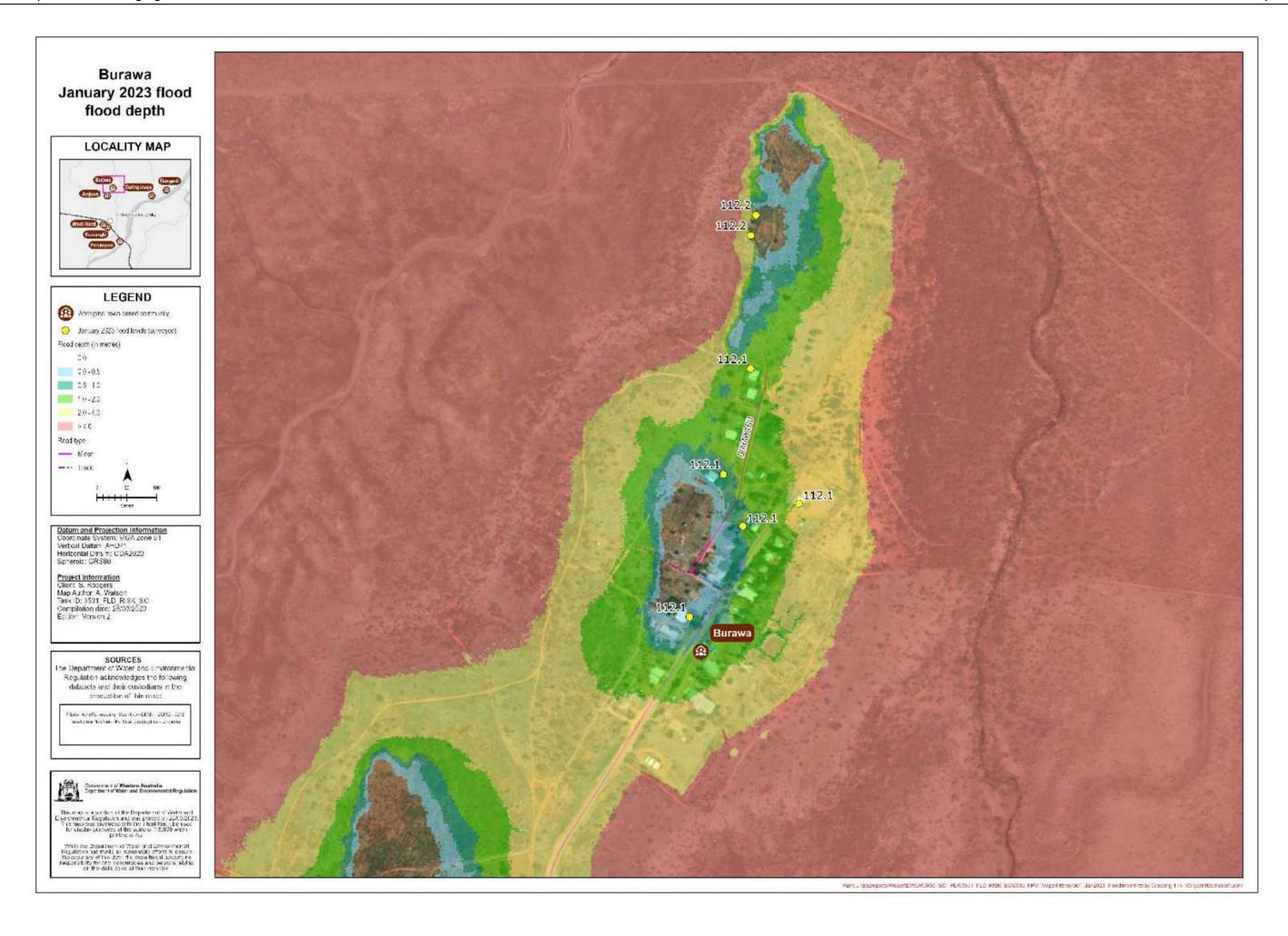
Item 14.1 - Attachment 1



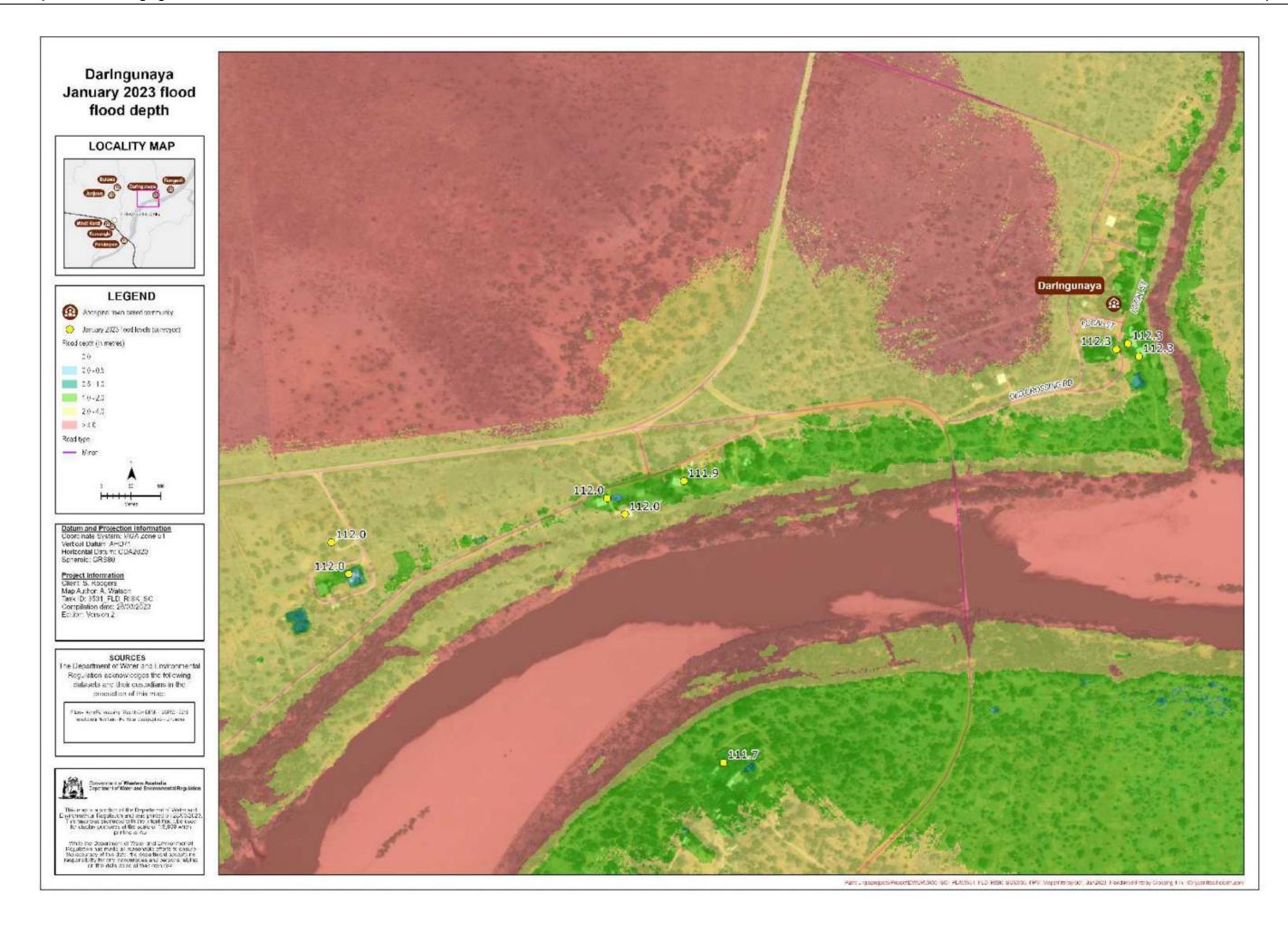
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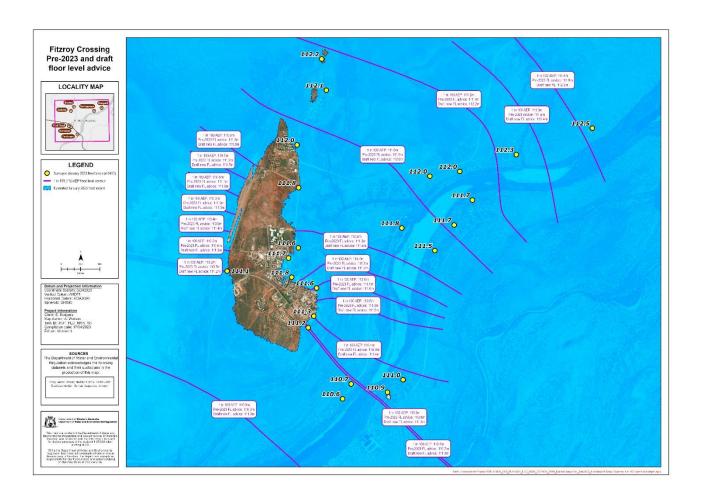
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Item 14.1 - Attachment 1



Item 14.1 - Attachment 1



Item 14.1 - Attachment 2 Page 240

# (TPG1) TOWN PLANNING GUIDELINE MINIMUM FLOOR LEVEL FOR NEW BUILDINGS FITZROY CROSSING

# 1. POLICY OBJECTIVE

To minimise the potential for flood damage to new buildings within Fitzroy Crossing and Camballin.

#### 2. POLICY STATEMENT

This policy applies to all new buildings within Fitzroy Crossing and Camballin.

# 3. POLICY DEFINITIONS

**AHD** – The Australian Height Datum (AHD) is the official national vertical datum for Australia and refers to Australian Height Datum 1971 (AHD71; Australian mainland) and Australian Height Datum (Tasmania) 1983 (AHD-TAS83).

**AEP** – Annual Exceedance Probability (measured as a percentage) is a term used to describe how likely a flood is to occur in a given year.

**Habitable Building** means any structure or portion thereof used or designed for human habitation/occupancy.

**Non-Habitable Building** means any structure or portion thereof not used or designed for human habitation/occupancy.

# 4. FINISHED FLOOR LEVEL FOR NEW HABITABLE BUILDINGS <u>ABOVE</u> JANUARY 2023 FLOOD LEVELS.

4.1 The finished floor level for all habitable buildings shall be a minimum of 1 metre above the 1 in 100 AEP for Fitzroy Crossing Only - Flood levels shown in the following table for January 2023 event:

| Location                      | Jan 23 flood level (m) AHD | Height (m) of Jan 23<br>flood above 1 in 100<br>AEP |
|-------------------------------|----------------------------|---|
| Loambun / Parukupan           | 110.6                      | 0.5   |
| Fitzroy                       | 111.0                      | 0.6   |
| Lodge                         |                            |   |
| Fitzroy Crossing town         | 111.7                      | 1.0   |
| Yurabi Road                   | 111.7                      | 0.6   |
| Emmanuel Way                  | 111.3                      | 0.9   |
| Skuthorpe Road (Crossing Inn) | 111.8                      | 0.9   |
| Junjuwa                       | 112.0                      | 1.0   |
| Burawa                        | 112.1                      | 1.0   |
| Darlyngunaya                  | 112.3                      | 1.0   |
| West of Crossing              | 112.0                      | 0.9   |
| Bungardi                      | 112.5                      | 1.0   |

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# 5. FINISHED FLOOR LEVEL FOR NEW NON-HABITABLE BUILDINGS AND EXISTING APPROVED HABITABLE AND NON-HABITABLE BUILDINGS

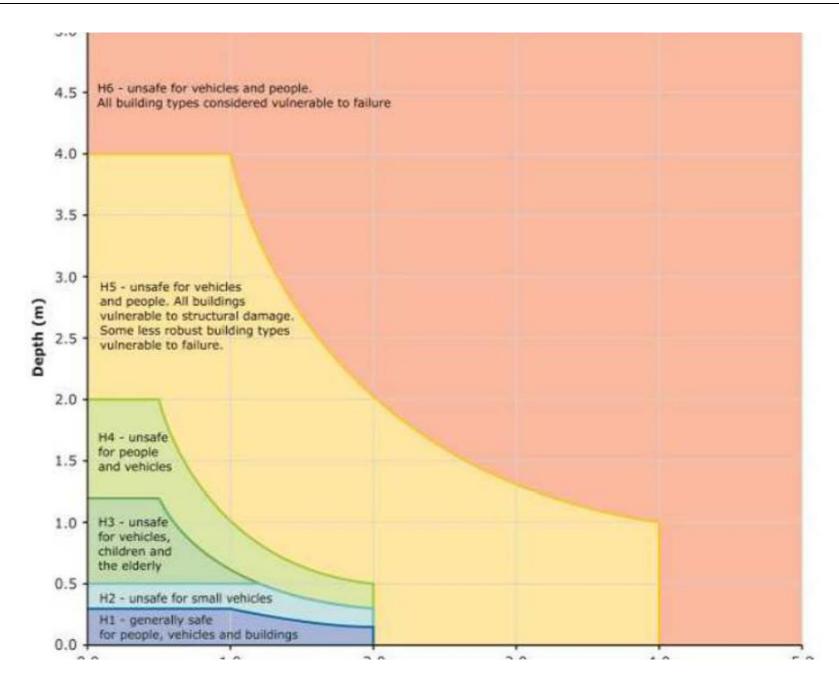
- 5.1 The local government has discretion to consider a minimum finished floor level less than 1 metre above the 1 in 100 AEP as per attached mapping from Department of Water Environment and Regulation under the following circumstances:
  - a) The proposed development is a minor extension to an existing building or structure already approved and constructed; or
  - b) The non habitable building or structure is ancillary development to a dwelling on the same lot inclusive of a carport, garage, patio, pergola, gazebo, and outbuilding; or
  - c) The local government considers fill is impractical and/or will have a negative impact on an established streetscape.

#### 6. REFERALS TO THE DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION

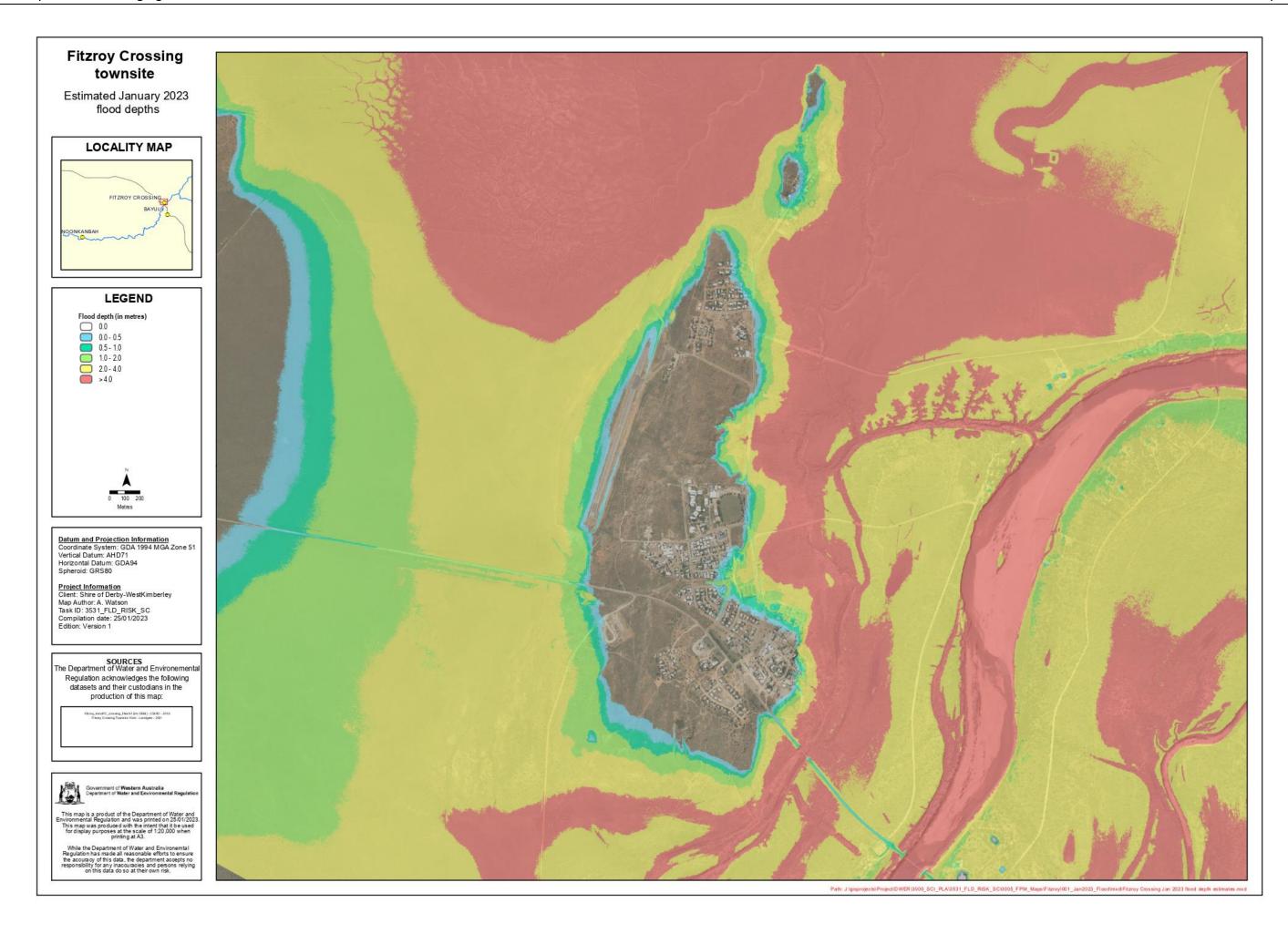
- 6.1 It is strongly recommended all landowners/applicants undertake pre-consultation with the Department of Water and Environmental Regulation to determine and confirm the final finished floor levels required to mitigate any future potential flood risk and prepare and submit plans in support of their development applications that reflect the advice and recommendations received from the Department. A copy of advice received from the Department should accompany the development application submitted to the local government as this may save considerable time processing the application.
- 6.2 Where a landowner/applicant does not undertake pre-consultation with the Department of Water and Environmental Regulation or provide evidence of pre-consultation, the local government will refer the application to the Department for review and comment.
- 6.3 The local government will have due regard to the advice and recommendations received from the Department when determining development applications.

| Policy Details  |  |                                      |                              |  |
|---|--|--------------------------------------|------------------------------|--|
| Original Adoption Date:   | 29 July 1998   | Review Frequency (Annual/Bi-ennial): | 6 April 2023                 |  |
|   |  | Next Review Due:                     | April 2025                   |  |
| Policy Implementing Officer or Team:  | Manager Development Services   | Policy Reviewer:                     | Manager Development Services |  |
| Legislative Head of Power (Act, Regulation, or Local Law):                              | Local Government Act 1995  |                                      |                              |  |
| Related Documents (other<br>Policies, Operational<br>Procedures, Delegations,<br>etc.): | Department of Water and Environmental<br>Regulation – Fitzroy Crossing Flood<br>Management Strategy – Flood Level Maps<br>January 2023 |                                      |                              |  |
| Version Control Council Meeting Review Details:   |  |                                      |                              |  |
| Review #:   | Council Meeting Date: Item/Resolution#:  |                                      |                              |  |
| 1.  | 27 April 2023  | XXXXX                                |                              |  |

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Item 14.1 - Attachment 4 Page 243



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# 14.2 TEMPORARY CONCRETE BATCHING PLANT - LOT 313, CROWN RESERVE 35167, FITZROY CROSSING

File Number: 7020

Author: Mark Chadwick, Manager of Development Services

Responsible Officer: Wayne Neate, Director Technical and Development Services

Applicant: Main Roads Western Australia

Owner: State of Western Australia

Proposal: Temporary Concrete Batching Plant

Location: Lot 313, Crown Reserve 35167

Authority/Discretion: Information

# **SUMMARY**

This agenda report seeks Council's endorsement of a proposal to construct and operate a temporary concrete batching plant on Lot 313 on Deposited Plan 220931 being portion of Crown Reserve 35167 Great Northern Highway, Fitzroy Crossing to support flood recovery works by Main Roads WA.

#### **DISCLOSURE OF ANY INTEREST**

Nil by Author or Responsible Officer.

#### **BACKGROUND**

Crown Reserve 35167 Great Northern Highway, Fitzroy Crossing is currently vested with Bunuba Operations Aboriginal Corporation (BOAC), an entity of Bunuba Dawangarri Aboriginal Corporation (BDAC) which has been set aside under the *Land Administration Act 1997* to be developed for the 'use and benefit of Aboriginal inhabitants.' BOAC have power to lease the land subject to approval from the Minister for Lands.

The Fitzroy Bridge Alliance (FBA), in partnership with Main Roads WA, is seeking to lease the land from BDAC for the specific purpose of constructing and using a temporary concrete batching plant on 'Agreed Service' terms to support flood recovery works in the immediate locality.

The FBA has advised the Shire of the authorisation obtained from BOAC and has submitted relevant information regarding the proposed development to the Shire for its consideration and endorsement. A copy of the authorisation letter is provided as Attachment 1 and supporting plans and information are provided in Attachments 2 to 5 of this report.

### STATUTORY ENVIRONMENT

The legislation of direct relevance to this matter from the Shire's perspective is the Planning and Development Act 2005 (i.e. the 'Act') and the Shire of Derby/West Kimberley Local Interim Development Order No.9.

The relevant section of the 'Act' is as follows;

"Section 6. Act does not interfere with public works

- (1) Subject to subsections (2) to (4), nothing in this Act interferes with the right of the Crown, or the Governor, or a public authority, or a local government:
  - a) to undertake, construct or provide any public work; and
  - b) to take land for the purposes of that public work.
- (2) Rights referred to in subsection (1) are to be exercised having due regard to
  - a) the purpose and intent of any planning scheme that has effect in the locality where, and at the time when, the right is exercised; and
  - the orderly and proper planning, and the preservation of the amenity, of that locality at that time; and
  - c) any advice provided by the responsible authority in the course of the consultation required under subsection (3) in respect of the exercise of the right.
- (3) At the time when a proposal for any public work, or for the taking of land for a public work, is being formulated, the responsible authority is to be consulted as to whether the undertaking, construction or provision of, or the taking of land for, the public work will be consistent with the matters referred to in subsection (2)(a) and (b).

The relevant sections of Local Interim Development Order No.9 are as follows:

#### Clause 5 - DEVELOPMENT BY PUBLIC AUTHORITY

- a) Any public authority intending to carry out development (other than permitted development) within the area covered by this Order is required to consult the Local Government in writing and to supply such information as may be necessary to explain the proposal.
- b) The development shall not be commenced until the Local Government advises either that the development is in conformity with the proposed Local Planning Scheme or can be coordinated with it; but before so advising the Local Government may require modification to the development.
- c) In the event of the modification not being accepted to the public authority, the development shall not be commenced but the matter shall be referred to the Minister for determination by the Governor as provided by section 111(2), Division 3, Part 6 of the Planning and Development Act 2005.

#### Clause 6 - PERMITTED DEVELOPMENT

The following classes of development do not require approval under this Order and are subject only to Local Government by-laws and other provisions of law:

(b) Construction, reconstruction, repair and maintenance of roads, pipelines, service mains, sewerage and drainage lines by public authorities on any public road way or reserve or any reserve or easement established for the purpose.

The Shire Administration has considered the proposed development in the context of all relevant requirements prescribed in the Act, Local Interim Development Order No.9 and the Shire's proposed new Local Planning Scheme No.9 and is satisfied it is capable of meeting the objectives and standards of the Shire's proposed Local Planning Scheme No.9 as it applies specifically to the land in question and can therefore be implemented in a proper and orderly manner subject to compliance with a number of conditions.

#### **POLICY IMPLICATIONS**

State Planning Policy 3.7 - Planning in Bushfire Prone Areas and the associated Guidelines.

# **FINANCIAL IMPLICATIONS**

All administrative costs associated with processing the request are provided for in Council's annual budget. All costs associated with progressing the proposed development, including returning the land to its pre-developed state will be met by the proponent.

#### STRATEGIC IMPLICATIONS

| GOAL       | OUR PRIORITIES                                   | WE WILL  |  |
|------------|--|--|--|
| 3. Economy | 3.1 Industry and business development and growth | 3.1.1 Encourage and support appropriate and sustainable investment |  |

#### **RISK MANAGEMENT CONSIDERATIONS**

| RISK  | LIKELIHOOD | CONSEQUENCE | RISK<br>ANALYSIS | MITIGATION  |
|---|------------|-------------|------------------|---|
| Legal & Compliance:  Potential for impacts from dust and noise emissions to the environment       | Likely     | Minor       | Low              | The proposal is required to be licenced by DWER to ensure effective mitigation measures for potential emissions |
| Business Interruption:  Potential for concrete batching not meeting construction business demands | Possible   | Major       | High             | The proposal addresses<br>the demand for concrete<br>batching in the incident<br>recovery                       |

#### **CONSULTATION**

Consultation has occurred with the Shire's Director Infrastructure and Development Services, Town Planning Consultant and correspondence between the leaseholder and the proponent Fitzroy Bridge Alliance.

#### COMMENT

The Shire has advised FBA of the relevant requirements to satisfy the relevant planning requirements. As the land has been designated as being bushfire prone, the bushfire risk needs to be identified and mitigated by way of the relevant investigations and plans prepared pursuant to State Planning Policy 3.7 and the associated guidelines. FBA have advised the Shire of its proposed bushfire mitigation and management measures, the specific details of which will need to be further assessed and endorsed.

The proponent has also contacted the Department of Water and Environmental Regulation (DWER) to obtain confirmation and will provide the Shire with evidence DWER are satisfied any future potential flood risk can be suitably mitigated. A separate Council agenda report has been

prepared that provides finished floor level guidance based on recent advice also received from DWER which will likely impact this proposal.

Access to/from the proposed development will be from Great Northern Highway via an existing unsealed battleaxe leg associated with Lot 156 located immediately south of Crown Reserve 35167 which is Vacant Crown Land owned by the State of Western Australia and managed by the Department of Planning, Lands and Heritage (DPLH). It is understood FBA is currently seeking approval from DPLH to access the proposed development via the existing battleaxe leg associated with Lot 156 with written confirmation expected to be provided in due course.

Whilst temporary buildings are being proposed, FBA advises all waste material, including grey water, will be captured and stored in tanks and removed at regular intervals. Council should note a separate approval will be required from Department of Health Western Australia for all wastewater disposal infrastructure proposed to be installed.

This proposal is being referred to Council for consideration and endorsement under section 6 of the Act and clauses 5 and 6 of the Shire of Derby/West Kimberley Local Interim Development Order No.9 subject to a range of conditions to ensure the development proceeds in a proper and orderly manner. Council should note FBA have advised it will provide a survey condition report of the relevant portion of Crown Reserve 35167 prior to commencing works and returning the land to its pre-approval condition at the end of the agreed lease term.

# **VOTING REQUIREMENT**

Simple majority

#### **ATTACHMENTS**

- 1. Authorisation of land use 🗓 🖫
- 2. Fitzroy Bridge Alliance Proposal 🗓 🖫
- 3. Concrete Batching Plant General Layout U
- 4. Mindi Rardi Reserve Lease Layout 🗓 🖫
- 5. Concrete Batching Plant Site Layout 4 Table 1

# **RECOMMENDATION**

That Council, pursuant to section 6 of the *Planning and Development Act 2005* and clauses 5 and 6 of the Shire of Derby/West Kimberley Local Interim Development Order No.9, support and endorse the construction and use of a temporary concrete batching plant on Lot 313 on Deposited Plan 220931 being portion of Crown Reserve 35167 Great Northern Highway, Fitzroy Crossing by Main Roads WA and its authorised contractors subject to the following conditions and advice notes:

# **Conditions:**

- 1. This approval is valid for a period of two (2) years only unless otherwise approved by the local government.
- 2. Prior to the commencement of development written confirmation of the Minister for Lands' approval to lease the relevant portion of the land the subject of this approval shall be provided to the local government's Chief Executive Officer.
- 3. Prior to the commencement of development written confirmation of the Department of Planning, Lands and Heritage's approval to access the proposed development via the existing unsealed battleaxe leg associated with Lot 156 on Deposited Plan 213655 shall be

provided to the local government's Chief Executive Officer.

- 4. A Bush Fire Management Plan prepared pursuant to the specific requirements of State Policy 3.7 entitled 'Planning in Bushfire Prone Areas' and the associated guidelines shall be prepared and submitted to the local government for consideration and endorsement by the local government's Chief Executive Officer prior to occupation and use of the proposed development.
- 5. All buildings and other associated improvements shall be constructed in accordance with the final finished floor levels recommended by the Department of Water and Environmental Regulation with details to be confirmed in writing, including the final site development plans, and submitted to the local government for endorsement by the local government's Chief Executive Officer prior to the commencement of development.
- 6. A suitable on-site effluent disposal system, as determined by the local government's Environmental Health Officer or the Executive Director of Public Health, shall be provided prior to occupation and use of the proposed development.
- 7. All stormwater drainage associated with the proposed development shall be managed and disposed on site to the specifications and satisfaction of the local government's Chief Executive Officer in consultation with the local government's Director Technical and Development Services.
- 8. All solid waste generated by the proposed development shall be disposed on a regular basis to the specifications and satisfaction of the local government's Chief Executive Officer in consultation with the local government's Environmental Health Officer.
- 9. At the end of the approval term all improvements on the land shall be removed and the land reinstated to its pre-development condition insofar as practicable within 90 days to the satisfaction of the local government's Chief Executive Officer unless otherwise approved by the local government. A pre and post-development survey shall be prepared and submitted to the local government by the proponent at its own cost to help satisfy the specific requirements of this condition.

# **Advice Notes:**

- 1. This approval is not an authority to ignore any constraint to development on the land which may exist through contract or on title, such as an easement, memorial or restrictive covenant. It is the responsibility of the applicant and landowner and not the local government to investigate any such constraints before commencing development. This approval will not necessarily have regard to any such constraint to development, regardless of whether or not it has been drawn to the local government's attention.
- 2. This approval by the Shire of Derby / West Kimberley is granted pursuant to section 6 of the Planning and Development Act 2005 and clauses 5 and 6 of the Shire of Derby/West Kimberley Local Interim Development Order No.9. It is not a building permit or an approval to commence or carry out development under any other law. It is the responsibility of the applicant/landowner to obtain any other necessary approvals, consents, permits and licenses required under any other law, and to commence and carry out development in accordance with all relevant laws.
- 3. The applicant/landowner is advised the land the subject of this approval is identified in the Aboriginal Heritage Inquiry System as registered Aboriginal Sites 429 and 12233 known as 'Kurnangki Burial' and 'Sacred Store and Site' respectively. Any future development on the land must have due regard for and be undertaken in accordance

with the specific requirements of the Aboriginal Heritage Act 1972.

- 4. An 'Application to Construct or Install an Apparatus for the Treatment of Sewage' pursuant to the specific requirements of the Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974 must be prepared and submitted to the local government or the Executive Director of Public Health for consideration and determination prior to preparation and lodgement of a building permit application for the structures they will serve.
- 5. In accordance with the *Building Act 2011* and *Building Regulations 2012*, a building permit application must be submitted to and approved by the local government's Building Surveyor prior to the commencement of any construction or earthworks on the land.
- 6. The proposed development is required to comply in all respects with the National Construction Code of Australia. Plans and specifications which reflect these requirements must be submitted to the local government with the building permit application.



ABN: 80 365 218 271 PO Box 264 Fitzroy Crossing WA 6765

21 April 2023

By Email:

Mr Greg Mengel Construction Manager Fitzroy Bridge Alliance

Subject: Vacant Crown Land (no. 35167) currently vested with Bunuba Operations Aboriginal Corporation (an entity of Bunuba Dawangarri Aboriginal Corporation)

As CEO, I thank you for meeting with Bunuba Dawangarri Aboriginal Corporation (BDAC) 21 April to seek approval to use and lease the land, known as Crown Reserve 35167, owned by the State of Western Australia, and set aside to be developed for the 'use and benefit of Aboriginal inhabitants.' The land area is located on the southern side of the Great Northern Highway in Fitzroy Crossing, which falls within the Shire of Derby / West Kimberley.

The land has been vested with BOAC since 2004/05 and we hold an exclusive management order for Crown Reserve 35167 and are responsible for all the land comprising the Reserve and have power to lease for any term subject to approval from the Minister for Lands.

The Fitzroy Bridge Alliance (through Georgiou) seeks to lease the said land for the specific purpose of a concrete batching plant, on 'Agreed Service' terms between the BDAC and Fitzroy Bridge Alliance. We request these lease terms and rates be negotiated at your earliest convenience, please.

As an act of goodwill and good faith in progressing the necessary works, the BDAC approves the Fitzroy Bridge Alliance to commence their operations at the said location.

Can you please indicate to the BDAC in writing your intention of the schedule of works, the agreed lease rates for land use, and your commencement date. Also note, in authorising use of the lands and to progress your works, the BDAC request you ensure appropriate statutory authorities and bodies are abreast of your intentions, and in receipt of appropriate approvals.

Finally, the condition of use of the said land requires both parties to agree the land is reinstated back to its natural state.

On behalf of BDAC, I trust these conditions are acceptable and suitable to your work schedule and should you require further information, I can be contacted on 0499 530 753.

Your sincerely,

Bunuba Dawangarri Aboriginal Corporation

Item 14.2 - Attachment 1 Page 251



28 April 2023

Mr Wayne Neate
Director of Technical and Development Services
Shire of Derby and West Kimberley

#### Subject: Batch Plant set-up proposal for Lot 1, known as Crown Reserve 35167

In response to your email dated 31 March 2023 regarding the process required to temporary establish Lot 1, known as Crown Reserve 35167, as a concrete batch plant, please find our proposal below which is in response to your dot point 4: Development approval is not required from the Shire to develop/use the land to facilitate construction of the proposed new bridge given the work is being done by an agent acting on behalf of Main Roads WA (i.e. the works are classified as public works which are exempt from the need for development approval under section 6 of the Planning and Development Act 2005 and clauses 5 and 6 of the Shire of Derby/West Kimberley Interim Development Order No.9 (IDO9)). There are however obligations on the developer to consult with the Shire in writing and supply such information as may be necessary to explain the proposal.

#### Proposal

- Batch plant will be a mobile plant setup based on 50m³/hr maximum production rate. It will more typically operate at a 25m³ / hr capacity.
- Batch plant will be constructed as per provided layout drawings and is generally designed as a plug and play unit to minimise site install hours
- Batch plant components are certified and are rated to withstand potential cyclone events. Electrical certification will be provided at the end of the install.
- 4. The Batch plant meets modern day environmental controls through use of enclosed silos (2 off), enclosed chutes, wash pit bays and dust control measures through introduction of stockpile dust suppression. The batch plant has been designed in compliance with WA Environmental regulations associated with concrete batch plant operations.
- The site layout is a proven design that caters for turning circles, Safety in design ensuring that the plant will be used in a safe manner.
- 6. Batch plant will be serviced by a crew of 5 to 6 men.
- Batch plant operating hours will be typically 11 hours days starting at 6am, 6.5day working week, however there will large deck and pilecap pours that will have to commence during night shift.
- 8. Clearing of the site is anticpated to start 8 May, subject to all approvals.
- 9. Anticipated operational dates of the plant are 15 May 2023 to end February 2024.
- 10. At the end of the project and if requested, the Alliance will be prepared to leave part of the established infrastructure behind (e.g. aggregate silos and wash down bays) to assist with formation of a future batch plant.

A site layout provided by our sub-contractor has been attached to the email sent with this letter.

Attached to the email, is also a letter from Bunuba Dawangarri Aboriginal Corporation in response to the following point raised in your email dated 31 March: No one else can develop/use Crown Reserve 35167 without obtaining approval from the current authorised management body Bunuba Incorporated. Technically the land can only be developed for its designated purpose unless otherwise approved by the Minister for Lands.

If you require further information on our proposal, can you please inform Fiona Bell, Community and Stakeholder Engagement Manager for the Fitzroy Bridge Alliance as soon as practicable.

Your sincerely.

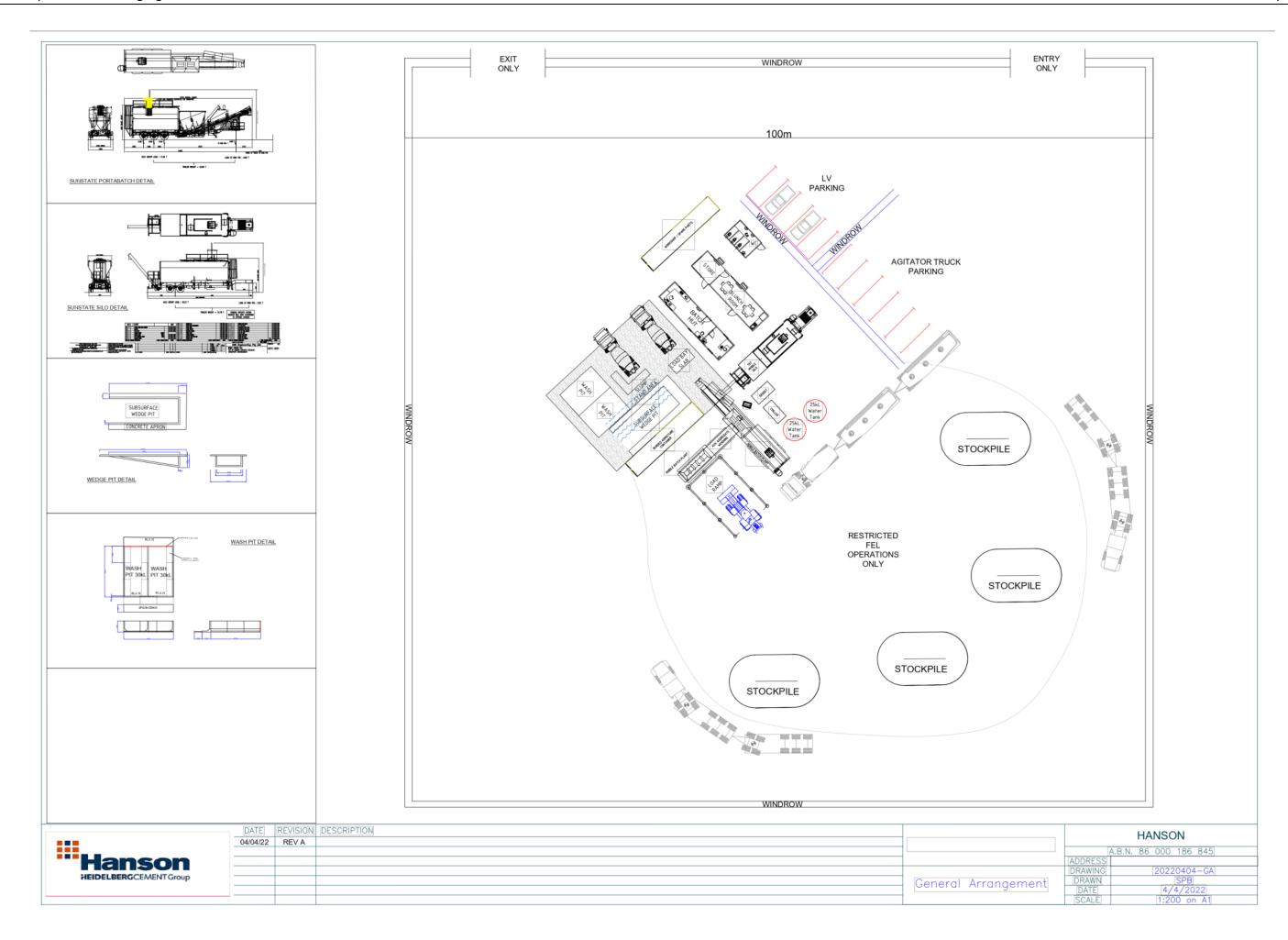
Will Telfer

Alliance Director

Fitzroy Bridge Alliance

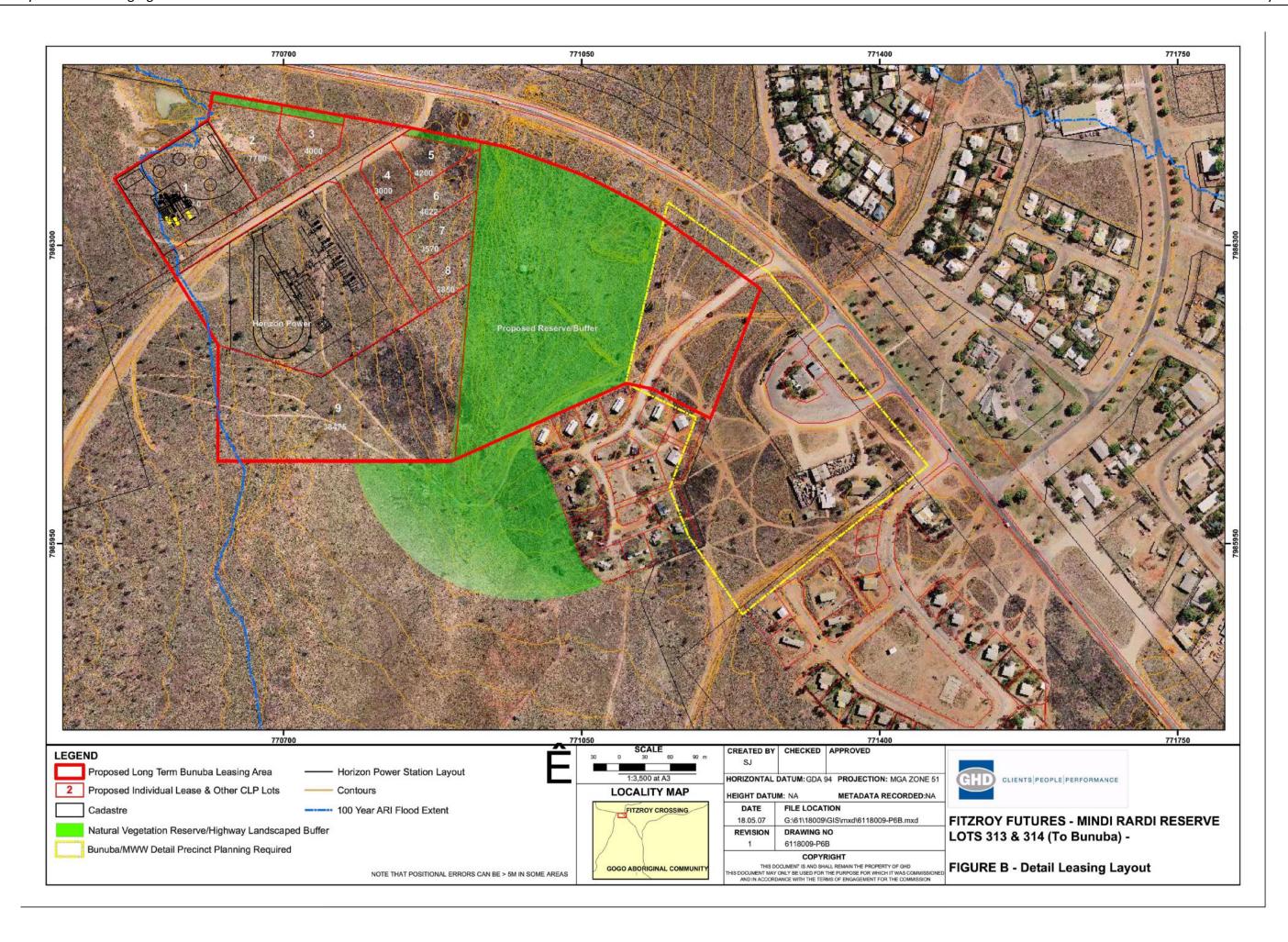
Item 14.2 - Attachment 2

Ordinary Council Meeting Agenda 25 May 2023



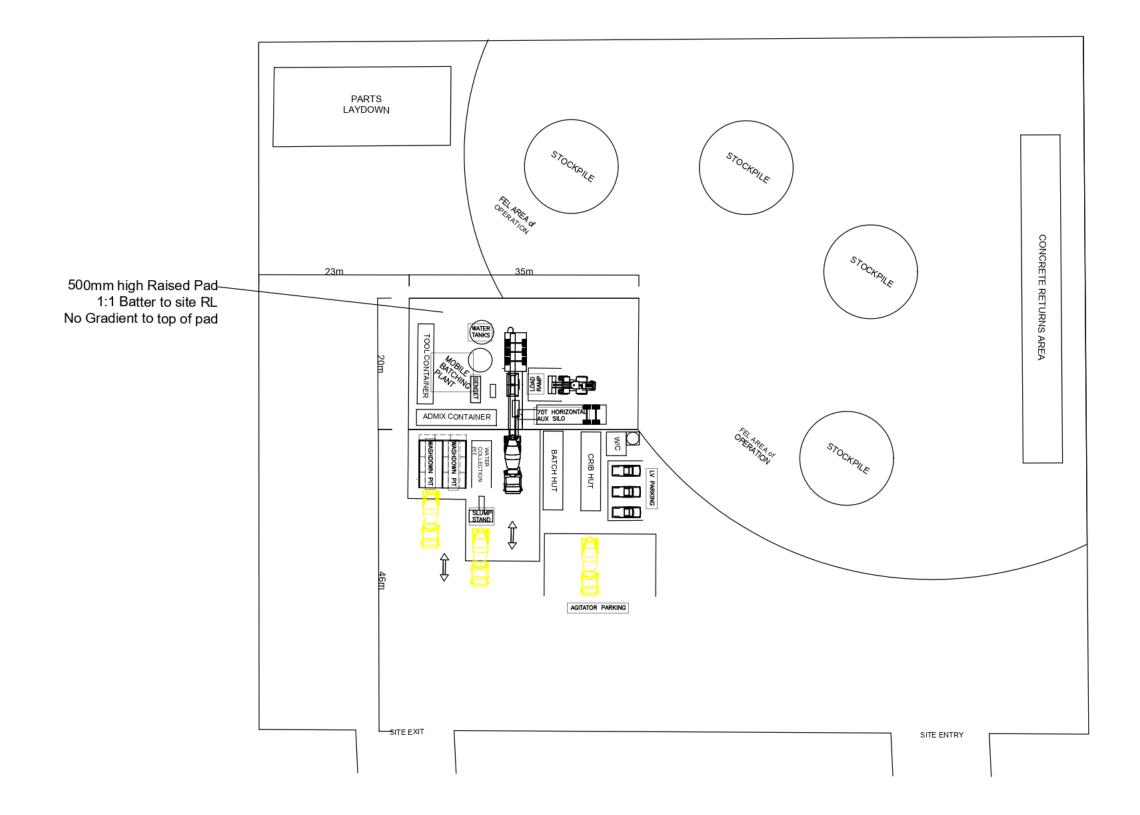
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Ordinary Council Meeting Agenda 25 May 2023



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Ordinary Council Meeting Agenda 25 May 2023





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# 14.3 REQUEST TO CLOSE HOLLAND STREET, DERBY AND TO AMALGAMATE WITH ADJOINING LAND

File Number: 8145

Author: Mark Chadwick, Manager of Development Services

Responsible Officer: Wayne Neate, Director Technical and Development Services

Authority/Discretion: Legislative

#### **SUMMARY**

This report recommends that Council resolve to request the Hon. Minister for Lands' final approval to the permanent closure of the southern 2.378 hectare unconstructed portion of the Holland Street road reserve between Derby Highway and Fitzroy Street, Derby pursuant to section 58 of the Land Administration Act 1997 and associated regulations with the land comprising the closed road reserve to be offered to all immediately adjoining landowners for acquisition and amalgamation with their properties in equal portions.

#### **DISCLOSURE OF ANY INTEREST**

Nil by author; Nil by Responsible Officer.

#### **BACKGROUND**

At its Ordinary Meeting on 25 August 2022 Council resolved to initiate the process under section 58 of the *Land Administration Act 1997* and associated regulations to permanently close the southern 2.378 hectare unconstructed portion of the Holland Street road reserve between Derby Highway and Fitzroy Street, Derby with the land comprising the closed road reserve to be offered to all immediately adjoining landowners for acquisition and amalgamation with their properties in equal portions.

Council's resolution in this matter was conditional upon all immediately adjoining landowners providing written confirmation to the Shire of their agreement to indemnify the Shire and the State of Western Australia of any and all third party costs and claims that may be triggered by the road closure process.

A copy of letters received from all immediately adjoining landowners confirming their agreement to the proposal and willingness to indemnify the Shire and the State of Western Australia against all costs and claims is provided in Attachment 1.

Public advertising of the proposal has now been completed in accordance with the procedural requirements of the *Land Administration Act 1997* and associated regulations for the minimum required period of thirty five (35) days. The advertising process included publication of a notice in the Broome Advertiser newspaper, correspondence to all relevant government agencies and essential service providers and display of the relevant report and plans at the Shire administration centre and on the Shire's website.

At the close of public advertising a total of two (2) submissions were received (see Attachment 2), both of which raised no objections to the proposal but raised comments regarding:

a) the need to protect existing electricity supply infrastructure via easements (Submitter: Horizon Power); and

b) additional potential benefit and risk including the need for a consistent agreement with all relevant landowners that contains suitable terms and conditions to ensure the timely acquisition and transfer of those portions of the closed road reserve to be amalgamated with their properties (Submitter: Mr Richard Hosking – Local Resident).



Plan 1 - Proposed Holland Street Road Closure Area (Approx. 2.378 hectares)

# STATUTORY ENVIRONMENT

Land Administration Act 1997 - Section 58 - Closing Roads

**Land Administration Regulations 1998** – Regulation 9 - Local government request to close road permanently (Act s. 58(2)), requirements for.

# **POLICY IMPLICATIONS**

Nil

#### FINANCIAL IMPLICATIONS

Permanently closing the relevant portion of the Holland Street road reserve will remove the need for the Shire to maintain the land as well as construct and maintain a new road carriageway and associated drainage infrastructure within the road reserve area which is currently under the care, control and management of the Shire.

Following final approval and completion of the road closure process (assumed) the properties affected will increase in size and are therefore expected to generate a modest increase in annual

rate revenue for the Shire following their revaluation by Landgate for rating and taxing purposes in accordance with the *Valuation of Land Act 1978*.

It is understood the Shire has agreed to meet all administrative costs associated with progressing the proposed road closure in accordance with the procedural requirements of the *Land Administration Act 1997* using funds allocated in its annual budget.

All costs associated with finalising the proposal, including survey works and land acquisition costs, will be borne by the individual landowners who stand to benefit if the Minister for Lands grants final approval.

#### STRATEGIC IMPLICATIONS

| GOAL                          | OUR PRIORITIES                                    | WE WILL   |
|-------------------------------|---|---|
| Leadership and     Governance | 1.1 Collaboration and partnership                 | 1.1.1 Engage with our communities   |
| Leadership and     Governance | 1.2 Capable, inclusive and effective organisation | 1.2.4 Attract and effectively use resources to meet community needs                               |
| 1. Leadership and Governance  | 1.3 Effective<br>Communication                    | 1.3.3 Use multiple channels to distribute information about services, programs, places and spaces |

#### **RISK MANAGEMENT CONSIDERATIONS**

| RISK   | LIKELIHOOD | CONSEQUENCE | RISK<br>ANALYSIS | MITIGATION  |
|--|------------|-------------|------------------|---|
| Legal & Compliance:  Procedural requirements of section 58 of the Land Administration Act 1997 and regulation 9 of the Land Administration Regulations 1998. | Unlikely   | Minor       | Low              | Attention to process and procedure, awareness of legislation and vigilance. |

# **CONSULTATION**

As stated previously above, public advertising has been completed in accordance with the procedural requirements of the *Land Administration Act 1997* and associated regulations for the minimum required period of thirty five (35) days with two (2) submissions received, none of which raised any objections.

## **COMMENT**

In relation to the two (2) submissions received during public advertising, Council should note the following key points:

• Horizon Power

Horizon Power confirmed it has some existing electricity supply infrastructure at the western end of the Holland Street road reserve at its intersection with Derby Highway that will need to be contained within a suitable easement/s to provide a legal right of access to the infrastructure for ongoing maintenance and repair purposes if the road reserve is closed and the land amalgamated into immediately adjoining privately owned properties. Horizon Power also made reference to existing electricity supply infrastructure further east however it is not located within that portion of the Holland Street road reserve area proposed to be closed and does not therefore require or justify the creation of an easement as part of the road closure process.

Horizon Power's advice in this matter as it applies specifically to the Holland Street road reserve is considered to be fair and reasonable given its responsibilities with respect to the existing electricity supply infrastructure in the road reserve and the need to ensure legal rights of access are provided and maintained in perpetuity. It is therefore expected the Department of Planning, Lands and Heritage will make arrangements to provide for the creation of the required easement/s if the Minister for Land's grants final approval in due course.

### Mr Richard Hosking – Local Resident

Mr Hosking confirmed he uses that portion of the Holland Street road reserve proposed to be closed for recreational purposes with his family (i.e. walking) and acknowledged the benefits of proceeding with the proposed road closure as identified in the documentation made available for review and comment during public advertising.

He did however point out:

- a) the additional rates income likely to be received by the Shire if the road reserve is ultimately closed and queried why that was not considered and quantified in any way to further justify the proposal;
- b) the benefit that will flow to all affected adjoining landowners in terms of the additional land to amalgamated with their properties following completion of the road closure process;
- c) the lack of detailed information regarding contingencies and risks associated with the road closure process; and
- d) the need for a consistent agreement with all relevant landowners, including suitable terms and conditions to ensure the timely acquisition and transfer of those portions of the closed road reserve to be amalgamated with their properties.

In relation to point a) above it is acknowledged the proposal will, if ultimately approved by the Minister for Lands, generate an increase in annual rate revenue for the Shire following revaluation of the relevant affected properties by Landgate. Quantifying the additional revenue likely to be generated was not however considered necessary given the increase is likely to be modest and the significant time and cost associated with seeking valuation advice which will ultimately be undertaken by the Department of Planning, Lands and Heritage at a later, more appropriate point in the process.

In relation to point c) above it should be noted it was and still is difficult for the Shire to identify and document all contingencies and risks associated with the proposal which is why Council resolved that it may only proceed if all immediately adjoining landowners provided written confirmation of their agreement to indemnify the Shire and the State of Western Australia of any and all third party costs that may arise. Furthermore, the road closure process is quite rigorous with the aim being to compile as much information as possible during the

public advertising and agency referral process to identify as many contingencies and risks as possible before referring it to the Department of Planning, Lands and Heritage requesting ministerial approval. It is expected the Department will also undertake its own due diligence with respect to contingencies and risks before making any final recommendation to the Minister for Lands.

Lastly, in relation to point d) of Mr Hosking's submission Council should note the Department of Planning, Lands and Heritage is responsible for arranging and managing the land transfer process in consultation with the relevant landowners which will be undertaken in accordance with legally binding agreements. If a landowner does not fulfil their obligations under the agreement it is open to the Minister to then authorise the sale and transfer of land not taken to the other immediately adjoining property owner.

## In light of:

- i) the outcomes from consultation with all immediately adjoining landowners and their written agreement to indemnify the Shire and the State of Western Australia of any and all third party costs that may be triggered by the road closure process;
- ii) the outcomes from public advertising in which no objections were received;
- iii) the ability to accommodate Horizon Power's request to create a suitable easement/s to provide a legal right of access to all existing electricity supply infrastructure in perpetuity for ongoing maintenance and repair purposes if the road reserve is ultimately closed;
- iv) the long terms benefit to all immediately adjoining landowners, including those that have constructed unauthorised structures within the road reserve area which can now be formally approved by the Shire upon receipt of the required applications subject to compliance with all legislative and regulatory requirements;
- v) Council's ability to still grant development approval for any existing unauthorised and future proposed works and/or uses within those portions of the road reserve to be amalgamated into all immediately adjoining properties despite its current 'Local Road' reserve classification in the Shire's Town Planning Scheme No.5 and proposed new Local Planning Scheme No.9;
- vi) the limited need for the road reserve area to accommodate future traffic and the fact the Shire has no short, medium or long term plans to construct all or part of the road reserve area for public access purposes (i.e. the road reserve is of no strategic benefit or significance and will be costly to construct due to the need to secure a clearing permit approval from the Department of Water and Environmental Regulation to accommodate future road construction works);
- vii) the long term cost savings to the Shire in terms of maintaining the unconstructed road reserve or constructing a new road carriageway and associated drainage infrastructure within the road reserve area; and
- viii) the additional rates income likely to be received by the Shire if the road reserve is ultimately closed, albeit modest in terms of total value,

it is recommended that Council resolve to request the Hon. Minister for Lands' final approval to the road closure proposal pursuant to section 58 of the *Land Administration Act 1997* and associated regulations.

### **VOTING REQUIREMENT**

Simple majority

#### **ATTACHMENTS**

- 1. Attachment 1 Written Indemnification from all Affected Landowners 🗓 🖺
- 2. Attachment 2 Submissions U

#### **RECOMMENDATION**

#### That Council resolve to:

- Acknowledge the outcomes from public advertising of the proposal to permanently close the southern 2.378 hectare unconstructed portion of the Holland Street road reserve between Derby Highway and Fitzroy Street, Derby and the fact no objections were received;
- 2. Formally request the Hon. Minister for Lands' final approval to the permanent closure of the southern 2.378 hectare unconstructed portion of the Holland Street road reserve between Derby Highway and Fitzroy Street, Derby pursuant to section 58 of the Land Administration Act 1997 and associated regulations with the land comprising the closed road reserve to be offered to all immediately adjoining landowners for acquisition and amalgamation with their properties in equal portions; and
- 3. Authorise the Shire Administration to prepare and submit the required documentation and plans to the Lands Division of the Department of Planning, Lands and Heritage requesting the Hon. Minister for Lands' formal consideration and final approval to the road closure proposal, including confirmation all immediately adjoining landowners have provided written agreement to indemnify the Shire and the State of Western Australia against all future possible costs/claims arising from the project's implementation.

#### ATTACHMENT 1

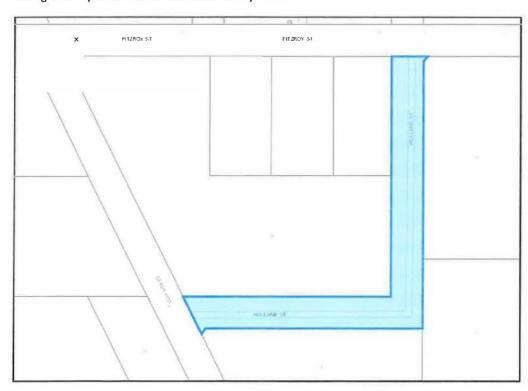
Amanda Dexter Chief Executive Officer Shire Derby West Kimberley PO Box 94 Derby WA 6728

Dear Amanda.

# INDEMNIFICATION REQUEST: Agreeable to the proposed road closure

# Portion of Holland St Derby 6728 WA

Further to the request to permanently close Holland Street, I the undersigned, confirm my agreement to the proposal, including my willingness & intention to indemnify the Shire & State of WA against all potential costs & claims that may arise.



Yours Sincerely

Kelvin Moore

To:

Shire of Derby West Kimberley

From:

Lynette Henderson-Yates

Date:

9<sup>th</sup> September 2022

The Chief Executive Officer Shire of Derby West Kimberley Derby WA 6728

Agreement to Proposed Closure of Portion of Holland Street, Derby, REF 154014

Dear Amanda,

With reference to your letter dated 31 August 2022, I hereby confirm my agreement to the above proposal and that I am willing and it is my intention to indemnify the Shire of Derby West Kimberley and the State of Western Australia against all potential costs and claims that may arise.

Kind regards

Lynette Henderson-Yates

Millenderson Hates

Amanda Dexter Chief Executive Officer Shire Derby West Kimberley PO Box 94 Derby WA 6728

Dear Amanda.

# INDEMNIFICATION REQUEST: Agreeable to the proposed road closure

# Portion of Holland St Derby 6728 WA

Further to the request to permanently close Holland Street, I the undersigned, confirm my agreement to the proposal, including my willingness & intention to indemnify the Shire & State of WA against all potential costs & claims that may arise.



Yours Sincerely

Sandra Moore

Amanda Dexter Chief Executive Officer Shire Derby West Kimberley PO Box 94 Derby WA 6728

Dear Amanda.

# INDEMNIFICATION REQUEST: Agreeable to the proposed road closure

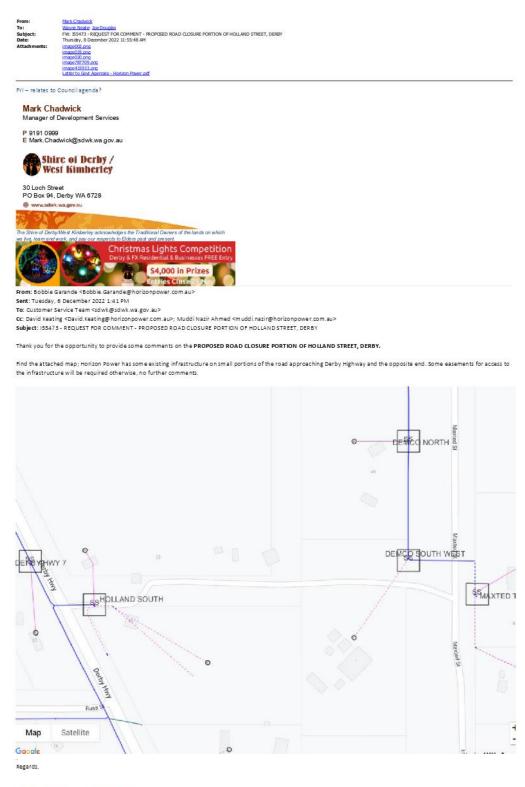
# Portion of Holland St Derby 6728 WA

Further to the request to permanently close Holland Street, I the undersigned, confirm my agreement to the proposal, including my willingness & intention to indemnify the Shire & State of WA against all potential costs & claims that may arise.



Carmel Moore

#### **ATTACHMENT 2**



HORIZON

Bobbie Garande

Senior Power Systems Officer

Tooking 192 59064 | 0439 462 520

A 24 M dDariel Road Brome WA 6735

E Bobbe Garande Bhorizoneower com au

Item 14.3 - Attachment 2



Horizon Power, ABN 57 955 011 697, Karratha, Western Australia. Telephone: +61 8 6310 1000

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Item 14.3 - Attachment 2

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

Richard Hosking 55 Fitzroy Street Derby WA PO Box 158 Derby 6728

16 December 2022

Dear Amanda,

# RE. COUNCIL RESOLUTION 110/22. PROPOSED CLOSURE AND SALE OF 2.378 HECTARES COMPRISING ONE SECTION OF HOLLAND STREET DERBY.

As requested in the notice, I advise I am currently occupying lot 55 Fitzroy Street Derby which is adjacent to the subject property.

Lot 55 Fitzroy Street has a shared boundary with the balance of Holland Street i.e. Holland St being contiguous over Fitzroy Street.

How will the intended road closure affect me?

#### 1. As an occupier of the property opposite:

My partner and I, along with pet dog, walk along tracks that wind their way on the subject carriageway. We don't go near those areas with encroaching buildings, despite a legal right of access backed by the Crown to probably do so.

#### 2. Town resident wanting the shire to benefit from the proposal.

I note from the submission and the councils report the sale process would be a benefit to the town because of the relief to build the road and/or maintain the road reserve albeit some administrative costs associated with consultation, advertising and preparing reports to dispose of it.

The report and submission did not mention the additional rates that would become available which would be would be another ongoing benefit.

It is assumed the council has not provided an estimate of this benefit as an incentive to proceed due to it necessitating valuation and it being too preliminary or deemed nominal?

The main undocumented benefits would flow to the affected land owners being able to expand the size of their properties.

The report and submission did not elaborate on the contingencies or identify risks in the relinquishing process.

Given the number of applicants involved to acquire the subject "lots", the "indemnities" would need to factor in a participant(s) failure to settle on time.

**1** | Page

i.e. it is recommended that the council ask the "purchasers" to submit consistent agreements to purchase prior to the sale and transfer. The agreements would need to include terms and conditions for timely payment and settlement i.e. no allowing delayed settlement or allow assignments or other option agreements otherwise the position would revert back to road reserve.

Yours faithfully

Richard Hosking

**2 |** Page

## 15 COMMUNITY AND RECREATION SERVICES

# 15.1 AWARDING OF TENDER 05-2023 - FITZROY CROSSING SWIMMING POOL AMENITIES BUILDING REFURBISHMENT WORKS

File Number: 0460

Author: Christie Mildenhall, Acting Director of Community Services

Responsible Officer: Amanda Dexter, Chief Executive Officer

**Authority/Discretion: Executive** 

#### **SUMMARY**

That Council award Tender T05-2023 – Fitzroy Crossing Swimming Pool Amenities Building Refurbishment Works to CMT Building Pty Ltd ABN 34 651 038 612 for completing the remedial works at the Fitzroy Crossing Pool Building in order to bring it back to back to a habitable condition on the basis as set out in the Request For Tender (RFT) on a fixed lump sum price basis.

#### **DISCLOSURE OF ANY INTEREST**

Nil by author or responsible officer.

#### **BACKGROUND**

In July 2022 the Fitzroy Crossing Swimming Pool was subject to an arson incident which saw fire damage the administration and first aid rooms within the amenities building at the facility. The pool is owned by the Shire of Derby / West Kimberley and leased to the Department of Communities, who sub-contracts Royal Life-saving WA to manage the pool.

Following a structural assessment completed by Pritchard Francis on behalf of LGIS and McLaren's (property adjusters have been appointed by LGIS to manage the claim process) it was determined the facility was structurally sound and works should progress to repair the damage which had been caused by the incident.

The Shire of Derby/West Kimberley issued a Request for Tender for the Fitzroy Crossing Swimming Pool Amenities Building Refurbishment Works (RFT) to engage the services of a registered builder and suitably qualified and experienced Contractor to complete the remedial works at the Fitzroy Crossing Pool Building in order to bring it back to back to a habitable condition as set out in the Specification and other documentation included in the RFT.

The RFT was advertised on 27 March 2023 via Tenderlink, Shire website, Broome Advertiser and West Australian with submissions closing at 2pm (AWST) on Thursday, 27 April 2023. The RFT included a non-mandatory tender briefing on Thursday, 13 April 2023.

Ichiban Commercial Solutions was appointed by McLaren's to assist with the tender process.

#### STATUTORY ENVIRONMENT

s.3.57 of the Local Government Act 1995
Part 4 of the Local Government (Functions and General) Regulations 1996

#### **POLICY IMPLICATIONS**

Policy F1 - Procurement of Goods and Services is applicable in relation to this tender.

# FINANCIAL IMPLICATIONS

The works form part of an insurance claim and the outcome of the proposed tender assessment has been reviewed with the Shire's insurers, LGIS, for their approval. Works will be managed as an insurance claim.

#### STRATEGIC IMPLICATIONS

| GOAL         | OUR PRIORITIES  | WE WILL                                |  |
|--------------|-----------------|--|--|
| 2. Community | 2.4 Sustainable | 2.2.1 Build, maintain and maximise the |  |
|              | Communities     | use of community facilities            |  |

#### **RISK MANAGEMENT CONSIDERATIONS**

| RISK   | LIKELIHOOD | CONSEQUENCE | RISK<br>ANALYSIS | MITIGATION   |
|--|------------|-------------|------------------|--|
| Community: Inability to build, maintain and maximise the use of community facilities due to poor workmanship, budget overrun, projects not completed on time, failure to bring economic benefit to the community and failure to deliver best value for money for ratepayers. | Possible   | Moderate    | Medium           | Process completed as a public tender in order to assess the contractor's ability to deliver the project on time, to the budget and the required specification in order to ensure that the tenderer will deliver value for money for the Shire.  Utilising a local established contractor operating in the Shire provides further mitigation and control due to local knowledge and experience working in remote areas. |

#### **CONSULTATION**

The tender assessment panel consisted of;

- Christie Mildenhall, Acting Director of Community Services
- Megan Neshoda, Community Recovery Coordinator
- Celia Jordaan, Ichiban Commercial Solutions

The recommendations of the tender panel have been reviewed by Paul Martelli of McLaren's, property adjuster appointed on behalf of LGIS, as well as LGIS.

### **COMMENT**

One tender was received for the RFT:

| No | Tenderer                | Comments  |
|----|-------------------------|---|
| 1  | CMT Building WA Pty Ltd | A well-presented tender with all criteria answered and back up documentation provided as required.  CMT Building WA Pty Ltd is a local business and has delivered works and services to the Shire previously without any issues.  The pricing is indicative of the current supply chain constraints faced by many construction companies as well as access specifically to the Kimberley area as a result of the recent flooding. |

The tender was assessed against meeting the requirements with respect to mandatory criteria (not applicable), compliance, qualitative criteria and pricing criteria. The detailed outcome of the assessment completed, is included in the related documentation as provided with the Tender Assessment Workbook (confidential).

In terms of the evaluation of the RFT, the RFT evaluation was broken down into the following main stages:

- a. Stage 1: Mandatory Criteria no mandatory criteria applied to the RFT;
- b. Stage 2: Compliance Criteria CMT Building WA Pty Ltd met all the requirements of the compliance criteria, including providing evidence of builder registration and insurances;
- c. Stage 3: Qualitative Criteria CMT Building WA Pty Ltd provided all of the required information in a detailed manner;
- d. Stage 4: Pricing the pricing was assessed against previous budget quotes received as well as taking into consideration current supply chain constraints in the construction industry generally and specifically in the Kimberley area.

The selection criteria and weighting for the RFT was as follows:

| CRITERIA   | WEIGHTING |
|--|-----------|
| Relevant Experience                              | 20%       |
| Proposed Resources - Key Personnel and Resources | 20%       |
| Local Content                                    | 10%       |
| Local Benefit                                    | 5%        |
| Quality Assurance                                | 5%        |
| Pricing  | 40%       |

CMT Building WA Pty Ltd achieved a weighted score of 74.5% for its tender submission and scored well across the various criteria.

Given the outcome of the tender evaluation, the panel assessed CMT Building WA Pty Ltd to deliver the best value for money outcomes for the Shire as evaluated against the criteria and requirements of the RFT.

The works will be funded by the Council's insurers. Initial review of the recommendation has been accepted in principle as recommended but final acceptance is being sought from the insurers given the size of the insurance claim. Based on the initial review completed, no issues are anticipated.

#### **VOTING REQUIREMENT**

Simple majority

#### **ATTACHMENTS**

- 1. T05-2023 Tender Assessment Workbook Confidential
- 2. T05-2023 Pricing Schedule Confidential
- 3. T05-2023 Qualatative Assessment Confidential

#### RECOMMENDATION

#### **That Council:**

- 1. Accept the tender submitted by CMT Building Pty Ltd ABN 34 651 038 612 for:
  - (a) completing the remedial works at the Fitzroy Crossing Pool Building in order to bring it back to a habitable condition as set out in the Specification and other documentation included in the RFT;
  - (b) On the basis as set out in the RFT with respect to the fixed lump sum pricing for the works of \$372,732.76 including GST and the schedule of rates (if required during the works).
- 2. Delegation of authority to the Chief Executive Officer to enter into negotiations with CMT Building WA Pty Ltd to finalise the contract with CMT Building WA Pty Ltd for the Fitzroy Crossing Swimming Pool Amenities Building Refurbishment Works on a fixed lump sum basis of \$372,732.76 including GST; and
- 3. Delegation of authority to the Chief Executive Officer to finalise the insurance claim for the Fitzroy Crossing Swimming Pool Amenities Building Refurbishment with the Council's insurer for the funding for the works.

# 15.2 MEMORANDUM OF UNDERSTANDING BETWEEN THE SHIRE OF DERBY/WEST KIMBERLEY AND NINDILINGARRI CULTURAL HEALTH SERVICES REGARDING YOUTH COLLABORATION GIRL'S PROGRAM

File Number: CS/080/20

Author: Shane Edwards, Manager Community Development

Responsible Officer: Christie Mildenhall, Acting Director of Community Services

**Authority/Discretion: Executive** 

#### **SUMMARY**

This report is seeking Council's endorsement of a Memorandum of Understanding between the Shire of Derby/West Kimberley and Nindilingarri Cultural Health Services regarding the delivery of a youth specific girl's program in Fitzroy Crossing.

#### **DISCLOSURE OF ANY INTEREST**

Nil by Author and Responsible Officer.

#### **BACKGROUND**

Nindilingarri Cultural Health Services (NCHS) is an Aboriginal Community Controlled Health Organisation (ACCHO). It began in 1995, following a wide reaching community consultation. The consultation aimed to establish the type of health service the local Community wanted. The clear message from this consultation was that the community wanted a holistic, culturally appropriate service that recognises the impact of Aboriginal Law, Culture, Spirit and Land issues on the health of the Community. The Community also specified that they wanted an ACCHO that focused on disease prevention and health promotion. Most importantly, they wanted a service that worked together with the existing, State run, hospital service to avoid duplication of services and improve the quality of services for local people. It was from this consultation that the concept of a partnership between the Fitzroy Valley Health Service (FVHS) and NCHS was formed.

NCHS has previously successfully run a program called Skutta Girls, predominately focussed on Girls Health and Sexual Health. This program builds on that, with a broader premise of engagement and recreation topics to re-establish connection and build up a regular safe space for Girls to participate.

The program will be planned in conjunction with staff from both the Shire and NCHS, each term to outline a broad plan and activities to enable a range of topics, activities and fun activities to engage the girls.

#### STATUTORY ENVIRONMENT

Nil

# **POLICY IMPLICATIONS**

Nil

#### FINANCIAL IMPLICATIONS

The Memorandum of Understanding addresses that the agreed terms and responsibilities are for the most part similar to the components of existing Shire service delivery, the Shire's commitment

to the collaboration is able to be covered through reallocation within the existing operational budget. The Shire's youth service currently benefits from access to a Centurion transport account for food supplies. This saving will easily cover the additional costs of supporting the girl's program with 2.5-5hr of staff time per week along with food supplies.

# **STRATEGIC IMPLICATIONS**

| GOAL         | OUR PRIORITIES                 | WE WILL  |
|--------------|--------------------------------|--|
| 2. Community | 2.1 Safe Communities           | 2.1.3 Provide activities, programs, places and spaces that engage young people   |
| 2. Community | 2.2 Healthy Communities        | 2.2.2 Facilitate a range of accessible sporting and recreational activities  |
| 2. Community | 2.2 Healthy Communities        | 2.2.3 Provide access to a range of places and spaces where people can meet,recreate, socialise, learn and connect        |
| 2. Community | 2.2 Healthy Communities        | 2.2.4 Conduct and/or promote healthy lifestyle initiatives and living standards  |
| 2. Community | 2.4 Sustainable<br>Communities | 2.4.1 Support and assist volunteer, community and sporting groups  |
| 2. Community | 2.4 Sustainable<br>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<br>ANALYSIS | MITIGATION                 |
|---|------------|-------------|------------------|----------------------------|
| Reputation: Failure to enter into an MoU could impact and limit the relationship between the two organisations. | Possible   | Moderate    | Medium           | Council to approve the MoU |
| Community:  Failure to enter into an MoU could restrict the types of activities available to the community      | Possible   | Moderate    | Medium           | Council to approve the MOU |

#### **CONSULTATION**

A working relationship already exists between NCHS and the Shire through the current youth services programs delivered in Fitzroy Crossing. Both the Shire and NCHS regularly attend monthly "foot soldier" meetings to discuss program delivery and issues related to Youth Services. Recently NCHS approached Shire staff to discuss the possibility of supporting an initiative to deliver a girl's specific program to run Thursday's from 2:00pm-4:30pm. The focus will be on providing activities for girls who have expressed interest in doing things other than outdoors, basketball and sport specific programs. Through ongoing consultation a 10-week program has been designed to provide exposure to a range of suitable activities.

#### **COMMENT**

A collaborative approach between the Shire and NCHS will benefit both parties in achieving their overall goals, objectives and program funding requirements. For NCHS, the Shire can support their vision through facility, some resources and human resource support. For the Shire, engaging with some of the most disengaged youth within the community will see a benefit to their delivery of diversionary activities.

NCHS and the Shire have expressed a strong interest in collaborating to maximise the impact they have on Fitzroy Crossing youth services. The attached MoU clearly sets out the expectations of the program along with the responsibilities of both the Shire and NCHS. With assistance provided by the Shire under this MoU, this program will be able to run consistently and be resourced sufficiently to achieve the required outcomes of better engagement of girls within the youth cohort.

#### **VOTING REQUIREMENT**

Simple majority

### **ATTACHMENTS**

MEMORANDUM OF UNDERSTANDING SDWK and Nindilingarri - Girls Program U 1.



# RECOMMENDATION

#### That Council:

1. Endorse the proposed Memorandum of Understanding - Youth Girl's Program between the Shire of Derby/West Kimberley and Nindilingarri Cultural Health Services.

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#### MEMORANDUM OF UNDERSTANDING

#### **BETWEEN**

#### SHIRE OF DERBY/WEST KIMBERLEY; AND

#### NINDILINGARRI CULTURAL HEALTH SERVICE

This is an agreement between "Shire of Derby/West Kimberley", hereinafter called "The Shire" and "Nindilingarri Cultural Health Service", hereinafter called "Nindilingarri."

#### 1. PURPOSE

The purpose of this MOU is to clearly identify the roles and responsibilities of each party in the delivery of youth specific activities under the Girls Program delivered by both The Shire and Nindilingarri in Fitzroy Crossing. The location of the Program, may be at Nindilingarri, Shire facilities or out on Country.

#### 2. REFERENCE

Nindilingarri has previously successfully run a program called Skutta Girls, predominately focussed on Girls Health and Sexual Health. This program builds on that, with a broader premise of engagement and recreation topics to re-establish connection and build up a regular safe space for Girls to participate.

The program will be planned in conjunction with staff from both the Shire and Nindilingarri, each term to outline a broad plan and activities to enable a range of topics, activities and fun activities to engage the girls.

#### 3. BACKGROUND

Nindilingarri Cultural Health Services (NCHS) is an Aboriginal Community Controlled Health Organisation (ACCHO). It began in 1995, following a wide reaching community consultation. The consultation aimed to establish the type of health service the local Community wanted. The clear message from this consultation was that the community wanted a holistic, culturally appropriate service that recognises the impact of Aboriginal Law, Culture, Spirit and Land issues on the health of the Community. The Community also specified that they wanted an ACCHO that focused on disease prevention and health promotion. Most importantly, they wanted a service that worked together with the existing, State run, hospital service to avoid duplication of services and improve the quality of services for local people. It was from this consultation that the concept of a partnership between the Fitzroy Valley Health Service (FVHS) and NCHS was formed.

#### 

The Shire's strategic direction is taken from its Strategic Community Plan. The 2021-2031 plan incorporates the following priorities and strategies in relation to collaborative youth services.

#### Priority 2.1 Safe Communities

Strategy 2.1.3 Provide activities, programs, places and spaces that engage young people.

#### Priority 2.2 Healthy Communities

- Strategy 2.2.2 Facilitate a range of accessible sporting and recreational activities.
- Strategy 2.2.3 Provide access to a range of places and spaces where people can meet, recreate, socialise, learn and connect.
- Strategy 2.2.4 Conduct and/or promote healthy lifestyle initiatives and living standards.

#### Priority 2.3 Vibrant & Culturally Rich Communities

Strategy 2.3.2 Facilitate and/or contribute to community events, cultural activities and festivals.

#### Priority 2.4 Sustainable Communities

- Strategy 2.4.1 Support and assist volunteer, community and sporting groups.
- **Strategy 2.4.2** Collaborate with key agencies, groups and service providers to improve community services, programs and facilities.

A collaborative approach between the Shire and Nindilingarri will benefit both parties in achieving their overall goals, objectives and program funding requirements. For Nindilingarri, the Shire can support their vision through facility, some resources and human resource support. For the Shire, engaging with some of the most disengaged youth within the community will see a benefit to their delivery of diversionary activities.

Nindilingarri and the Shire have expressed a strong interest in collaborating to maximise the impact they have on Fitzroy Crossing youth services.

#### Agreements and Commitments

 Both the Shire and Nindilingarri enter into this MOU in good faith and will work cooperatively to resolve any issues that may arise.

- · To share program data of youth engaged in a confidential manner.
- · To share resources and costs (for unfunded expenses) associated with the program.

#### 4. SHIRE OF DERBY/WEST KIMBERLEY'S RESPONSIBILITIES UNDER THIS MOU

The Shire undertake the following:

- Work in collaboration with Nindilingarri for the delivery of the Girls Program. The program is currently planned for Thursdays 2:30 – 4pm.
- · Assist with resources for activities.
- · Prepare and provide light healthy snacks for the program each week.
- Provide 1 2 staff to assist with co-facilitation of the program.
- Once location is determined, any Shire hire of facilities to be booked at no cost.
- Collect de-identified attendance data, to be provided at the end of the Term program.

#### 5. NINDILINGARRI CULTURAL HEALTH SERVICE RESPONSIBILITIES UNDER THIS MOU

Nindilingarri undertake the following:

- Work in collaboration with the Shire for the delivery of the Girls Program. The program is currently planned for Thursdays 2:30 – 4pm.
- · Assist with resources for the activities.
- Provide a staff member to co-facilitate the Girls Program.
- If venue is at Nindilingarri, organise bookings and waive any fees for this.
- Foster and encourage positive engagement of young people with Derby Youth Service staff.
- Support staff with behaviour management if young people are attending both programs. (For
  example if a serious issue of behaviour resulted in a ban at the youth service, this would be
  discussed with the young person before entry to the program.)

#### 6. REVIEW AND EVALUATION

The Shire and Nindilingarri may from time to time review this Agreement and seek variation to the MOU terms by providing written notice two (2) week's in advance subject to the agreement of both parties.

# 7. TERM OF AGREEMENT

This Agreement shall operate for a period of three (3) months commencing from the date the agreement is made. A formal annual review will be held at the end of the three (3) month period to assess the ongoing viability of the partnership and possible MOU extension.

#### 8. DISPUTES RESOLUTION

In the event of a dispute that cannot be resolved by the Shire or Nindilingarri, an independent arbitrator approved by both Nindilingarri and Shire will be appointed to assist with negotiating an end to the dispute. The intent to seek arbitration is to be provided in writing giving two (2) week's notice

#### 9. FUNDING

This MOU does not include the reimbursement of funds between the two (2) parties.

#### 10. EFFECTIVE DATE

This MOU shall be effective upon the signature of the Shire of Derby/West Kimberley and Nindilingarri Cultural Health Service authorised officials.

It shall be active from approval date 2023 to 15 December, 2023

The Shire of Derby/West Kimberley and Nindilingarri Cultural Health Service indicate agreement with this MOU by their signatures

| Shire of Derby West Kimberley | Nindilingarri Cultural Health Service |
|-------------------------------|---------------------------------------|
|                               |                                       |
| Signature                     | Signature                             |
|                               |                                       |
|                               |                                       |
| Print Name                    | Print Name                            |
|                               |                                       |
|                               |                                       |
| Date                          | Date                                  |

# 16 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

# 17 NEW BUSINESS OF AN URGENT NATURE

# 18 MATTERS FOR WHICH THE MEETING MAY BE CLOSED (CONFIDENTIAL MATTERS)

Nil

# 19 CLOSURE

# 19.1 Date of Next Meeting

The next ordinary meeting of Council will be held Thursday, 29 June 2023 in the Council Chambers, Clarendon Street, Derby.

# 19.2 Closure of Meeting