



**Shire of Derby /
West Kimberley**

AGENDA

Ordinary Council Meeting Thursday, 27 June 2019

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

Date: Thursday, 27 June 2019

Time: 1.00 pm

Location: Library, Fitzroy Crossing

Amanda O'Halloran

Chief Executive Officer



Our Guiding Values

Respectful

By being helpful, friendly and supportive

Integrity

Through honesty, accountability and ethical behaviour

Leadership

By the Shire at the local and regional level and through encouragement of community leaders

Knowledgeable

By being well informed and accurate in what we do

Building Good Relationships

By being communicative, responsive and inclusive

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 Director Corporate and Community Services 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."

2019 MEETING DATES

At its Ordinary Meeting of Council on 28 November, 2018, Council adopted the following meeting dates for 2019;

January			Council in Recess
Thursday	28 February 2019	5.30 pm	Council Chambers, Derby
Thursday	28 March 2019	1.00 pm	Library, Fitzroy Crossing
Tuesday	30 April 2019*	5.30 pm	Council Chambers, Derby
Thursday	30 May 2019	5.30 pm	Council Chambers, Derby
Thursday	27 June 2019	1.00 pm	Library, Fitzroy Crossing
Thursday	25 July 2019	5.30 pm	Council Chambers, Derby
Thursday	29 August 2019	5.30 pm	Council Chambers, Derby
Thursday	26 September 2019	1.00 pm	Council Chambers, Derby
Thursday	31 October 2019	5.30 pm	Council Chambers, Derby
Thursday	21 November 2019	1.00 pm	Library, Fitzroy Crossing
Thursday	12 December 2019	5.30 pm	Council Chambers, Derby

* amended to 18 April 2019 at 12.00pm Council Chambers, Derby.

Council's Compliance and Strategic Review Committee and the Housing and Works 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.

Order Of Business

1	Declaration of Opening, Announcement of Visitors	9
2	Attendance via Telephone/Instantaneous Communications	9
3	Disclosure of Interests	9
3.1	Declaration of Financial Interests	9
3.2	Declaration of Proximity Interests	9
3.3	Declaration of Impartiality Interests.....	9
4	Applications for Leave of Absence	9
5	Responses to Previous Public Questions taken on Notice	9
6	Public Time	9
6.1	Public Question Time	9
6.2	Public Statements	9
7	Petitions, Deputations, Presentations and Submissions	10
8	Announcements by Presiding Person without Discussion	10
9	Confirmation of Minutes of Previous Meetings	10
10	Recommendations and Reports of Committees	11
10.1	Information Statement 2018/2019	11
	Reports	31
11	Executive Services	31
11.1	Minutes of the Joint Meeting of the Kimberley Zone of WALGA and Kimberley Regional Group held 11 June 2019	31
11.2	Attendance at Local Government Convention and Zone Meeting 2019 - Perth	76
11.3	Corporate Brand Style Guide.....	79
11.4	Provision of additional Executive Support Services	102
11.6	Lease - Derby 4Kids Motocross Track R35129	109
12	Corporate Services	112
12.1	WALGA 2019 Annual General Meeting Voting Delegates	112
12.2	Policy - C8 Public Statements by Councillors and Chief Executive Officer.....	115
12.3	Accounts for Payment - May 2019	120
12.4	Statement of Financial Activity for the Period Ending 31 May 2019	144
12.5	Annual General Meeting of Electors 30 May 2019	171
13	Technical Services	182
13.1	Grant Approval for Fencing at Fitzroy Crossing Airport	182
14	Development Services	185
14.1	Caretakers Dwelling - Derby Motocross Club	185

15	Community and Recreation Services	194
15.1	Derby Chamber of Commerce - Kimberley Economic Forum Financial Support	194
16	Motions of which Previous Notice has been Given	202
17	New Business of an Urgent Nature	202
18	Matters for which the Meeting may be Closed (Confidential Matters).....	203
18.1	Extension of Memorandum of Understanding with Warburton Group and ACE Infrastructure	203
19	Closure.....	204
19.1	Date of Next Meeting.....	204
19.2	Closure of Meeting.....	204

1 DECLARATION OF OPENING, ANNOUNCEMENT OF VISITORS**2 ATTENDANCE VIA TELEPHONE/INSTANTANEOUS COMMUNICATIONS**

In accordance with regulation 14A of the Local Government (Administration) Regulations 1996 Council must approve (by Absolute Majority) the attendance of a person, not physically present at a meeting of Council, by audio contact. The person must be in a 'suitable place' as approved (by absolute majority) by Council. A 'suitable place' means a place that is located in a townsite or other residential area and 150km or further from the place at which the meeting is to be held.

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****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 30 May 2019, and the Special Meeting of the Shire of Derby/West Kimberley held at the Council Chambers, Clarendon Street, Derby, on 20 June 2019 be CONFIRMED.

10 RECOMMENDATIONS AND REPORTS OF COMMITTEES

COMPLIANCE AND STRATEGIC REVIEW COMMITTEE – 13 JUNE 2019

10.1 INFORMATION STATEMENT 2018/2019

File Number: 5020

Author: Danielle Hurstfield, Manager Administration and Governance

Responsible Officer: Amanda O'Halloran, Chief Executive Officer

Authority/Discretion: Executive

SUMMARY

Council is required to review and publish an Information Statement annually. This document sets out Council's structure and functions and how information is managed, stored and made available to the public. This item has been endorsed by the Compliance and Strategic Review Committee's and recommends it be published and available to the community.

DISCLOSURE OF ANY INTEREST

Nil

BACKGROUND

The Information Statement is provided in accordance with the requirements of Part 5 of the *Freedom of Information Act 1992 (WA)*. The purpose of the Information Statement is to ensure that information concerning the structure and functions of the Shire of Derby/West Kimberley (the Shire) and types of documents held by the Shire are available to the public.

In accordance with the requirements of s96 and s97 of the *Freedom of Information Act 1992 (WA)*, the Information Statement must be reviewed every twelve months and made available for public inspection.

Copies of this document may be obtained from the Shire's website or the administration buildings in Derby and Fitzroy Crossing.

LEGISLATIVE IMPLICATIONS

Part 5 – Publication of information about agencies

94. Term used: information statement

A reference in this Act to an **information statement**, in relation to an agency, is a reference to a statement that contains –

- a) a statement of the structure and functions of the agency;
- b) a description of the ways in which the functions (including, in particular, the decision-making functions) of the agency affect members of the public;
- c) a description of any arrangements that exist to enable members of the public to participate in the formulation of the agency's functions;
- d) a description of the kinds of documents that are usually held by the agency including –
 - i. which kinds of documents can be inspected at the agency under a written law other than this Act (whether or not inspection is subject to a fee or charge); and

- ii. which kinds of documents can be purchased; and
- iii. which kinds of documents can be obtain free of charge;
- e) a description of the agency's arrangements for giving members of the public access to documents mentioned in paragraph (d)(i), (ii) or (iii) including details of library facilities of the agency that are available for use by members of the public;
- f) a description of the agency's procedures for giving members of the public access to the documents of the agency under Part 2 including –
 - i. the designation of the officer or officers to whom initial inquiries as to access to documents can be make; and
 - ii. the address or addresses at which access applications can be lodged;
- g) a description of the agency's procedures for amending personal information in the documents of the agency under Part 3 including –
 - i. the designation of the officer or officers to whom initial inquiries as to amendment of personal information can be made; and
 - ii. the address or addresses at which application for amendment of personal information can be lodged.

95. Term used: internal manual

A reference in this Act to an *internal manual*, in relation to an agency, is a reference to –

- a) a document containing interpretations, rules, guidelines, statements of policy, practices or precedents; or
- b) a document containing particulars of any administrative scheme; or
- c) a document containing a statement of the manner, or intended manner, of administration of any written law or administrative scheme; or
- d) a document describing any contravention or possible contravention of any written law or administrative scheme; or
- e) any other documents of a similar kind.

(other than a written law) that is used by the agency in connection with the performance of such of its functions as affect or are likely to affect rights, privileges or other benefits, or obligations, penalties or other detriments, to which members of the public are or may become entitled, eligible, liable or subject.

96. Information statement, each agency to publish annually

- 1) An agency (other than a Minister or an exempt agency) has to cause an up-to-date information statement about the agency to be published in a manner approved by the Minister administering this Act –
 - a) Within 12 months after the commencement of this Act; and
 - b) At subsequent intervals of not more than 12 months.
- 2) In giving approval under subsection (1) the Minister has to have regard, amongst other things, to the need to assist members of the public to exercise their rights under this Act effectively.
- 3) In the case of an agency that comes into existence after the commencement of this Act the reference in subsection (1)(a) to the commencement of the Act is to be read as a reference to the time when the agency commences its operations.
- 4) A subcontractor does not have to comply with subsection (1) if the relevant contractor has complied with that subsection on behalf of the subcontractor.

[Section 96 amended: No. 47 of 1999 s. 13.]

97. Information statement and internal manual, each agency to make available etc.

- 1) An agency (other than a Minister or an exempt agency) has to cause copies of –
 - a) Its most up-to-date information statement; and
 - b) Each of its internal manuals,

To be made available for inspection and purchase by members of the public but may delete any exempt matter from those copies.
- 2) An agency has to provide a copy of its information statement to the Commissioner as soon as is practicable after the statement is published under section 96.
- 3) A subcontractor does not have to comply with the subsections (1) and (2) if the relevant contractor has complied with those subsections on behalf of the subcontractor.

[Section 97 amended: No. 47 of 1999 s. 14.]

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

GOAL	OUTCOME	STRATEGY
Goal 4: Good governance and an effective organisation	4.1 Effective governance and leadership	4.1.4 Ensure governance policies and procedures are in accordance with legislative requirements.

RISK MANAGEMENT CONSIDERATIONS

RISK	LIKELIHOOD	CONSEQUENCE	RISK ANALYSIS	MITIGATION
Legal & Compliance: Compliance	Unlikely	Minor	Low	The attached Information Statement be endorsed and published.

CONSULTATION

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

COMMENT

Council is required to review and publish an Information Statement annually. This document sets out Council’s structure and functions and how information is managed, stored and made available to the public. The information statement also sets out the process for seeking access to information through the Freedom of Information process.

VOTING REQUIREMENT

Simple majority

ATTACHMENTS

1. Information Statement 2018/2019  

RECOMMENDATION

That Council:

1. Endorse the Freedom of Information – Information Statement as attached;
2. Requires the Information Statement be published on the Shire of Derby West Kimberley Website; and
3. Requires the CEO to provide a copy of the amended Information Statement to the Information Commissioner.

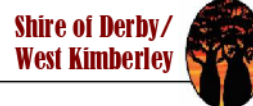


Shire of Derby/West Kimberley

Prepared by the Shire of Derby/West Kimberley
in compliance with the requirements of the
Freedom of Information Act 1992
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Information Statement 2018-2019



CONTENTS

Introduction.....	4
Vision, Mission and Values	4
Enabling Legislation.....	5
Structure of the Shire of Derby/West Kimberley	6
Role and Key Functions	6
The Council, Elected Members and Committees.....	7
Public Participation	8
Documents held by the Shire of Derby/West Kimberley	9
Access to Council Documents	10
Amending Personal Information	11
Freedom of Information Procedures and Access Arrangements.....	12
Appendix 1 – APPLICATION FOR ACCESS TO DOCUMENTS	

Information Statement 2018-2019

Shire of Derby/
West Kimberley



INTRODUCTION

This Information Statement is provided in accordance with the requirements of Part 5 of the *Freedom of Information Act 1992* (WA). The purpose of the Information Statement is to ensure that information concerning the structure and functions of the Shire of Derby/West Kimberley (the Shire) and types of documents held by the Shire are available to the public. Comprehensive information regarding the operations of the Shire may be found on the Shire's website address www.sdwk.wa.gov.au

Copies of this document may be obtained from www.sdwk.wa.gov.au or

Shire of Derby/West Kimberley
Administration Building
30 Loch Street
PO Box 94
DERBY WA 6728

Enquiries may be made to that office on telephone 08 9191 0999 Monday to Friday from 8.00am to 4.00pm, or by email at sdwk@sdwk.wa.gov.au

VISION, MISSION AND VALUES

The Shire's strategic direction is articulated through the following Vision, Mission and Values within the Shire of Derby/West Kimberley Strategic Community Plan 2012-2021.

Our Vision

"A friendly and diverse place with awesome opportunities"

Our Mission

"To provide leadership, infrastructure and services that meet the needs of the local and wider communities"

Our Values

Respectful by being helpful, friendly and supportive

Integrity through honesty, accountability and ethical behaviour

Leadership by the Shire at the local and regional level and through encouragement of community leaders

Knowledgeable by being well informed and accurate in what we do

Building Good Relationships by being communicative, responsive and inclusive

Information Statement 2018-2019



ENABLING LEGISLATION

The Shire of Derby/West Kimberley is constituted as a district under the *Local Government Act 1995*. Under the *Local Government Act 1995*, the Shire has general, legislative and executive functions.

General Functions

Section 3.1 of the Local Government Act 1995

The general function of a local government is to provide for the good government of people living and working within its district.

Legislative Functions

Section 3.5 of the Local Government Act 1995

A local government may make local laws prescribing all matters that are required or permitted to be prescribed by a local law, or are necessary or convenient to be so prescribed for it to perform any of its functions under the *Local Government Act 1995*.

Executive Functions

Section 3.18 of the Local Government Act 1995

A local government is to administer its local laws and may do all other things that are necessary or convenient to be done for, or in connection with, performing its functions under the *Local Government Act 1995*.

The Shire of Derby/West Kimberley's local laws are available on the Shire's website, or alternatively are available for viewing at all Shire of Derby/West Kimberley public libraries or customer service centres.

Many other Acts of Parliament affect the conduct of the business of a local government including, but not limited to, the following principal Acts:

- *Building Act 2011*
- *Bush Fires Act 1954*
- *Caravan Parks and Camping Grounds Act 1995*
- *Cat Act 2011*
- *Disability Services Act 1993*
- *Dog Act 1976*
- *Environmental Protection Act 1986*
- *Food Act 2008*
- *Health Act 1911*
- *Land Administration Act 1997*
- *Local Government (Miscellaneous Provisions) Act 1960*
- *Planning and Development Act 2005*
- *Rates and Charges (Rebates and Deferments) Act 1992*
- *State Records Act 2000*
- *Waste Avoidance and Resource Recovery Act 2007*

Local government's also operate within a framework of delegated legislation, including orders and proclamations made by the Governor, by-laws, regulations and ordinance made by other statutory bodies.

Information Statement 2018-2019



STRUCTURE OF THE SHIRE OF DERBY/WEST KIMBERLEY

The Shire of Derby/West Kimberley is a body corporate, constituted under the *Local Government Act 1995*.

The Council acts as a corporate body, establishing policies and making decisions within a range of Parliamentary Acts and regulations, covering a wide range of issues affecting the community.

Councillors contact details are available on our website <https://sdwk.wa.gov.au/our-council/councillors>

ROLE AND KEY FUNCTIONS

The Shire’s operations are managed by the Chief Executive Officer, who is supported by a Deputy Chief Executive Officer and Managers. The Chief Executive Officer’s role is to carry the ultimate responsibility for the efficient and effective utilisation of the organisations resources in achieving Council’s objectives and direction.

Executive Services

- Executive and Risk Services
- Strategic Planning
- Economic Development
- Human Resources

Corporate Services

- Financial Services
- Administrative Services
- Governance Services
- Customer Service

Ports Services

- Ports Development
- Airports and Aerodromes
- Water Transport Facilities

Community Services

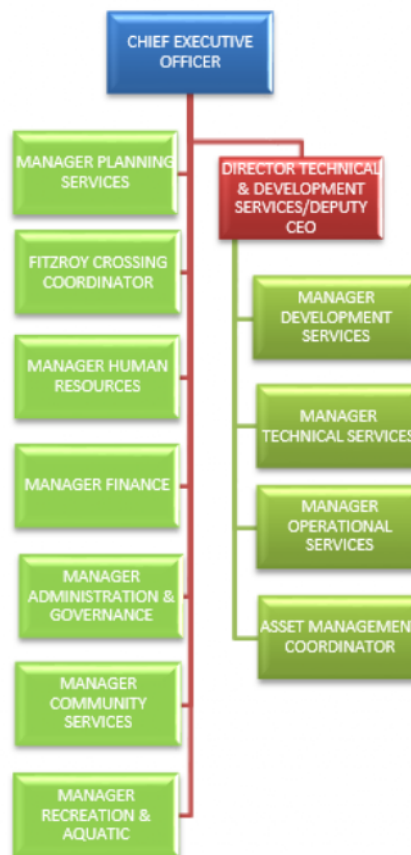
- Community Development
- Recreation Services
- Youth Services
- Library Services

Technical Services

- Infrastructure Management Services
- Parks, Gardens, Reserves Maintenance
- Asset Management

Development Services

- Compliance and Regulatory Services
- Waste Management
- Emergency Management



Information Statement 2018-2019



THE COUNCIL, ELECTED MEMBERS AND COMMITTEES

The Shire comprises of elected representatives including the Shire President and eight Councillors. The elected members are chosen democratically by the community and act to represent the whole district of the Shire of Derby/West Kimberley. The Council acts as a community board, establishing policies and making decisions within the rules of the *Local Government Act 1995* on a wide range of issues affecting the community. Elected Members work for the community and do not have the authority to act or make decisions as individuals. Decisions are made as a consensus of the Council in accordance with the *Local Government Act 1995*.

Ordinary meetings of Council are held on the last Thursday of every month with members of the public are welcome to attend.

Agendas of all Council and Committee meetings are available to members of the public on the Shire website at <https://sdwk.wa.gov.au/our-council/council-meetings/meeting-agendas-and-minutes>

Committees of Council

Council has appointed a number of committees to assist with the decision making process. These committees are assigned certain areas of responsibility and report to Council with their recommendations.

CEO Performance Review Committee

The CEO Performance Review Committee was established in January 2002 and its role is to undertake the performance review of the Chief Executive Officer and negotiate changes to the Chief Executive Officer's contract of employment for subsequent Council approval.

Compliance and Strategic Review Committee

The Audit Committee was established in May 2005 to comply with legislation and to oversee financial issues. In March 2015 the Audit Committee changed its name to the Compliance and Strategic Review Committee to include the new Regulations 16 and 17 of the *Local Government (Audit) Regulations 1996*. The role of the Committee now includes risk management, internal control and legislative compliance including the role of the former Policy Review Working Party.

Shire of Derby/West Kimberley Recovery Committee

The Recovery Committee was established in March 2013 to oversee local government procedures following an emergency event.

Housing and Works Committee

The Housing and Works Committee was established in August 2015 as an appropriate process to prioritise extension works to the maintenance grading contracts and building maintenance works within the approved budget.

Delegated Authority

The Chief Executive Officer and other council officers have the delegated authority to make decisions on a number of specified administrative matters.

These delegations are listed in the register of delegated authority and are reviewed annually by Council <https://sdwk.wa.gov.au/our-council/council-documents/other-publications>

Information Statement 2018-2019



PUBLIC PARTICIPATION

Members of the public are welcome to attend any open meeting of Council or a committee and have a number of avenues available to put forward their views on particular issues.

COUNCIL MEETINGS

Public Question Time

Members of the public are able to ask questions on any matter affecting the Shire in the time set aside for this purpose at meetings of the Council and committees that are open to the public. Requirements are documented on our website <https://sdwk.wa.gov.au/our-council/council-meetings>

Deputations

With the permission of the presiding member, a member of the public can personally, or on behalf of a resident or group of residents, address the Council, or one of its committees.

Petitions

Written petitions can be presented to the Council through the Chief Executive Officer or an Elected Member on any issue within the Council's jurisdiction.

Written Requests

A member of the public can write to the Council on any policy, activity or service of the Council.

Notifications/Advertising

Residents may be notified of issues that affect their neighbourhood or development applications by advertising in the local newspaper, written notification, calling public meetings, seeking responses to surveys and questionnaires or a sign on-site requiring the approval of Council. Residents then have the opportunity to write to Council expressing their views and to address the Council before a decision is made.

Elected Members

Members of the public can contact the Elected Members of the Council to discuss any issue relevant to the Council.

Special Meetings of Council

A Special Meeting of Council can be convened to consider an urgent matter or a matter which otherwise involves special circumstances. Special Meetings can be convened at short notice should the circumstances warrant. If necessary, notice by electronic means or telephone is acceptable.

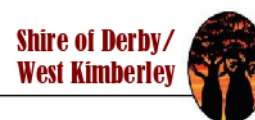
Annual General Meeting of Electors

Section 5.27 of the *Local Government Act 1995* has a requirement to hold an Annual General Meeting of Electors. Such meetings afford members of the public the opportunity to ask Councillors and staff questions about Shire matters generally.

Complaints and Feedback

Any complaints or feedback/suggestions regarding any aspect of the Council, its operations, staff or policies will be accepted and dealt with under the Complaints Management System or the Customer Service Charter as appropriate. Further information can be obtained from the Customer Services team on 9191 0999 or in person at the Council Administration Building.

Information Statement 2018-2019



DOCUMENTS HELD BY THE SHIRE OF DERBY/WEST KIMBERLEY

The Shire holds records relating to various functions of the Shire as described below:

Essential Files

- Agendas and Minutes
- Licenses, Agreements and Registers
- Logos, Forms and Templates
- Maps and Corporate Images
- Tenders and Contracts
- Sensitive and Special Retention

Project Files

- Executive Services
- Corporate Services
- Community Development
- Development Services
- Technical Services
- Ports Services

Property Assessment Files

Executive Subject Files

- Economic Development
- Compliance and Strategy
- Governance

Corporate Subject Files

- Corporate Management
- Financial Management
- Grant Management
- Personnel
- Risk Management

Community Services Subject Files

- Community Development
- Recreation
- Culture
- Community Welfare

Development Services Subject Files

- Regulatory Management
- Public Health

Technical Services Subject Files

- Asset Management
- Infrastructure Management

Ports Subject Files

- Berthing and Mooring
- Charter Operations
- Port Facility Hire and Use
- Landing and Passengers

Access to information held in the above listed files is subject to the provisions of the *Local Government Act 1995* and the *Freedom of Information Act 1992*.

Council Minutes

Under the *Local Government Act 1995* the Council minutes are available for free inspection at the Shire's Offices by any person. Copies of Council minutes and the minute searches conducted by the Shire's staff will incur charges.

The Council minutes since 1972 are stored in hardcopy in the administration buildings strongroom.

Council Minutes prior to 1972 are in our archives at derby airport.

Rates Book

Currently the Shire of Derby/West Kimberley rates information is listed by assessment number or property address.

Building/Development Applications

As the authority responsible for granting planning approvals for development and issuing building licences, the Shire of Derby/West Kimberley has a large range of drawings and plans

Information Statement 2018-2019



of buildings within the Shire. The drawings and plans can include site plans, floor plans, elevations and in some cases perspective drawings.

Access to this information is available subject to the consent of the current owner of the property. Information about the year of construction, builder details and cost of construction can also be obtained. Charges apply for obtaining this information and the availability of plans in all instances cannot be assured.

Municipal Heritage Inventory

Under the *Heritage of Western Australia Act 1990* the Shire of Derby/West Kimberley has prepared a municipal heritage inventory. This is an inventory of all buildings within the Shire of Derby/West Kimberley boundaries that are or may become of cultural significance to the community. Details of the inventory include property address, ownership, description, historical information, architectural information, bibliography, listing status.

ACCESS TO COUNCIL DOCUMENTS

Availability of information is subject to provisions established in legislation such as the *Freedom of Information Act 1992* and the *Local Government Act 1995* and may be free, or subject to fees and charges. The Shire will, in all instances, seek to provide access to information upon request except where there may be issues under the *Privacy Act 1998* or *Freedom of Information Act 1992*, or other relevant legislation.

DOCUMENTS AVAILABLE OUTSIDE THE FOI ACT

The following documents are available for inspection at the Shire's administration building:

- Annual Budget
- Annual Financial Statements
- Business Plans (prepared under section 3.59 of the *Local Government Act 1995*)
- Annual Report
- Planning Schemes and Planning Policies
- Code of Conduct
- Corporate Asset Management Plans
- Strategic Community Plan
- Workforce Plan
- Long Term Financial Plan
- Corporate Business Plan
- Documents released for Public Comment
- Electoral Roll – Owner and Occupiers or Consolidated Roll
- FOI Information Statement
- Local Laws (including reports or proposals relating to Local Laws)
- Media Releases
- Minutes of Committee Meetings and Council Meetings (confirmed minutes that relate to the meeting)

Information Statement 2018-2019



Limitation: Access does not extend to the inspection where a meeting of Council or committee, or a part of such a meeting, to which the information refers, was closed to members of the public. Nor does it extend where it relates to any debt owed to the Shire.

- Policy Manual
- Rates Records
- Registers – such as Debentures, Delegated Authority (and decisions made under Delegation),
- Financial Interests, Gifts, Owners and Occupiers and Tenders
- Schedule of Fees and Charges
- Statutory Notices

Available via the Freedom of Information Act

Access to documents other than those listed as accessible outside the *Freedom of Information Act 1992* must be via a freedom of information application.

Retention and Disposal of Council Records

All of the Shire's records are retained in accordance with an approved local government retention and disposal schedule. This schedule stipulates how long a record must be kept and is available for inspection.

Access to Information by Police Officers

Where a Western Australian Police Officer requests access to Shire of Derby/West Kimberley documents, access will be provided:

- Upon production of the certificate of authority (warrant card) of the Police Officer concerned; and/or
- With the signature of the Police Officer concerned on a statement identifying the document(s) requested and verifying that they are required for a bona fide police enquiry or investigation.

Documents released under these circumstances are considered confidential and must not be divulged or released to any third parties without prior consent of the Shire of Derby/West Kimberley.

AMENDING PERSONAL INFORMATION

The right to amend personal information held by the Shire ensures information does not unfairly harm the person referred to, misrepresent facts about them or give a misleading impression. An application can be made to the FOI Coordinator to correct or amend any documents containing an individual's personal information.

The application must be in writing, providing details and, if necessary, documentation to support claims that the information the applicant seeks to have amended is inaccurate, incomplete, out of date or misleading.

Furthermore, applicants must indicate whether they wish the amendment to the information to be made by altering, striking out or deleting the information or inserting information or a note in relation to the information.

Information Statement 2018-2019



If the Shire decides to amend the information it will usually alter the record, or add a further note in relation to the record.

The Shire will inform the applicant of its decision, and reasons for arriving at that decision, together with rights of review if dissatisfied with the Shire's decision.

FREEDOM OF INFORMATION PROCEDURES AND ACCESS ARRANGEMENTS

Right to Access Documents

The *Freedom of Information Act 1992* gives applicants a legally enforceable right to apply for access to documents held by the Shire of Derby/West Kimberley.

An applicant's right to seek access cannot be affected by their reasons for wishing to obtain access, and there is no need to demonstrate as such.

The Shire of Derby/West Kimberley is required to:

- Assist those in making an application;
- Assist those in obtaining access to documents promptly at a reasonable cost; and
- Ensures that personal information captured in documents is accurate, complete, up to date and not misleading.

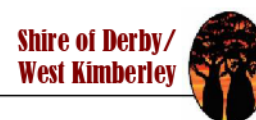
While the *Freedom of Information Act 1992* provides for a general right of access to documents it also recognises that some documents require a level of protection, which is applied to those documents that meet the exemption criteria in schedule 1 of the *Freedom of Information Act 1992*.

The most frequent reasons for refusal to provide access to information are:

- Personal information;
Information that would reveal personal information about an individual (eg their name, contact details, signature etc) may be exempt under schedule 1 clause 3 of the *Freedom of Information Act 1992* and section 5.95(8) of the *Local Government Act 1995*.
- Commercial Information
Information that would reveal trade secrets, information of a commercial value (eg documents containing technical designs that, if released, would harm the company), or the financial affairs of a person (eg debts owed to the Shire) may be exempt under schedule 1 clause 4 of the *Freedom of Information Act 1992*.
- Deliberative Process
Information that would reveal a decision made during a deliberative process closed to the public (eg confidential Council Meeting) may be exempt under schedule 1 clause 6 of the *Freedom of Information Act 1992* and section 5.23 of the *Local Government Act 1995*.
- Legal Professional Privilege
Information that would reveal legal advice may be exempt under schedule 1 clause 7 of the *Freedom of Information Act 1992*.

Access to the Shire of Derby/West Kimberley records, personal or non-personal can be made via an application to the Freedom of Information Coordinator located in the administration building at 30 Loch Street, Derby.

Information Statement 2018-2019



Who can I Contact to make Enquiries?

You may ring the Shire of Derby/West Kimberley Freedom of Information Coordinator on (08) 9191 0999 between the hours of 8am and 4pm Monday to Friday if you have any queries. Alternatively you can send an email to sdwk@sdwk.wa.gov.au.

How do I Lodge an Application?

You must lodge your application in writing:

By Post, addressed to:	In Person, at:
FOI Coordinator	FOI Coordinator
Shire of Derby/West Kimberley	Administration Building
PO Box 94	30 Loch Street
DERBY WA 6728	DERBY WA 6728

See Appendix 1 for a copy of an FOI application form. Please note the use of this form is optional.

What can I do if I'm Denied Access to Something?

Internal Review

If you are dissatisfied by a decision that we make concerning your application then you can apply to the Shire for an internal review of this decision. To apply for an internal review you must put your request in writing and lodge it with the Shire within thirty (30) days of being notified of the original decision. There is no charge for an internal review.

External Review by the Information Commissioner

If you are still dissatisfied after the internal review has been completed, you may seek a review by the Information Commissioner. This request must be made in writing to the Information Commissioner giving details of the decision to which your complaint relates.

Appeals to the Supreme Court

Any party to a complaint may appeal to the Supreme Court on any question of law arising out of a decision of the Information Commissioner, except for a decision as to the deferral of access to a document, the charges to be imposed for dealing with an access application and the payment of a deposit on account of charges.

Fees and Charges

Item	Fee
Personal information about the applicant	No fee
Application fee under section 12(1)(e) of the FOI Act (for non-personal information)	\$30.00
Charge for time taken by staff dealing with application (per hour or pro rata)	\$30.00
Access time supervised by staff (per hour or pro rata)	\$30.00
Photocopying staff time (per hour or pro rate)	\$30.00
Photocopying – as per Councils fees and charges	A4: 55c A3: \$1.10
Transcribing information from a tape or other device (per hour or pro rata)	\$30.00

Information Statement 2018-2019

**Shire of Derby/
West Kimberley**



Duplicating a tape, film or computer information	Actual Cost
Delivery, packaging and postage	Actual Cost
Deposits	
Advance deposits may be required of the estimated charges – section 18(1) of the FOI Act	25%
Further advance deposit may be required by written notice if the Shire considers they are necessary to meet the charges for dealing with the application – section 18(4) of the FOI Act	25%
Financially disadvantaged applicants or those issues with a prescribed pensioner concession card, the charge payable is reduced	25%



Appendix 1 – APPLICATION FOR ACCESS TO DOCUMENTS

(Under Freedom of Information Act 1992, section 12)
DETAILS OF APPLICANT

Surname: _____ Given names: _____

Australian Postal Address: _____

Post Code: _____ Telephone Number(s): _____

DETAILS OF REQUEST

(Please Tick) Personal Documents Non-Personal Documents

I am applying for access to document(s) concerning: _____

FORM OF ACCESS

I wish to inspect the document(s) Yes No
 I require a copy of the document(s) Yes No
 I require access in another form Yes No

(Specify) _____

FEES AND CHARGES

Attached is a cheque/cash to the amount of \$_____ to cover the application fee (non-personal information ONLY). I understand that before I obtain access to documents I may be required to pay processing charges in respect of this application and that I will be supplied with a statement of charges if appropriate.

APPLICANT'S SIGNATURE _____ DATE ____/____/____

Office Use Only

FOI Reference Number: _____
 Received On: ____/____/____
 Deadline for Response: ____/____/____
 Acknowledgement Sent On: ____/____/____

Proof of Identity (if applicable)

Type: _____ Signed: _____

Derby
 ☎ (08) 9191 0999 | 30 Loch Street
 ✉ sdwk@sdwk.wa.gov.au | PO Box 94, Derby WA 6728

Fitzroy Crossing
 ☎ (08) 9191 5355 | Flynn Drive
 ✉ sdwk@sdwk.wa.gov.au | PO Box 101, Fitzroy Crossing

ABN: 99 934 203 062 www.sdwk.wa.gov.au



Information for applicants

FOI Applications

- FOI access requests must be in writing.
- Provide enough information to enable the correct document(s) to be identified.
- The Shire of Derby/West Kimberley may request proof of your identity.
- If you are seeking access to document(s) on behalf of another person, the Shire of Derby/West Kimberley will require authorisation from them, in writing.
- Give an Australian address to which notices can be sent.
- Your application will be dealt with as soon as practicable (and, in any case, within 45 days) after it is received.
- Further information can be obtained from the Shire of Derby/West Kimberley Freedom of Information Coordinator, telephone (08) 9191 0999. The Shire of Derby/West Kimberley administration building is located at 30 Loch Street, Derby.

Forms of Access

You can request to access documents by way of inspection, a copy of a document, a copy of an audio or video tape, a computer disk, a transcript of a recorded document or of words recorded in shorthand or encoded form, or a written document in the case of a document from which words can be produced in written form.

Where the Shire of Derby/West Kimberley is unable to grant access in the form requested access may be given in a different form.

Fees and Charges

There are no application fees or charges for personal information or amendment of personal information about the applicant (eg: family details, details of employment, material in personal records, medical reports etc).

The basic application fee for non-personal information ONLY is \$30.00.

There is also a charge of \$30.00 per hour per staff time or pro rata for part of an hour for dealing with an application. If charges are likely to exceed \$25.00 the Shire of Derby/West Kimberley will give an estimate of charges and ask whether you wish to proceed with the application. You must respond within 30 days if you wish to proceed.

An applicant who is the holder of a currently valid concession card issued on behalf of the Commonwealth Government under the *Rates and Charges (Rebates and Deferrals) Act 1992* may be eligible for a reduction of 25% in the charges associated with the application.

No reduction is applicable to the application fee.

Lodgement of Applications

Applications may be lodged:

By Post, Addressed to:

FOI Coordinator
Shire of Derby/West Kimberley
PO Box 94
DERBY WA 6728

In Person, at:

FOI Coordinator
Administration Building
30 Loch Street
DERBY WA 6728

Derby

(08) 9191 0999 | 30 Loch Street
sdwk@sdwk.wa.gov.au | PO Box 94, Derby WA 6728

Fitzroy Crossing

(08) 9191 5355 | Flynn Drive
sdwk@sdwk.wa.gov.au | PO Box 101, Fitzroy Crossing

ABN: 99 934 203 062

www.sdwk.wa.gov.au

REPORTS

11 EXECUTIVE SERVICES

11.1 MINUTES OF THE JOINT MEETING OF THE KIMBERLEY ZONE OF WALGA AND KIMBERLEY REGIONAL GROUP HELD 11 JUNE 2019

File Number: 4221
Author: Amanda O'Halloran, Chief Executive Officer
Responsible Officer: Amanda O'Halloran, 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 11 June 2019.

DISCLOSURE OF ANY INTEREST

Nil.

BACKGROUND

A copy of the minutes from the joint meeting held 11 June 2019 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.

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

Nil.

STATUTORY ENVIRONMENT

Local Government Act 1995

STRATEGIC IMPLICATIONS

GOAL	OUTCOME	STRATEGY
4. Good governance and effective organisation	4.1 Effective governance and leadership	4.1.1 Provide leadership in balancing the needs of the community,

	4.2 Effective engagement with community and stakeholders	government industry and the environment 4.2.2 Work cooperatively with other Kimberley Shires and support the regional governance group
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RISK MANAGEMENT CONSIDERATIONS

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

CONSULTATION

Nil.

COMMENT

The minutes and respective background information are attached to this report and the following comments are made in relation to the resolutions passed by the Group. Additional recommendations have been made where necessary for Council’s consideration.

8.1 PROPOSED MEETING CHANGES – 30 JULY AND 3 DECEMBER 2019 JOINT MEETINGS

This report proposed a change of date for the 30 July 2019 Joint Meeting to coincide with the Western Australian Local Government Association (WALGA) Local Government Convention and requests confirmation that the proposed 3 December 2019 Joint Meeting from Darwin to Perth.

The item was carried.

8.2 PROPOSED MEETING SCHEDULE – AUGUST 2019 JOINT MEETING

This report provided an update on potential Ministerial meetings and meetings with Directors General in Perth in conjunction with the August Zone Meeting.

The item was carried.

9.1 KIMBERLEY REGIONAL GROUP FINANCIAL ACTIVITY STATEMENT APRIL 2019

This report presented the Kimberley Regional Group (KRG) Financial Activity Report for the period ended 30 April 2019. The report recommends that the KRG adopt the Financial Activity Report.

The item was carried.

9.2 TAKEAWAY ALCOHOL MANAGEMENT SYSTEM UNITS FUNDING INVESTIGATION

This report follows agreement by circular notice to use Kimberley Regional Group resources to investigate regional grant funding for Takeaway Alcohol Management Systems (TAMS).

Once funding options are apparent, Council will need to formalise their position on this matter.

The item was carried.

9.3 CATTLE ON ROADS POSITION PAPER

This report provides a Kimberley Regional Group position in relation to the reduction in the number of cattle on Primary Distributor Roads in the Kimberley.

This item was carried.

9.4 TANAMI ROAD COMMUNICATIONS PLAN

This report provided a Communications Plan for the Tanami Road focusing on retention of the funding across the forward estimates.

The item was carried.

9.5 GOVERNANCE MANUAL

This report provided a Governance Manual that has been prepared to address low-level procedural issues and it is proposed that the document is introduced and trialled by the group over a six month period.

The item was carried.

9.6 UPDATE ON JUNE 2019 PILBARA KIMBERLEY FORUM

This item provided a progress update on the Joint Kimberley Forum held on 10 June 2019.

The item was carried.

9.7 REGIONAL BUSINESS PLAN STATUS UPDATE

This report provided an overview of the activity undertaken by the consultant to support the activities of the Zone.

The item was carried.

9.8 ATEA CONSULTING EXECUTIVE REPORT – APRIL 2019

This report provided an overview of the activity undertaken by the Executive Consultant to support the activities of the Kimberley Zone and Kimberley Regional Group for the period of 1 April 2019 to 30 April 2019.

The item was carried.

9.9 YOUTH STRATEGY AND ACTION PLAN

This report provided an update on activity in relation to the KRG Youth Strategy and Action Plan and the link to the KRG Community Strategic Plan and Business Plan.

The item was carried.

VOTING REQUIREMENT

Simple majority

ATTACHMENTS

1. **Minutes - Kimberley Regional Group 11 June 2019**  

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 11 June 2019;**
2. **Notes and endorses:**
 - (a) **Resources to investigate the regional grant funding for Takeaway Alcohol Management Systems (TAMS).**
 - (b) **The Position Paper – Cattle on Roads**
 - (c) **The Communications Plan – Tanami Road**
 - (d) **Group Governance Manual**
 - (e) **Regional Business Plan – Status Report**



**KIMBERLEY REGIONAL GROUP
Meeting**

**UNCONFIRMED
MINUTES**

9:00AM, 11 JUNE 2019

**Council Chambers, Corner Weld and
Haas Streets, Broome**

SHIRE OF BROOME
KIMBERLEY REGIONAL GROUP
TUESDAY 11 JUNE 2019
INDEX – MINUTES

1.	DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS	4
2.	RECORD OF ATTENDANCE / APOLOGIES	4
3.	DECLARATION OF INTERESTS	5
4.	CONFIRMATION OF MINUTES	5
5.	BUSINESS ARISING FROM PREVIOUS MEETING	5
6.	PRESENTATIONS FROM REPRESENTATIVES	6
6.1	CATHERINE MARRIOTT - WA PROJECT MANAGER CRCNA - UPDATE ON NORTHERN WA SUPPLY CHAIN	6
6.2	ROB COSSART - DEPARTMENT OF PRIMARY INDUSTRIES AND REGIONAL DEVELOPMENT.....	6
6.3	SUPERINTENDENT GREG CROFTS AND GAVIN WEST - DEPARTMENT OF JUSTICE	6
6.4	DEPARTMENT OF LOCAL GOVERNMENT, SPORT AND CULTURAL INDUSTRIES	6
6.5	TONY BREUGEM AND DENIS RYAN - BROOME FUTURE ALLIANCE UPDATE	6
7.	REPORTS FROM REPRESENTATIVES.....	7
7.1	CHRIS MITCHELL - REGIONAL DEVELOPMENT AUSTRALIA.....	ERROR! BOOKMARK NOT DEFINED
7.2	NATASHA MAHAR - AUSTRALIA'S NORTH WEST TOURISM	7
7.3	TIM BRAY - KIMBERLEY DEVELOPMENT COMMISSION.....	ERROR! BOOKMARK NOT DEFINED.
7.4	GREG HAYES - WALGA ROADWISE	ERROR! BOOKMARK NOT DEFINED.
8.	REPORTS FROM KIMBERLEY COUNTRY ZONE	8
8.1	PROPOSED MEETING CHANGES - 30 JULY 2019 AND 3 DECEMBER 2019 JOINT MEETINGS	8
8.2	PROPOSED MEETING SCHEDULE - AUGUST 2019 JOINT MEETING.....	10
9.	REPORTS FROM KIMBERLEY REGIONAL GROUP	12
9.1	KIMBERLEY REGIONAL GROUP FINANCIAL ACTIVITY STATEMENT APRIL 2019	12
9.2	ALCOHOL MANAGEMENT	16
9.3	CATTLE ON ROADS POSITION PAPER	20

Chairperson.....Date.....

9.4	TANAMI ROAD COMMUNICATIONS PLAN	23
9.5	GOVERNANCE MANUAL	25
9.6	UPDATE ON JUNE 2019 PILBARA KIMBERLEY FORUM	28
9.7	REGIONAL BUSINESS PLAN STATUS UPDATE	31
9.8	ATEA CONSULTING EXECUTIVE REPORT - APRIL 2019	35
9.9	YOUTH STRATEGY AND ACTION PLAN	37
10.	CORRESPONDENCE	40
10.1	CORRESPONDENCE - MINISTER MACTIERNAN - RESPONSE REGARDING KRG POSITION ON THE REVIEW OF PASTORAL LANDS TENURE	40
10.2	CORRESPONDENCE - MINISTER WYATT - TAKE AWAY ALCOHOL MANAGEMENT SYSTEM	40
10.3	CORRESPONDENCE - MAIN ROADS PASTORAL ANIMAL HAZARD ADVISORY GROUP AND ASSOCIATED ACTIVITIES	40
11.	GENERAL BUSINESS	41
12.	MATTERS BEHIND CLOSED DOORS	41
13.	MEETING CLOSURE	41

Chairperson.....Date.....

**MINUTES OF THE KIMBERLEY REGIONAL GROUP OF THE SHIRE OF BROOME,
HELD IN THE COUNCIL CHAMBERS, CORNER WELD AND HAAS STREETS, BROOME,
ON TUESDAY 11 JUNE 2019, COMMENCING AT 9:00AM.**

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Chairman welcomed Members and Officers and declared the meeting open at 9:10am.

2. RECORD OF ATTENDANCE / APOLOGIES

ATTENDANCE:

Sam Mastrolembo	Shire of Broome
Cr Harold Tracey	Shire of Broome
James Watt	Shire of Broome
Amanda O'Halloran	Shire of Derby West Kimberley
Cr Geoff Haerewa	Shire of Derby West Kimberley
Cr Paul White	Shire of Derby/West Kimberley
Carl Askew	Shire of Wyndham East Kimberley
Cr David Menzel	Shire of Wyndham East Kimberley
Noel Mason	Shire of Halls Creek
Cr Malcolm Edwards	Shire of Halls Creek
Natasha Mahar	Australia's North West
Catherine Marriott	Cooperative Research Centre for Developing Northern Australia (CRCNA)
Rob Cossart	Department of Primary Industries and Regional Development (DPIRD)
Greg Crofts	Kimberley Police
Gavin West	Department of Justice
Gina Hill	Department of Justice
Tony Bruegem	Broome Future Alliance
Denis Ryan	Broome Future Alliance
Elizabeth Toohey	Department of Local Government Sport and Cultural Industries (DLGSC)
Krissie Dickman	DLGSC
Caroline O'Neill	DLGSC
Tim Bray	Kimberley Development Commission
Nebo Franich	WALGA
Chris Hossen	WALGA

Chairperson.....Date.....

6. PRESENTATIONS FROM REPRESENTATIVES

6.1 CATHERINE MARRIOTT - WA PROJECT MANAGER CRCNA - UPDATE ON NORTHERN WA SUPPLY CHAIN

6.2 SUPERINTENDENT GREG CROFTS AND GAVIN WEST - DEPARTMENT OF JUSTICE

Cr H Tracey left the meeting at 10:41am.

Cr H Tracey returned to the meeting at 10:48am.

Cr D Menzel advised that he would need to leave the meeting and called for nominations for the Chair. Cr G Haerewa nominated Cr H Tracey. No other nominations were received.

<p><u>KIMBERLEY ZONE RESOLUTION:</u></p> <p>Moved: Cr G Haerewa Seconded: Cr M Edwards</p> <p>That Cr H Tracey be nominated to take the Chair.</p> <p style="text-align: right;">CARRIED UNANIMOUSLY 4/0</p>

Cr D Menzel and CEO C Askew left the meeting at 10:54am and Cr H Tracey assumed the Chair.

6.3 ROB COSSART - DEPARTMENT OF PRIMARY INDUSTRIES AND REGIONAL DEVELOPMENT

6.4 TONY BREUGEM AND DENIS RYAN - BROOME FUTURE ALLIANCE UPDATE

6.5 DEPARTMENT OF LOCAL GOVERNMENT, SPORT AND CULTURAL INDUSTRIES

Chairperson.....Date.....

7. REPORTS FROM REPRESENTATIVES

7.1 NATASHA MAHAR - AUSTRALIA'S NORTH WEST TOURISM

Cr D Menzel and CEO C Askew returned to the meeting at 11:55am. Cr H Tracey retained the Chair.

Chairperson.....Date.....

8. REPORTS FROM KIMBERLEY COUNTRY ZONE

8.1 PROPOSED MEETING CHANGES - 30 JULY 2019 AND 3 DECEMBER 2019 JOINT MEETINGS

LOCATION/ADDRESS:	Kimberley Region
APPLICANT:	Nil
FILE:	KRG01
AUTHOR:	Zone Executive
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Corporate Services
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	13 May 2019

SUMMARY: This item proposes a change of date for the 30 July 2019 Joint Meeting to coincide with the Western Australian Local Government Association (WALGA) Local Government Convention and recommends that the proposed 3 December 2019 Joint Meeting is moved from Darwin to Kununurra.

BACKGROUND

Previous Considerations

Joint Meeting 4 December 2019 Item 9.1

COMMENT

30 July 2019 Joint Meeting (Perth)

The Kimberley Zone (Zone) endorsed meeting dates for 2019 at the 4 December 2018 meeting. The endorsed dates included a 30 July 2019 meeting to coincide with WALGA's WA Local Government Convention (WALGA Convention) and a 3 December 2019 meeting to be held in Darwin.

The dates for the WALGA Convention have since been amended with the event now being held Wednesday 7 August through to Friday 9 August. As a result there is a need to adjust the date of the 30 July Zone meeting to 6 August 2019.

None of the member Councils have Ordinary Meetings scheduled and it is expected that Shire Presidents, elected members and Chief Executive Officers will be attending the WALGA Convention. As such no scheduling issues have been identified nor are expected.

3 December 2019 Joint Meeting (Darwin)

The group have scheduled a 3 December meeting in Darwin, however with the decision not to undertake a Joint Kimberley Northern Territory Forum the Secretariat is requesting direction from the group on the location of this meeting.

Should the group decide to have the meeting remain in Darwin, there is an opportunity to schedule site visits for relevant infrastructure and/or operational activities with the City of Darwin and the City of Palmerston.

Chairperson.....Date.....

Should a decision be made that the meeting in Darwin not be required, it could be moved to Perth to facilitate further lobbying of State and Opposition Ministers, as well as meetings with Directors General. Alternatively, the meeting could be held at one of the member Local Governments (with Kununurra due to host the following Joint Meeting) or via video conference.

Given there is a meeting in Perth in August officers recommend that if the meeting is moved that it be scheduled to occur in Kununurra.

CONSULTATION

Western Australian Local Government Association

STATUTORY ENVIRONMENT

Local Government Act 1995

FINANCIAL IMPLICATIONS

There are funds allocated in the endorsed 2019/20 budget for the Zone to host a meeting in Darwin. No further financial contribution is required.

STRATEGIC IMPLICATIONS

Governance Goal – A collaborative group demonstrating strong regional governance:

Effective governance protocols and systems for business efficiency and improved services through collaboration

VOTING REQUIREMENTS

Simple Majority

<u>KIMBERLEY ZONE RESOLUTION:</u>	
<u>(REPORT RECOMMENDATION)</u>	
Moved: Cr D Menzel	Seconded: Cr M Edwards
That the Kimberley Zone:	
<ol style="list-style-type: none"> 1. Endorse a change of date for the 30 July 2019 Joint Meeting to the 6 August 2019; and 2. Endorse a change of location for the 3 December 2019 Joint Meeting from Darwin to Kununurra. 	
CARRIED UNANIMOUSLY 4/0	

Attachments

Nil

Chairperson.....Date.....

8.2 PROPOSED MEETING SCHEDULE - AUGUST 2019 JOINT MEETING	
LOCATION/ADDRESS:	Kimberley Region
APPLICANT:	Nil
FILE:	KRG01
AUTHOR:	Zone Executive
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Corporate Services
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	13 May 2019

SUMMARY: To provide an update on potential Ministerial meetings and meetings with Directors General in Perth in conjunction with the August Zone meeting.

BACKGROUND

Previous Considerations

Nil.

COMMENT

The Kimberley Zone holds a meeting in Perth each year, coinciding with the WALGA Local Government Convention. The opportunity is used to meet with Ministers and Directors General.

The Zone Secretariat has received a request from members to facilitate a meeting with the Department of Justice focussed primarily on Youth Justice inclusive of a tour of the Banksia Hill Detention Centre. It is proposed that a tour of the facility is conducted on the morning of the meeting, with other meetings scheduled for Monday 5 August 2019, noting that this may require elected members, Chief Executive Officer's and support staff to travel to Perth a day earlier. Members have been contacted to determine their interest in visiting Banksia Grove detention centre.

No other requests for meetings have been received however in anticipating the needs of members a survey was distributed in May 2019 to determine priority meetings.

Whilst not all members have yet responded, the priorities to date are:

- Minister for Transport; Planning
- Minister for Education and Training
- Treasurer; Minister for Finance; Aboriginal Affairs; Lands
- Minister for Tourism; Racing and Gaming; Small Business; Defence Issues; Citizenship and Multicultural Interests
- Director General Communities.

Chairperson.....Date.....

An updated list will be provided to the Zone meeting.

To facilitate the engagement with Ministers and senior Government officers it is proposed that, in the first instance an invitation will be sent to meet with members at meetings on Monday 5 August 2019. Alternatively, a delegation may meet separately with the Minister or Director General should they not be available at that time, noting Cabinet meets that day.

CONSULTATION

Nil.

STATUTORY ENVIRONMENT

Local Government Act 1995

FINANCIAL IMPLICATIONS

Nil. All associated costs are allocated in the 2019/20 Kimberley Regional Group Budget.

STRATEGIC IMPLICATIONS

Governance Goal – A collaborative group demonstrating strong regional governance:

Effective governance protocols and systems for business efficiency and improved services through collaboration

VOTING REQUIREMENTS

Simple Majority

**KIMBERLEY ZONE RESOLUTION:
(REPORT RECOMMENDATION)**

Moved: Cr D Menzel

Seconded: Cr G Haerewa

That the Kimberley Regional Group notes the status of the Ministerial meetings to date and confirms the preference for the engagement with Ministers and Directors General to occur on Monday 5 August 2019, prior to the Joint Meeting being held on Tuesday 6 August 2019.

CARRIED UNANIMOUSLY 4/0

Attachments

Nil

Chairperson.....Date.....

9. REPORTS FROM KIMBERLEY REGIONAL GROUP

9.1 KIMBERLEY REGIONAL GROUP FINANCIAL ACTIVITY STATEMENT APRIL 2019	
LOCATION/ADDRESS:	Kimberley Region
APPLICANT:	Nil
FILE:	KRG01
AUTHOR:	Director Corporate Services
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Corporate Services
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	13 May 2019

SUMMARY: This report presents the Kimberley Regional Group (KRG) Financial Activity Report for the period ended 30 April 2019. The report recommends that the KRG adopt the Financial Activity Report.

BACKGROUND

Previous Considerations

Joint Meeting	31 July 2018	Item 9.3
Joint Meeting	3 September 2018	Item 9.1
Joint Meeting	9 October 2018	Item 9.1
Joint Meeting	4 December 2018	Item 9.3
Joint Meeting	19 March 2019	Item 9.5
Joint Meeting	19 March 2019	Item 9.6
Joint Meeting	19 March 2019	Item 9.7
Joint Meeting	30 April 2019	Item 9.1

At it's October 9 Joint Meeting the KRG received the Annual Financial Statement for the period ending 30 June 2018. The statement included a carry-forward surplus of \$292,216.

The carry-forward surplus included \$65,000 of grant income received for the Kimberley Regional Volunteering Strategy and a carryover amount of \$14,710 for the Kimberley Regional Waste Management Plan. This reduced the opening surplus to \$212,506.

The 2018/19 budget had previously been endorsed at the 31 July 2018 Joint Meeting. The budget contained the following surplus funded projects:

- Kimberley Regional Education / Training Business Case (\$25,000);
- Savannah Way Business Case (\$25,000); and
- Liquid Waste Business Case (\$25,000).

A \$70,000 budget amendment to undertake a Tanami Road Business Case was endorsed at the 3 September 2018 Joint Meeting.

Chairperson.....Date.....

These budget amendments, totalling \$145,000, further reduced the opening surplus to \$67,506.

At the 19 March 2019 Joint Meeting a number of budget amendments were endorsed:

- \$14,000 reduction to account 22146 Strategic Community Plan with a corresponding \$14,000 increase to account 22181 Executive Consultancy;
- \$27,600 increase to account 22181 Executive Consultancy (transfer from reserve account 23597);
- \$13,200 increase to account 22182 Administrative Consultancy (transfer from reserve account 23597);
- \$7,315 increase to account 22181 Executive Consultancy (transfer from reserve account 23597)
- \$10,000 increase in account 22126 Kimberley Waste Management Plan through savings identified in accounts 22128 – Forum's and Conferences (\$2,500), 22131 – Meetings (\$2,500) and 22133 – Legal Advice (\$2,500);
- \$50,000 reduction to income account 405384 Procurement Improvement Program Grants.

COMMENT

The KRG recently endorsed the 2019/20 budget and the transfer to reserve of the following surplus funded activities:

- Land Tenure Implementation Plan (\$5,000)
- Kimberley Regional Education / Training Business Case (\$25,000)
- Savannah Way Business Case Implementation Plan (\$25,000)
- Liquid Waste Business Case (\$25,000)

Following these amendments and a review of accounts for the period ended 30 April 2019, the Kimberley Regional Group have a surplus of \$285,317.45.

CONSULTATION

Nil.

STATUTORY ENVIRONMENT

Local Government Act 1995

FINANCIAL IMPLICATIONS

As at the 30 April 2019 the Kimberley Regional Group surplus was \$285,317.45.

Acct Code	Account	Original Budget	Current Budget	Actual
OPENING SURPLUS CARRY FORWARD				
100235970	Kimberley Zone - Transfer to Kimberley Zone Reserve - Cap Exp - MUN	-\$212,506.00	-\$212,506.00	-\$212,506.00
CAPITAL INCOME				
100235980	Transfer From Kimberley Zone Reserve - Cap Inc - Kimberley Zone MUN	-\$145,000.00	-\$47,115.00	-\$47,115.00

Chairperson.....Date.....

TOTAL CAPITAL INCOME		-\$145,000.00	-\$47,115.00	-\$47,115.00
REMAINING SURPLUS		-\$67,506.00	-\$165,391.00	-\$165,391.00
OPERATING EXPENDITURE				
100221280	Kimberley Zone - Forums & Conferences - Op Exp MUN	\$2,500.00	\$0.00	\$0.00
100221290	Kimberley Zone - Zone & RCG Meeting Expenses - Op Exp MUN	\$41,000.00	\$41,000.00	\$13,917.00
100221310	Kimberley Zone - Meetings - Op Exp MUN	\$7,000.00	\$4,500.00	\$0.00
100221320	Kimberley Zone - Darwin Forum - Op Exp MUN	\$20,000.00	\$20,000.00	\$17,958.96
100221330	Kimberley Zone - Legal Advice - Op Exp MUN	\$5,000.00	\$0.00	\$0.00
100221340	Kimberley Zone - Annual Financial Audit - Op Exp MUN	\$5,000.00	\$5,000.00	\$4,100.00
100221360	Kimberley Zone - IT Support - Op Exp MUN	\$1,500.00	\$1,500.00	\$0.00
100221370	Kimberley Zone - Sundry Expenses - Op Exp MUN	\$1,000.00	\$1,000.00	\$0.00
100221430	Kimberley Zone - Savannah Way Membership - Op Exp MUN	\$5,000.00	\$5,000.00	\$5,000.00
100221460	Kimberley Zone - Strategic Community Plan - Op Exp MUN	\$14,000.00	\$0.00	\$0.00
100221810	Kimberley Zone - Executive Consultancy - Op Exp MUN	\$67,925.00	\$116,840.00	\$89,230.35
100221820	Kimberley Zone - Administrative Consultancy - Op Exp MUN	\$19,360.00	\$32,560.00	\$19,460.00
104052340	Kimberley Zone - Volunteering Strategy - Op Exp MUN	\$65,000.00	\$65,000.00	\$58,000.00
104052350	Kimberley Zone - Alcohol Management Initiatives - Op Exp MUN	\$30,000.00	\$30,000.00	\$0.00
104052360	Kimberley Zone - Procurement Improvement Program - Op Exp MUN	\$100,000.00	\$50,000.00	\$0.00
104052370	Kimberley Zone - ICT & Office 365 Improvements - Op Exp MUN	\$10,000.00	\$10,000.00	\$0.00
104052380	Kimberley Zone - Kimberley Waste Management Plan - Op Exp MUN	\$19,734.00	\$29,734.00	\$28,958.21
104052390	Kimberley Zone - Kimberley Land Tenure Implementation Plan - Op Exp MUN	\$5,000.00	\$0.00	\$0.00
104052400	Kimberley Zone - Kimberley Regional Education / Training Business Case - Op Exp MUN	\$25,000.00	\$0.00	\$0.00
104052410	Kimberley Zone - Savannah Way Business Case Implementation Plan - Op Exp MUN	\$25,000.00	\$0.00	\$0.00
104052420	Kimberley Zone - Liquid Waste Business Case - Op Exp MUN	\$25,000.00	\$0.00	\$0.00
104052430	Kimberley Zone - Tanami Business Case - Op Exp MUN	\$70,000.00	\$4,000.00	\$0.00
104052970	Kimberley Zone - Admin Cost Allocated - Op Exp MUN	\$5,000.00	\$5,000.00	\$0.00
104052980	Kimberley Zone - IT/Records Cost Allocated - Op Exp MUN	\$5,000.00	\$5,000.00	\$0.00
TOTAL OPERATING EXPENDITURE		\$574,019.00	\$426,134.00	\$236,624.52
OPERATING INCOME				
100230130	Kimberley Zone - Reimbursement Zone & RCG Meetings Expenses - Op Inc MUN	-\$35,000.00	-\$35,000.00	-\$2,570.90
100230180	Kimberley Zone - Reimbursement Meetings - Op Inc MUN	-\$3,000.00	-\$3,000.00	\$0.00
100230190	Kimberley Zone - Reimbursement Darwin Forum - Op Inc MUN	-\$20,000.00	-\$20,000.00	-\$20,710.91
100230210	Kimberley Zone - Members Contribution Secretariat Costs - Op Inc MUN	-\$206,000.00	-\$206,000.00	-\$206,000.00
100230480	Kimberley Zone - Transfer from Restricted Cash Project Accounts - Op Inc MUN	\$0.00	\$0.00	\$0.00
100230610	Kimberley Zone - Members Contribution - Kimberley Waste Management Plan Op Inc MUN	-\$14,710.00	-\$14,710.00	-\$14,710.00
100235360	Kimberley Zone - Interest on Reserve - Op Inc. MUN	-\$5,000.00	-\$5,000.00	-\$444.16
10405370	Kimberley Zone - Kimberley Volunteer Strategy DLGC Grant	-\$65,000.00	-\$65,000.00	-\$65,000.00
10405385	Kimberley Zone - Alcohol Management Initiatives Grant	-\$30,000.00	-\$30,000.00	\$0.00

Chairperson.....Date.....

10405384	Kimberley Zone - Procurement Improvement Program Grants	-\$50,000.00	\$0.00	\$0.00
TOTAL OPERATING INCOME		-\$428,710.00	-\$378,710.00	-\$309,435.97
TOTAL CAPITAL INCOME		-\$145,000.00	-\$47,115.00	-\$47,115.00
TOTAL OPERATING EXPENDITURE		\$574,019.00	\$426,134.00	\$236,624.52
TOTAL OPERATING INCOME		-\$428,710.00	-\$378,710.00	-\$309,435.97
TOTAL		\$309.00	\$309.00	-\$119,926.45
SURPLUS/DEFICIT**Current Surplus = Actual Income less Actual Expenditure + Opening Surplus				-\$285,317.45

STRATEGIC IMPLICATIONS

Governance Goal – A collaborative group demonstrating strong regional governance:

Effective governance protocols and systems for business efficiency and improved services through collaboration

VOTING REQUIREMENTS

Simple Majority

KIMBERLEY REGIONAL GROUP RESOLUTION:
(REPORT RECOMMENDATION)

Moved: Cr M Edwards **Seconded: Cr D Menzel**

That the Kimberley Regional Group:

1. **Notes the report and receives the Financial Activity Report for the period ended 31 March 2019; and**
2. **Notes the \$285,317.45 surplus as at 30 April 2019.**

CARRIED UNANIMOUSLY 4/0

Attachments

Nil

Chairperson.....Date.....

9.2 ALCOHOL MANAGEMENT	
LOCATION/ADDRESS:	Kimberley Region
APPLICANT:	Nil
FILE:	KRG01
AUTHOR:	Zone Executive
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Corporate Services
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	13 May 2019

SUMMARY: To update members on the activities of each Shire in relation to Alcohol Management.

BACKGROUND

Previous Considerations

Joint Meeting 2 July 2018	Item 9.5
Joint Meeting 4 Dec 2018	Item 9.2
Joint Meeting 30 April 2019	Item 11.2

COMMENT

It was agreed that it would be useful to have a Standing Item on Alcohol Management in the Kimberley Regional Group (KRG) agenda.

Update – Shire of Derby West Kimberley

Due to the Police Officer in Charge being on leave there has not been a Liquor Accord meeting for approximately six weeks. The meetings are normally held monthly and are convened by the police.

The current major priority is maintaining the local Banned Drinkers list. Police vigilance regarding sly grogging is also a priority.

Update Shire of Halls Creek

The Shire of Halls Creek continues to operate under Section 64 restrictions which are unlikely to be lifted and are being linked to equivalency in Fitzroy Crossing. Halls Creek retains the preference for restrictions similar to Kununurra rather than Fitzroy Crossing.

A key priority remains the reduction in sly grogging in the region.

Update Shire of Wyndham East Kimberley

The Kununurra Wyndham Alcohol Accord last met on 29 April 2019. It was a Special Meeting conducted for the purpose of meeting with the Director of Liquor Licensing, Peter Minchin.

The outcome of the meeting with Mr Minchin was that the Accord wrote to the Director of Liquor Licensing on 14 May 2019 for the purposes of better aligning the current (Kununurra and Wyndham) S64 Restrictions with those proposed in the Pilbara, particularly with

Chairperson.....Date.....

respect to allowing bona fide tourists to purchase bulk alcohol without having to go through the current 72 hour approvals process. The Accord also requested additional flexibility for take-away liquor outlets to sell some boutique and mid-strength beer in glass containers. A response has not been received to date.

The Accord will be scheduling a meeting soon to determine whether it should be registered for the purpose of regulating specific licence conditions such as those applicable to the sale of beer in glass containers.

The Accord, with assistance of the Shire, is also looking at the implementing of a banned drinkers list using the provisions of S115 of the Liquor Control Act as well as to improve the current TAMS. There will be additional discussion with respect to developing broader strategies for harm minimisation beyond point-of-sale measures ie similar to what is implemented in the NT. The Shire will suggest elevating issues and collaboration through the District Leadership Group.

Update – Shire of Broome

The Broome Liquor Accord reached a voluntary agreement on alcohol restrictions in April 2019 and intends to implement the restrictions early in the 2019/20 financial year. Critical to the rollout is the need for a Takeaway Alcohol Management System (TAMS) to be implemented, similar to that in operation in Kununurra.

It is anticipated that Broome will require between 18 and 20 units to service the takeaway alcohol operators with Derby requiring a further 3 units. The estimated cost per unit is approximately \$10,000 to \$15,000 per unit, creating a need for funding in the vicinity of \$250,000.

Neither the Shire of Broome nor the Broome Liquor Accord have funds assigned to cater for this expense and as such will be seeking external State and Federal funding to offset some of the costs.

Further to the KRG's regional approach to Alcohol Management, the KRG members were contacted by circular notice on 9 May 2019 seeking support for the use of KRG resources to investigate funding opportunities for the implementation of TAMS on a regional basis including the potential to fund newer devices offering improved functionality and useability in Kununurra.

The request was supported by each of the members.

ATEA have undertaken investigations which thus far have included:

- Discussion with the Treasurer's policy staff.
- Discussion with the Minister for Racing and Gaming Policy Staff.
- Discussion with the Department of Racing, Gaming and Liquor.
- Investigation of grant funding sources offered by State and Federal government Agencies.
- Discussion with Lotterywest.
- A letter to the Treasurer outlining the matter.

The Shire of Broome has also developed a draft implementation plan which includes:

1. Funding
 - a. roll out cost and confirm funding/resource commitment for implementation
2. Investigation and implementation of TAMS solution
 - a. Licensee feedback on requirements

Chairperson.....Date.....

- b. Confirmation of the number of outlets
- c. Scope/brief, tender and procurement
- d. Implementation and beta testing
- 3. Communication Strategy
 - a. Graphic design of posters and fliers
 - b. Printing materials
 - c. Messaging including for visitors, remote communities and how to seek exemptions
 - d. Webpage with information sheet.
- 4. Trial Monitoring
 - a. Collation of information from service providers
 - b. Collation of data sources
 - c. Development of measures of success and milestones
 - d. Reporting format and commitments
 - e. Dashboard for data update and monitoring
 - f. Interim and final report on the trial.

Given the progress towards the implementation of alcohol management initiatives across the Kimberley, albeit with differing restrictions, the Shire considers that a collaborative approach to communications and monitoring efforts would be advantageous in ensuring consistency and effective comparisons. A uniform brand across the Kimberley and the development of a 'one-stop shop' (website) would also provide an important information resource for the community and visitors to the region.

CONSULTATION

Broome Liquor Accord

STATUTORY ENVIRONMENT

Local Government Act 1995

FINANCIAL IMPLICATIONS

Contingent upon grant outcomes noting no Kimberley Zone budget exists.

It should be noted that there is a financial cost associated with the use of the Kimberley Zone Executive Consultancy to resource the investigation, however this is within existing funding allocations.

STRATEGIC IMPLICATIONS

Community Goal – A vibrant community based on equity, inclusion and opportunity for all:

Improved Kimberley regional outcomes in health

Improved Kimberley regional outcomes in education

Greater participation in the community and workforce

Chairperson.....Date.....

Better alcohol management across the Kimberley.

VOTING REQUIREMENTS

Simple Majority

**KIMBERLEY REGIONAL GROUP RESOLUTION:
(REPORT RECOMMENDATION)**

Moved: Cr G Haerewa

Seconded: Cr M Edwards

That the Kimberley Regional Group:

1. ***Notes the status report provided;***
2. ***Notes the current status of funding investigations for a Takeaway Alcohol Management System;***
3. ***Notes the agreement to use contract support to continue to progress funding for a Takeaway Alcohol Management System;***
4. ***Notes that the development of a Kimberley wide branding, monitoring and communications strategy would be beneficial to the implementation of alcohol management initiatives throughout the region;***
5. ***Approves the formation of an Alcohol Management Regional Technical Advisory Group consisting of relevant officers from each member Shire to progress the implementation of Alcohol Management initiatives in a coordinated manner.***

CARRIED UNANIMOUSLY 4/0

Attachments

Nil

Chairperson.....Date.....

9.3 CATTLE ON ROADS POSITION PAPER	
LOCATION/ADDRESS:	Kimberley Region
APPLICANT:	Nil
FILE:	KRG01
AUTHOR:	Zone Executive
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Corporate Services
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	13 May 2019

SUMMARY: This item provides a Kimberley Regional Group position in relation to the reduction in the number of cattle on Primary Distributor Roads in the Kimberley.

BACKGROUND

Previous Considerations

- Joint Meeting 4 December 2018 Item 11.1
- Joint Meeting 30 April 2019 Item 11.1

Main Road's Road Hierarchy describes Primary Distributor Roads as follows:

Primary Distributor Roads provide for major regional and inter-regional traffic movement and carry large volumes of generally fast moving traffic. Some are strategic freight routes, and all are State Roads. They are managed by Main Roads Western Australia.

The following resolution was made by the group at its 30 April 2019 Joint Meeting:

KIMBERLEY REGIONAL GROUP RESOLUTION:

Moved: Cr G Haerewa Seconded: Cr M Edwards

That the Kimberley Regional Group requests that the Secretariat develop a position statement in relation to the issue and present it to the group at a later date for endorsement.

CARRIED UNANIMOUSLY 4/0

COMMENT

The number of cattle on Primary Distributor roads in the Kimberley continues to be a major road safety concern. The KRG have been attempting to progress the development of solutions to this issue and at the 4 December 2018 Joint Meeting resolved to investigate strategies to improve fencing including employment creation opportunities:

KIMBERLEY REGIONAL GROUP RESOLUTION:

Moved: Cr G Haerewa Seconded: Cr M Edwards

Chairperson.....Date.....

That the Kimberley Regional Group request that the Secretariat, in collaboration with all key stakeholders, progress the development of a strategy and funding model supporting the shared responsibility for fencing of main roads, inclusive of employment opportunities.

CARRIED UNANIMOUSLY 4/0

Correspondence was sent to the Minister for Transport, the Hon Rita Saffiotti expressing the concerns of the KRG and requesting further consideration of the issue. A response from the Minister was received on 8 April 2019.

In October 2018 Main Roads convened the Pastoral Animal Hazard Advisory Group to review and evaluate the performance of the Animal Hazard Mitigation Program. The group comprises Main Roads as the convenor, with representatives from the Department of Primary Industry and Regional Development; the Department of Biodiversity, Conservation and Attractions; the Department of Planning Lands and Heritage; the Pastoralist and Graziers Association; WA Police; RAC, Road Safety Commission; the Pastoral Lands Board; and WALGA. Correspondence was received from Brett Belstead, Director Network Management, Central and Northern Regions, Main Roads dated 31 May 2019 outlining the actions of the PAHAG.

To inform the representation on the Group and to guide KRG decision making, it was requested that a position on Cattle on the Roads be developed with the emphasis on what strategies the KRG would support. The group passed the following resolution at its 30 April 2019 Joint Meeting:

KIMBERLEY REGIONAL GROUP RESOLUTION:

Moved: Cr G Haerewa

Seconded: Cr M Edwards

That the Kimberley Regional Group requests that the Secretariat develop a position statement in relation to the issue and present it to the group at a later date for endorsement.

CARRIED UNANIMOUSLY 4/0

The KRG Executive Officer has developed the attached is a draft position for the consideration of the KRG.

CONSULTATION

Department of Transport

STATUTORY ENVIRONMENT

Local Government Act 1995

FINANCIAL IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

Governance Goal – A collaborative group demonstrating strong regional governance:

Secure funding for regional initiatives

Recognition of Kimberley Local Government issues and opportunities

Chairperson.....Date.....

Alignment and integration of regional and local priorities for member Councils.

Built Environment Goal – Improved and secure transport, communications, community and essential services:

Improved regional arterial road network, ports and airports

VOTING REQUIREMENTS

Simple Majority

REPORT RECOMMENDATION:

That the Kimberley Regional Group endorses the position in relation to cattle on roads.

KIMBERLEY REGIONAL GROUP RESOLUTION:
(REPORT RECOMMENDATION)

Moved: Cr G Haerewa

Seconded: Cr M Edwards

That the Kimberley Regional Group:

- 1. endorses the position in relation to cattle on roads.**
- 2. Requests the Secretariat develops media speaking points.**

CARRIED UNANIMOUSLY 4/0

Attachments

- 1. Kimberley Regional Group Position Paper - Cattle on Roads

Chairperson.....Date.....

9.4 TANAMI ROAD COMMUNICATIONS PLAN	
LOCATION/ADDRESS:	Kimberley Region
APPLICANT:	Nil
FILE:	KRG01
AUTHOR:	Zone Executive
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Corporate Services
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	13 May 2019

SUMMARY: This item provides a Communications Plan for the Tanami Road focusing on retention of the funding across the forward estimates.

BACKGROUND

Previous Considerations

- Joint Meeting 4 December 2018 Item 9.1
- Joint Meeting 19 March 2019 Item 9.6
- Joint Meeting 30 April 2019 Item 9.4

COMMENT

The Tanami Road has long been identified as a priority project by the Kimberley Regional Group (KRG). A delegation of Shire President's met with both Government Ministers and Opposition spokespersons in February 2019. The KRG funded a short project to update the existing Business Plans to provide information to further the case for inclusion of the road in the Federal Governments Regional Roads of Strategic Importance (ROSI) funding program.

Whilst the Tanami Road was included in the ROSI funding initiative, most of the funds are in the outer years beyond the Federal Government's forward estimates.

The State Budget also provided funding for the Tanami Road (a condition of the ROSI funding). Whilst \$2.4M is included in the State Budget's forward estimates, the balance of \$40M is in the outer years.

There is some vulnerability associated with the retention of funding given the time period involved prior to the outer year funds being applied. A communications plan has been developed to enable ongoing advocacy for the duration of the forward estimates to ensure that the commitment of the funding is retained.

CONSULTATION

Nil.

STATUTORY ENVIRONMENT

Local Government Act 1995

Chairperson.....Date.....

FINANCIAL IMPLICATIONS

No direct financial implications however there is a risk that future allocations of Federal and State funding for the Tanami Road may be diverted.

STRATEGIC IMPLICATIONS

Governance Goal – A collaborative group demonstrating strong regional governance:

Secure funding for regional initiatives

Built Environment Goal – Improved and secure transport, communications, community and essential services:

Improved regional arterial road network, ports and airports

Community Goal – A vibrant community based on equity, inclusion and opportunity for all:

Improved Kimberley regional outcomes in health

Improved Kimberley regional outcomes in education

Greater participation in the community and workforce

Economy Goal – A sustainable and diverse economy:

Improved outcomes in employment

Sustainable primary industries

Improved regional infrastructure

VOTING REQUIREMENTS

Simple Majority

<u>KIMBERLEY REGIONAL GROUP RESOLUTION:</u>	
(REPORT RECOMMENDATION)	
Moved: Cr M Edwards	Seconded: Cr D Menzel
<i>That the Kimberley Regional Group endorses the Communications Plan for the Tanami Road as attached noting that the plan be amended to ensure quad road trains are catered for.</i>	
CARRIED UNANIMOUSLY 4/0	

Attachments

1. Kimberley Regional Group Communications Plan - Tanami Road

Chairperson.....Date.....

9.5 GOVERNANCE MANUAL	
LOCATION/ADDRESS:	Kimberley Region
APPLICANT:	Nil
FILE:	KRG01
AUTHOR:	Zone Executive
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Corporate Services
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	13 May 2019

SUMMARY: The Kimberley Regional Group (KRG) Strategic Community Plan and Regional Business Plan identified a number of procedures to provide more detail than is contained in the KRG Memorandum of Understanding. A Governance Manual has been prepared to address these low-level procedural issues and it is proposed that the document is introduced and trialled by the group over a 6 month period.

BACKGROUND

Previous Considerations

Nil.

COMMENT

During the review of the Strategic Community Plan (SCP) and Regional Business Plan (RBP) it was identified that more detailed procedures than are currently available in the KRG Memorandum of Understanding are required to guide the day to day operations of the Kimberley Regional Group, and ensure there is clarity in relation to expectations in relation to service standards. Specifically, the following procedures were identified:

- a. procedure for the review of the Regional Governance Agreement;
- b. procedure to undertake an annual member satisfaction survey;
- c. procedure for the annual review and publication of the Advocacy Agenda;
- d. model Technical Advisory Group (TAG) Terms of Reference.

To meet both the broader service delivery expectations of the KRG and the specific procedures identified in the SCP and RBP, a Governance Manual has been prepared. The following governance procedures are included in the Governance Manual:

- Procedure regarding the role and function of Office Bearers;
- Procedure regarding the quality and availability of information;

Chairperson.....Date.....

- Procedure for member induction;
- Procedure for decision making;
- Procedure for Strategic Planning;
- Procedure for operational plan, budget and financial reporting;
- Procedure for purchasing and the review of existing regional procurement contracts;
- Procedure for Financial Management;
- Procedure for program and event delivery;
- Procedure for Asset Protection and Risk;
- Communication procedures;
- Reporting procedures; and
- Procedures for continuous improvement.

This is a large and procedural document which may benefit from a trial period of 6 months to iron out any specific issues that emerge, prior to consideration of adoption by the KRG. This period will enable both the review of the Governance Manual and adoption prior to the potential change of Host Shire which may occur late in 2019 after the Local Government elections.

CONSULTATION

Nil.

STATUTORY ENVIRONMENT

Local Government Act 1995

FINANCIAL IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

Governance Goal – A collaborative group demonstrating strong regional governance:

Effective governance protocols and systems for business efficiency and improved services through collaboration

VOTING REQUIREMENTS

Simple Majority

Chairperson.....Date.....

9.6 UPDATE ON JUNE 2019 PILBARA KIMBERLEY FORUM	
LOCATION/ADDRESS:	Kimberley Region
APPLICANT:	Nil
FILE:	KRG01
AUTHOR:	Director Corporate Services
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Corporate Services
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	13 May 2019

SUMMARY: This item provides a progress update on the Joint Pilbara Kimberley Forum to be held 10 June 2019.

BACKGROUND

Previous Considerations

- Joint Meeting 19 March 2019 Item 9.1
- Joint Meeting 30 April 2019 Item 9.5

An out of session Agenda item was circulated which confirmed both the theme and date of the Forum with an update provided at the 19 March 2019 and 30 April 2019 meetings.

COMMENT

The Joint Pilbara Kimberley Forum has 50 attendees, with 34 of those fully paying delegates with the balance speakers/complimentary invitees. Representation includes:

Shire of Broome	7
Shire of Ashburton	5
City of Karratha	4
Shire of HallsCreek	3
Town of PortHedland	3
Shire of East Pilbara	3
Shire of Derby West Kimberley	2
Shire of Wyndham East Kimberley	2
Main Roads	2
Sheffield Resources	3
Dept of Primary Industries and Regional Development (KDC)	3

Chairperson.....Date.....

In addition, the following organisations and agencies will be represented:

- Department of Local Government, Sport and Cultural Industries
- Department of Mines, Industry Regulation and Safety
- Department of Communities
- Department of Industry, Innovation and Science
- Kimberley Land Council
- Kimberley Ports Authority
- Horizon Power
- Pilbara Solar
- Western Australian Local Government Association
- Broome Chamber of Commerce and Industry
- Pilbara Regional Development Commission
- APPEA
- INPEX
- Northern Minerals and
- Main Roads.

A conflict with State Cabinet meetings prevented State Ministerial attendance however a number of Federal politicians are attending including Senator Dean Smith. Senator Pat Dodson and Minister Melissa Price agreed but have not confirmed since the election.

At the time of writing this item, the Forum is likely to make a small surplus of less than \$500, based on direct costs and income.

The 2020 Joint Pilbara Kimberley Forum is scheduled to be organised by the Pilbara Councils, noting the Pilbara Regional Council is currently in a transitional mode of operation.

CONSULTATION

Nil.

STATUTORY ENVIRONMENT

Local Government Act 1995

FINANCIAL IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

Governance Goal – A collaborative group demonstrating strong regional governance:

Recognition of Kimberley Local Government issues and opportunities

Alignment and integration of regional and local priorities for member Councils.

VOTING REQUIREMENTS

Simple Majority

Chairperson.....Date.....

KIMBERLEY REGIONAL GROUP RESOLUTION:
(REPORT RECOMMENDATION)

Moved: Cr D Menzel

Seconded: Cr M Edwards

That the Kimberley Regional Group notes the update on the Joint Pilbara Kimberley Forum.

CARRIED UNANIMOUSLY 4/0

Attachments

Nil

Chairperson.....Date.....

9.7 REGIONAL BUSINESS PLAN STATUS UPDATE	
LOCATION/ADDRESS:	Kimberley Region
APPLICANT:	Nil
FILE:	KRG01
AUTHOR:	Zone Executive
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Corporate Services
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	13 May 2019

SUMMARY: This report provides an overview of the activity undertaken by the consultant to support the activities of the Zone.

BACKGROUND

Previous Considerations

The Strategic Community Plan and Regional Business Plan for the period 2018-2022 was adopted in December 2019.

COMMENT

The attached Status Report (Attachment 1) provides an update on progress towards the achievement of the Regional Business Plan for items identified for completion by end of the 2020 financial year.

The following items have been progressed:

Item	Description	Comment
1.1.2.1	Develop procedure for review of the Regional Governance Agreement	Included in Governance Manual – Complete pending adoption
1.1.2.1	Develop and adopt a procedure to undertake an annual member satisfaction survey with a report to the KRG on potential service improvements	Included in Governance Manual – Complete pending adoption
1.1.3.1	Develop and adopt a procedure to identify new initiatives, improve current processes and identify resource sharing opportunities	Included in Governance Manual – Complete pending adoption
1.1.3.2	Develop and adopt a procedure for the annual review and reporting on the effectiveness and value for money of existing regional procurement contracts that are due for renewal (or termination) in the following year.	Included in Governance Manual – Complete pending adoption

Chairperson.....Date.....

1.2.1.1	Develop and adopt a process for the identification of member priorities relevant to the function of the KRG and prepare a report annually to inform the KRG planning, advocacy and budget processes.	Included in Governance Manual – Complete pending adoption
1.4.1.1	Develop and adopt a procedure for an annual review of the Advocacy Agenda for consideration by the KRG no later than October each year.	Included in Governance Manual – Complete pending adoption
1.4.1.3 part 2	Develop a brand recognition strategy for the zone including appropriate collateral such as logo, tagline, and e-presence	Interim website developed Style guidelines commenced Logo, to be developed.
1.5.1.2	Develop and adopt a procedure to prepare a report annually to inform member planning, the KRG planning, advocacy and budget processes on matters of common interest.	Included in Governance Manual – Complete pending adoption
1.5.1.3	Develop and adopt model Technical Advisory Group (TAG) Terms of Reference and review existing ToR including role, scope and levels of delegation.	Included in Governance Manual – Complete pending adoption

CONSULTATION

Nil.

STATUTORY ENVIRONMENT

Local Government Act 1995

FINANCIAL IMPLICATIONS

Nil.

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

Effective engagement with Aboriginal governance structures

Recognition of Kimberley Local Government issues and opportunities

Alignment and integration of regional and local priorities for member Councils.

Natural Environment Goal – Responsible management of the environment:

Secure quality water supply

Chairperson.....Date.....

Integrated waste management

Reuse of waste water

Recognition of significant heritage areas.

Built Environment Goal – Improved and secure transport, communications, community and essential services:

Liveable towns supporting regional communities

Improved regional arterial road network, ports and airports

Adequate land supply

High standard of infrastructure planning

Reliable and adequate power and communications.

Community Goal – A vibrant community based on equity, inclusion and opportunity for all:

Innovative and joined up approach to housing development, ownership and design through community participation

Improved Kimberley regional outcomes in health

Improved Kimberley regional outcomes in education

Greater participation in the community and workforce

Better alcohol management across the Kimberley.

Economy Goal – A sustainable and diverse economy:

Generational advantage that captures the wealth for the region

Improved outcomes in employment

Sustainable tourism market and tourism experiences

Sustainable primary industries

Energy sustainability

Sustainable Local Government revenue

Improved regional infrastructure

VOTING REQUIREMENTS

Simple Majority

Chairperson.....Date.....

KIMBERLEY REGIONAL GROUP RESOLUTION:
(REPORT RECOMMENDATION)

Moved: Cr G Haerewa

Seconded: Cr D Menzel

That the Kimberley Regional Group notes the Regional Business Plan Status Report as attached.

CARRIED UNANIMOUSLY 4/0

Attachments

1. Regional Business Plan - Status Report

Chairperson.....Date.....

9.8 ATEA CONSULTING EXECUTIVE REPORT - APRIL 2019

LOCATION/ADDRESS:	Kimberley Region
APPLICANT:	Nil
FILE:	KRG01
AUTHOR:	Zone Executive
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Corporate Services
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	13 May 2019

SUMMARY: This report provides an overview of the activity undertaken by the Executive Consultant to support the activities of the Kimberley Zone and Kimberley Regional Group for the period 1 April 2019 to 30 April 2019.

BACKGROUND

Previous Considerations

Joint Meeting 30 April 2019 Item 9.3

COMMENT

The Kimberley Zone of WALGA (Zone) and the Kimberley Regional Group (KRG) appointed ATEA Consulting on the 22 July 2018 to perform the role of part-time Executive Officer.

An Executive Report has been prepared and provides an overview of the activities undertaken by ATEA Consulting in the period 1 April 2019 to 30 April 2019. The report is attached for consideration (Attachment 1).

CONSULTATION

Nil.

STATUTORY ENVIRONMENT

Local Government Act 1995

FINANCIAL IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

Chairperson.....Date.....

Governance Goal – A collaborative group demonstrating strong regional governance:

Effective governance protocols and systems for business efficiency and improved services through collaboration.

VOTING REQUIREMENTS

Simple Majority

**KIMBERLEY REGIONAL GROUP RESOLUTION:
(REPORT RECOMMENDATION)**

Moved: Cr M Edwards

Seconded: Cr G Haerewa

That the Kimberley Regional Group notes the Executive Report provided by ATEA Consulting for the period 1 April 2019 to 30 April 2019 as attached.

CARRIED UNANIMOUSLY 4/0

Attachments

1. ATEA CONSULTING EXECUTIVE REPORT - 1 APRIL TO 30 APRIL 2019

Chairperson.....Date.....

9.9 YOUTH STRATEGY AND ACTION PLAN	
LOCATION/ADDRESS:	Kimberley Region
APPLICANT:	Nil
FILE:	KRG01
AUTHOR:	Director Corporate Services
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Zone Executive
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	4 June 2019

SUMMARY: To provide an update on activity in relation to the KRG Youth Strategy and Action Plan and the link to the KRG Community Strategic Plan and Business Plan.

BACKGROUND

Previous Considerations

Joint Meeting 30 April 2019 Item 9.7

COMMENT

The Kimberley Regional Group adopted a Youth Strategy and Action Plan in February 2016 however no implementation plan was put in place.

At the April 2019 meeting the KRG resolved to survey members to determine current priorities with a view to mapping the outcomes against the KRG Strategic Community Plan and Business Plan. The survey was distributed to members in May 2019 and all Shires have now responded.

To enable the review of the 54 actions in the Youth Strategy Action Plan, a scoring system was used for the collated responses across the Kimberley with high scoring actions in the Youth Strategy then aligned to actions in the KRG Community Strategic Plan and Business Plan.

The highest priorities related to education, employment and safety. Priorities mapped between the Youth Strategy Action Plan and the projects identified in the KRG Strategic Community Plan and Business Plan are provided below.

Youth Strategy & Action Plan	KRG Strategic Community Plan	Year
4.2.1. Advocate for improved educational training opportunities that meet local needs.	4.2.1.1 Develop a Discussion Paper in relation to the development of alternate educational facilities and services to facilitate improved “core	2019

Chairperson.....Date.....

4.1.1. Advocate for the provision of alternate education models for young people that are unable to engage with the existing schools model.	competency" educational outcomes for primary and secondary students.
4.2.4 Support business incubation/partnering to create opportunities for young people.	5.1.2.2. Develop a Kimberley 2022 Business Incubator Strategy to encourage small business and tech start-up companies.
1.2.1 Investigate methods of better supporting service providers providing family support, mental health, and alcohol and other drug services.	4.1.1.3 Develop a Discussion paper 2022 on the status of mental health services, including a desktop review of existing reports relating to the Kimberley region.
1.3.1. Advocate for the recognition of FASD and to promote the need for a region wide approach to FASD.	4.1.1.2 Develop a Discussion Paper 2022 on the status of FASD services.
4.4.1 Support initiatives that increase housing stocks, both private and social.	Multiple items. 2021

Further, the Shire of Halls Creek is implementing a project which directly relates to the Youth Strategy Action Plan item 4.2.5 *“Support the employment and upskilling of young people at each shire through: - including youth employment strategies in shire workplans - providing work experience opportunities for young people, both volunteer and paid.”*

There were high priority items that did not align to the KRG Strategic Community Plan, most of which related to employment along with a Youth Justice Reinvention model. More detailed information is provided in the attachment.

Shire by Shire responses can be made available with the authorisation of the KRG.

CONSULTATION/STAKEHOLDERS

Survey of Shires. Youth Strategy and Action Plan had wide consultation processes.

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Chairperson.....Date.....

Community Goal – A vibrant community based on equity, inclusion and opportunity for all:

- Improved Kimberley regional outcomes in health
- Improved Kimberley regional outcomes in education
- Greater participation in the community and workforce

Economy Goal – A sustainable and diverse economy:

- Generational advantage that captures the wealth for the region
- Improved outcomes in employment
- Sustainable tourism market and tourism experiences
- Improved regional infrastructure

VOTING REQUIREMENTS

Simple Majority

KIMBERLEY REGIONAL GROUP RESOLUTION:
(REPORT RECOMMENDATION)

Moved: Cr M Edwards

Seconded: Cr D Menzel

That the KRG notes:

1. *the findings of the survey*
2. *the KRG projects aligned to high priority actions in the Youth Strategy.*

CARRIED UNANIMOUSLY 4/0

Attachments

1. Youth Strategy and Action Plan Review

Chairperson.....Date.....

10. CORRESPONDENCE

10.1 CORRESPONDENCE - MINISTER MACTIERNAN - RESPONSE REGARDING KRG POSITION ON THE REVIEW OF PASTORAL LANDS TENURE

Attachments

- 1. Attachment 1
- 2. Attachment 2

10.2 CORRESPONDENCE - MINISTER WYATT - TAKE AWAY ALCOHOL MANAGEMENT SYSTEM

Attachments

- 1. Attachment 1
- 2. Attachment 2

10.3 CORRESPONDENCE - MAIN ROADS PASTORAL ANIMAL HAZARD ADVISORY GROUP AND ASSOCIATED ACTIVITIES

Attachments

- 1. Attachment 1

Chairperson.....Date.....

11. GENERAL BUSINESS

11.1 WANDRRA FUNDING PROTOCOLS AND PROCEDURES

Cr H Tracey raised the issues surrounding betterment of infrastructure following disaster events and the activation of WANDRRA funding.

KIMBERLEY REGIONAL GROUP RESOLUTION:

Moved: Cr D Menzel

Seconded: Cr G Haerewa

That the KRG requests the Secretariat to liaise with each member Council to develop an issues paper concerning the application of WANDRRA funding.

CARRIED UNANIMOUSLY 4/0

11.2 HEAVY VEHICLE AUDITORS

Cr D Menzel raised the lack of heavy vehicle auditors as a business barrier and requested liaison with Western Roads Federation on the matter.

12. MATTERS BEHIND CLOSED DOORS

Nil

13. MEETING CLOSURE

There being no further business the Chair declared the meeting closed at 12:34pm.

Chairperson.....Date.....

11.2 ATTENDANCE AT LOCAL GOVERNMENT CONVENTION AND ZONE MEETING 2019 - PERTH**File Number:** 4255**Author:** Amanda O'Halloran, Chief Executive Officer**Responsible Officer:** Amanda O'Halloran, Chief Executive Officer**Authority/Discretion:** Executive**SUMMARY**

For Council to endorse the attendance of the Shire President, Deputy Shire President, Chief Executive Officer at the Local Government Convention and Zone Meetings in Perth from 5-9 August 2019.

Council is also asked to consider attendance by any other Elected Member and nominate accordingly.

DISCLOSURE OF ANY INTEREST

Nil.

BACKGROUND

In 2019, the Council Meeting Dates have been set to ensure there is no conflict and those who are required to attend are able to do so. In 2018, the Convention was attended by Shire President, Deputy Shire President and Chief Executive Officer.

Information on the Conference Program:

The theme for the 2019 WA Local Government Convention is *Local Government: Renewal Practical*.

Integral to the theme is the development of the New Local Government Act – new legislation for Local Government that will enable the sector to reach its full potential and deal with the vast and diverse range of needs and aspirations of our communities. It is the driver for one of the most extensive consultation processes ever undertaken by the State Government with the sector. It has the potential to result in game-changing outcomes that will shift the focus and actions of Local Governments for decades to come, and whilst this is the potential for the legislation, this conference is about more than just the Act and its supporting regime of regulations and guidelines.

New thinking, new trends, new technologies, new ways of working and doing things...these all come to the fore as we explore what the implications and opportunities are in a “Brave New World” for Local Government.

In essence, the convention will explore the challenge of change. How do you define what is possible, sort it into what you need as distinct from everything that you might want, make the hard calls in deciding what to do, and then do it? Perhaps most challenging of all is understanding the progress of change. How do we know we are achieving the change we want?

These are all vital questions that must be answered if we are to move forward with purpose and not simply be the accidental tourists of any possible future. There could not be a more relevant challenge for our conference to address.

STATUTORY IMPLICATIONS

Nil.

POLICY IMPLICATIONS

AF24 – Attendance at Conferences, Seminars and Training.

FINANCIAL IMPLICATIONS

The cost of attending the convention in 2019 is \$1475 per delegate with the option of attending a networking dinner at an additional \$140.

Return flights to Perth will cost approximately \$800 per person.

Accommodation will be required from Sunday 4 August – Friday 9 August 2019 and will cost approximately \$1200 per person.

Funds are allocated in the Elected Member Training and Conference Provision of the Annual Budget.

STRATEGIC IMPLICATIONS

GOAL	OUTCOME	STRATEGY
4. Good governance and effective organisation	4.1 Effective governance and leadership 4.2 Effective engagement with community and stakeholders	4.1.1 Provide leadership in balancing the needs of the community, government industry and the environment 4.2.3 Represent and promote the Shire at appropriate regional, State and Federal forums

RISK MANAGEMENT CONSIDERATIONS

RISK	LIKELIHOOD	CONSEQUENCE	RISK ANALYSIS	MITIGATION
Community: Convention content is not sufficient	Unlikely	Minor	Low	Industry recognised Convention providing best practice

CONSULTATION

Nil.

COMMENT

As the Zone Meeting is taking place on Tuesday 6 August, it is recommended the Shire President, Deputy Shire President and Chief Executive Officer attend both the Zone and RCG Meetings in addition to the WALGA Convention. Other Councillors may also want the opportunity to attend and are encouraged to do so. Attendance is an opportunity for Councillors to network, seek industry specialist advice and improve knowledge.

VOTING REQUIREMENT

Simple majority

ATTACHMENTS

Nil

RECOMMENDATION

That Council approve the attendance of the Shire President, Deputy Shire President, Chief Executive Officer and Cr _____ to the 2019 WALGA Convention in Perth and Zone Meeting from 5-9 August 2019.

11.3 CORPORATE BRAND STYLE GUIDE

File Number: 4180

Author: Carlie McCulloch, Governance Officer

Responsible Officer: Amanda O'Halloran, Chief Executive Officer

Authority/Discretion: Executive

SUMMARY

For Council to endorse the Shire of Derby/West Kimberley 2019 Corporate Style Guide.

DISCLOSURE OF ANY INTEREST

Nil.

BACKGROUND

A brand is a singular representation of everything a company stands for in the marketplace. It identifies who we are and how we are perceived.

The Shire of Derby/West Kimberley has a high public profile and to maintain and further develop this profile, it is imperative that the images and material representing the Shire are visible, clearly recognisable and unambiguous.

In order to build and sustain a dynamic brand, we need to be consistent.

With Council endorsement of the 2019 Corporate Brand Style Guide the Shire’s officers will be able to confidently and efficiently produce materials that will build and maintain our brand.

POLICY IMPLICATIONS

Code of Conduct – the use of branding will be subject to compliance in accordance with provisions of the Code of Conduct for Elected Members and Staff.

FINANCIAL IMPLICATIONS

The Shire of Derby/West Kimberley engaged Market Creations to create a proposal for a brand style guide and associated modifications to logo, letterhead, business cards, PowerPoint templates, email signatures and report cover. Market Creations are part of the WALGA Preferred Supplier Directory. The total cost for the proposal was \$2,288.00 and was completed in January 2019.

STRATEGIC IMPLICATIONS

GOAL	OUTCOME	STRATEGY
4. Good governance and an effective organisation	4.2 Effective engagement with the community and stakeholders	4.2.1 Develop a community engagement and communication strategy

RISK MANAGEMENT CONSIDERATIONS

RISK	LIKELIHOOD	CONSEQUENCE	RISK ANALYSIS	MITIGATION
Reputation: Inconsistent and unmanaged use of branding resulting in damage to reputation	Unlikely	Minor	Low	Style Guide developed by leading creative agency in Local Government and in line with current Shire website.

CONSULTATION

Nil.

COMMENT

The Shire’s Corporate Brand Style Guide presents the key elements of the corporate branding of the Shire of Derby/West Kimberley. These guidelines are designed to help employees and organisations that partner with Council, create a clear and concise image for the Shire of Derby/West Kimberley and ensure uniformity in style and formatting of the brand and prevent brand dilution.

The Corporate Brand Style Guide includes the branding guidelines for the use of the Shire of Derby/West Kimberley logo and typography and the application of these on stationary, printed materials and signage.

Achieving a consistent application of the Shire’s branding will result in greater community awareness of the Shire’s marketing and communication materials.

VOTING REQUIREMENT

Simple majority

ATTACHMENTS

1. Shire of Derby/West Kimberley Corporate Style Guide 2019  

RECOMMENDATION

That Council:

1. Approves the branding presented in the Shire of Derby/West Kimberley 2019 Corporate Style Guide.
2. Authorises the implementation of branding across all forms of communication.



Shire of Derby / West Kimberley

2019 Corporate Style Guide

 www.sdwk.wa.gov.au

Guidelines prepared by Market Creations

Our Identity

Our identity is made up of several fundamental elements that contribute to building our image as a professional organisation.

The following pages present these key elements and provide an explanation of how to manage our identity.

- 1.1 *Our Identity*
- 1.2 *Primary Logo*
- 1.3 *Secondary Logo*
- 1.4 *Colour Variations*
- 1.5 *Brand Colours*
- 1.6 *Minimum Clear Space Rules*
- 1.7 *Don't Abuse Our Brand*
- 1.8 *Typefaces*
- 1.9 *Logo Formats and Their Usage*

1.1 Our Identity

To retain the integrity of the Shire of Derby/West Kimberley identity, the logo is to be used only in the colours and approved configurations outlined in this style guide. The Shire of Derby/West Kimberley logo is a visual expression of the Shire of Derby/West Kimberley brand.

The Shire of Derby/West Kimberley logo is the most identifiable element of the company's brand, and a consistent image is vital to building the brand's identity.



Shire of Derby / West Kimberley



1.2 Primary Logo

The landscape style logo is the primary logo to be used for the Shire of Derby/West Kimberley brand.

Minimum Execution

It is important to clearly state our logos minimum execution. That is the minimum size that our logo is ever to be used at. This aids in maintaining our brands visual impact, and ensures it will remain legible when scaled down.

The primary (landscape version) of the Shire of Derby/ West Kimberley logo is to appear no smaller than 38mm wide.



Shire of Derby / West Kimberley



1.3 Secondary Logo

The portrait style logo is the secondary logo to be used for the Shire of Derby/West Kimberley brand.

It is to be used if the Primary logo does not represent well or fit the format it is presented in.

Minimum Execution

It is important to clearly state our logos minimum execution. That is the minimum size that our logo is ever to be used at. This aids in maintaining our brands visual impact, and ensures it will remain legible when scaled down.

The secondary (portrait version) of the Shire of Derby/West Kimberley logo is to appear no smaller than 28mm wide.



**Shire of Derby /
West Kimberley**

Minimum size - 28mm



**Shire of Derby /
West Kimberley**



1.4 Colour Variations

Whenever possible the primary colour logo should be used. However there are some applications that require a modified logo. These logos, whilst varied from the primary logo, have been designed to maintain the integrity of our corporate identity.

Colour version for primary use



Other Applications

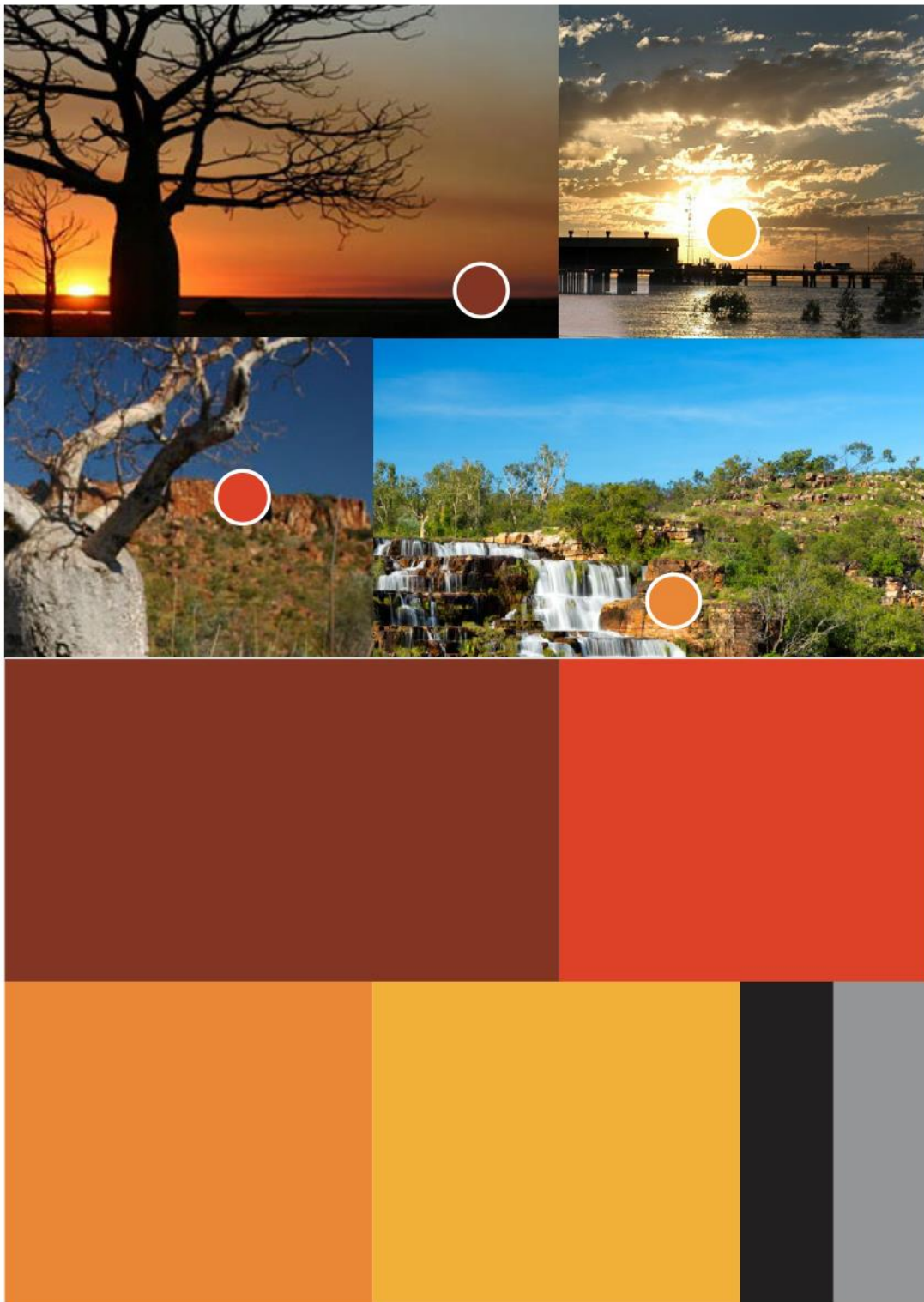
Black and White logo for fax, photocopying and newsprint.



Reversed (preferred) logo for use on black & solid colour backgrounds.



1.5 Brand Colours



1.5 Brand Colours

For the best possible colour match across all mediums we have saved different colour versions of the logo to be used accordingly.

For printing we have used a combination of CMYK and the Pantone colour matching system to maintain a consistent colour representation. We have different colour versions for CMYK printing and spot colour printing (see below for colour breakdowns).

For web and email applications we have matched our spot colours to web safe (RGB) colours. See guide below.

80%	60%	40%	80%	60%	40%
CMYK C 42 / M 89 / Y 100 / K 23 Pantone match 1685 C RGB R 132 / G 53 / B 36			CMYK C 7 / M 89 / Y 96 / K 1 Pantone match 1795 C RGB R 222 / G 67 / B 42		
80%	60%	40%	80%	60%	40%
CMYK C 5 / M 56 / Y 89 / K 0 Pantone match Pantone 158 C RGB R 234 / G 135 / B 55			CMYK C 4 / M 33 / Y 89 / K 0 Pantone match Pantone 143 C RGB R 241 / G 176 / B 57		

SECONDARY (SUPPORTING) BRAND COLOURS

These colours are used to support the Primary Brand colours above and offer flexibility in colour across all applications.

CMYK C 0 / M 00 / Y 0 / K 100 Pantone match Pantone Pro Black C RGB R 35 / G 31 / B 32	CMYK C 0 / M 0 / Y 0 / K 50 Pantone match Pantone Pro Black C - 50% RGB R 147 / G 149 / B 152
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1.6 Minimum Clear Space

You should ensure that the logo has a surrounding area of clear space to achieve maximum visual impact. The guideline shown right demonstrates how to define the minimum amount of surrounding clear space required.

The dotted magenta line indicates the minimum clear space. Inside this area must be kept clear of other logos, type or any other elements.

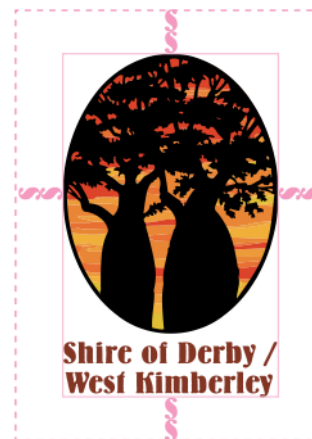
The solid line shows the boundary of the logo. The clear space area (**S**) is in proportion to the logo and is defined from the height of the letter " **S** " in the text "Shire of Derby/ West Kimberley".

These proportions remain the same when the logo is scaled to any size.

Landscape Logo



Portrait Logo



Notice that the dotted magenta line creates a clear space around the logo, free of any graphic elements or type.


Sometimes it is necessary to use our logo with other elements or logos. When this is the case, please use the below diagram as a guideline.



1.7 Don't Abuse Our Brand

A strong identity is not only well designed, but should also be well maintained. To do this the guidelines below should be followed:

⊗ Do not rearrange the graphic elements.




The image shows the correct logo where the circular symbol containing two trees is positioned to the left of the text "Shire of Derby / West Kimberley".

⊗ Do not distort the logo in any shape or form.




The image shows the logo where the circular symbol is stretched horizontally, making it an oval shape.

⊗ Do not reproduce the logo using incorrect typeface.




The image shows the logo where the text "Shire of Derby / West Kimberley" is rendered in a different, less formal font than the brand's standard typeface.

⊗ Do not remove the symbol.




The image shows the text "Shire of Derby / West Kimberley" without the circular tree symbol.

⊗ Do not reproduce the logo on a patterned or multi-coloured background.



The image shows the logo overlaid on a photograph of a park with trees, which is a multi-colored and patterned background.

⊗ Do not reproduce the logo with other graphic elements.



The image shows the logo with a bright pink starburst graphic added above the circular symbol.



1.8 Typefaces

Corporate Typefaces

Ubuntu and Helvetica Neue Lt Std (and any variations of these fonts) are to be used throughout the Shire of Derby/West Kimberley branding and marketing for any printed material.

Primary (Headline) Typeface

Ubuntu Regular

1234567890!@#\$%^&*()_+
 ABCDEFGHIJKLMNOPQRSTUVWXYZ
 abcdefghijklmnopqrstuvwxyz

Ubuntu Bold

1234567890!@#\$%^&*()_+
ABCDEFGHIJKLMNOPQRSTUVWXYZ
abcdefghijklmnopqrstuvwxyz

Secondary (Body copy) Typeface

Helvetica Neue Lt Std (and any variations of this font) are to be used throughout the Shire of Derby/West Kimberley external marketing material to support the Primary typeface. This font is available from Adobe Typekit.

Helvetica Neue Lt Std 55 Roman

1234567890!@#\$%^&*()_+
 ABCDEFGHIJKLMNOPQRSTUVWXYZ
 abcdefghijklmnopqrstuvwxyz

Helvetica Neue Lt Std 75 Bold

1234567890!@#\$%^&*()_+
ABCDEFGHIJKLMNOPQRSTUVWXYZ
abcdefghijklmnopqrstuvwxyz

Helvetica Neue Lt Std 56 Italic

1234567890!@#\$%^&()_+*
ABCDEFGHIJKLMNOPQRSTUVWXYZ
abcdefghijklmnopqrstuvwxyz

Supporting and web safe typeface

Arial is to be used on internally generated publications if the primary and secondary typefaces are not available. Arial is a web safe font to be used for email signatures.

Arial Regular

1234567890!@#\$%^&*()_+
 ABCDEFGHIJKLMNOPQRSTUVWXYZ
 abcdefghijklmnopqrstuvwxyz



1.9 Logo file formats & when to use them

Logo Formats

Not all file formats are suitable for all purposes. How do you know which is best?

In general, there are graphic formats suitable for printing and formats for on-screen viewing or online publishing. Within each group there are also formats that are better than others for the same task.

Format: **Designed for:**

EPS	First choice for all print based jobs. Vector file (does not lose quality when scaled to any size).
PDF	Vector file (does not lose quality when scaled to any size). Universal file format which can be used as an alternative to EPS.
TIFF	Used for high resolution printing, but should be used secondary to the EPS. Does not have a transparent background so will always view with a white background.
JPEG	Used for projected media i.e. internet use, tv, Powerpoint and Microsoft Word. Does not have a transparent background so will always view with a white background.
PNG	Used for online purposes. Has a transparent background so should be used as an alternative to the JPEG when a transparent background is needed.
SVG	New online format, retains vector qualities (does not lose quality when scaled to any size) when displayed online.



Stationery

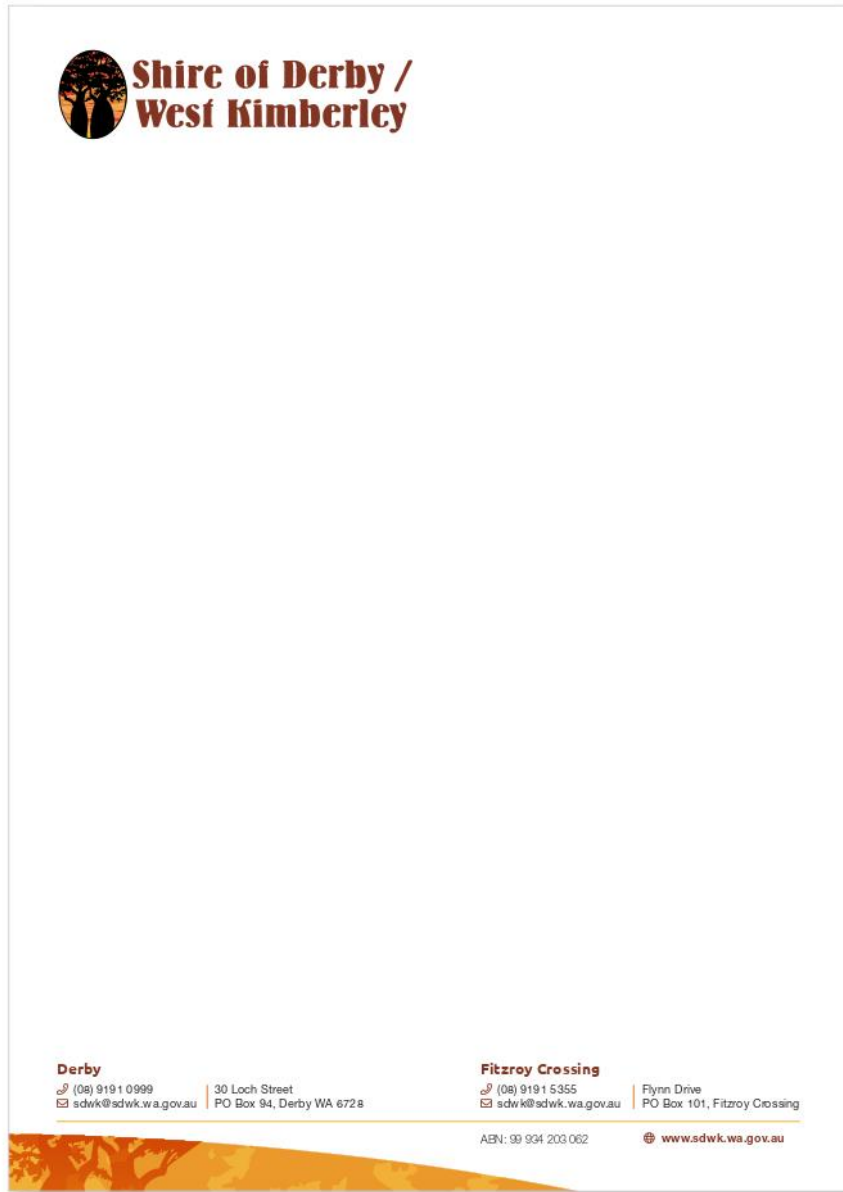
It is essential to have a system that is not only functional, but also provides visual consistency throughout all of the stationery and corporate style guide.

Our system does this and combined with good management, explained in the following pages, creates a lasting impression.

- 2.1 *Letterhead*
- 2.2 *Business Cards*
- 2.3 *Email Signature*
- 2.4 *Powerpoint template*
- 2.5 *Footer Graphic*
- 2.6 *Report Covers*

2.1 Letterhead

Our stationery shares common style elements which create a unified identity throughout our marketing material.

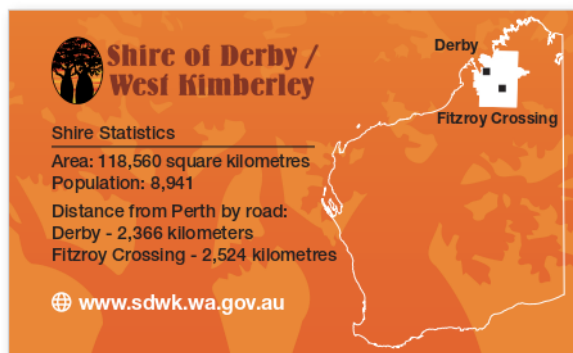
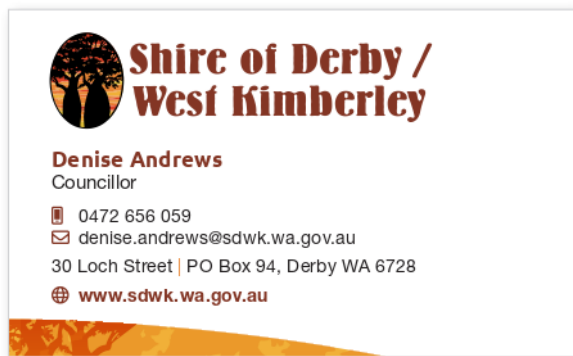


65% actual size



2.2 Business Card

Our stationery shares common style elements which create a unified identity throughout our marketing material.



Actual size

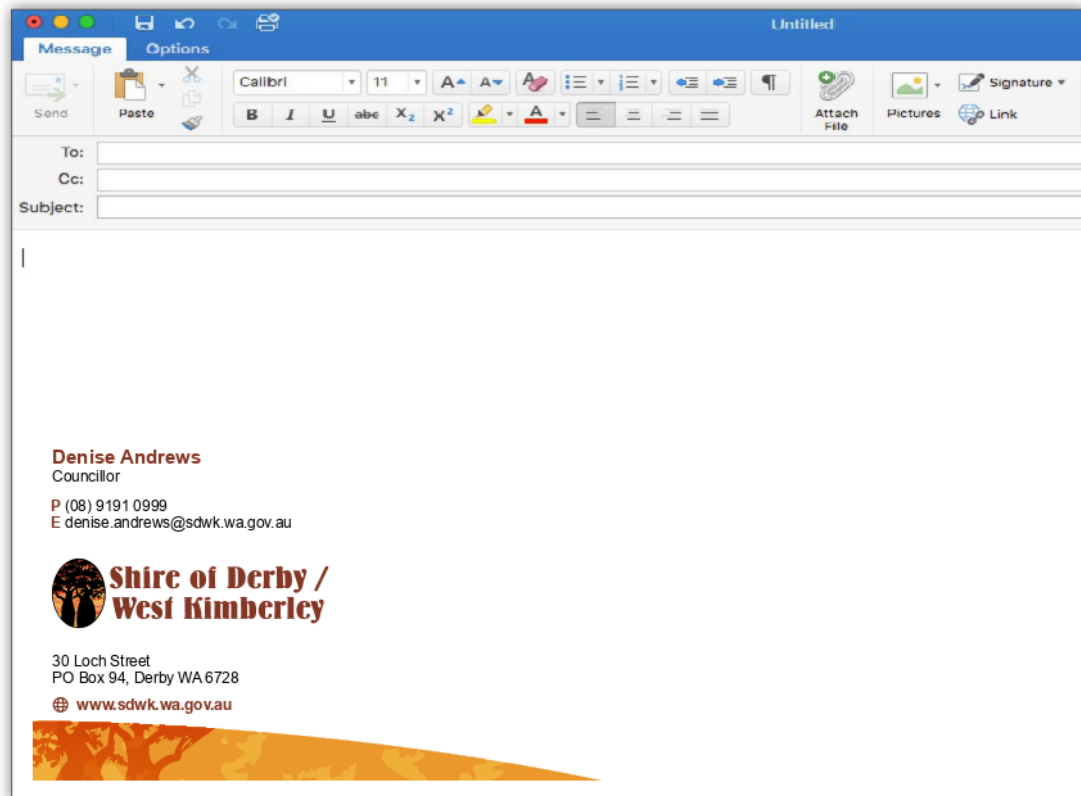


Letterhead and business card



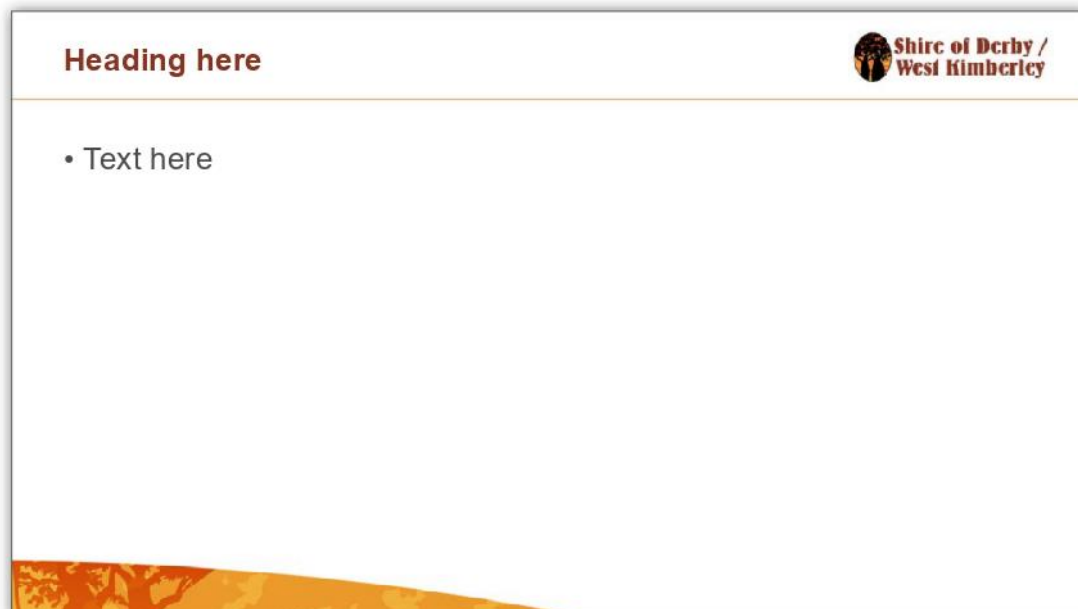
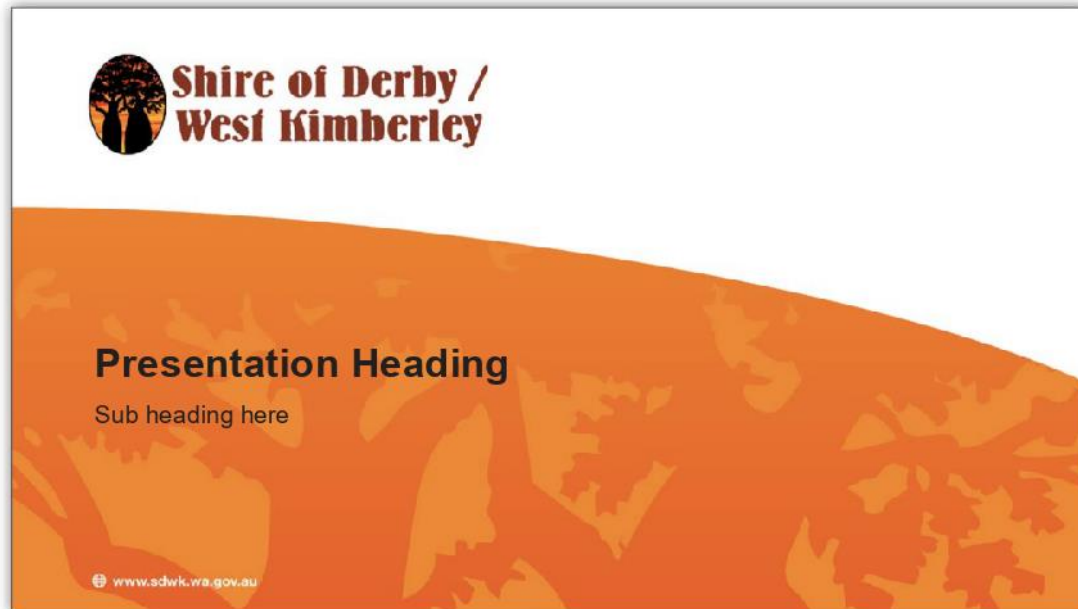
2.3 Email Signature

Our stationery shares common style elements which create a unified identity throughout our marketing material.



2.4 Powerpoint Template

Our stationery shares common style elements which create a unified identity throughout our marketing material.



50% actual size



2.5 Footer Graphic

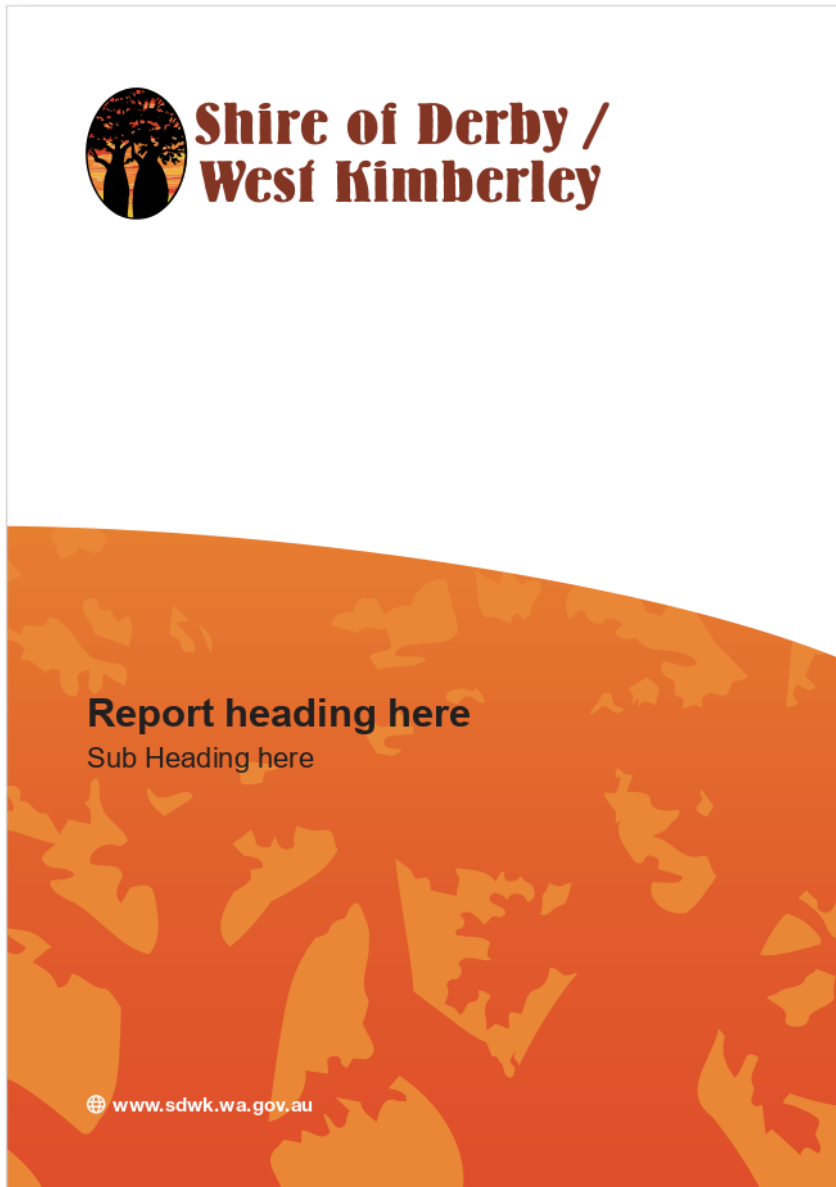
Our stationery shares common style elements which create a unified identity throughout our marketing material. The footer graphic is for use on external publications like posters etc.



2.6 Report Covers

Marketing material shares common style elements with the stationery which creates a unified identity throughout all our material.

Report Cover sample:



65% actual size



Report Covers



11.4 PROVISION OF ADDITIONAL EXECUTIVE SUPPORT SERVICES

File Number: 5340

Author: Amanda O'Halloran, Chief Executive Officer

Responsible Officer: Amanda O'Halloran, Chief Executive Officer

Authority/Discretion: Administrative

SUMMARY

This item recommends council authorise the unbudgeted appointment of an Executive Services Coordinator and approve the expense in the upcoming 2019/20 Annual Budget and subsequent budgets. The role will provide confidential executive support to the Chief Executive Officer, Elected Members and Executive Management Group. The role is critical in supporting the overall coordination of corporate process and providing high level administrative and executive support to the Chief Executive Officer.

DISCLOSURE OF ANY INTEREST

The proposed position will support the operations of the Office of the Chief Executive and Elected Members.

BACKGROUND

The structure of the Shire previously had a dedicated Executive Officer position until an internal restructure in early 2018 resulted in the duties moving to the Position of Manager of Administration and Governance. Unfortunately the responsibilities of the Management role of Administration and Governance do not allow adequate proactive support and coordination for the operations of the Executive Team and the Elected Members. No budget allowance was made for the position in the 2018/19 budget.

LEGISLATIVE IMPLICATIONS

Local Government Act 1995

5.41. Functions of CEO

The CEO's functions are to —

- (g) be responsible for the employment, management supervision, direction and dismissal of other employees (subject to section 5.37(2) in relation to senior employees);

6.8. Expenditure from municipal fund not included in annual budget

(1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —

- (a) is incurred in a financial year before the adoption of the annual budget by the local government; or
- (b) is authorised in advance by resolution*; or
- (c) is authorised in advance by the mayor or president in an emergency.

* Absolute majority required.

(1a) In subsection (1) —

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

RISK MANAGEMENT CONSIDERATIONS

RISK	LIKELIHOOD	CONSEQUENCE	RISK ANALYSIS	MITIGATION
<p>Organisation's Operations: Insufficient support provides the Shires Executive and Councillors preventing them from being able to effectively carry out their roles</p>	Likely	Moderate	High	Implementation of the Executive Services Coordinator position.
<p>Reputation: Relationships, Media and Key Stakeholder engagements are not managed effectively.</p>	Likely	Moderate	Medium	Implementation of the Executive Services Coordinator position to coordinate media, key stakeholder engagement and government Relations.
<p>Community: Lines of communication and access to the Executive Team and Elected Members do not meet Community expectations and needs.</p>	Likely	Moderate	Medium	Implementation of the Executive Services Coordinator position to coordinate Community access and provide avenues to improve communications and access.

CONSULTATION

Council has discussed increased support and coordination with the previous CEO, Acting CEO's and the newly appointed CEO over the last 12 months. In principal approval for the role was received by A/CEO in April during Reports of Officers discussions.

COMMENT

Council and the Shire Operational Teams have been working to reduce operational expenditure in an effort to understand the base running costs of its operations, given the economic down that has impacted the Shire over the last 3 -4 years. In an effort to achieve this outcome some of the levels of support and service have been eroded which impact considerably on the Shires capacity to do business in a coordinated, productive and efficient manner. A minor review of the resourcing of the organisation over the last 3 months has been undertaken and whilst not formalised and the final position only estimated it has become incredibly apparent that the Shire's Executive is considerably under resourced. Immediate resourcing support is requested to enable the team to carry out the functions required of the team to better support the organisation

professionally and efficiently. This will enable the CEO and the Executive Team to undertake some of the key projects and activities required to improve the Shire's operations, engagement with the community and meet its statutory outcomes, these include, but are not limited to in the short to medium term:

- Completing the Integrated Planning Framework Requirements over the next 12 months to ensure that the Council and the Community have appropriate Strategic Planning Guidance, Long Term Financial Planning direction is signed off by Council and internal planning is achieved to ensure the needs of the Community are serviced to agreed standards;
- Improved Community relations and communications;
- Improved Community Feedback Mechanisms; and
- Economic Development Opportunities are facilitated and encouraged.

The role is planned to be a full time role which will attract the usual cash, allowances, subsidies and superannuation payments. It is proposed that the role incorporate high level activities such as media coordination, Agenda and Minutes preparation, coordination of key stakeholder engagement and Government relations. It is anticipated that this will enable the administration and governance area more capacity to focus on their core business and provide an increased level of support the Shire's internal operations and improve community outcomes in the process.

VOTING REQUIREMENT

Absolute majority

ATTACHMENTS

Nil

RECOMMENDATION

That Council

- 1. Commits to the inclusion of \$96,077 in the 2019/20 Annual Budget for additional resourcing to support the appointment of the Executive Services Coordinator.**
- 2. Approves the commencement of expenditure from the 1 July 2019, given the Council will not finalise the 2019/20 Annual Budget until August 2019.**

11.5 APPROVAL FOR REMOTE ATTENDANCE

File Number: 4150

Author: Danielle Hurstfield, Manager Administration and Governance

Responsible Officer: Amanda O'Halloran, Chief Executive Officer

Authority/Discretion: Executive

SUMMARY

Council is required to approve a Councillors attendance via telephone or other means of instantaneous communications if a Councillor is not physically present at a meeting.

DISCLOSURE OF ANY INTEREST

Nil

BACKGROUND

In accordance with regulation 14A of the *Local Government (Administration) Regulations 1996*, Council must approve, by absolute majority, the attendance of a person

To approve Cr Peter McCumstie's attendance at the Ordinary Council Meeting held 25 July 2019 via telephone communication.

LEGISLATIVE IMPLICATIONS

14A. Attendance by telephone etc. (Act s. 5.25(1)(ba))

- (1) A person who is not physically present at a meeting of a council or committee is to be taken to be present at the meeting if —
 - (a) the person is simultaneously in audio contact, by telephone or other means of instantaneous communication, with each other person present at the meeting; and
 - (b) the person is in a suitable place; and
 - (c) the council has approved* of the arrangement.
- (2) A council cannot give approval under subregulation (1)(c) if to do so would mean that at more than half of the meetings of the council, or committee, as the case may be, in that financial year, a person (other than a person with a disability) who was not physically present was taken to be present in accordance with this regulation.
- (3) A person referred to in this regulation is no longer to be taken to be present at a meeting if the person ceases to be in instantaneous communication with each other person present at the meeting.
- (4) In this regulation —

disability has the meaning given in the *Disability Services Act 1993* section 3;

suitable place —

 - (a) in relation to a person with a disability — means a place that the council has approved* as a suitable place for the purpose of this paragraph; and

- (b) in relation to any other person — means a place that the council has approved* as a suitable place for the purpose of this paragraph and that is located —
 - (i) in a townsite or other residential area; and
 - (ii) 150 km or further from the place at which the meeting is to be held under regulation 12, measured along the shortest road route ordinarily used for travelling;

townsite has the same meaning given to that term in the *Land Administration Act 1997* section 3(1).

* Absolute majority required.

[Regulation 14A inserted: Gazette 31 Mar 2005 p. 1031; amended: Gazette 4 Mar 2016 p. 649-50.]

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

GOAL	OUTCOME	STRATEGY
Goal 4: Good governance and an effective organisation	4.1 Effective governance and leadership	4.1.4 Ensure governance policies and procedures are in accordance with legislative requirements.

RISK MANAGEMENT CONSIDERATIONS

RISK	LIKELIHOOD	CONSEQUENCE	RISK ANALYSIS	MITIGATION
Legal & Compliance: Compliance	Unlikely	Minor	Low	Council approve attendance via telephone or instantaneous communications.

CONSULTATION

Internal consultation has been undertaken with relevant areas.

COMMENT

Councillors have advised that prior commitments may result in a quorum for the July 2019 Ordinary Council Meeting not being achieved. On this basis this item approval for Cr Peter McCumstie’s attendance via telephone or instantaneous communications prior to the meeting being opened.

VOTING REQUIREMENT

Simple majority

ATTACHMENTS**Nil****RECOMMENDATION****That Council, BY AN ABSOLUTE MAJORITY:**

- 1. APPROVES Cr Peter McCumstie's attendance at the Council Meeting held 25 July 2019 via telephone or instantaneous communications in accordance with regulation 14A(1) of the *Local Government (administration) Regulations 1996*;**
- 2. APPROVES Perth, Western Australia, as a suitable place for Councillor attendance in accordance with regulation 14A(4) of the *Local Government (Administration) Regulations 1996*.**

11.6 LEASE - DERBY 4KIDS MOTOCROSS TRACK R35129**File Number: 8005.27****Author: Robert Verboon, Manager Recreation and Aquatic****Responsible Officer: Amanda O'Halloran, Chief Executive Officer****Authority/Discretion: Executive****SUMMARY**

This item is for Council to consider the assigning of Lot 226, Reserve 35129 Crown Land Lease (Derby 4 Kids Inc Motocross Track) to the Kimberley Enduro Club INC and approving an extension in line with the current policy provisions.

DISCLOSURE OF ANY INTEREST

Nil

BACKGROUND

Currently the lease of Crown Land for Lot 226, Reserve 35129 rests with DERBY 4 KIDS INC. The lease was executed on the 14th May, 2001 for a 20 year term. Expiry of the lease is the 13th May, 2021.

DERBY 4 KIDS INC. has been inactive for 2 years now. The motocross grounds have laid idle since the DERBY 4 KIDS INC folded, leaving the club buildings and track infrastructure deteriorating and many sections of the track overgrown with vegetation.

The Kimberley Enduro Club Inc. approached the shire to take on the management and operations of the motocross facility. The club has plans to upgrade the track and facilities. (Previously presented to council) Implementation of motorcycle education and training programs, planned race events will result in the motocross track coming back to life again. The plans are to have the track fully operational to the public early in 2020.

The Kimberley Enduro Club Inc. has a proven club governance record operating successfully over many years. The club is currently in the lead up stage of the 2019 Willare Enduro event to be held on the 23 & 24th August. (The tenth anniversary of this event.)

Kimberley Enduro Club have been provided the conditions of the current lease and the standard SDWK lease template and are very keen to take over the lease of Lot 226, Reserve 35129 Derby 4 Kids Lease.

POLICY IMPLICATIONS

AF 35 – Establishment of leases and User Agreements.

FINANCIAL IMPLICATIONS

McLeods Barristers and Solicitors fees anticipated to be approximately \$1,500.00.

STRATEGIC IMPLICATIONS

GOAL	OUTCOME	STRATEGY
Community Wellbeing	1.4 An inclusive and participative community 1.5 Sport, recreation and leisure opportunities that support community health and wellbeing	1.4.2 actively promote and assist community groups and clubs 1.5.1 Maintain and improve sporting and recreation facilities 1.5.2 Promote sporting, recreation and leisure facilities and programs

RISK MANAGEMENT CONSIDERATIONS

RISK	LIKELIHOOD	CONSEQUENCE	RISK ANALYSIS	MITIGATION
Community: Lease Default Club collapse	Unlikely	Minor	Low	Incorporated Club with proven track record.

CONSULTATION

Consultations have transpired between the Shire of Derby/West Kimberley Planner, Aquatic and Recreation Manager and the Kimberly Enduro Club Inc. Club President Robert McGregor in regards to lease negotiations, improvements and approval requirements.

The Derby 4 Kids Inc have been consulted in regards to any intent on their behalf to re-establish the club. Derby 4 Kids has no intention to activate the club again therefore have endorsed the lease being assigned to the Kimberley Enduro Club Inc.

COMMENT

Kimberley Enduro Club Inc are keen to be assigned the Derby 4 Kids Inc. lease under the current conditions. The club is aware of the lease May, 2021 expiry and wishes to negotiate a further term post the expiry date.

Extension of the lease can be administered using the Shire’s Solicitors Lease Template endorsed by council in September 2013 Item 11.5.2. Minute Number 156/2013. The recommendation read:

That Council delegates authority to the Chief Executive Officer to negotiate leases over Council land with Community Groups as and when required on the proviso that the template lease document prepared and supplied by McLeods, Barristers and Solicitors is used as the base document and prior to any lease being submitted for execution it is approved by the Shire’s Solicitors.

This action will allow for the lease to updated and initial terms and further terms decided. Under Policy AF35 the recommendation if initial term 5 year with a further 5 year option unless otherwise determined by Council.

VOTING REQUIREMENT

Absolute majority

ATTACHMENTS

Nil

RECOMMENDATION

That Council by absolute majority

- 1. Approves the assigning Lot 226, Reserve 35129 Crown Land lease (Derby 4 Kids Inc.) to the Kimberley Enduro Club Inc.**
- 2. Approves the CEO to negotiate further lease period using the Shire's Solicitors Lease Template as the base document. In Association with Minute no 156/2013**
- 3. That the Shire's Solicitors approve the lease prior to the lease being submitted for execution.**
- 4. Delegates to Shire President and CEO to be the signatories on the signing and sealing of the final lease document.**

12 CORPORATE SERVICES

12.1 WALGA 2019 ANNUAL GENERAL MEETING VOTING DELEGATES

File Number: 4285

Author: Danielle Hurstfield, Manager Administration and Governance

Responsible Officer: Amanda O'Halloran, Chief Executive Officer

Authority/Discretion: Advocacy

SUMMARY

The Western Australian Local Government Association (WALGA) has requested Council give consideration to nominating two Voting Delegates and two Proxy Voting Delegates, for the 2019 WALGA Annual General Meeting to be held during the 2019 WA Local Government Convention on Wednesday, 7 August 2019. The Convention is traditionally attended by the Shire President, Deputy Shire President and Chief Executive Officer, with other Councillors attending depending on prior commitments.

DISCLOSURE OF ANY INTEREST

Nil.

BACKGROUND

Local Government Week is held every year with this year's being held from August 7 - 9, 2019 at the Perth Convention and Exhibition Centre.

All Member Councils are entitled to be represented by two (2) voting delegates at the Annual General Meeting of the WA Local Government Association which may be either elected members or serving officers.

LEGISLATIVE IMPLICATIONS

Nil applicable

POLICY IMPLICATIONS

AF24 – Attendance at Conferences, Seminars and Training.

FINANCIAL IMPLICATIONS

The cost of attending the convention in 2019 is \$1475 per delegate with the option of attending a networking dinner at an additional \$140.

Return flights to Perth will cost approximately \$800 per person.

Accommodation will be required from Sunday 4 August – Friday 9 August 2019 and will cost approximately \$1200 per person.

Costs associated with Elected Member attendance at the 2019 WA Local Government Convention can be accommodated within current Budget allocations.

STRATEGIC IMPLICATIONS

GOAL	OUTCOME	STRATEGY
4. Good governance and effective organisation	4.1 Effective governance and leadership	4.1.1 Provide leadership in balancing the needs of the community, government industry and the environment
	4.2 Effective engagement with community and stakeholders	4.2.3 Represent and promote the Shire at appropriate regional, State and Federal forums

RISK MANAGEMENT CONSIDERATIONS

RISK	LIKELIHOOD	CONSEQUENCE	RISK ANALYSIS	MITIGATION
Organisation's Operations: Ability to exercise voting rights as Member Council of WALGA. Ability to contribute to decisions made at WALGA AGM.	Unlikely	Minor	Low	Appoint Voting Delegates and Proxy Voting Delegates by required deadline of Friday, 5 July 2019. Appointed Delegates attend AGM.
Reputation: Attendance at State Conference Annual General Meeting without the ability to vote.	Unlikely	Minor	Low	Council nominate voting delegates and proxies as recommended.

CONSULTATION

Consultation has been undertaken to ascertain possible Councillor attendance.

COMMENT

Attendance at the Annual General Meeting can be undertaken by all representatives of the Shire. Voting delegates are required to be registered by Friday 5 July 2019.

Generally, Councillors are the voting delegates, however if there are not enough Members available the Council can nominate its Chief Executive Officer or have the Chief Executive Officer as a proxy.

VOTING REQUIREMENT

Simple majority

ATTACHMENTS

Nil

RECOMMENDATION

That Council:

- 1. Nominate Shire President Geoff Haerewa and Deputy Shire President as the Voting Delegates on behalf of the Shire of Derby/West Kimberley for the WALGA 2019 Annual General Meeting to be held on Wednesday 7 August 2019.**
- 2. Nominate Cr _____ and/or Amanda O'Halloran Chief Executive Officer as Proxy Voting Delegates.**

12.2 POLICY - C8 PUBLIC STATEMENTS BY COUNCILLORS AND CHIEF EXECUTIVE OFFICER**File Number:** 4160**Author:** Danielle Hurstfield, Manager Administration and Governance**Responsible Officer:** Amanda O'Halloran, Chief Executive Officer**Authority/Discretion:** Legislative**SUMMARY**

This report recommends that Council adopt the attached policy that provides clarity around the roles and responsibilities of the Shire President, Deputy Shire President, Councillors and the Chief Executive Officer when speaking publically/issuing public statements.

DISCLOSURE OF ANY INTEREST

Nil.

BACKGROUND

The Local Government Act provides that it is part of the role of the Shire President to speak on behalf of the local government. The Local Government Act provides that it is part of the function of the CEO to speak on behalf of the local government if the Shire President agrees.

Under Section 2.10 of the Local Government Act, the Act sets out the role of a Council member and this does not include speaking on behalf of local government.

The Shire does not currently have a policy that provides guidelines for Councillors and the Chief Executive Officer when speaking on behalf of the local government.

STATUTORY ENVIRONMENT

2.8. Role of mayor or president (1) The mayor or president —

(d) speaks on behalf of the local government;

2.9. Role of deputy mayor or deputy president

The deputy mayor or deputy president performs the functions of the mayor or president when authorised to do so under section 5.34.

2.10. Role of councillors

A councillor —

(a) represents the interests of electors, ratepayers and residents of the district; and

(b) provides leadership and guidance to the community in the district; and

(c) facilitates communication between the community and the council; and

(d) participates in the local government's decision-making processes at council and committee meetings; and

(e) performs such other functions as are given to a councillor by this Act or any other written law

5.41. *Functions of CEO*

The CEO’s functions are to —

- (a) advise the council in relation to the functions of a local government under this Act and other written laws; and
- (b) ensure that advice and information is available to the council so that informed decisions can be made; and
- (c) cause council decisions to be implemented; and
- (d) manage the day to day operations of the local government; and
- (e) liaise with the mayor or president on the local government’s affairs and the performance of the local government’s functions; and
- (f) speak on behalf of the local government if the mayor or president agrees; and
- (g) be responsible for the employment, management supervision, direction and dismissal of other employees (subject to section 5.37(2) in relation to senior employees); and
- (h) ensure that records and documents of the local government are properly kept for the purposes of this Act and any other written law; and
- (i) perform any other function specified or delegated by the local government or imposed under this Act or any other written law as a function to be performed by the CEO.

POLICY IMPLICATIONS

Code of Conduct – this policy is will subject to compliance in accordance with provisions of the Code of Conduct for Elected Members and Staff.

Adoption of the recommendation will result in the creation of a new policy.

FINANCIAL IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

GOAL	OUTCOME	STRATEGY
4: Good governance and an effective organisation. Leadership that provides strategic direction for the community, supported by efficient and effective service delivery.	4.1 Effective governance and leadership	4.1.4: Ensure governance policies and procedures are in accordance with legislative requirements

RISK MANAGEMENT CONSIDERATIONS

RISK	LIKELIHOOD	CONSEQUENCE	RISK ANALYSIS	MITIGATION
Reputation:	Possible	Moderate	Medium	Council adopt the policy attached as

Unauthorised and/or incorrect representation of the Shire				recommended.
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CONSULTATION

Shire President

COMMENT

The adoption of this policy will provide clarity for Councillors and the Chief Executive Officer in relation to general principles relating to making public statements.

VOTING REQUIREMENT

Simple majority

ATTACHMENTS

1. Policy - C8 Public Statements by Councillors and Chief Executive Officer  

RECOMMENDATION

That Council:

1. Adopts the attached Policy - Public Statements by Councillors and Chief Executive Officer.

C8 – PUBLIC STATEMENTS BY COUNCILLORS AND CHIEF EXECUTIVE OFFICER

OBJECTIVE

To provide clarity as to the roles and responsibilities of the Mayor, the Deputy Mayor, Councillors and the Chief Executive Officer when speaking publically/issuing public statements.

Introduction

- Members of the public have the right to speak in public within the limits of the law.
- Members of Council, outside their official capacity as members of the Council, share that right.
- However the performance of a role as Council member overlaps with the role of a member of the public, and imposes special limitations on what would otherwise be a normal right to speak in public on local government affairs.
- The principal limitation is that a Council member who is not the Mayor cannot speak or purport to speak on a matter which the Local Government Act 1995 (WA) (LG Act) assigns to the role of the Mayor, or the function of the CEO.

Speaking on behalf of Local Government

- S.2.8(1)(d) of the LG Act provides that it is part of the role of the Mayor to speak on behalf of the local government.
- S.5.41(f) of the LG Act provides that it is part of the function of the CEO to speak on behalf of the local government if the Mayor agrees.
- Under s.5.41, the CEO has additional broad functions including the function of managing the day-to-day operations of the local government. That function requires the CEO from time to time to speak in public as to the local government's affairs, but the agreement of the Mayor is only required where the CEO makes a public statement on behalf of the local government of a kind which would ordinarily fall within the role of the Mayor as the spokesperson of the local government.
- S.2.10 of the LG Act sets out the role of a Council member, and the role does not include speaking on behalf of the local government.
- S.5.34 of the LG Act provides that the Deputy Mayor may perform the functions of the Mayor if
 - (a) the office of Mayor is vacant; or
 - (b) the Mayor is not available, or is unable or unwilling to perform the functions of Mayor.

Speaking Otherwise Than For The Local Government

- Each of the Mayor, Deputy Mayor and a Councillor may speak in public to the extent that doing so does not conflict with the above roles.
- It is common experience that the Mayor or a Councillor identified as such in a media or other public statement is at risk of being understood as speaking for the local government. It is appropriate to take precautions against that risk

POLICY

1 The Shire President

- 1.1 When speaking to the media or otherwise in public the Shire President is the only member of Council

who may speak on behalf of the Shire.

- 1.2 When the Shire President is speaking to the media or otherwise in public but not officially speaking on behalf of the Shire, the Shire President must make it clear that he/she is not speaking as Shire President or in any other Shire capacity.

2 The Deputy Shire President

- 2.1 The Deputy Shire President may only speak to the media or otherwise in public on behalf of the Shire in the circumstances set out in s.5.34 of the LG Act. 2.2. The Deputy Shire President must otherwise comply with the limits on the role of a Councillor when speaking to the media or otherwise in public.

3 Councillor

- 3.1 A Councillor may not speak to the media or otherwise in public on behalf of the Shire.
- 3.2 When a Councillor is speaking to the media or otherwise in public, he/she must make it clear that he/she is not speaking on behalf of the Shire, or in the role of a Council member.
- 3.3 A member of Council speaking on Shire matters to the media or otherwise in public may identify himself/herself as an elected member of the Council but must avoid any suggestion or appearance of speaking on behalf of the Shire.

4 Chief Executive Officer

- 4.1 It is part of the function of the Chief Executive Officer to speak on behalf of the Shire if the Shire President agrees.
- 4.2 The Shire President may give agreement to the CEO speaking on behalf of the Shire:
 - (a) on a specific occasion; or
 - (b) on a specific subject matter; or (c) on a specified category of occasions or a specified category of subjects when they arise.
 4.3 Further to the above, the CEO may speak to the media or otherwise in public as to the Shire’s affairs in performance of the CEO’s functions under s.5.41 of the LG Act, including that of managing the day-to-day operations of the Shire. The CEO only requires the agreement of the Shire President when making statements of the kind which would ordinarily fall within the role of the Shire President as spokesperson of the Shire.

5 Written, oral and electronic statements

This Policy applies equally to statements in public whether they are communicated orally, in writing, electronically, or by any other means.

ADOPTION OF THIS POLICY

Relevant Legislation:	Local Government Act 1995, Sections 2.8(1)(d) and 5.41(f)
Related Documents:	
Related Local Law:	
Related Policies:	
Last Reviewed:	
Next Review Date:	
Adopted:	

12.3 ACCOUNTS FOR PAYMENT - MAY 2019

File Number: 5110 - Accounts Payable

Author: Tenille Parasiliti, Finance Officer

Responsible Officer: Myra Henry, Manager Finance

Authority/Discretion: Information

SUMMARY

For Council to note the list of accounts paid under delegated authority during the month of May 2019.

DISCLOSURE OF ANY INTEREST

Nil

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 fund.

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 subregulation (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	OUTCOME	STRATEGY
4: Good governance and an effective organisation Leadership that provides strategic direction for the community, supported by efficient and effective service delivery	4.4: Financial sustainability and accountability for performance	4.4.4: Provide resources to support the Shire’s operations and to meet planning, reporting and accountability requirements

RISK MANAGEMENT CONSIDERATIONS

RISK	LIKELIHOOD	CONSEQUENCE	RISK 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 except where the expenditure is authorised in advance by an absolute majority of Council	Rare	Minor	Low	Expenditure to only be incurred in accordance with budget parameters, which have been structured on financial viability and sustainability principles

CONSULTATION

Internal consultation within the Corporate Services Department.

COMMENT

All municipal fund expenditure included in the list of payments is incurred in accordance with the 2018-19 Annual Budget as adopted by Council at its meeting held 30 August 2018 (Minute No. 077/2018 refers) 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
MAY 2019**

FUND	DETAILS	AMOUNT
MUNICIPAL ACCOUNT		
EFT Payments	EFT 46549 - 46737	1,248,121.24
Municipal Cheques	CHQ 54750 - 54754	47,690.94
Direct Debits	Fees & Charges, Credit Card Payments, Payroll, Payroll Liabilities	503,894.10
Manual Cheques		-
TRUST ACCOUNT		
Trust Cheques	CHQ 6548 - 6550	1,650.00
TOTAL		\$1,801,356.28

Creditors Outstanding as at 31/05/2019

\$2,193,227.47

VOTING REQUIREMENT

Simple majority

ATTACHMENTS

1. Detailed Payments List - May 2019  

RECOMMENDATION

That Council NOTES the list of accounts for May 2019 paid under Delegated Authority in accordance with regulation 13(1) of the Local Government (Financial Management) Regulations 1996 attached to this report, totalling \$1,801,356.28

REPORT TO COUNCIL – MAY 2019

EFT PAYMENTS

PAYMENT ID	DATE	CREDITOR / INVOICE DETAILS	AMOUNT
EFT46549	03/05/2019	AUSTRALIA POST	478.12
INV 1008420105	03/04/2019	POSTAL SERVICES MAR 2019	478.12
EFT46550	03/05/2019	AUSTRALIAN SERVICES UNION	360.60
DEDUCTION	30/04/2019	PAYROLL DEDUCTION	360.60
EFT46551	03/05/2019	BOC LIMITED	321.61
INV 5004451227	31/03/2019	GAS CONTAINER SERVICE CHARGES 26/02/19 - 28/03/19	321.61
EFT46552	03/05/2019	DEPUTY CHILD SUPPORT REGISTRAR	300.97
INV DEDUCTION	30/04/2019	PAYROLL DEDUCTION	300.97
EFT46553	03/05/2019	CENTRAL REGIONAL TAFE	848.80
INV I0006780	26/03/2019	TRAINING COURSE - MICROCHIPPING IMPLANTER SKILLSET	848.80
EFT46554	03/05/2019	CALYX INFORMATION ESSENTIALS	792.00
INV 19105	03/04/2019	KOHA LIBRARY SYSTEM APR-JUN 2019	792.00
EFT46555	03/05/2019	GRACE REMOVALS GROUP	9,515.00
INV 411401501648	01/05/2019	RELOCATION EXPENSES FOR AMANDA O'HALLORAN	9,515.00
EFT46556	03/05/2019	HUTCHINSON REAL ESTATE (RENT)	3,320.00
INV 20519	02/05/2019	ACTING CEO PROPERTY LEASE - RENT 11A HARDMAN ST, DERBY	3,320.00
EFT46557	03/05/2019	HORIZON POWER - ACCOUNT PAYMENTS	19,986.87
INV 220780	02/04/2019	POWER TO STREETLIGHTS FOR THE PERIOD 01/03/19 - 31/03/19	15,106.68
INV 335373	13/04/2019	POWER TO 7 MILLARD ST, DERBY FOR THE PERIOD 15/02/19 - 12/04/19	2,439.69
INV 167790	13/04/2019	POWER TO L1326 WINDJANA RD, DERBY FOR THE PERIOD 15/02/19 - 12/04/19	703.75
INV 152662	13/04/2019	POWER TO L1326 GIBB RIVER RD, DERBY FOR THE PERIOD 15/02/19 - 12/04/19	117.54
INV 416399	13/04/2019	POWER TO 11 CORKWOOD CRT, DERBY FOR THE PERIOD 15/02/19 - 12/04/19	101.11
INV 205548	16/04/2019	POWER TO 1/2 CLARENDON ST, DERBY FOR THE PERIOD 22/03/19 - 15/04/19	1,111.27
INV 107820	25/04/2019	POWER TO L84 DURACK ST, CABBALLIN FOR THE PERIOD 27/02/19 - 24/04/19	406.83
EFT46558	03/05/2019	KABLE AGENCIES PTY LTD	7,505.81
INV 3053	30/04/2019	COUNCIL CHAMBERS RENT 13/05/19 - 12/06/199	7,505.81
EFT46559	03/05/2019	WESFARMERS KLEENHEAT GAS PTY LTD	189.75
INV 59025040	31/03/2019	FACILITY FEES FOR 45KG VAP CYLINDER	189.75
EFT46560	03/05/2019	LO-GO APPOINTMENTS	6,177.60
INV 419418	02/04/2019	APPOINTMENT OF SHORT TERM RANGER WEEK ENDING 30/03/19	3,088.80
INV 419471	09/04/2019	APPOINTMENT OF SHORT TERM RANGER WEEK ENDING 06/04/19	3,088.80
EFT46561	03/05/2019	RECHARGE PETROLEUM	15,778.40
INV 169567	13/03/2019	DIESEL FUEL FOR DERBY DEPOT	15,778.40
EFT46562	03/05/2019	TELSTRA CORPORATION	20,067.63
INV 4174249435	04/04/2019	MOBILE PHONE ACCOUNT	2,983.23
INV 0463459000	12/04/2019	MAIN LINE PHONE ACCOUNT	17,084.40
EFT46563	03/05/2019	DEPARTMENT OF TRANSPORT - JETTY/PORT LICENCE	40.70

INV LM1361	01/04/2019	COMMUNITY JETTY RENEWAL FEE - PORT AREA	40.70
EFT46564	03/05/2019	WOOL WORTHS PTY LIMITED	1,081.79
INV 3300467	14/02/2019	CARTONS OF WATER - ENVIRONMENTAL HEALTH TEAM	48.00
INV 3283344	18/02/2019	GROCERIES FOR FISHING TRIP	73.89
INV 3300109	20/02/2019	STORAGE CONTAINERS, MOP AND BUCKET, FLY SPRAY	194.67
INV 3300516	27/02/2019	GROCERIES FOR EVENING SOCCER 27/02/19	82.02
INV 3016021	03/04/2019	GROCERIES FOR SOCCER PROGRAM	42.00
INV 3016020	03/04/2019	TERM 1 2019 - SWIMMING LESSONS REWARDS	62.15
INV 3283281	10/04/2019	FOOD FOR SOCCER ON OVAL	55.03
INV 3283300	13/04/2019	WEEK 1 JUNIOR SCHOOL HOLIDAY SUPPLIES	166.00
INV 3283350	22/04/2019	WEEK 2 - SCHOOL HOLIDAY SUPPLIES	66.32
INV 3283502	22/04/2019	MOUSE TRAPS, MOUSE BAIT PEANUT BUTTER	34.90
INV 3283509	23/04/2019	GROCERIES SCHOOL HOLIDAY PROGRAM	93.88
INV 3283519	24/04/2019	CARTONS WATER	48.00
INV 3283354	29/04/2019	MISC CLEANING PRODUCTS	114.93
EFT46565	10/05/2019	ALFORD CONTRACTING	247.50
INV 5485	20/12/2018	REPLACE SECTIONS OF DAMAGED CEILING, DOOR LOCK	247.50
EFT46566	10/05/2019	ALTHAM PLUMBING CONTRACTORS	1,885.14
INV 8329	18/03/2019	LEAKING WATERMAIN AT CEMETERY	557.96
INV 8339	26/03/2019	EXCAVATE PLOT 723C	594.00
INV 8351	26/03/2019	TESTING OF BACK FLOW PREVENTION DEVICE	165.00
INV 8338	26/03/2019	REPAIR LEAK TO WATER CHILLER UNIT	256.59
INV 8337	26/03/2019	REPAIR LEAK TO KIOSK WATER CHILLER UNIT	311.59
EFT46567	10/05/2019	BOOKEASY PTY LTD	440.00
INV 15458	06/02/2019	BOOKINGS MONTHLY FEE JAN 2019	220.00
INV 15728	08/04/2019	BOOKINGS MONTHLY FEE MAR 2019	220.00
EFT46568	10/05/2019	G BISHOPS TRANSPORT SERVICES PTY LTD	2,245.09
INV B72151	11/02/2019	CON NOTE # 243681 FREIGHT	79.09
INV B72688	20/02/2019	CON NOTE # 247557 FREIGHT	79.09
INV B72973	25/02/2019	CON NOTE # 246184 FREIGHT	265.45
INV B73786	11/03/2019	CON NOTE # 257076 FREIGHT	254.29
INV B73904	13/03/2019	CON NOTE # 255559 FREIGHT	79.09
INV B74211	18/03/2019	CON NOTE # 212142 FREIGHT	226.79
INV B74317	20/03/2019	CON NOTE # 236286 FREIGHT	158.19
INV B74478	22/03/2019	CON NOTE # 80664 FREIGHT	79.09
INV B74710	27/03/2019	CON NOTE # 258372 FREIGHT	33.00
INV B74884	28/03/2019	CON NOTE # 236288 FREIGHT	296.57
INV B75391	08/04/2019	CON NOTE #109024 FREIGHT	435.17
INV B76524	29/04/2019	CON NOTE # 247568 FREIGHT	79.09
INV B76685	30/04/2019	CON NOTE # 109025 FREIGHT	180.18
EFT46569	10/05/2019	BUNNINGS GROUP LIMITED	89.30
INV 2210/99800239	12/03/2019	POND FOUNTAIN AND PUMP	89.30
EFT46570	10/05/2019	COCA-COLA AMATIL (AUST) PTY LTD	158.20
INV 219555791	06/03/2019	RESALE ITEMS	158.20
EFT46571	10/05/2019	CROMMELINS AUSTRALIA	156.62

INV 435805	15/03/2019	PARTS	156.62
EFT46572	10/05/2019	CROSSING AUTOMOTIVE SERVICES	308.00
INV 14003	04/02/2019	BATTERY	308.00
EFT46573	10/05/2019	DARREN JOHN	1,900.00
INV REIMBURSE	20/03/2019	PAYMENT FOR DOG	1,900.00
EFT46574	10/05/2019	CLARENDON UNIT TRUST (DERBY LODGE & BACKPACKERS)	100.00
INV 10509	28/03/2019	VOUCHER FOR 2019 DASH AND SPLASH WINNERS	100.00
EFT46575	10/05/2019	DARREN'S MOBILE AUTO ELECTRICAL & AIRCONDITIONING	923.10
INV 4574	07/11/2018	FIT GPS TRACKING UNITS TO GRADERS FOR BUCKLEY'S EARTHWORKS & PAVING (1BSY460)	349.25
INV 4866	30/01/2019	SUPPLY AND FIT RADIO	573.85
EFT46576	10/05/2019	LANDGATE (WA LAND INFORMATION AUTHORITY)	70.20
INV 346770-10000938	27/03/2019	MINING TENEMENTS M2019/3	70.20
EFT46577	10/05/2019	DERBY PLUMBING AND GAS	1,221.72
INV 9472	21/01/2019	REPLACE HOT WATER SYSTEM IN DMSP OFFICE	914.10
INV 9474	29/01/2019	LEAK TO CL2 SYSTEM AND HEAT PUMP SYSTEM	307.62
EFT46578	10/05/2019	DERBY PROGRESSIVE SUPPLIES	2,338.78
INV 28226	07/02/2019	NIPPLES FOR HAND SOAP DISPENSERS	1,162.04
INV 29230	13/02/2019	PUBLIC TOILET SUPPLIES	961.74
INV 29982	28/02/2019	RESALE ITEMS, CLEANING SUPPLIES	215.00
EFT46579	10/05/2019	DWA INDUSTRIAL RESOURCES PTY LTD	968.80
INV 2018455	25/02/2019	SUPPLY AND INSTALL NEW SAFETY HOOK	225.50
INV 2018520	22/03/2019	BEARINGS FOR WHARF SHED DOORS	743.30
EFT46580	10/05/2019	DYMOCKS HAY STREET	374.86
INV 9333823	04/03/2019	BOOKS - FITZROY LIBRARY	145.63
INV 9333824	04/03/2019	LIBRARY BOOKS - DERBY	209.69
INV 110024327	06/03/2019	BOOKS - FITZROY LIBRARY	19.54
EFT46581	10/05/2019	ELDERS LIMITED (DERBY BRANCH)	1,450.24
INV IY63222	26/02/2019	ROUND UP ULTRA MAX 20 LITRE	362.56
INV IY63390	14/03/2019	ROUNDUP ULTRA MAX 20 LITRE	543.84
INV IY63586	28/03/2019	ROUNDUP ULTRA MAX 20 LITRE	543.84
EFT46582	10/05/2019	HYDRAMET PTY LTD	48.13
INV 75005240	26/02/2019	PARTS	48.13
EFT46583	10/05/2019	INTEGRITY COACHLINES (AUST) PTY LTD	584.21
INV 12028	31/03/2019	BUS TICKETS	158.95
INV 12034	15/04/2019	BUS TICKETS	425.26
EFT46584	10/05/2019	INFOCOUNCIL PTY LIMITED	8,720.80
INV 201900031	28/02/2019	INFO COUNCIL AGENDAS AND MINUTES SOFTWARE	8,720.80
EFT46585	10/05/2019	ISUBSCRIBE PTY LTD	206.44
INV 35196	20/11/2018	FITZROY CROSSING LIBRARY MAGAZINE SUBSCRIPTIONS	206.44
EFT46586	10/05/2019	ITVISION	4,308.15
INV 31079	31/03/2019	MONTHLY PAYROLL SERVICES - MARCH 2019	3,539.25
INV 31078	31/03/2019	ADD BPAY INFORMATION TO TEMPLATES	768.90
EFT46587	10/05/2019	JILA PLUMBING	313.50
INV 1731	15/03/2019	REPAIR REAR RETICULATION	313.50
EFT46588	10/05/2019	JASON SIGNMAKERS	3,764.20

INV 195065	19/03/2019	SIGN - CHILDREN CROSSING	79.20
INV 195282	26/03/2019	BOLLARD YELLOW REFLECTIVE TAPES	3,685.00
EFT46589	10/05/2019	STATE LIBRARY OF WA	512.29
INV RI022570	26/03/2019	FREIGHT RECOUP	512.29
EFT46590	10/05/2019	LALGARDI ENTERPRISES PTY LTD	10,949.16
INV 798	28/03/2019	CLEANING SERVICE - MARCH 2019	10,949.16
EFT46591	10/05/2019	LANDMARK BROOME	636.28
INV 901394507	15/01/2019	LAYER CRUMBLE & POULTRY GRAIN	73.81
INV 901485508	18/02/2019	ROUNDUP HERBICIDE	362.56
INV 901488060	18/02/2019	LAYER CRUMBLE & POULTRY GRAIN	73.81
INV 901504964	24/02/2019	LAYER CRUMBLE	33.11
INV 901566605	17/03/2019	POULTRY GRAIN & LAYER CRUMBLE	92.99
EFT46592	10/05/2019	PERTH AUTO ALLIANCE PTY LTD TRADING AS LYNFORD WELSHPOOL	44.00
INV 1794790	19/02/2019	FREIGHT	22.00
INV 1799828	07/03/2019	FREIGHT	22.00
EFT46593	10/05/2019	MOONLIGHT BAY SUITES	573.00
INV 67804	05/04/2019	FBT COURSE ACCOMMODATION 2 - 5 APRIL 2019	573.00
EFT46594	10/05/2019	MCLEODS BARRISTERS & SOLICITORS	1,889.25
INV 107755	29/03/2019	LEGAL ADVICE ON BUNUBA #2 NATIVE TITLE APPLICATION	1,889.25
EFT46595	10/05/2019	THINK WATER BROOME	990.00
INV 19-00001432	29/03/2019	HUNTER ROAM KIT XL (RETIC REMOTE CONTROL) PLUS FREIGHT	990.00
EFT46596	10/05/2019	IXOM OPERATIONS PTY LTD (FORMERLY ORICA)	195.05
INV 6093884	31/03/2019	MARCH CHOLINE GAS SERVICE CHARGE	195.05
EFT46597	10/05/2019	PAUL BETAMBEAU	395.00
INV 1055	25/02/2019	REPAIR HOLES AND POSTS TO FENCING	112.50
INV 1093	28/03/2019	REPLACE 1 X POOL EDGE TILE	282.50
EFT46598	10/05/2019	RECHARGE PETROLEUM	1,452.00
INV 174223	27/03/2019	UNLEADED FUEL PER 200 LITRE DRUM	437.80
INV 174223	27/03/2019	AD BLUE DIESEL ADDITIVE 20 LITRE	107.80
INV 181290	29/04/2019	2 X 200L UNLEADED DRUMS	906.40
EFT46599	10/05/2019	ROY GRIPSKE & SONS PTY LTD	814.74
INV 303396	14/02/2019	BLADE SET	603.74
INV 315630	14/03/2019	BUMP HEAD	211.00
EFT46600	10/05/2019	REGAL TRANSPORT	454.31
INV 1049671	28/02/2019	CON NOTE # 2555933 FREIGHT	139.90
INV 1054060	31/03/2019	CON NOTE # 2555935 FREIGHT	71.53
INV 1059421	30/04/2019	CON NOTE # 2731292 FREIGHT	242.88
EFT46601	10/05/2019	E & MJ ROSHER PTY LTD	1,135.45
INV 1117400	28/02/2019	FAN	659.75
INV 1117681	15/03/2019	BLOWER PROTECTION SUPPORT	145.70
INV 1117757	19/03/2019	BLADE	330.00
EFT46602	10/05/2019	SHANE COX BUILDING & MAINTENANCE	975.60
INV 2536	18/11/2018	REMOVE ROOF WHIRLYBIRD VENTS AND REPLACE WITH SHEETING	975.60
EFT46603	10/05/2019	SMITHFIELD GROUP PTY LTD	3,829.33
INV A00435	11/10/2018	REPAIR BROKEN WINDOW FROM VANDALISM	368.50

INV A00436	11/10/2018	SECURE DOOR HANDLE ON MIDDLE DOOR IN LIGHT BOX	705.60
INV A00521	05/02/2019	REPAIR DAMAGE TO EXTERNAL WALLS DUE TO VANDALISM	805.48
INV A00519	05/02/2019	SECURE REAR WINDOW BY ATTEMPTED BREAK IN	720.50
INV A00520	05/02/2019	COVER OVER WINDOW AT BACK OF BUILDING AND REPAIR HOLE IN WALL AFTER BREAK IN	976.25
INV A00533	26/02/2019	WINDOW DAMAGED FROM BREAK IN	253.00
EFT46604	10/05/2019	SKIPPERS CLEANING SERVICES	27,344.90
INV 953	19/03/2019	CLEAN UP OFFICES FOLLOWING BREAK-IN	110.00
INV 973	02/04/2019	WEEKLY CLEAN OF TOURISM LOUNGE - MARCH 2019	550.00
INV 975	02/04/2019	CARRYOUT COMPLETE CLEAN OF 11A HARDMAN ST. DERBY	330.00
INV 972	02/04/2019	MONTHLY CLEANING - MARCH 2019	13,182.40
INV 985	30/04/2019	MONTHLY CLEANING - APRIL 2019	13,172.50
EFT46605	10/05/2019	SHIRE OF BROOME	6,146.30
INV 49343	26/03/2019	NUTS & BOLTS TRAINING WORKSHOP X5 ATTENDEES	6,146.30
EFT46606	10/05/2019	SPORTSPOWER BROOME	89.00
INV 19-00003852	22/02/2019	ITEMS FOR SOCCER PROGRAM	89.00
EFT46607	10/05/2019	BEVERLEY SPRINGS PTY LTD ATF THE BS TRUST T/A SQUIRES EARTHMOVING	188,916.86
INV 2234	04/04/2019	GRADING AND GRID CLEARING AS PER CONTRACT C2018-01	45,081.30
INV 2235	12/04/2019	GRADING AND GRID CLEARING AS PER CONTRACT C2018-01	90,356.86
INV 2236	17/04/2019	GRADING AND GRID CLEARING AS PER CONTRACT C2018-01	53,478.70
EFT46608	10/05/2019	AMCAP & SKIPPER TRUCK PARTS	551.05
INV 2454913	08/03/2019	PARTS	295.28
INV 2457123	08/03/2019	PARTS	255.77
EFT46609	10/05/2019	TELSTRA CORPORATION	74.94
INV 1718873800	27/03/2019	FX INTERNET & DATA ACCOUNT	74.94
EFT46610	10/05/2019	THE MANGROVE RESORT HOTEL	1,613.00
INV 324590	05/04/2019	FBT COURSE ACCOMMODATION & MEALS: 2-5 APRIL X2	1,573.00
INV 324590	05/04/2019	FBT COURSE MEALS: 2-5 APRIL 2019 X2	40.00
EFT46611	10/05/2019	CLEANAWAY CO PTY LTD	214,744.29
INV 327776	31/03/2019	RECYCLING SERVICES AT DERBY WASTE FACILITY - MARCH 2019	5,957.33
INV 327768	31/03/2019	DISPOSAL OF DOMESTIC WASTE OIL	627.00
INV 327748	31/03/2019	C18/2013 DERBY TIP MANAGEMENT - MARCH 2019	111,960.35
INV 327747	31/03/2019	HOSE FABRICATION FOR P81	182.03
INV 327749	31/03/2019	WASTE COLLECTION SERVICES - MARCH 2019	96,017.58
EFT46612	10/05/2019	TERRITORY RURAL	1,575.25
INV 408021583	25/02/2019	SPRINKLER PARTS	1,575.25
EFT46613	10/05/2019	LEEDAL PTY LTD T/AS TARUNDA IGA	66.26
INV 785487	27/03/2019	FITZROY CROSSING COUNCIL MEETING CATERING	66.26
EFT46614	10/05/2019	DEAN WILSON TRANSPORT PTY LTD	471.33
INV 20190313	17/02/2019	CON NOTE # DW188074 FREIGHT	148.85
INV 20190503	28/02/2019	CON NOTE # DW188082 FREIGHT	101.04
INV 20191019	31/03/2019	CON NOTE # DW188096 FREIGHT	101.04
INV 20191264	16/04/2019	CON NOTE # DW191591 FREIGHT	69.88
INV 20191523	30/04/2019	CON NOTE # DW191594 FREIGHT	50.52
EFT46615	10/05/2019	WATTNOW ELECTRICAL	131.69

INV 6257	26/02/2019	REPLACE FLICKERING FLURO LIGHT	131.69
EFT46616	10/05/2019	CONSTRUCTION TRAINING FUND	46.75
INV TBCI.20	06/05/2019	APP # DP4064	46.75
EFT46617	10/05/2019	BUILDING COMMISSION	169.95
INV TBRB.30	06/05/2019	APP # BPU4056 , APP # BAC4062, APP # DP4064	169.95
EFT46618	10/05/2019	DORA COX	21.87
INV TDCOX.23	09/05/2019	FXDS	21.87
EFT46619	10/05/2019	DERBY DANCE GROUP	300.00
INV TDDG.5	09/05/2019	RETURN COMMUNITY ROOM BOND	300.00
EFT46620	10/05/2019	EDNA CHEREL	30.62
INV TECH.23	09/05/2019	FXDS	30.62
EFT46621	10/05/2019	ELIZABETH JINGLE	148.75
INV TEZJ.23	09/05/2019	FXDS	148.75
EFT46622	10/05/2019	GIRLOORLOO TOURS (MIMBI ABORIGINAL CORPORATION)	3,159.62
INV TGTS.23	09/05/2019	FXDS	324.62
INV TGTS.23	09/05/2019	FXDS	2,835.00
EFT46623	10/05/2019	HELEN MALO	199.50
INV THML.23	09/05/2019	FXDS	199.50
EFT46624	10/05/2019	KAYE COX	17.50
INV TKCOX.23	09/05/2019	FXDS	17.50
EFT46625	10/05/2019	MANGKAJA ARTS RESOURCE AGENCY	314.99
INV TMARA.23	09/05/2019	FXDS	314.99
EFT46626	10/05/2019	MARNINWARNTIKURA FITZROY WOMEN'S RESOURCE CENTRE (ABORIGINAL CORP)	464.80
INV TWRC.23	09/05/2019	FXDS	464.80
EFT46627	10/05/2019	DISABILITY SERVICE COMMISSION	500.00
INV T273	09/05/2019	RETURN COMMUNITY ROOM BOND	500.00
EFT46628	20/05/2019	ALTHAM PLUMBING CONTRACTORS	11,620.08
INV 8387	09/04/2019	UNBLOCK SEWER TO REAR OF BUILDING	137.50
INV 8386	09/04/2019	WATER LEAK TO SIDE OF BUILDING	190.59
INV 8385	09/04/2019	RE-INSTALL FLICK MIXER AND WASTE TO TROUGH	452.32
INV 8424	10/04/2019	EXCAVATE 10X BOLLARD HOLES AT ANZ BANK	1,056.00
INV 8440	16/04/2019	LOWER WATER MAIN	7,336.80
INV 8453	23/04/2019	EXCAVATE PLOT 762C	594.00
INV 8456	23/04/2019	REPAIR LEAKS TO WATER LINE SUB METER LINE	765.24
INV 8457	24/04/2019	CHECK AND REPAIR LEAKING BACK FLOW DEVICE	1,087.63
EFT46629	20/05/2019	AUSTRALIAN SERVICES UNION	360.60
DEDUCTION	14/05/2019	PAYROLL DEDUCTION	360.60
EFT46630	20/05/2019	BUCKLEYS EARTHWORKS & PAVING PTY LTD	500.00
INV 2317	31/03/2019	ROADBASE FOR SUTHERLAND ST & KNOWSLEY EAST	500.00
EFT46631	20/05/2019	BOOKEASY PTY LTD	220.00
INV 15600	06/03/2019	BOOKING MONTHLY FEE FEB 2019	220.00
EFT46632	20/05/2019	G BISHOPS TRANSPORT SERVICES PTY LTD	79.09
INV B72565	18/02/2019	CON NOTE # 89587 FREIGHT	79.09
EFT46633	20/05/2019	BEING THERE SOLUTIONS PTY LTD	715.00
INV 3417	01/04/2019	STARTER PLAN	715.00

EFT46634	20/05/2019	OFFICE NATIONAL BROOME (THE BOSS SHOP)	306.39
INV 944898	29/03/2019	ADMIN KONICAL MINOLTA C554E SERVICE AGREEMENT	306.28
INV 947056	30/04/2019	ADMIN KONICAL MINOLTA C554E SERVICE AGREEMENT	0.11
EFT46635	20/05/2019	KIMBERLEY PHARMACY SERVICES (DERBY)	118.65
INV 286611	11/04/2019	FIRST AID/SAFETY EQUIPMENT	118.65
EFT46636	20/05/2019	CABCHARGE AUSTRALIA LIMITED	85.84
INV 890453P1904	22/04/2019	TAXI FARES	85.84
EFT46637	20/05/2019	CONFERENCE AND EDUCATION MANAGEMENT PTY LTD T/A AST MANAGEMENT	3,724.00
INV 67	05/04/2019	DEVELOPING NORTHERN AUSTRALIA CONFERENCE AND ACCOMMODATION - KARRATHA - PAUL WHITE	1,862.00
INV 68	05/04/2019	DEVELOPING NORTHERN AUSTRALIA CONFERENCE AND ACCOMMODATION - KARRATHA - AMANDA O'HALLORAN	1,862.00
EFT46638	20/05/2019	BOC LIMITED	330.83
INV 5004489382	30/04/2019	CONTAINER SERVICE CHARGE 29/03/19 - 27/04/19	330.83
EFT46639	20/05/2019	COASTAL DISTRIBUTING & PROVEDORING	330.07
INV S1179828	02/04/2019	RESALE ITEMS	330.07
EFT46640	20/05/2019	CROSSING AUTOMOTIVE SERVICES	572.00
INV 14560	03/04/2019	1 X BATTERY	209.00
INV 14618	09/04/2019	CRANE HIRE TO PLACE TANKS ON CONCRETE PAD	220.00
INV 14641	10/04/2019	REPAIR LEAK TO TYRE	143.00
EFT46641	20/05/2019	CAREERSPOT PTY LTD	198.00
INV CS5668	24/04/2019	JOB ADVERT - SENIOR FINANCE OFFICER	198.00
EFT46642	20/05/2019	DEPUTY CHILD SUPPORT REGISTRAR	300.97
DEDUCTION	14/05/2019	PAYROLL DEDUCTION	300.97
EFT46643	20/05/2019	CAPTIVATE CONNECT	392.70
INV 9452	16/04/2019	CAPTIVATE MESSAGES ON HOLD APR-JUN 19	392.70
EFT46644	20/05/2019	CENTRAL REGIONAL TAFE	92.10
INV I0006879	02/04/2019	TRAINING COURSE COST - MICROCHIPPING IMPLANTER SKILLSET - CATERING CHARGE	92.10
EFT46645	20/05/2019	DERBY AUTO TECH	107.20
INV 9712	29/04/2019	REPAIRS LIGHTS TO TOYOTA PRADO	107.20
EFT46646	20/05/2019	DERBY BUILDING SUPPLIES	2,293.05
INV 429097	13/03/2019	PREMIX ASPHALT	1,200.00
INV 429072	13/03/2019	LINE TRIMMER	55.25
INV 429197	15/03/2019	METAL THREAD TECKS	62.05
INV 429634	25/03/2019	TRAILER PLUG	21.04
INV 430401	08/04/2019	RATCHET TIE DOWN STRAPS	29.96
INV 430761	15/04/2019	PAINT AND BRUSHES	94.79
INV 430950	18/04/2019	RETIC CONTROLLER	80.96
INV 431121	23/04/2019	GRASS TRIMMER	749.00
EFT46647	20/05/2019	DERBY BUS SERVICE PTY LTD	193.50
INV 15427	12/03/2019	N.MYERS - TRAVEL BROOME TO DERBY	50.00
INV 15465	01/04/2019	FREIGHT BETWEEN DERBY & BROOME	93.50
INV 15543	23/04/2019	NOEL MYERS BUS TICKET BROOME TO DERBY	50.00
EFT46648	20/05/2019	DIGGA WEST & EARTHPARTS WA	2,666.40
INV 50612	04/04/2019	BRUSH	1,368.40
INV 50680	15/04/2019	BRUSH	1,298.00

EFT46649	20/05/2019	DERBY NEWSAGENCY & LOTTERIES	78.08
INV 15566	27/03/2019	NEWSPAPER AND MAGAZINES FOR DERBY LIBRARY	78.08
EFT46650	20/05/2019	DERBY SPORTSMEN'S CLUB INC	13,750.00
INV GRANT 3	31/03/2019	Q3 FUNDING FOR GOLF COURSE MAINTENANCE	13,750.00
EFT46651	20/05/2019	DERBY PROGRESSIVE SUPPLIES	1,913.98
INV 31771	01/04/2019	RESALE ITEMS	63.03
INV 32522	15/04/2019	RESALE ITEMS	611.83
INV 32619	16/04/2019	RESALE ITEMS	100.02
INV 32592	17/04/2019	RESALE ITEMS	98.92
INV 33028	24/04/2019	PUBLIC TOILET SUPPLIES	1,040.18
EFT46652	20/05/2019	DERBY VISITOR CENTRE	23.61
INV 9505188	09/04/2019	FREIGHT CHARGES	23.61
EFT46653	20/05/2019	DERBY TREE SERVICES	8,178.50
INV 4884	01/04/2019	LOP TREES	4,565.00
INV 4885	05/04/2019	REMOVE DEAD TREE STUMP FROM CLARENDON STREET	924.00
INV 4890	12/04/2019	ERECT SHADE SAIL OVER PLAYGROUND AT OVAL	396.00
INV 4895	30/04/2019	REMOVAL OF PALM TREE TO BOTANICAL GARDENS	2,293.50
EFT46654	20/05/2019	DERBY HARDWARE MITRE 10	959.17
INV 10489041	26/02/2019	COWDROY DOOR SEALS	98.70
INV 10489780	11/03/2019	TECK SCREWS AND DOUBLE SIDED TAPE	49.98
INV 10489798	12/03/2019	AEROSOL, GLOVES	239.76
INV 10490322	20/03/2019	CUT KEYS	30.00
INV 10490703	26/03/2019	CUT KEYS	24.00
INV 10490991	30/03/2019	WATER BASED SPRAY PAINT	9.99
INV 10491078	01/04/2019	GLASSES SAFETY	99.90
INV 10491167	02/04/2019	CUT KEYS	19.29
INV 10491574	08/04/2019	SHOWER HEADS	107.96
INV 10491598	08/04/2019	BALL VALVE	74.97
INV 10491622	09/04/2019	BOLTS AND NUTS	28.72
INV 10491728	10/04/2019	FUEL FILTER IN LINE	26.97
INV 10491739	10/04/2019	SUPER GLUE	21.99
INV 10491911	12/04/2019	SELF TAPPING SCREWS	11.99
INV 10492534	26/04/2019	SWIMMING POOL CLEANING NETS, MEASURING JUGS	114.95
EFT46655	20/05/2019	DWA INDUSTRIAL RESOURCES PTY LTD	7,662.05
INV 2018548	09/04/2019	REMOVE EXISTING DOORS TO STOREROOM AND KIOSK	2,635.05
INV 2018561	15/04/2019	MANUFACTURE POWER BOX SECURITY RAIL	187.00
INV 2018563	15/04/2019	MAINTENANCE TO LIGHTING TOWERS	2,750.00
INV 2018588	23/04/2019	MANUFACTURE PIT LID FROM STEEL CHECKER PLATE	1,045.00
INV 2018564	23/04/2019	MANUFACTURE PIT LID FROM STEEL CHECKER PLATE	1,045.00
EFT46656	20/05/2019	ELDERS LIMITED (DERBY BRANCH)	11,657.07
INV IY63564	27/03/2019	2 X 30,000LT WATER TANKS FOR RETICULATION	10,024.00
INV IY63658	03/04/2019	FENCE DROPPER	531.72
INV IY63757	10/04/2019	FORKLIFT HIRE AT POOL	30.00
INV IY6375	11/04/2019	OIL	1,071.35
EFT46657	20/05/2019	ENHANCE ACCESSORIES	82.43

INV 12041920	15/04/2019	RESALE ITEMS	82.43
EFT46658	20/05/2019	EXTREME PEST CONTROL	330.00
INV 10705	16/04/2019	RODENT TREATMENT	330.00
EFT46659	20/05/2019	FORRESTFIELD MOWER AND CHAINSAW CENTRE	57.60
INV 102	30/04/2019	TIE ROD KNUCKLE FOR GREENFIELD MOWER	57.60
EFT46660	20/05/2019	GUNGALLA MACKAY PTY LTD	171,280.79
INV 32235	07/03/2019	HYDRAULIC FITTINGS	142.70
INV 32236	07/03/2019	HOSE & FITTINGS	118.00
INV 32437	30/03/2019	CONTRACT C10-2017	171,020.09
EFT46661	20/05/2019	SANDGEO PTY LTD T/A HIGH TIDE CAFE	100.00
INV 127	05/04/2019	2019 DASH AND SPLASH WINNERS VOUCHER	100.00
EFT46662	20/05/2019	INTEGRITY COACHLINES (AUST) PTY LTD	900.68
INV 11973	15/02/2019	BUS TICKETS	486.97
INV 11988	28/02/2019	BUS TICKETS	413.71
EFT46663	20/05/2019	IML LOGISTICS (QUBE LOGISTICS)	685.61
INV TS168553	17/04/2019	70KG CYLINDER & FREIGHT	685.61
EFT46664	20/05/2019	TOLL IPEC PTY LTD	68.44
INV 0023	01/02/2019	29/01/19 # 8969834636 FREIGHT	43.41
INV 0024	01/03/2019	27/02/19 # 8982969995 FREIGHT	25.03
EFT46665	20/05/2019	CONNECT CALL CENTRE SERVICES	368.23
INV 96343	15/04/2019	MONTHLY AFTER HOURS CALL CENTRE MARCH 2019	368.23
EFT46666	20/05/2019	ITVISION	550.00
INV 31152	16/04/2019	SYNERGY ADD-ON: IMPORT CREDITOR INVOICES	550.00
EFT46667	20/05/2019	JILA PLUMBING	4,092.60
INV 1701	04/03/2019	REPAIR WATER LEAK	618.20
INV 1728	13/03/2019	WATER BUBBLER	1,284.43
INV 1817	12/04/2019	WATER LEAK	621.50
INV 1826	17/04/2019	REPAIR INSIDE WATER COOLER	1,568.47
EFT46668	20/05/2019	KIMBERLEY HOME ELECTRICAL	486.53
INV 19-00014009	01/04/2019	CEO TEMP HOUSE - HOUSEHOLD GOODS	187.70
INV 19-00014405	03/04/2019	AUDIO CABLES FOR SPEAKER SYSTEM	29.88
INV 19-00015131	08/04/2019	KETTLE FOR FX OFFICE	69.95
INV 19-00016587	16/04/2019	PORTABLE MUSIC PLAYER FOR COMMUNITY DEVELOPMENT	199.00
EFT46669	20/05/2019	KIMBERLEY TRAINING INSTITUTE (NORTH REGIONAL TAFE)	3,860.50
INV I0007891	15/03/2019	TRAFFIC MANAGEMENT TRAINING X1	386.05
INV I0007892	15/03/2019	TRAFFIC MANAGEMENT TRAINING X9	3,474.45
EFT46670	20/05/2019	KIMBERLEY HIRE	2,646.77
INV KH5209	31/12/2018	HIRE OF LARGE PLATE COMPACTOR	440.00
INV KH5215	31/12/2018	HIRE OF LARGE PLATE COMPACTOR	220.00
INV KH5231	31/01/2019	HIRE OF PORTALOO JAN 2019	389.71
INV KH5230	31/01/2019	HIRE OF TEMP FENCING JAN 2019	294.62
INV KH5242	28/02/2019	HIRE OF PORTALOO FEB 2019	352.00
INV KH5241	28/02/2019	HIRE OF TEMP FENCING FEB 2019	266.11
INV KH5259	31/03/2019	HIRE OF PORTALOO MARCH 2019	389.71
INV KH5258	31/03/2019	HIRE OF TEMP FENCING MARCH 2019	294.62

EFT46671	20/05/2019	KW REFRIGERATION & A/C	1,153.00
INV 9033	02/04/2019	REPAIRS TO AIR CONDITIONER	143.00
INV 9086	17/04/2019	REPAIR LEAKING A/C UNITS	575.50
INV 9110	30/04/2019	REPAIR WASHING MACHINE	275.00
INV 9109	30/04/2019	REPAIR GLASS DOOR REFRIGERATOR	159.50
EFT46672	20/05/2019	KIMBERLEY WASHROOM SERVICES	660.00
INV 1323	18/02/2019	SERVICE SANITARY UNITS	330.00
INV 1455	15/04/2019	SUPPLY AND SERVICE SANITARY UNITS	330.00
EFT46673	20/05/2019	LALGARDI ENTERPRISES PTY LTD	10,949.16
INV 805	30/04/2019	CLEANING SERVICE - APRIL 2019	10,949.16
EFT46674	20/05/2019	LIANA KELLY SEETO	131.80
INV REIMBURSE	04/04/2019	REIMBURSE FOR ICE	12.00
INV REIMBURSE	23/04/2019	REIMBURSE FOR PURCHASE OF FOOTBALLS	119.80
EFT46675	20/05/2019	LO-GO APPOINTMENTS	4,324.32
INV 419525	16/04/2019	APPOINTMENT OF SHORT TERM RANGER WEEK ENDING 13/04/19	3,088.80
INV 419583	23/04/2019	APPOINTMENT OF SHORT TERM RANGER WEEK ENDING 20/04/19	1,235.52
EFT46676	20/05/2019	LUCY BILLINGHAM	300.00
INV REFUND	01/05/2019	REFUND HALF POOL MEMBERSHIP (APPROVED BY CEO)	300.00
EFT46677	20/05/2019	MANAGED IT PTY LTD	28,031.26
INV 74017	01/04/2019	CITRIX LICENCING	1,600.12
INV 74021	01/04/2019	BACKUP/RECOVERY SERVICES	4,324.65
INV 74019	01/04/2019	ANTIVIRUS FIREWALL	443.30
INV 74016	01/04/2019	MANAGED ENDPOINT PROTECTION - CLOUD EMAIL SECURITY	2,027.27
INV 74022	01/04/2019	MANAGED SERVICES	12,266.65
INV 73627	01/04/2019	APS UPS TOWER WITH BATTERY PACK EXTENSION AND FREIGHT	5,636.32
INV 70123	16/04/2019	ALTUS ENABLEMENT FOR PAYROLL ON STP SERVER	519.41
INV 71390	16/04/2019	LABOUR TO BUILD NEW SQL SERVER DUE TO FAILING	883.54
INV 71292	16/04/2019	NEW INTERNET CONNECTION IN DATACENTRE	330.00
EFT46678	20/05/2019	MARKETFORCE	720.70
INV 26777	26/03/2019	ADVERTISE TENDER T01/2019 AND T02/2019	174.09
INV 26778	26/03/2019	ADVERTISE TENDER T01/2019 AND T02/2020	546.61
EFT46679	20/05/2019	MCLEODS BARRISTERS & SOLICITORS	132.00
INV 107802	29/03/2019	GOVERNANCE ADVICE	132.00
EFT46680	20/05/2019	MOORE STEPHENS (TAX)	4,664.00
INV 311280	28/03/2019	COMPILATION OF STATEMENT OF FINANCIAL ACTIVITY FOR FEB 19	3,014.00
INV 311346	31/03/2019	STRATEGIC RESOURCE PLANNING TO 31/03/2019	1,650.00
EFT46681	20/05/2019	MOORE STEPHENS (AUDIT)	2,200.00
INV 311316	28/03/2019	SDWK YOUTH PROGRAM DEPARTMENT OF COMMUNITIES ACQUITTAL FOR THE YEAR ENDING 30/06/18	2,200.00
EFT46682	20/05/2019	NORTH WEST LOCKSMITH	849.00
INV 16329	05/04/2019	SMALL PARTS	849.00
EFT46683	20/05/2019	OFFICE STAR	2,082.25
INV 50635	03/04/2019	PRINTER SERVICE AGREEMENT	1,501.50
INV 50712	23/04/2019	BLACK TONER	580.75
EFT46684	20/05/2019	IXOM OPERATIONS PTY LTD (FORMERLY ORICA)	2,021.01
INV 6096436	05/04/2019	CHLORINE GAS BOTTLE	1,922.80

INV 6104644	30/04/2019	APRIL - CHOLINE GAS SERVICE CHARGE	98.21
EFT46685	20/05/2019	PAUL BETAMBEAU	903.00
INV 1110	30/04/2019	REPAIR GATES AND FENCING	903.00
EFT46686	20/05/2019	PASTORAL GRAZIER'S ASSOCIATION (PGA)	434.50
INV 20774	29/03/2019	PGA MEMBERSHIP TO MARCH 2020 - ANDREW TWADDLE	434.50
EFT46687	20/05/2019	RECHARGE PETROLEUM	6,288.85
INV 176957	11/04/2019	DIESEL FX YARD	6,288.85
EFT46688	20/05/2019	DERBY BETTA HOME LIVING	118.00
INV 10087181	18/04/2019	12V POWER LEADS FOR ENGEL FRIDGE	79.00
INV 10087188	18/04/2019	ENGEL FRIDGE CORD	39.00
EFT46689	20/05/2019	E & MJ ROSHER PTY LTD	1,284.34
INV 1400072	03/04/2019	TYRE	192.50
INV 1400605	23/04/2019	BELT	921.24
INV 1400613	24/04/2019	PULLEY TENSION, ARM TENSION	170.60
EFT46690	20/05/2019	ROYAL LIFE SAVING SOCIETY WA	150.00
INV 101036	05/04/2019	M.CHURCH - POOL LIFEGUARD REQUALIFICATION	150.00
EFT46691	20/05/2019	SAMPEY MEATS	447.81
INV 201425	03/04/2019	CHICKEN FOR SOCCER SIZZLE	169.25
INV 201454	12/04/2019	CHICKEN FOR SOCCER ON OVAL	85.80
INV 201487	29/04/2019	COMMUNITY POOL PARTY MEAT PATTIES	192.76
EFT46692	20/05/2019	SIGMA CHEMICALS	653.40
INV 127982/01	01/04/2019	POOL CHEMICALS	653.40
EFT46693	20/05/2019	SMITHFIELD GROUP PTY LTD	488.68
INV A00462	28/11/2018	REPAIR VANDALISM DAMAGE TO ROLLER DOOR	488.68
EFT46694	20/05/2019	SKIPPERS CLEANING SERVICES	440.00
INV 986	30/04/2019	WEEKLY CLEAN OF AIRPORT TOURIST LOUNGE - APRIL 2019	440.00
EFT46695	20/05/2019	SPINFEX HOTEL	651.00
INV 37907	05/04/2019	DOT TRAINING - JODI BYNDER ACCOM AND MEALS - 31/3 TO 5/4	651.00
EFT46696	20/05/2019	AMCAP & SKIPPER TRUCK PARTS	655.73
INV 2513399	23/04/2019	GLASS DOOR WINDOW	655.73
EFT46697	20/05/2019	TROY COX	49.90
INV REIMBURSE	16/04/2019	REIMBURSE NATIONAL POLICE CHECK	49.90
EFT46698	20/05/2019	TOLL PRIORITY	1,421.23
INV P69050410	21/12/2018	11/12/18 #0090S59QZQ	154.70
INV P69050918	08/02/2019	30/01/19 #0090S59R01	666.40
INV P69051111	22/02/2019	12/02/19 #0090S59R02	175.09
INV P69051190	28/02/2019	20/02/19 #0090S59R09	103.71
INV P69051255	08/03/2019	27/02/19 #0090S59R03	103.71
INV P69051594	31/03/2019	27/03/19 #0090S59R08	103.71
INV P69051722	12/04/2019	02/04/19 #0090S59R05	113.91
EFT46699	20/05/2019	TELSTRA CORPORATION	3,081.84
INV 1718873800	27/04/2019	FX INTERNET & DATA ACCOUNT	74.94
INV 4275260810	27/04/2019	SATELLITE ACCOUNT	455.00
INV 4174249435	04/05/2019	MOBILE PHONE ACCOUNT	2,551.90
EFT46700	20/05/2019	TOLL EXPRESS	27.07

INV 42828	06/01/2019	CON NOTE # 2223013201 FREIGHT	27.07
EFT46701	20/05/2019	LEEDAL PTY LTD T/AS TARUNDA IGA	279.03
INV 791090	05/04/2019	ITEMS FOR EASTER RHYME TIME PROGRAM	44.28
INV 800280	23/04/2019	FX ANZAC DAY CATERING	234.75
EFT46702	20/05/2019	WEST KIMBERLEY AUTO ELECTRICAL	150.49
INV 66	12/04/2019	TRAILER PLUG	19.99
INV 67	12/04/2019	GLOBE	15.50
INV 65	12/04/2019	ICON MOBILE 2 WAY CHARGER + FREIGHT	115.00
EFT46703	20/05/2019	WATTNOW ELECTRICAL	1,583.04
INV 6441	12/04/2019	15 AMP GPO AND UPS PLUG END	1,353.36
INV 6464	23/04/2019	INSPECTION OF ALL LIGHTING AND POWER	229.68
EFT46704	20/05/2019	WOOLWORTHS PTY LIMITED	188.48
INV 3283531	26/04/2019	RESALE ITEMS	188.48
EFT46705	29/05/2019	AERODROME MANAGEMENT SERVICES PTY LTD	2,310.00
INV 1243	26/04/2019	UPDATING DERBY AERODROME MANUAL PLANS	2,310.00
EFT46706	29/05/2019	ALL PET PRODUCTS	1,699.54
INV I675144	27/05/2019	DOG CONTAINMENT PRODUCTS FOR RESALE	1,699.54
EFT46707	29/05/2019	ALTHAM PLUMBING CONTRACTORS	396.00
INV 8480	26/04/2019	REPAIR TAP TO WATER CHILLER UNIT	220.00
INV 8500	29/04/2019	REPAIR LEAK IN GRASSED AREA	176.00
EFT46708	29/05/2019	BLACKWOODS ATKINS - BROOME	6,667.55
INV BM7199SH	06/03/2019	STAINLESS STEEL PIANO HINGES	176.00
INV BM6166SL	18/03/2019	PAINT, GLOVES	191.86
INV PE7776SL	19/03/2019	BEACON	180.80
INV BM4416SO	29/03/2019	ELECTRICAL PIT LID	28.16
INV BM2129SQ	05/04/2019	LED LIGHT FITTINGS	894.50
INV BM5592SQ	08/04/2019	CORE FLEX	250.80
INV BM4431SQ	08/04/2019	SMALL TOOLS	131.94
INV BM5986SR	11/04/2019	GLOBES	4,664.00
INV PE3177SU	26/04/2019	GLASSES SAFETY	83.03
INV PE3178SU	27/04/2019	HAND SANITISER	66.46
EFT46709	29/05/2019	COCA-COLA AMATIL (AUST) PTY LTD	223.00
INV 219848590	18/04/2019	RESALE ITEMS	223.00
EFT46710	29/05/2019	CHRIS HURSTFIELD	625.73
INV REIMBURSE	28/05/2019	REIMBURSE TELECOMMUNICATION USAGE FOR THE PERIOD 01/03/19 - 31/03/19, REIMBURSE POWER USAGE FOR THE PERIOD 15/02/19 - 12/04/19	625.73
EFT46711	29/05/2019	TOTALLY WORKWEAR - DERBY	2,322.95
INV 16783	28/03/2019	UNIFORMS	628.95
INV 16825	04/04/2019	UNIFORMS	786.00
INV 16822	04/04/2019	UNIFORMS	704.00
INV 16823	04/04/2019	UNIFORMS	194.00
INV 16910	30/04/2019	UNIFORMS	10.00
EFT46712	29/05/2019	HORIZON POWER - ACCOUNT PAYMENTS	52,088.37
INV 220780	01/05/2019	POWER TO DERBY STREET LIGHTS FOR THE MONTH OF APRIL 2019	14,625.16
INV 333902	03/05/2019	POWER AT 24 LOCH ST, DERBY FOR THE PERIOD 03/04/19 - 02/05/19	1,769.29

INV 424950	03/05/2019	POWER AT LOT 26818 WHARF RD, DERBY FOR THE PERIOD 03/04/19 - 02/05/19	339.49
INV 166519	04/05/2019	POWER AT ASHLEY ST, DERBY FOR THE PERIOD 04/04/19 - 03/05/19	5,009.06
INV 172452	04/05/2019	POWER AT LOT 199 FORREST RD, FITZROY CROSSING FOR THE PERIOD 04/04/19 - 03/05/19	8,829.19
INV 312249	04/05/2019	POWER AT LOT 143 DERBY HWY, DERBY FOR THE PERIOD 04/04/19 - 03/05/19	5,577.93
INV 321183	04/05/2019	POWER AT 30 CLARENDON ST, DERBY FOR THE PERIOD 04/04/19 - 03/05/19	4,811.59
INV 198764	09/05/2019	POWER AT L128 GREAT NORTHERN HWY, FX FOR THE PERIOD 08/04/19 - 07/05/19	2,020.18
INV 401732	10/05/2019	POWER AT UNIT 3/74 FALLON RD, FITZROY CROSSING FOR THE PERIOD 12/04/19 - 09/05/19	117.14
INV 163546	10/05/2019	POWER AT LOT 32 AIRPORT RD, FITZROY CROSSING FOR THE PERIOD 11/03/19 - 09/05/19	2,899.09
INV 163224	10/05/2019	POWER AT LOT 99999 FALLON RD, FITZROY CROSSING FOR THE PERIOD 12/03/19 - 09/05/19	279.80
INV 205548	10/05/2019	POWER AT SUITE 1/2 CLARENDON ST, DERBY FOR THE PERIOD 22/03/19 - 30/04/19	535.05
INV 509227	10/05/2019	POWER & ACCOUNT ESTABLISH FEE AT 1/11 HARDMAN ST, DEBRY FOR THE PERIOD 03/04/19 - 09/05/19 (RENTAL PROPERTY FOR ACTING CEO)	276.19
INV 203951	15/05/2019	POWER AT 3 LOCH ST, DERBY FOR THE PERIOD 15/03/19 - 14/05/19	294.71
INV 442971	17/05/2019	POWER AT LOT 277(A) CLARENDON ST, DERBY FOR THE PERIOD 19/03/19 - 16/05/19	869.75
INV 308420	17/05/2019	POWER AT 14 HARDMAN ST, DERBY FOR THE PERIOD 19/03/19 - 16/05/19	1,483.46
INV 104620	17/05/2019	POWER AT LOT 277(B) CLARENDON ST, DERBY FOR THE PERIOD 19/03/19 - 16/05/19	101.21
INV 328972	17/05/2019	POWER AT 30 JOHNSTON ST, DERBY FOR THE PERIOD 19/03/19 - 16/05/19	2,250.08
EFT46713	29/05/2019	MICHELLE WENDY INGLIS	419.64
INV REIMBURSE	28/05/2019	REIMBURSE POWER USAGE FOR THE PERIOD 06/12/18 - 04/02/19, REIMBURSE POWER USAGE FOR THE PERIOD 05/02/19 - 03/04/19	419.64
EFT46714	29/05/2019	CONNECT CALL CENTRE SERVICES	131.56
INV 96717	15/05/2019	MONTHLY AFTER HOURS CALL CENTRE - APRIL 2019	131.56
EFT46715	29/05/2019	JOHN CAREY	398.64
INV REIMBURSE	28/05/2019	REIMBURSE WATER USAGE FOR THE PERIOD 05/09/18 - 16/01/19, REIMBURSE WORKING WITH CHILDREN CHECK	398.64
EFT46716	29/05/2019	KULBARDI HILL CONSULTING	1,045.00
INV 212	03/05/2019	SURRENDER OF COPYRIGHT / ARTWORK RELEASE - DERBY HERITAGE TRAILS BROCHURE	1,045.00
EFT46717	29/05/2019	KATHERINE JANE HITHERSAY	538.73
INV REIMBURSE	10/05/2019	REIMBURSE AIRPORT PARKING 10/04/19 - 04/04/19	60.00
INV REIMBURSE	28/05/2019	REIMBURSE POWER USAGE FOR THE PERIOD 21/02/19 - 18/04/19	478.73
EFT46718	29/05/2019	KIERIN THOMPSON	2,049.76
INV REIMBURSE	28/05/2019	REIMBURSE POWER USAGE FOR THE PERIOD 18/09/18 - 15/11/18, REIMBURSE POWER USAGE FOR THE PERIOD 16/11/18 - 15/01/19	2,049.76
EFT46719	29/05/2019	LACHLAN CHAPMAN	605.85
INV REIMBURSE	28/05/2019	REIMBURSE FUEL	221.17
INV REIMBURSE	28/05/2019	REIMBURSE POWER USAGE FOR THE PERIOD 22/01/19 - 25/03/19	384.68
EFT46720	29/05/2019	THE AUSTRALIAN LOCAL GOVERNMENT JOB DIRECTORY	286.00
INV 1991649LP	29/04/2019	JOB ADVERT - SENIOR FINANCE OFFICER	286.00
EFT46721	29/05/2019	MANAGED IT PTY LTD	29,101.91
INV 67025	03/11/2018	ANTIVIRUS	371.80
INV 75729	03/05/2019	SERVER ESSENTIALS	12,266.65
INV 75740	03/05/2019	BACKUP/RECOVERY SERVICES	4,324.65

INV 75746	03/05/2019	ANTIVIRUS - CLOUD EMAIL SECURITY	2,027.27
INV 75761	03/05/2019	ANTIVIRUS	443.30
INV 75749	03/05/2019	CITRIX LICENCING	1,600.12
INV 75902	06/05/2019	DELL LAPTOP	1,474.99
INV 75901	06/05/2019	HARD DRIVES, SCREENS, DISPLAY PORT TO HDMI ADAPTER	6,593.13
EFT46722	29/05/2019	MOORE STEPHENS (TAX)	4,831.75
INV 311472	31/03/2019	SETUP BUDGET REVIEW TEMPLATE	682.00
INV 311472	31/03/2019	AUDIT QUERY HELP	1,135.75
INV 311791	30/04/2019	COMPILATION OF MONTHLY STATEMENT OF FINANCIAL ACTIVITY FOR MAR 2019	3,014.00
EFT46723	29/05/2019	MOORE STEPHENS (AUDIT)	30,816.04
INV 311777	30/04/2019	FINAL BILLING FOR 2017/18 AUDIT	30,816.04
EFT46724	29/05/2019	NOEL ALEXANDER MYERS	179.20
INV REIMBURSE	28/05/2019	REIMBURSE TELECOMMUNICATION USAGE FOR THE PERIOD 22/02/19 - 21/03/19	89.00
INV REIMBURSE	28/05/2019	REIMBURSE TELECOMMUNICATION USAGE FOR THE PERIOD 10/05/19 - 21/04/19	90.20
EFT46725	29/05/2019	NATASHA KAWEME	732.26
INV REIMBURSE	28/05/2019	REIMBURSE POWER USAGE FOR THE PERIOD 21/11/18 - 21/03/19	732.26
EFT46726	29/05/2019	NICHOLAS MARK HARRINGTON	748.69
INV REIMBURSE	28/05/2019	REIMBURSE POWER USAGE FOR THE PERIOD 29/01/19 - 28/03/19	748.69
EFT46727	29/05/2019	OFFICE STAR	1,426.48
INV 48919	11/09/2018	PRINTER SERVICE AGREEMENT	1,426.48
EFT46728	29/05/2019	PAUL GLENNON	716.08
INV REIMBURSE	28/05/2019	REIMBURSE TELECOMMUNICATION USAGE FOR THE PERIOD 01/03/19 - 31/03/19, REIMBURSE POWER USAGE FOR THE PERIOD 02/02/19 - 01/04/19	716.08
EFT46729	29/05/2019	MICHAEL RYAN	450.68
INV REIMBURSE	28/05/2019	REIMBURSE POWER USAGE FOR THE PERIOD 16/01/19 - 18/03/19	450.68
EFT46730	29/05/2019	STUART E FISHER	373.64
INV REIMBURSE	28/05/2019	REIMBURSE POWER USAGE FOR THE PERIOD 24/01/19 - 25/03/19	373.64
EFT46731	29/05/2019	SYDNEY WEBLEY	314.71
INV REIMBURSE	28/05/2019	REIMBURSE POWER USAGE FOR THE PERIOD 05/02/19 - 02/04/19	314.71
EFT46732	29/05/2019	H & M TRACEY CONSTRUCTION PTY LTD	162,221.24
INV 34887	06/05/2019	CLAIM #1 DERBY WHARF PROJECT - SUPPLY HANDRAILS AND WORK ON THE SHED AS PER CONTRACT C11-2018	162,221.24
EFT46733	29/05/2019	TELSTRA CORPORATION	16,969.90
INV 0463459000	12/05/2019	MAIN LINE PHONE ACCOUNT	16,969.90
EFT46734	29/05/2019	TENILLE PARASILITI	580.42
INV REIMBURSE	28/05/2019	REIMBURSE POWER USAGE FOR THE PERIOD 15/02/19 - 12/04/19	580.42
EFT46735	29/05/2019	TERRITORY RURAL	593.00
INV 408237032	09/04/2019	REPAIR COUPLING	57.24
INV 408253913	12/04/2019	RETIC CONTROLLER	315.32
INV 408311780	26/04/2019	ELBOW POLY	220.44
EFT46736	29/05/2019	WAYNE THOMAS NEATE	1,476.33
INV REIMBURSE	28/05/2019	REIMBURSE POWER USAGE FOR THE PERIOD 29/01/19 - 28/03/19, REIMBURSE WATER USAGE FOR THE PERIOD 19/03/19 - 09/05/19	1,476.33
EFT46737	29/05/2019	WOOL WORTHS PTY LIMITED	793.28
INV 31526422	26/11/2018	STAFF AMENITIES	132.78

INV 34970173	11/04/2019	STAFF AMENITIES	81.30
INV 3635751	15/04/2019	GROCERIES FOR SOCCER PROGRAM	75.00
INV 3283517	24/04/2019	GROCERIES SCHOOL HOLIDAY PROGRAM FISHING TRIP	51.70
INV 3283416	06/05/2019	STAFF AMENITIES	205.48
INV 3283471	08/05/2019	GROCERIES FOR SOCCER PROGRAM	52.15
INV 201822	13/05/2019	CLEANING PRODUCTS	49.47
INV 3608319	22/05/2019	WATER - ENVIRONMENTAL HEALTH PROGRAM	60.00
INV 36032271	22/05/2019	STAFF AMENITIES	85.40
		TOTAL	\$1,248,121.24

CHQ PAYMENTS – MUNI ACCOUNT

PAYMENT ID	DATE	CREDITOR / INVOICE DETILS	AMOUNT
54750	20/05/2019	OWNERS OF KING SOUND CLOSE (ALCA)	1,194.60
INV LEVY	31/03/2019	LEVY NOTICE - KINGSOUND CLOSE STRATA PLAN 01/05/19 - 31/07/19	1,194.60
54751	20/05/2019	*PAY CASH*	378.60
INV PETTY CASH	30/04/2019	PETTY CASH REIMBURSEMENT	378.60
54752	29/05/2019	WATER CORPORATION	11,330.27
INV 9018700655	02/05/2019	SERVICE CHARGES AT FLYNN DR, FITZROY CROSSING FOR THE PERIOD 01/05/19 - 30/06/19	221.87
INV 9006972290	10/05/2019	WATER AT TOILETS JETTY RD, DERBY FOR THE PERIOD 19/03/19 - 09/05/19	2,290.62
INV 9012556357	10/05/2019	WATER AT 24 ROWAN ST, DERBY FOR THE PERIOD 19/03/19 - 09/05/19	893.80
INV 9017886750	10/05/2019	WATER AT AMENITIES JETTY RD, DERBY FOR THE PERIOD 19/03/19 - 09/05/19	10.14
INV 9021175396	10/05/2019	WATER AT 5 / 20 CLARENDON ST, DERBY FOR THE PERIOD 19/03/19 - 09/05/19	286.67
INV 9021175425	10/05/2019	WATER AT 4 / 20 CLARENDON ST, DERBY FOR THE PERIOD 19/03/19 - 09/05/19	699.69
INV 9022168905	10/05/2019	WATER AT 20 CLARENDON ST, DERBY FOR THE PERIOD 19/03/19 - 09/05/19	87.65
INV 9006973736	10/05/2019	WATER AT 12 ELDER ST, DERBY FOR THE PERIOD 19/03/19 - 09/05/19	342.57
INV 9006973875	10/05/2019	WATER AT ADMIN 30 LOCH ST, DERBY FOR THE PERIOD 19/03/19 - 09/05/19	2,394.79
INV 9006973891	10/05/2019	WATER AT INFANT HEALTH CENTRE 36 LOCH ST, DERBY FOR THE PERIOD 19/03/19 - 09/05/19	103.01
INV 9006975053	10/05/2019	WATER AT TOILETS 49-55 CLARENDON ST, DERBY FOR THE PERIOD 19/03/19 - 09/05/19	92.28
INV 9006978422	10/05/2019	WATER AT 11 HANSON ST, DERBY FOR THE PERIOD 19/03/19 - 09/05/19	722.56
INV 9006973699	10/05/2019	WATER AT MUSEUM 3 LOCH ST, DERBY FOR THE PERIOD 19/03/19 - 09/05/19	850.54
INV 9006985841	10/05/2019	WATER AT GARDEN 1 CLARENDON ST, DERBY FOR THE PERIOD 19/03/19 - 09/05/19	10.14
INV 9009765422	10/05/2019	WATER AT 4B ROWELL CT, DERBY FOR THE PERIOD 19/03/19 - 09/05/19	238.56
INV 9016571458	10/05/2019	WATER AT 8 / 5 ROWAN ST, DERBY FOR THE PERIOD 19/03/19 - 09/05/19	245.69
INV 9021175329	10/05/2019	WATER AT 6 / 20 CLARENDON ST, DERBY FOR THE PERIOD 19/03/19 - 09/05/19	306.28
INV 9021175417	10/05/2019	WATER AT 3 / 20 CLARENDON ST, DERBY FOR THE PERIOD 19/03/19 - 09/05/19	265.29
INV 9021175409	10/05/2019	WATER AT 1 / 20 CLARENDON ST, DERBY FOR THE PERIOD 19/03/19 - 09/05/19	249.25

INV 9021175433	10/05/2019	WATER AT 2 / 20 CLARENDON ST, DERBY FOR THE PERIOD 19/03/19 - 09/05/19	245.69
INV 9006973840	10/05/2019	WATER AT DEV SERVICE 24 LOCH ST, DERBY FOR THE PERIOD 19/03/19 - 09/05/19	773.18
54753	29/05/2019	WATER CORPORATION	21,436.11
INV 9006973883	10/05/2019	WATER AT SWIMMING POOL 11 JOHNSTON ST, DERBY FOR THE PERIOD 19/03/19 - 09/05/19	3,139.45
INV 9006973904	10/05/2019	WATER AT LIBRARY 30-34 LOCH ST, DERBY FOR THE PERIOD 19/03/19 - 09/05/19	103.01
INV 9006973744	10/05/2019	WATER AT RESTAURANT JETTY ROAD, DERBY FOR THE PERIOD 19/03/19 - 09/05/19	1,775.49
INV 9006973947	10/05/2019	WATER AT YOUTH CENTRE HARDMAN ST, DEBRY FOR THE PERIOD 19/03/19 - 09/05/19	1,252.02
INV 9006979679	10/05/2019	WATER AT RESERVE 6-8 ROWELL CT, DERBY FOR THE PERIOD 19/03/19 - 09/05/19	1,829.55
INV 9006985833	10/05/2019	WATER AT ROAD VERGE 1 CLARENDON ST, DERBY FOR THE PERIOD 19/03/19 - 09/05/19	273.67
INV 9009765414	10/05/2019	WATER AT 4A ROWELL CT, DERBY FOR THE PERIOD 19/03/19 - 09/05/19	268.85
INV 9011212376	13/05/2019	WATER AT STEEL ST, DERBY FOR THE PERIOD 20/03/19 - 10/05/19	800.74
INV 9006974368	13/05/2019	WATER AT TOILETS 153 LOCH ST, DERBY FOR THE PERIOD 20/03/19 - 11/05/19	44.73
INV 9006978123	13/05/2019	WATER AT CEMETERY 27017 WODEHOUSE ST, DERBY FOR THE PERIOD 20/03/19 - 11/05/19	321.82
INV 9006982405	13/05/2019	WATER AT 29 BARNETT WY, DERBY FOR THE PERIOD 20/03/19 - 10/05/19	238.56
INV 9006983598	13/05/2019	WATER AT 53 ASHLEY ST, DERBY FOR THE PERIOD 20/03/19 - 10/05/19	59.56
INV 9018685299	13/05/2019	WATER AT CORKWOOD CT, DERBY FOR THE PERIOD 20/03/19 - 10/05/19	1,203.65
INV 9006974376	13/05/2019	WATER AT SPORTS COMPLEX 153 LOCH ST, DERBY FOR THE PERIOD 20/03/19 - 11/05/19	419.36
INV 9006980581	13/05/2019	WATER AT DAYCARE CENTRE 40-42 ASHLEY ST, DERBY FOR THE PERIOD 20/03/19 - 10/05/19	1,543.86
INV 9006983547	13/05/2019	WATER AT 63-65 ASHLEY ST, DERBY FOR THE PERIOD 20/03/19 - 10/05/19	3,206.86
INV 9006984048	13/05/2019	WATER AT DEPOT 1-7 MILLARD ST, DERBY FOR THE PERIOD 20/03/19 - 10/05/19	387.70
INV 9016645795	13/05/2019	WATER AT 8 COOLIBAH WY, DERBY FOR THE PERIOD 20/03/19 - 11/05/19	2,432.64
INV 9018007711	13/05/2019	WATER AT PANDANAS WAY, DERBY FOR THE PERIOD 20/03/19 - 11/05/19	1,320.21
INV 9008757359	13/05/2019	WATER AT 8 KURRAJONG LOOP, DERBY FOR THE PERIOD 20/03/19 - 11/05/19	426.19
INV 9008757703	13/05/2019	WATER AT WOOLLYBUTT CRN, DERBY FOR THE PERIOD 20/03/19 - 10/05/19	388.19
54754	29/05/2019	WATER CORPORATION	13,351.36
INV 9012616911	13/05/2019	WATER AT 14B BLOODWOOD CR, DERBY FOR THE PERIOD 20/03/19 - 11/05/19	547.96
INV 9008757615	13/05/2019	WATER AT 19 WOOLLYBUTT CRN, DERBY FOR THE PERIOD 20/03/19 - 10/05/19	293.80
INV 9012616903	13/05/2019	WATER AT 14A BLOODWOOD CR, DERBY FOR THE PERIOD 20/03/19 - 11/05/19	1,040.13
INV 9020549317	13/05/2019	WATER AT 19 WOOLLYBUTT CRN, DERBY FOR THE PERIOD 20/03/19 - 10/05/19	279.55
INV 9017130451	13/05/2019	WATER AT DRINKING TAP ON KURRAJONG LOOP FOR THE PERIOD 20/03/19 - 11/05/19	2.53
INV 9006984507	13/05/2019	WATER AT DERBY SPEEDWAY FOR THE PERIOD 20/03/19 - 10/05/19	1,548.27
INV 9006981517	14/05/2019	WATER AT 6 TOWER PL, DERBY FOR THE PERIOD 21/03/19 - 13/05/19	673.01
INV 9009945968	14/05/2019	WATER AT A / 13 HOLMAN ST, DERBY FOR THE PERIOD 21/03/19 - 13/05/19	434.58
INV 9009945976	14/05/2019	WATER AT B / 13 HOLMAN ST, DERBY FOR THE PERIOD 21/03/19 - 13/05/19	361.52
INV 9006981445	14/05/2019	WATER AT 7 TOWER PL, DERBY FOR THE PERIOD 21/03/19 - 13/05/19	1,263.60
INV 9006981541	14/05/2019	WATER AT 2 WODEHOUSE ST, DERBY FOR THE PERIOD 21/03/19 - 13/05/19	427.45

INV 9017391475	15/05/2019	WATER AT 3 / 74 FALLON RD, FITZROY CROSSING FOR THE PERIOD 13/03/19 - 14/05/19	832.40
INV 9017391459	15/05/2019	WATER AT 1 / 74 FALLON RD, FITZROY CROSSING FOR THE PERIOD 13/03/19 - 14/05/19	352.61
INV 9006986051	15/05/2019	WATER AT A / 20 MACDONALD WY, FITZROY CROSSING FOR THE PERIOD 13/03/19 - 14/05/19	283.11
INV 9015670665	15/05/2019	WATER AT B / 20 MACDONALD WY, FITZROY CROSSING FOR THE PERIOD 13/03/19 - 14/05/19	277.76
INV 9006986414	15/05/2019	WATER AT 101 FALLON RD, FITZROY CROSSING FOR THE PERIOD 13/03/19 - 14/05/19	2,101.52
INV 9017391467	15/05/2019	WATER AT 2 / 74 FALLON RD, FITZROY CROSSING FOR THE PERIOD 09/01/19 - 14/05/19	603.95
INV 9006986481	16/05/2019	WATER AT TOILETS FLYNN RD, FITZROY CROSSING FOR THE PERIOD 13/03/19 - 15/05/19	1,799.14
INV 9006987783	16/05/2019	WATER AT TOURIST BUREAU FLYNN DR, FITZROY CROSSING FOR THE PERIOD 13/03/19 - 15/05/19	111.50
INV 9011140114	16/05/2019	WATER AT TRICKLE IRRIGATION FORREST RD, FITZROY CROSSING FOR THE PERIOD 13/03/19 - 15/05/19	44.36
INV 9006986908	16/05/2019	WATER AT 175L EMANUEL WY, FX FOR THE PERIOD 13/03/19 - 15/05/19	72.61
		TOTAL	\$47,690.94

CHQ PAYMENTS – TRUST ACCOUNT

PAYMENT ID	DATE	CREDITOR / INOIVCE DETILS	AMOUNT
6548	20/05/2019	DERBY DISTRICT HIGH SCHOOL	1,500.00
INV TDDH.1	09/05/2019	RETURN BOND FOR CIVIC CENTRE	1,000.00
INV TDHS.5	09/05/2019	RETURN BOND FOR TOWN OVAL	500.00
6549	20/05/2019	CRAIG SNELL	18.75
INV TSNE.7	09/05/2019	FXDS	18.75
6550	20/05/2019	SYLVIA WULMUNDU	131.25
INV TSWL.23	09/05/2019	FXDS	131.25
		TOTAL	\$1,650.00

MANUAL CHEQUE

PAYMENT ID	DATE	CREDITOR / INOIVCE DETILS	AMOUNT
		TOTAL	\$0.00

FEE PAYMENTS

PAYMENT ID	DATE	CREDITOR / INOIVCE DETILS	AMOUNT
833	03/05/2019	DOT - DOT PAYMENT	3,658.95
833	01/05/2019	MER - MERCHANT FEES	271.63
833	01/05/2019	BAS6A - ATO - BAS PAYMENT - FBT INSTALMENT	27,144.00
833	01/05/2019	FXBC - FITZROY CROSSING BANK CHARGES	52.50
833	03/05/2019	MER - MERCHANT FEES	873.15

833	02/05/2019	GHA - GREYHOUND AUSTRALIA	2,892.39
833	02/05/2019	DOT - DOT PAYMENT	2,421.90
833	01/05/2019	EXC - EXCESS TRANSACTIONS FEE	94.85
833	01/05/2019	CMD - CHEQUE OR MERCHANT DEPOSITS FEE	7.20
833	01/05/2019	DOT - DOT PAYMENT	6,061.05
833	01/05/2019	WN7365 - WESTNET ACCOUNT 7365 (\$264.83)	309.85
834	10/05/2019	BAS4 - ATO - BAS PAYMENT - PAYG WITHHOLDING	56,744.00
834	10/05/2019	DOT - DOT PAYMENT	1,372.00
834	09/05/2019	GHA - GREYHOUND AUSTRALIA	3,124.55
834	09/05/2019	DOT - DOT PAYMENT	2,392.40
834	08/05/2019	DOT - DOT PAYMENT	1,489.20
834	07/05/2019	DOT - DOT PAYMENT	1,909.80
834	06/05/2019	DOT - DOT PAYMENT	5,920.95
835	17/05/2019	DOT - DOT PAYMENT	2,000.10
835	16/05/2019	GHA - GREYHOUND AUSTRALIA	2,947.15
835	16/05/2019	DOT - DOT PAYMENT	2,498.30
835	15/05/2019	DOT - DOT PAYMENT	1,052.40
835	15/05/2019	BEX - BPOINT FEES	44.18
835	14/05/2019	DOT - DOT PAYMENT	3,093.90
835	13/05/2019	DOT - DOT PAYMENT	3,658.55
836	24/05/2019	DOT - DOT PAYMENT	1,505.30
836	23/05/2019	GHA - GREYHOUND AUSTRALIA	2,733.82
836	23/05/2019	DOT - DOT PAYMENT	2,644.90
836	22/05/2019	DOT - DOT PAYMENT	5,853.80
836	21/05/2019	DOT - DOT PAYMENT	3,001.70
836	20/05/2019	DOT - DOT PAYMENT	2,920.90
837	31/05/2019	DOT - DOT PAYMENT	4,068.55
837	30/05/2019	GHA - GREYHOUND AUSTRALIA	3,215.71
837	28/05/2019	DOT - DOT PAYMENT	4,721.15
837	27/05/2019	DOT - DOT PAYMENT	304.05
837	30/05/2019	DOT - DOT PAYMENT	2,113.40
837	29/05/2019	DOT - DOT PAYMENT	6,543.10
DD17883.1	28/05/2019	WESTERN AUSTRALIAN TREASURY CORPORATION	13,961.16
INV L136	28/05/2019	L136 REPAYMENT	13,961.16
DD17910.1	14/05/2019	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	22,183.71
INV SUPER	14/05/2019	SUPERANNUATION	16,292.50
DEDUCTION	14/05/2019	PAYROLL DEDUCTION	449.66
DEDUCTION	14/05/2019	PAYROLL DEDUCTION	496.89
DEDUCTION	14/05/2019	PAYROLL DEDUCTION	526.95
DEDUCTION	14/05/2019	PAYROLL DEDUCTION	1,077.95
DEDUCTION	14/05/2019	PAYROLL DEDUCTION	591.00
DEDUCTION	14/05/2019	PAYROLL DEDUCTION	545.29
DEDUCTION	14/05/2019	PAYROLL DEDUCTION	26.98
DEDUCTION	14/05/2019	PAYROLL DEDUCTION	161.86
DEDUCTION	14/05/2019	PAYROLL DEDUCTION	543.48

DEDUCTION	14/05/2019	PAYROLL DEDUCTION	1,471.15
DD17910.2	14/05/2019	VISION SUPER	354.08
INV SUPER	14/05/2019	SUPERANNUATION	354.08
DD17910.3	14/05/2019	MLC NOMINEES PTY LTD	238.39
INV SUPER	14/05/2019	SUPERANNUATION	238.39
DD17910.4	14/05/2019	HESTA	316.69
INV SUPER	14/05/2019	SUPERANNUATION	316.69
DD17910.5	14/05/2019	HOST PLUS SUPERANNUATION FUND	1,079.41
INV SUPER	14/05/2019	SUPERANNUATION	1,079.41
DD17910.6	14/05/2019	AMP LIFE LIMITED - FLEXIBLE LIFETIME - SUPER	220.25
INV SUPER	14/05/2019	SUPERANNUATION	220.25
DD17910.7	14/05/2019	LIFETRACK PERSONAL SUPERANNUATION	480.42
INV SUPER	14/05/2019	SUPERANNUATION	480.42
DD17910.8	14/05/2019	IOOF PORTOFOLIO SERVICE SUPERANNUATION FUND	344.20
INV SUPER	14/05/2019	SUPERANNUATION	344.20
DD17910.9	14/05/2019	AUSTRALIAN SUPER	264.48
INV SUPER	14/05/2019	SUPERANNUATION	264.48
DD17933.1	28/05/2019	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	20,995.09
INV SUPER	28/05/2019	SUPERANNUATION	16,337.59
DEDUCTION	28/05/2019	PAYROLL DEDUCTION	496.23
DEDUCTION	28/05/2019	PAYROLL DEDUCTION	558.97
DEDUCTION	28/05/2019	PAYROLL DEDUCTION	559.77
DEDUCTION	28/05/2019	PAYROLL DEDUCTION	1,077.95
DEDUCTION	28/05/2019	PAYROLL DEDUCTION	591.00
DEDUCTION	28/05/2019	PAYROLL DEDUCTION	641.26
DEDUCTION	28/05/2019	PAYROLL DEDUCTION	26.98
DEDUCTION	28/05/2019	PAYROLL DEDUCTION	161.86
DEDUCTION	28/05/2019	PAYROLL DEDUCTION	543.48
DD17933.2	28/05/2019	VISION SUPER	351.22
INV SUPER	28/05/2019	SUPERANNUATION	351.22
DD17933.3	28/05/2019	MLC NOMINEES PTY LTD	214.55
INV SUPER	28/05/2019	SUPERANNUATION	214.55
DD17933.4	28/05/2019	HESTA	422.42
INV SUPER	28/05/2019	SUPERANNUATION	422.42
DD17933.5	28/05/2019	HOST PLUS SUPERANNUATION FUND	1,084.21
INV SUPER	28/05/2019	SUPERANNUATION	1,084.21
DD17933.6	28/05/2019	AMP LIFE LIMITED - FLEXIBLE LIFETIME - SUPER	220.25
INV SUPER	28/05/2019	SUPERANNUATION	220.25
DD17933.7	28/05/2019	LIFETRACK PERSONAL SUPERANNUATION	480.42
INV SUPER	28/05/2019	SUPERANNUATION	480.42
DD17933.8	28/05/2019	IOOF PORTOFOLIO SERVICE SUPERANNUATION FUND	344.20
INV SUPER	28/05/2019	SUPERANNUATION	344.20
DD17933.9	28/05/2019	AUSTRALIAN SUPER	325.24
INV SUPER	28/05/2019	SUPERANNUATION	325.24
DD17962.1	17/05/2019	THE SHELL COMPANY OF AUSTRALIA LIMITED	1,065.10

INV FUEL - APR19	17/05/2019	SHELL FUEL - APR 2019	1,065.10
DD17963.1	27/05/2019	ANZ COMMERCIAL CARD SERVICES CENTRE	11,888.23
INV ANZ CC	27/05/2019	CREDIT CARD INTEREST & FEES FOR THE PERIOD 15/04/19 - 12/05/19	588.51
INV ANZ CC	27/05/2019	CREDIT CARD PURCHASES FOR THE PERIOD 15/04/19 - 12/05/19	1,058.60
INV ANZ CC	27/05/2019	CREDIT CARD PURCHASES FOR THE PERIOD 15/04/19 - 12/05/19	10,241.12
DD17910.10	14/05/2019	MLC SUPER FUND	286.29
INV SUPER	14/05/2019	SUPERANNUATION	286.29
DD17910.11	14/05/2019	REST SUPERANNUATION	238.39
INV SUPER	14/05/2019	SUPERANNUATION	238.39
DD17933.10	28/05/2019	MLC SUPER FUND	286.29
INV SUPER	28/05/2019	SUPERANNUATION	286.29
DD17933.11	28/05/2019	REST SUPERANNUATION	238.39
INV SUPER	28/05/2019	SUPERANNUATION	238.39
PAY	14/05/2019	PAYROLL NET PAYS	127,227.49
PAY	28/05/2019	PAYROLL NET PAYS	127,122.20
		TOTAL	\$503,894.10

12.4 STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDING 31 MAY 2019**File Number: 5152****Author: Myra Henry, Manager Finance****Responsible Officer: Amanda O'Halloran, Chief Executive Officer****Authority/Discretion: Information****SUMMARY**

This report has been compiled to fulfil the statutory reporting requirements of the Act and associated Regulations, whilst also providing the Council with an overview of the Shire's financial performance on a year to date basis for the period ending 31 May 2019.

DISCLOSURE OF ANY INTEREST

NIL

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 wide financial position.

STATUTORY ENVIRONMENT:

Section 34 of the Local Government (Financial Management) Regulations 1996 provides:

34. Financial activity statement required each month (Act s. 6.4)

- (1) *A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail —*
 - (a) *annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c); and*
 - (b) *budget estimates to the end of the month to which the statement relates; and*
 - (c) *actual amounts of expenditure, revenue and income to the end of the month to which the statement relates; and*
 - (d) *material variances between the comparable amounts referred to in paragraphs (b) and (c); and*
 - (e) *the net current assets at the end of the month to which the statement relates.*

- (2) *Each statement of financial activity is to be accompanied by documents containing —*
 - (a) *an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets; and*
 - (b) *an explanation of each of the material variances referred to in subregulation (1)(d); and*
 - (c) *such other supporting information as is considered relevant by the local government.*
- (3) *The information in a statement of financial activity may be shown —*
 - (a) *according to nature and type classification; or*
 - (b) *by program; or*
 - (c) *by business unit.*
- (4) *A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be —*
 - (a) *presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and*
 - (b) *recorded in the minutes of the meeting at which it is presented.*
- (5) *Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.*

POLICY IMPLICATIONS

- AF14 – Significant Accounting Policies
- AF18 – Sundry Debtors Collection
- AF19 – Outstanding Rates Collection
- FM4 – Reserve Accounts
- FM7 – Cashflow Management
- FM8 – Investments

FINANCIAL IMPLICATIONS

Expenditure for the period ending has been incurred in accordance with the 2018/19 Annual Budget as adopted by Council at its meeting held 30 August 2018 (Minute No. 077/2018 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	OUTCOME	STRATEGY
4: Good Governance and an effective organisation	4.1: Effective Governance and Leadership	4.1.4: Ensure governance policies and procedures are in accordance with

Leadership that provides strategic direction for the community, supported by efficient and effective service delivery		legislative requirements
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RISK MANAGEMENT CONSIDERATIONS

RISK	LIKELIHOOD	CONSEQUENCE	RISK ANALYSIS	MITIGATION
<p>Financial:</p> <p>The Shire is exposed to a number of financial risks. Most of these risks exist in respect to recurrent revenue streams which are required to meet current service levels. Any reduction in these revenue stream into the future is likely to have an impact on the Shire’s ability to meet service levels or asset renewal funding requirements, unless the Shire can replace this revenue or alternatively reduce costs.</p>	Possible	Major	High	Risk assessments have been completed in relation to a number of higher level financial matters. The timely and accurate completion of monthly financial reporting enabling Council to make fully informed decisions is a control that assists in addressing this risk.

CONSULTATION

Internal consultation within the corporate services department.

External consultation with Moore Stephens.

In accordance with section 6.2 of the Local Government Act 1995, the annual budget was prepared having regard to the Strategic Community Plan, prepared under section 5.56 of the Local Government Act 1995.

COMMENT

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 Program
- Statement of Financial Activity by Nature and Type

Notes related to –

- Significant Accounting Polies
- 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 related summary graphs.

Comments are required for variances that are more than 10% of budget and \$50,000.

VOTING REQUIREMENT

Simple majority

ATTACHMENTS

1. **Statement of Financial Activity May 2019**  

RECOMMENDATION

That Council RECEIVES the Monthly Financial Management Report incorporating the Statement of Financial Activity for the period ending 31 May 2019.

MOORE STEPHENS

Ms Amanda O'Halloran
Chief Executive Officer
Shire of Derby/West Kimberley
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DERBY WA 6728

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Perth, WA 6000

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Dear Amanda

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 Statutory Reporting Program), a summary of significant accounting policies and other explanatory notes for the period ending 31 May 2019. The financial statements have 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 statements. 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.


Moore Stephens (WA) Pty Ltd
Chartered Accountants



PAUL BREMAN
DIRECTOR

20 June 2019

SHIRE OF DERBY-WEST KIMBERLEY
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the Period Ended 31 May 2019

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

TABLE OF CONTENTS

Monthly Summary Information	3
Statement of Financial Activity by Program	5
Statement of Financial Activity by Nature or Type	7
Note 1 Net Current Assets	9
Note 2 Cash and Investments	10
Note 3 Receivables	11
Note 4 Payables	12
Note 5 Rating Revenue	13
Note 6 Disposal of Assets	14
Note 7 Capital Acquisitions	15
Note 8 Borrowings	17
Note 9 Reserves	18
Note 10 Grants and Contributions	19
Note 11 Trust Fund	20
Note 12 Budget Amendments	21
Note 13 Explanation of Material Variances	22

**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 MAY 2019**

INFORMATION

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 19 June 2019

BASIS OF PREPARATION

REPORT PURPOSE

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996, Regulation 34*. Note: The statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

BASIS OF ACCOUNTING

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities and to the extent they are not in-consistent with the *Local Government Act 1995* and accompanying regulations), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the *Local Government Act 1995* and accompanying regulations. 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 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 Council controls resources to carry on its functions have been included in this statement. In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated. All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 11.

SIGNIFICANT ACCOUNTING POLICES

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.

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

ROUNDING OFF FIGURES

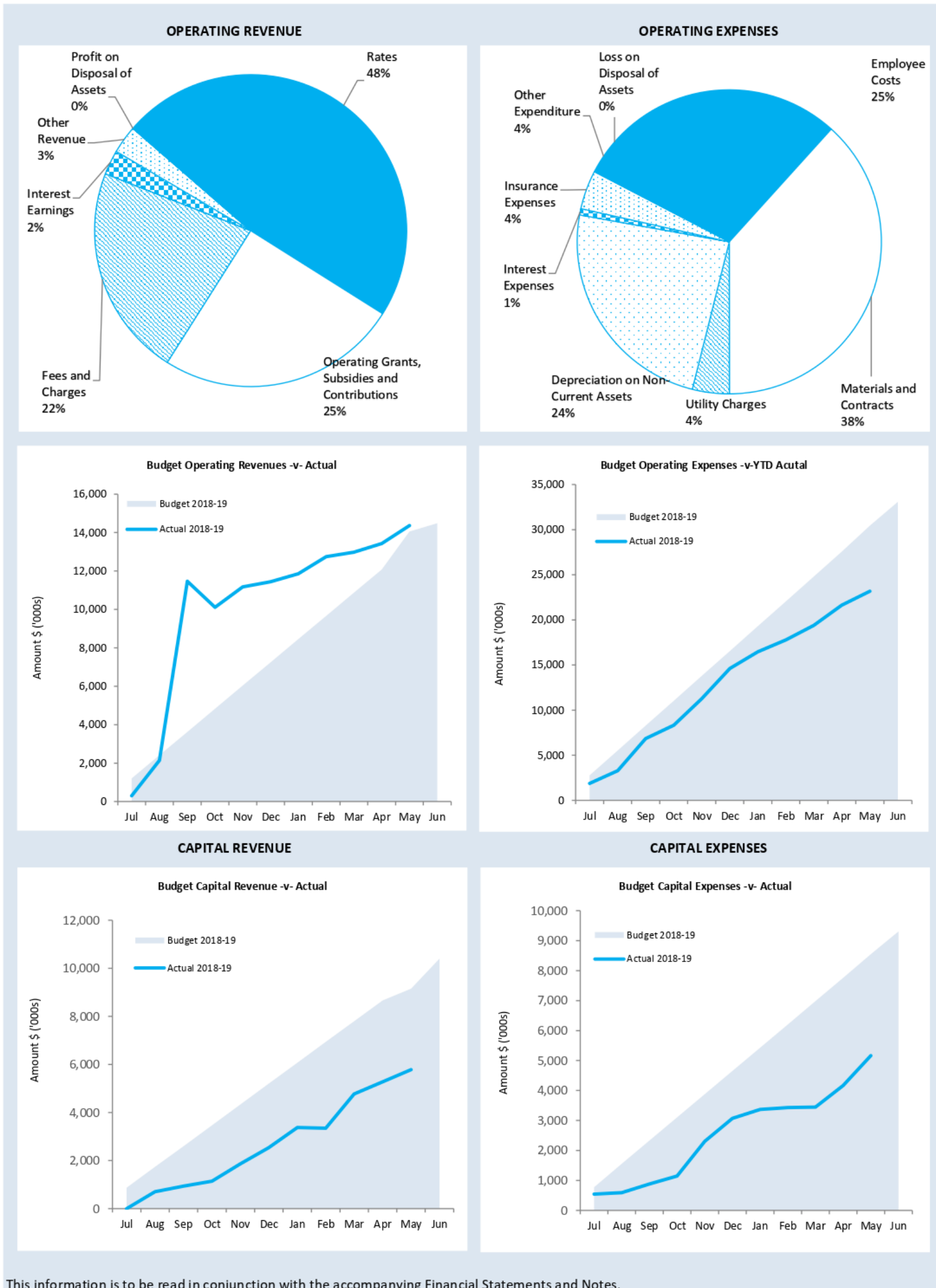
All figures shown in this statement are rounded to the nearest dollar.

Please refer to the compilation report

SHIRE OF DERBY-WEST KIMBERLEY | 2

**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 MAY 2019**

SUMMARY GRAPHS



Please refer to the compilation report

**KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 31 MAY 2019**

STATUTORY REPORTING PROGRAMS

Shire operations as disclosed in these financial statements encompass the following service orientated activities/programs.

GOVERNANCE	ACTIVITIES
To provide a decision making process for the efficient allocation of scarce resources.	Administration and operation of facilities and services to members of Council. Other costs that relate to the tasks of assisting Elected Members and ratepayers on matters which do not concern specific Council services.
GENERAL PURPOSE FUNDING To collect revenue to allow for the provision of services.	Rates, general purpose government grants and interest revenue.
LAW, ORDER, PUBLIC SAFETY To provide services to help ensure a safer and environmentally conscious community.	Supervision of various by-laws, fire prevention, emergency services and animal control.
HEALTH To provide an operational framework for environmental and community health.	Food quality and pest control, inspection of abattoir and operation of child health clinic, analytical testing and environmental health administration.
EDUCATION AND WELFARE To provide services to disadvantaged persons, the elderly, children and youth.	Year round care, housing for the aged and educational services.
HOUSING Help ensure adequate housing.	Management and maintenance of staff and rental housing.
COMMUNITY AMENITIES To provide services required by the community.	Rubbish collections, recycling, refuse site operations, litter control, administration of the town planning scheme, cemetery operations, public toilet facilities, sewerage and protection of the environment.
RECREATION AND CULTURE To establish and effectively manage infrastructure and resource which will help the social well being of the community.	Maintenance and operation of the town hall, the aquatic centre, recreation centre, library, community arts program, cultural activities and various reserves.
TRANSPORT To provide safe, effective and efficient transport services to the community.	Construction and maintenance of streets, roads, bridges, footpaths, street lighting, traffic management and airport. Purchase and disposal of Council's road plant, parking control and police licensing.
ECONOMIC SERVICES To help promote the Shire and its economic wellbeing.	Building control, saleyards, tourism and area promotion, standpipes and pest control.
OTHER PROPERTY AND SERVICES To monitor and control the Shire's overheads operating accounts.	Private works operations, plant repairs and operation costs, stock and materials, property leases and rental, salaries and wages of council employees.

Please refer to the compilation report

SHIRE OF DERBY-WEST KIMBERLEY | 4

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2019**

STATUTORY REPORTING PROGRAMS

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening Funding Surplus(Deficit)	1(b)	3,626,300	3,626,300	6,725,950	3,099,650	85.48%	
Revenue from operating activities							
Governance		62,100	56,892	28,410	(28,482)	(50.06%)	
General Purpose Funding - Rates	5	6,565,100	6,720,376	6,830,545	110,169	1.64%	
General Purpose Funding - Other		2,463,100	2,283,016	2,496,620	213,604	9.36%	
Law, Order and Public Safety		46,500	42,581	41,529	(1,052)	(2.47%)	
Health		527,600	483,604	537,086	53,482	11.06%	▲
Education and Welfare		400,000	307,141	375,723	68,582	22.33%	▲
Housing		18,100	16,577	8,427	(8,150)	(49.16%)	
Community Amenities		1,877,300	1,823,166	1,803,797	(19,369)	(1.06%)	
Recreation and Culture		295,700	270,919	289,034	18,115	6.69%	
Transport		2,076,700	1,903,605	1,810,153	(93,452)	(4.91%)	
Economic Services		89,000	81,543	98,970	17,427	21.37%	
Other Property and Services		64,000	58,630	43,675	(14,955)	(25.51%)	
		14,485,200	14,048,050	14,363,969			
Expenditure from operating activities							
Governance		(1,406,100)	(1,291,636)	(1,473,183)	(181,547)	(14.06%)	▼
General Purpose Funding		(301,000)	(288,517)	(212,854)	75,663	26.22%	▲
Law, Order and Public Safety		(463,400)	(425,510)	(359,692)	65,818	15.47%	▲
Health		(905,800)	(830,093)	(721,389)	108,704	13.10%	▲
Education and Welfare		(713,700)	(655,127)	(558,734)	96,393	14.71%	▲
Housing		(223,100)	(208,729)	(179,010)	29,719	14.24%	
Community Amenities		(4,032,900)	(3,696,426)	(3,343,729)	352,697	9.54%	
Recreation and Culture		(4,351,400)	(3,996,625)	(3,276,915)	719,710	18.01%	▲
Transport		(18,368,400)	(16,871,201)	(11,046,255)	5,824,946	34.53%	▲
Economic Services		(720,200)	(665,657)	(509,318)	156,339	23.49%	▲
Other Property and Services		(1,591,500)	(1,503,706)	(1,491,517)	12,189	0.81%	
		(33,077,500)	(30,433,227)	(23,172,596)			
Operating activities excluded from Actual							
Add Back Depreciation		9,018,200	8,266,544	5,543,222	(2,723,322)	(32.94%)	▼
Adjust (Profit)/Loss on Asset Disposal	6	0	0	(856)	(856)		
Amount attributable to operating activities		(9,574,100)	(8,118,633)	(3,266,261)			
Investing Activities							
Non-operating Grants, Subsidies and Contributions	10	9,979,700	9,148,029	5,781,502	(3,366,527)	(36.80%)	▼
Proceeds from Disposal of Assets	6	419,500	856	856	0	0.00%	
Capital Acquisitions	7	(9,305,300)	(8,548,624)	(5,162,221)	3,386,403	39.61%	▲
Amount attributable to investing activities		1,093,900	600,261	620,137			
Financing Activities							
Transfer from Reserves	9	6,302,500	0	0	0		
Repayment of Debentures	8	(160,700)	(182,882)	(182,882)	0	0.00%	
Transfer to Reserves	9	(1,287,900)	0	0	0		
Amount attributable to financing activities		4,853,900	(182,882)	(182,882)			
Closing Funding Surplus(Deficit)	1(b)	0	(4,074,954)	3,896,944			

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold. Refer to Note 13 for an explanation of the reasons for the variance.
The material variance adopted by Council for the 2018-19 year is \$30,000 or 10.00% whichever is the greater.
This statement is to be read in conjunction with the accompanying Financial Statements and notes.

Please refer to the compilation report

SHIRE OF DERBY-WEST KIMBERLEY | 5

**KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 31 MAY 2019**

NATURE OR TYPE DESCRIPTIONS

REVENUE

RATES

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

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Refer 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 non-current assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

PROFIT ON ASSET DISPOSAL

Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under the expenditure classifications.

FEES AND CHARGEES

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

SERVICE CHARGES

Service charges imposed under *Division 6 of Part 6 of the Local Government Act 1995 . Regulation 54 of the Local Government (Financial Management) Regulations 1996* identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

INTEREST 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 etc.

EXPENSES

EMPLOYEE COSTS

All costs associate 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, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

INSURANCE

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

LOSS ON ASSET DISPOSAL

Loss on the disposal of fixed assets.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

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

Please refer to the compilation report

SHIRE OF DERBY-WEST KIMBERLEY | 6

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2019**

BY NATURE OR TYPE

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)
		\$	\$	\$	\$	%
Opening Funding Surplus (Deficit)	1(b)	3,626,300	3,626,300	6,725,950	3,099,650	85.48%
Revenue from operating activities						
Rates	5	6,716,700	6,720,376	6,830,545	110,169	1.64%
Operating Grants, Subsidies and Contributions	10	3,417,300	3,237,144	3,596,156	359,012	11.09%
Fees and Charges		3,754,500	3,543,775	3,153,837	(389,938)	(11.00%)
Interest Earnings		306,500	280,940	365,301	84,361	30.03%
Other Revenue		290,200	265,815	417,274	151,459	56.98%
Profit on Disposal of Assets	6	0	0	856	856	
		14,485,200	14,048,050	14,363,969		
Expenditure from operating activities						
Employee Costs		(6,420,600)	(5,887,177)	(5,864,916)	22,261	0.38%
Materials and Contracts		(14,296,900)	(13,108,419)	(8,872,761)	4,235,658	32.31%
Utility Charges		(1,011,300)	(926,519)	(908,558)	17,961	1.94%
Depreciation on Non-Current Assets		(9,018,200)	(8,266,544)	(5,543,222)	2,723,322	32.94%
Interest Expenses		(244,300)	(223,916)	(156,854)	67,062	29.95%
Insurance Expenses		(989,000)	(974,883)	(956,677)	18,206	1.87%
Other Expenditure		(1,097,200)	(1,045,769)	(869,608)	176,161	16.85%
		(33,077,500)	(30,433,227)	(23,172,596)		
Operating activities excluded from Actual						
Add back Depreciation		9,018,200	8,266,544	5,543,222	(2,723,322)	(32.94%)
Adjust (Profit)/Loss on Asset Disposal	6	0	0	(856)	(856)	
Amount attributable to operating activities		(9,574,100)	(8,118,633)	(3,266,261)		
Investing activities						
Non-operating grants, subsidies and contributions	10	9,979,700	9,148,029	5,781,502	(3,366,527)	(36.80%)
Proceeds from Disposal of Assets	6	419,500	856	856	0	0.00%
Capital acquisitions	7	(9,305,300)	(8,548,624)	(5,162,221)	3,386,403	39.61%
Amount attributable to investing activities		1,093,900	600,261	620,137		
Financing Activities						
Transfer from Reserves	9	6,302,500	0	0	0	
Repayment of Debentures	8	(160,700)	(182,882)	(182,882)	0	0.00%
Transfer to Reserves	9	(1,287,900)	0	0	0	
Amount attributable to financing activities		4,853,900	(182,882)	(182,882)		
Closing Funding Surplus (Deficit)	1(b)	0	(4,074,954)	3,896,944		

KEY INFORMATION

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

Please refer to the compilation report

SHIRE OF DERBY-WEST KIMBERLEY | 7

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2019**

**NOTE 1(a)
NET CURRENT ASSETS**

SIGNIFICANT ACCOUNTING POLICIES

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

EMPLOYEE BENEFITS

Short-term employee benefits

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

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

Other long-term employee benefits (Continued)

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.

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.

INVENTORIES

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.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2019**

**OPERATING ACTIVITIES
NOTE 1(b)
ADJUSTED NET CURRENT ASSETS**

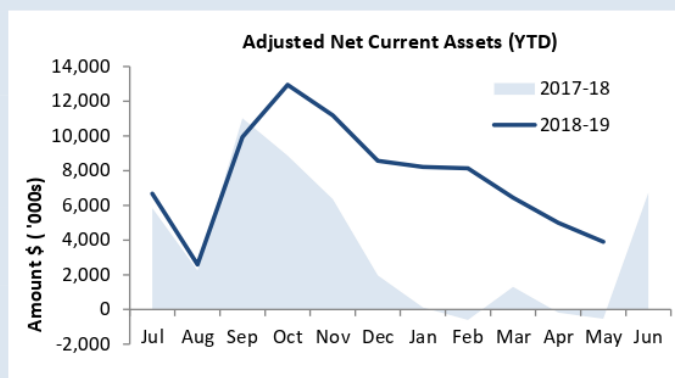
	Ref Note	Last Years Closing 30 June 2018	This Time Last Year 31 May 2018	Year to Date Actual 31 May 2019
Adjusted Net Current Assets		\$	\$	\$
Current Assets				
Cash Unrestricted	2	4,895,549	2,750	3,185,365
Cash Restricted	2	1,552,652	1,705,132	1,552,652
Rates outstanding	3	1,906,903	2,608,854	2,564,047
Sundry debtors	3	3,310,635	131,895	1,135,467
GST receivable	3	519,749	0	313,429
Inventories		125,656	129,543	117,316
		12,311,144	4,578,174	8,868,276
Less: Current Liabilities				
Short Term borrowings		0	(1,873,592)	0
Payables	4	(3,096,903)	(1,530,474)	(2,483,041)
Provisions - employee		(935,639)	(971,091)	(935,639)
Long term borrowings		(176,969)	(37,746)	5,913
		(4,209,511)	(4,412,903)	(3,412,767)
Unadjusted Net Current Assets		8,101,633	165,271	5,455,509
Adjustments and exclusions permitted by FM Reg 32				
Less: Cash reserves	2	(1,552,652)	(1,705,132)	(1,552,652)
Add: Long term borrowings		176,969	37,746	(5,913)
Add: Provisions - employee		0	971,091	0
Adjusted Net Current Assets		6,725,950	(531,024)	3,896,944

SIGNIFICANT ACCOUNTING POLICIES

Please see Note 1(a) for information on significant accounting policies relating to Net Current Assets.

KEY INFORMATION

The amount of the adjusted net current assets at the end of the period represents the actual surplus (or deficit if the figure is a negative) compared to the budgeted surplus(deficit) represented on the budget.



**This Year YTD
Surplus(Deficit)**

\$3.9 M

**Last Year YTD
Surplus(Deficit)**

Please refer to the compilation report

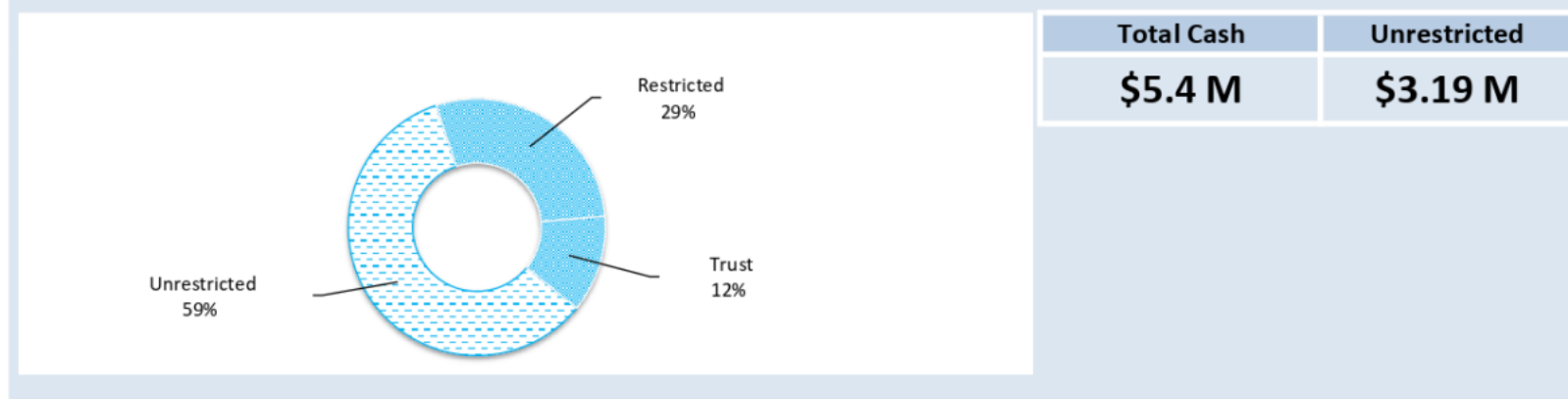
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2019

OPERATING ACTIVITIES
NOTE 2
CASH AND INVESTMENTS

Description	Type	Unrestricted \$	Restricted \$	Trust \$	Total YTD Actual \$	Institution	Interest Rate	Maturity Date
Municipal Bank		2,182,565			2,182,565	ANZ	Variable	Ongoing
Cash on Hand		2,800			2,800	Cash	n/a	n/a
Trust Fund Bank				658,318	658,318	ANZ	0.00%	Ongoing
ANZ 9105-37894	Term deposit	1,000,000	52,652		1,052,652	ANZ	1.59%	30/06/2019
CBA - 37141004	Term deposit		1,500,000		1,500,000	CBA	2.00%	6/06/2019
Total		3,185,365	1,552,652	658,318	5,396,335			

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 that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.



Please refer to the compilation report

SHIRE OF DERBY-WEST KIMBERLEY | 10

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2019**

**OPERATING ACTIVITIES
NOTE 3
RECEIVABLES**

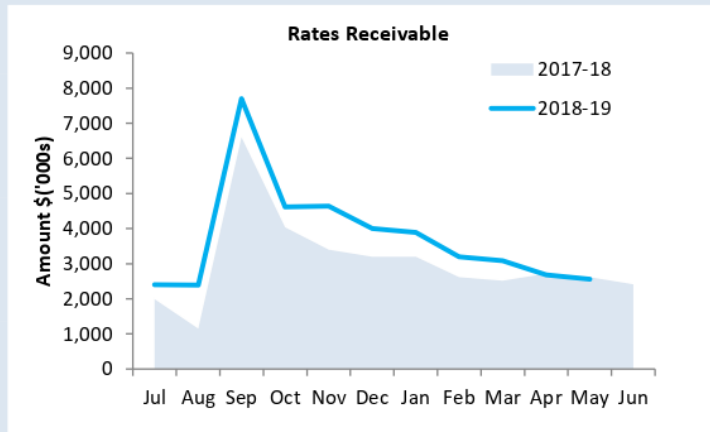
Rates Receivable	30 June 2018	31 May 19
	\$	\$
Opening Arrears Previous Years	1,937,838	1,906,903
Levied this year	6,794,247	6,830,545
Less Collections to date	(6,825,182)	(6,173,401)
Equals Current Outstanding	1,906,903	2,564,047
Net Rates Collectable	1,906,903	2,564,047
% Collected	78.2%	70.7%

Receivables - General	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - General	(33,745)	610,506	17,988	19,145	521,573	1,135,467
Percentage	-3%	53.8%	1.6%	1.7%	45.9%	
Balance per Trial Balance						
Sundry debtors						1,135,467
GST receivable						313,429
Bonds and deposits						0
Total Receivables General Outstanding						1,448,896

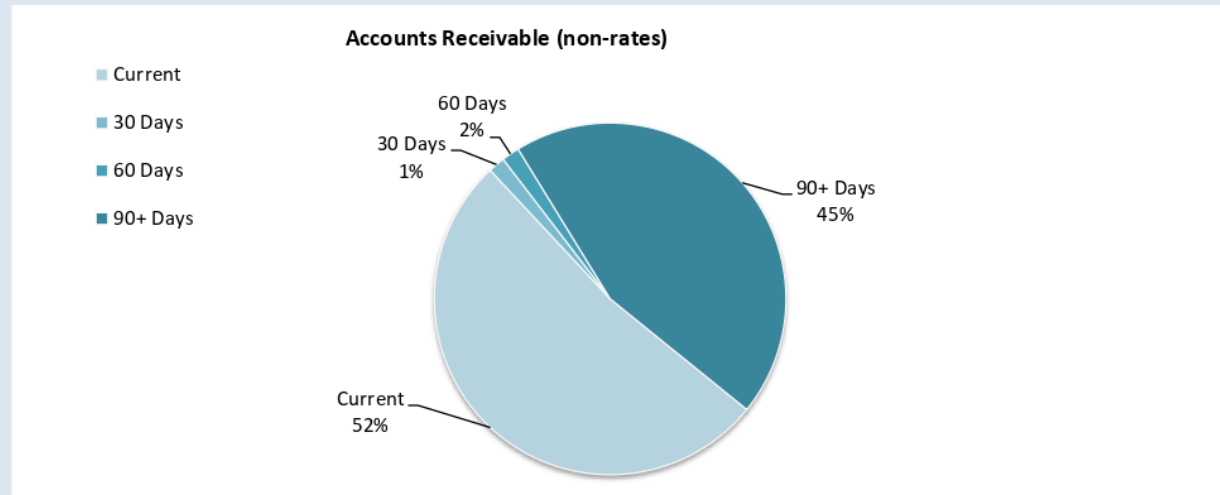
Amounts shown above include GST (where applicable)

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. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.



Collected	Rates Due
70.7%	\$2,564,047



Debtors Due
\$1,448,896
Over 30 Days
49%
Over 90 Days
45.9%

Please refer to the compilation report

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2019

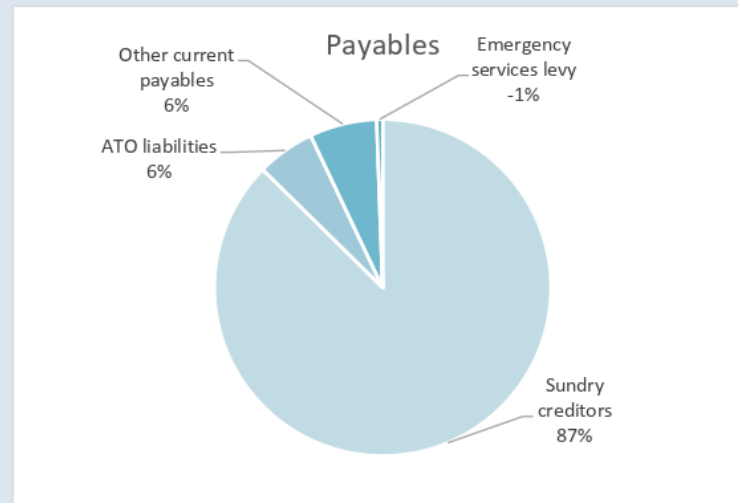
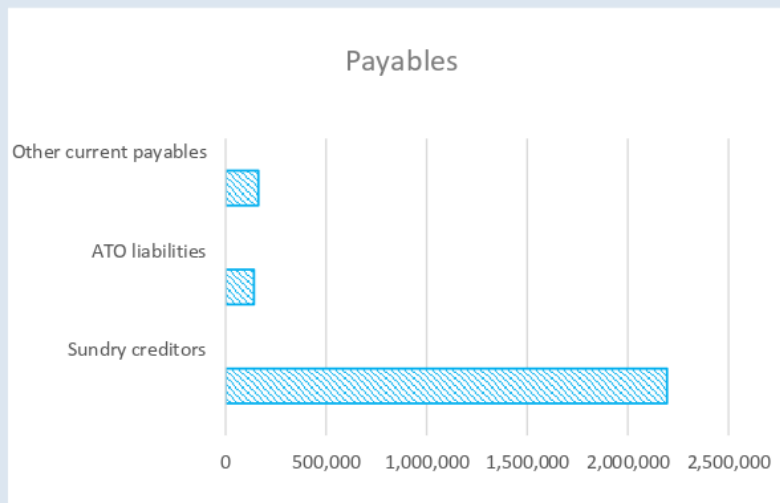
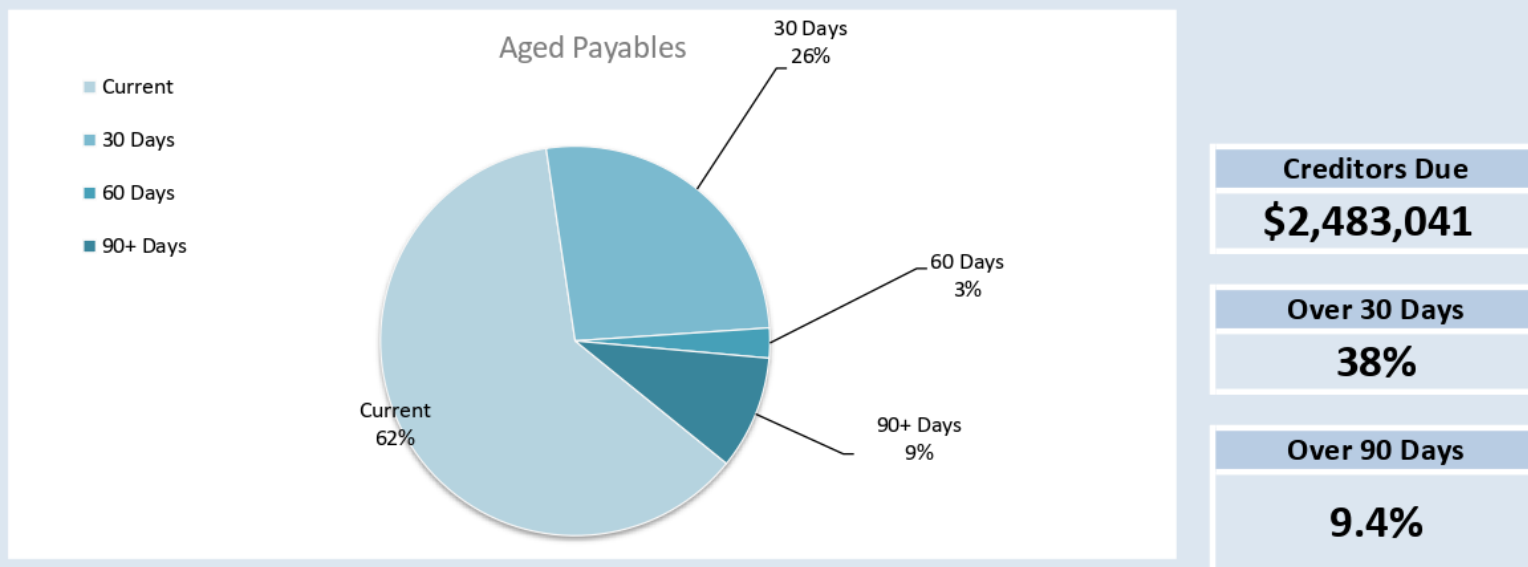
OPERATING ACTIVITIES
NOTE 4
Payables

Payables - General	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - General	0	1,355,626	577,525	54,495	206,676	2,194,322
Percentage	0%	61.8%	26.3%	2.5%	9.4%	
Balance per Trial Balance						
Sundry creditors						2,194,322
ATO liabilities						140,351
Other current payables						162,609
Emergency services levy						(14,241)
Total Payables General Outstanding						2,483,041

Amounts shown above include GST (where applicable)

KEY INFORMATION

Trade and other payables represent liabilities for goods and services provided to the Shire 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.



Please refer to the compilation report

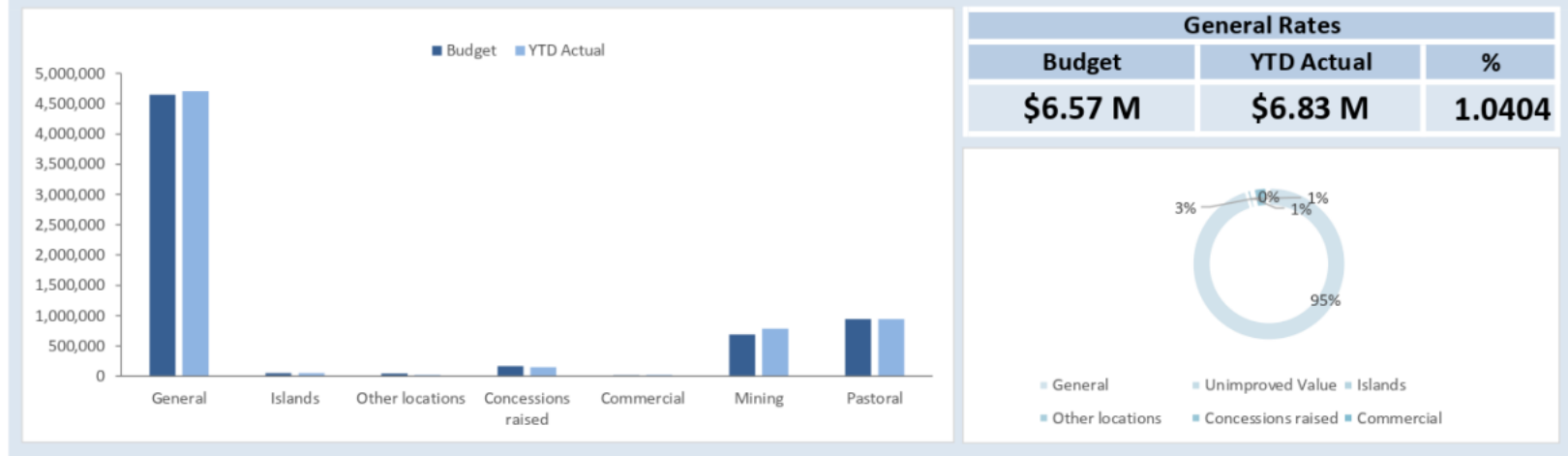
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2019

OPERATING ACTIVITIES
NOTE 5
RATE REVENUE

General Rate Revenue	Budget						YTD Actual				
	Rate in	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
RATE TYPE	\$			\$	\$	\$	\$	\$	\$	\$	\$
Differential General Rate											
Gross Rental Value											
General	0.126200	1,498	36,753,566	4,638,300	10,800	0	4,649,100	4,701,913	4,952	(328)	4,706,537
Unimproved Value											
Islands	0.216939	1	249,840	54,200	0	0	54,200	54,235	0	0	54,235
Other locations	0.216939	5	196,830	42,700	0	0	42,700	42,737	(24,034)	0	18,703
Concessions raised	0.216939	3	674,844	146,400	20,000	0	166,400	146,434	0	0	146,434
Commercial	0.219939	1	75,136	16,300	0	0	16,300	16,270	2,015	0	18,285
Mining	0.268233	101	2,561,579	687,100	0	0	687,100	737,460	44,401	0	781,861
Pastoral	0.064434	40	14,608,747	941,300	0	0	941,300	943,052	0	0	943,052
Sub-Total		1,649	55,120,542	6,526,300	30,800	0	6,557,100	6,642,101	27,334	(328)	6,669,107
Minimum Payment	Minimum \$										
Gross Rental Value											
General	969	162	1,243,724	156,978	22	0	157,000	157,947	0	0	157,947
Unimproved Value											
Mining	969	77	278,019	74,613	(13)	0	74,600	69,768	0	0	69,768
Pastoral	969	3	45,691	2,907	(7)	0	2,900	2,907	0	0	2,907
Sub-Total		242	1,567,434	234,498	2	0	234,500	230,622	0	0	230,622
Discount							(74,900)				(69,184)
Amount from General Rates							6,716,700				6,830,545

KEY INFORMATION

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.



Please refer to the compilation report

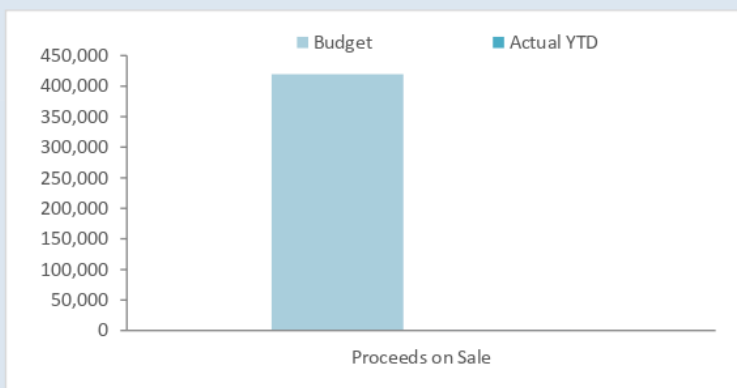
SHIRE OF DERBY-WEST KIMBERLEY | 13

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2019

OPERATING ACTIVITIES
NOTE 6
DISPOSAL OF ASSETS

Asset Ref.	Asset Description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
Governance									
	Ford Ranger (Pool vehicle)	15,000	15,000	0	0	0	0	0	0
	Toyota Prado	35,000	35,000	0	0	0	0	0	0
Law, order, public safety									
	Ranger specialised 4 x 4 utility	15,000	15,000	0	0	0	0	0	0
Health									
	2 Trailers (not disposed in asset register)	0	0			0	856	856	0
Housing									
	Unit - King Sound Close	292,500	292,500	0	0	0	0	0	0
	SUV (health Services)	15,000	15,000	0	0	0	0	0	0
Other property and services									
	Backhoe	45,000	45,000	0	0	0	0	0	0
	Coastmac	2,000	2,000	0	0	0	0	0	0
		419,500	419,500	0	0	0	856	856	0

KEY INFORMATION



Proceeds on Sale		
Annual Budget	YTD Actual	%
\$419,500	\$856	0%

Please refer to the compilation report

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2019**

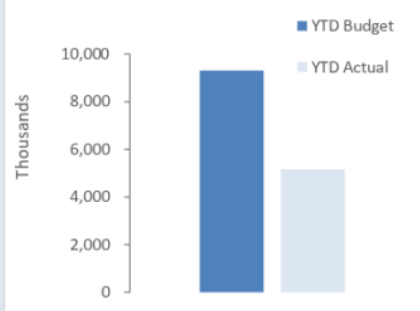
**INVESTING ACTIVITIES
NOTE 7
CAPITAL ACQUISITIONS**

Capital Acquisitions	Adopted			YTD Actual
	Budget	YTD Budget	YTD Actual	Variance
	\$	\$	\$	\$
Buildings & Fixed Equipment	1,308,000	1,199,000	1,283,525	84,525
Furniture & Equipment	38,000	34,826	0	(34,826)
Plant & Equipment	598,000	548,141	3,629	(544,512)
Road Infrastructure	5,440,800	4,987,301	3,078,105	(1,909,196)
Footpath Infrastructure	82,500	75,625	231,524	155,899
Drainage Infrastructure	40,000	36,663	2,160	(34,503)
Runway, Apron & Taxiway Infrastructure	146,800	134,563	107,441	(27,122)
Wharf Infrastructure	950,500	871,288	273,680	(597,608)
Structures & Other Infrastructure	700,700	661,217	182,157	(479,060)
Capital Expenditure Totals	9,305,300	8,548,624	5,162,221	(3,386,403)
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	9,979,700	9,148,029	5,781,502	(3,366,527)
Borrowings	0	0	0	0
Other (Disposals & C/Fwd)	419,500	856	856	0
Cash Backed Reserves				
Airport reserve	28,500	0	0	0
Derby Wharf maintenance reserve	3,700	0	0	0
Economic development reserve	19,900	0	0	0
Capital works building reserve	798,000	0	0	0
Energy Developments Ltd West kimberley Cement Dona	26,900	0	0	0
Administration building construction reserve	50,000	0	0	0
Contribution - operations	(7,396,400)	(600,261)	(620,137)	(19,876)
Capital Funding Total	9,305,300	8,548,624	5,162,221	(3,386,403)

SIGNIFICANT ACCOUNTING POLICIES

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead. Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

KEY INFORMATION

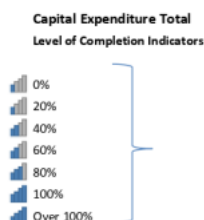


Acquisitions	Annual Budget	YTD Actual	% Spent
	\$9.31 M	\$5.16 M	55%
Capital Grant	Annual Budget	YTD Actual	% Received
	\$9.98 M	\$5.78 M	58%

Please refer to the compilation report

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2019

INVESTING ACTIVITIES
NOTE 7
CAPITAL ACQUISITIONS (CONTINUED)



Percentage YTD Actual to Annual Actual
Expenditure over Actual highlighted in red.

% of Completion	Level of completion indicator, please see table at the end of this note for further detail.	Account Description	Adopted			Variance (Under)/Over
			Budget	YTD Budget	YTD Actual	
Capital Expenditure						
Plant & Equipment						
0.00	420731	Capital - Fleet Vehicles	70,000	64,163	0	64,163
0.00	720530	Capital - Fleet Vehicles	50,000	45,826	0	45,826
0.00	730530	Capital - Fleet Vehicles	0	0	3,629	(3,629)
0.00	740530	Capital - Fleet Vehicles	65,000	59,576	0	59,576
0.00	860521	Capital - Plant and Machinery (Plant and Depots)	413,000	378,576	0	378,576
	870530	Capital - Fleet Vehicles (Works Crew)	0	0	0	0
0.01	Plant & Equipment Total		598,000	548,141	3,629	544,512
Furniture & Equipment						
0.00	510540	Capital - Furniture and Equipment	15,000	13,750	0	13,750
0.00	691540	Capital - Furniture & Equipment	23,000	21,076	0	21,076
0.00	Furniture & Equipment Total		38,000	34,826	0	34,826
Buildings & Fixed Equipment						
0.98	920500	Capital - Buildings New (Derby Airport Terminal Building)	0	0	0	0
0.98	920510	Capital - Buildings Renewal (Derby Airport Terminal)	1,308,000	1,199,000	1,283,525	(84,525)
0.98	Buildings & Fixed Equipment Total		1,308,000	1,199,000	1,283,525	(84,525)
Computer Equipment						
	530540	Capital - Computer Equipment	0	0	0	0
	Computer Equipment Total		0	0	0	0
Wharf Infrastructure						
0.29	940560	Capital - Infrastructure Renewal (Derby Wharf Revitalisation)	950,500	871,288	273,680	597,608
0.29	Wharf Infrastructure Total		950,500	871,288	273,680	597,608
Road Infrastructure						
0.78	810560	Capital - Infrastructure Renewal (Rural Roads)	2,372,500	2,174,733	1,852,227	322,506
0.05	810561	Capital - Infrastructure Renewal (Fitzroy Urban)	362,500	332,288	19,317	312,971
0.45	810562	Capital - Infrastructure Renewal (Derby Urban)	2,705,800	2,480,280	1,206,561	1,273,719
	920560	Capital - Infrastructure Renewal (Airport Road Shoulder)	0	0	0	0
0.57	Road Infrastructure Total		5,440,800	4,987,301	3,078,105	1,909,196
Drainage Infrastructure						
0.05	830561	Capital - Infrastructure Renewal (Drainage)	40,000	36,663	2,160	34,503
0.05	Drainage Infrastructure Total		40,000	36,663	2,160	34,503
Footpath Infrastructure						
0.49	820560	Capital - Infrastructure Renewal (Footpaths)	82,500	75,625	40,293	35,332
0.00	620570	Capital - Infrastructure Other (Cattle Race Works & Trail Markers)	0	0	191,231	(191,231)
2.81	Footpath Infrastructure Total		82,500	75,625	231,524	(155,899)
Runway, Apron & Taxiway Infrastructure						
0.07	930550	Capital - Infrastructure Renewal (Fitzroy Airport Lighting)	146,800	134,563	9,738	124,825
0.00	920562	Capital - Infrastructure Renewal (Lighting)	0	0	97,703	(97,703)
0.73	Runway, Apron & Taxiway Infrastructure Total		146,800	134,563	107,441	27,122
Structures & Other Infrastructure						
0.78	692550	Capital - Infrastructure New (Fitzroy Playspace)	255,300	252,952	198,711	54,241
0.44	692551	Capital - Infrastructure New	30,000	27,500	13,054	14,446
0.10	770500	Capital - Infrastructure New (CCTV Security Network)	375,400	344,102	(38,699)	382,801
0.00	920551	Capital - Infrastructure New (Shelter & Shade Water System)	40,000	36,663	0	36,663
0.00	740550	Capital - Infrastructure New (Relocated Tank)	0	0	9,091	(9,091)
0.26	Structures & Other Infrastructure Total		700,700	661,217	182,157	479,060
0.55	Grand Total		9,305,300	8,548,624	5,162,221	3,386,403

Please refer to the compilation report

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2019

FINANCING ACTIVITIES
NOTE 8
BORROWINGS

Repayments - Borrowings

Information on Borrowings Particulars	1 July 2018	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Housing									
Loan 136 - Staff Housing	117,962	0	0	23,253	22,400	94,709	95,562	7,743	5,200
Loan 146 - Staff Housing	659,308	0	0	40,055	37,600	619,253	621,708	32,380	45,700
Loan 148 - Staff Housing	326,707	0	0	8,194	15,900	318,513	310,807	6,986	14,700
Recreation and culture									
Loan 135 - Civic Centre Renovations	79,362	0	0	30,813	30,600	48,549	48,762	1,740	3,900
Transport									
Loan 145 - Wharf Fenders & Boat Ramp	274,878	0	0	39,229	0	235,649	274,878	36,474	67,300
Loan 150 - derby Airport Infrastructure	5,313,833	0	0	18,505	33,500	5,295,328	5,280,333	55,326	74,300
Loan 151 - Fitzroy Airport Infrastructure	395,898	0	0	11,254	0	384,644	395,898	5,914	14,800
Economic services									
Loan 149 - Derby Visitors Centre	382,891	0	0	11,580	20,700	371,311	362,191	8,733	17,400
Total	7,550,839	0	0	182,882	160,700	7,367,957	7,390,139	155,296	243,300

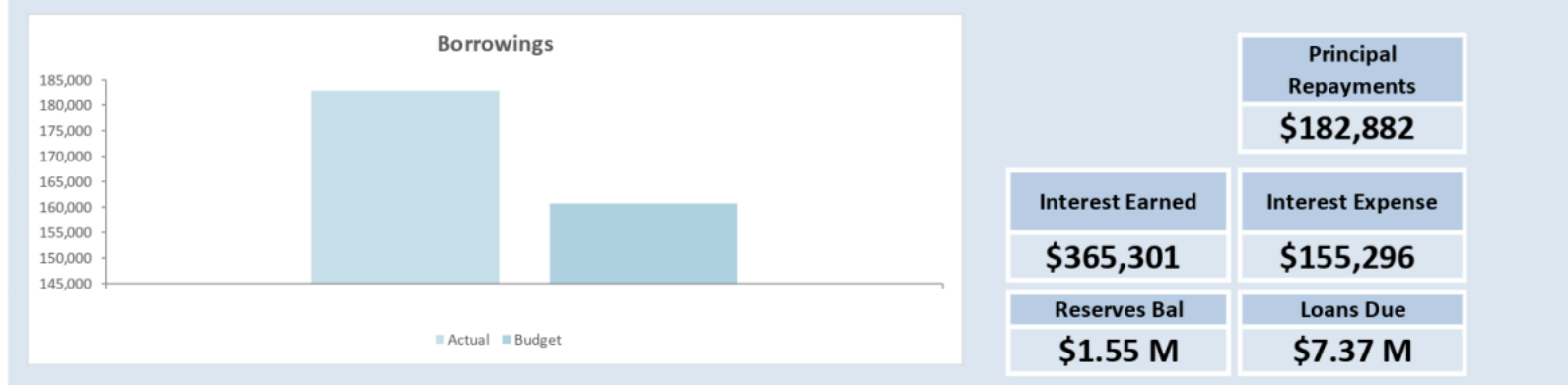
All debenture repayments were financed by general purpose revenue.

Unspent Borrowings

Particulars	Date Borrowed	Unspent Balance 30-06-2018	Borrowed During Year	Expended During Year	Unspent Balance 31/05/2019
		\$	\$	\$	\$
Loan 152 - Derby Wharf Infrastructure	2,018	1,245,200		(151,737)	1,093,463
		1,245,200	0	(151,737)	1,093,463

KEY INFORMATION

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.



Please refer to the compilation report

SHIRE OF DERBY-WEST KIMBERLEY | 17

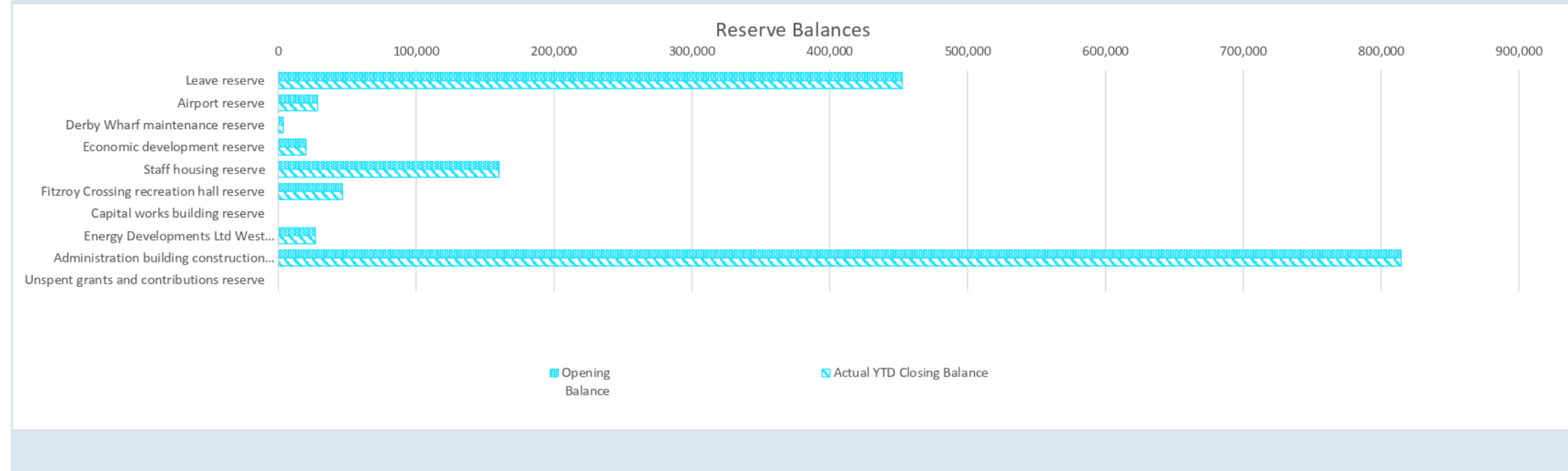
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2019**

**OPERATING ACTIVITIES
NOTE 9
CASH AND INVESTMENTS**

Cash Backed Reserve

Reserve Name	Opening Balance	Budget Opening balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Leave reserve	452,441	452,400	0	0	0	0	0	0	452,400	452,441
Airport reserve	28,456	28,500	0	0	0	0	(28,500)	0	0	28,456
Derby Wharf maintenance reserve	3,721	3,700	0	0	0	0	(3,700)	0	0	3,721
Economic development reserve	19,935	19,900	0	0	0	0	(19,900)	0	0	19,935
Staff housing reserve	159,965	160,000	0	0	0	0	0	0	160,000	159,965
Fitzroy Crossing recreation hall reserve	46,771	46,800	0	0	0	0	0	0	46,800	46,771
Capital works building reserve	0	0	0	0	1,001,600	0	(798,000)	0	203,600	0
Energy Developments Ltd West kimberley Cement Donations	26,852	26,900	0	0	0	0	(26,900)	0	0	26,852
Administration building construction reserve	814,511	814,500	0	0	286,300	0	(50,000)	0	1,050,800	814,511
Unspent grants and contributions reserve	0	5,375,500	0	0	0	0	(5,375,500)	0	0	0
	1,552,652	6,928,200	0	0	1,287,900	0	(6,302,500)	0	1,913,600	1,552,652

KEY INFORMATION



Please refer to the compilation report

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2019**

**NOTE 10
GRANTS AND CONTRIBUTIONS**

Grants and Contributions

Grant Provider	Amended Budget		YTD Budget	Annual Budget (d)	Budget Variations (e)	Expected (d)+(e)	YTD Actual Revenue (b)
	Operating	Capital					
	\$	\$	\$				\$
General purpose funding							
WA LG Grants Commission - General	1,970,000	0	1,970,000	1,970,000	138,652	2,108,652	2,108,652
Law, order, public safety							
Grants	0	231,000	211,750	231,000	(231,000)	0	0
Health							
Core service grants	490,000	0	449,163	490,000	(2,332)	487,668	487,668
Mosquito control	2,000	0	1,826	2,000	166	2,166	2,166
Education and welfare							
Reimbursements	5,000	0	4,576	5,000	(5,000)	0	0
Youth Core Programs	357,000	0	267,750	357,000	399	357,399	357,399
Recreation and culture							
Kimberley Art Prize	9,000	0	8,250	9,000	(42)	8,958	8,958
Libraries	5,000	0	4,576	5,000	(500)	4,500	4,500
Kimberley Photographic Awards	13,500	0	12,375	13,500	(2,727)	10,773	10,773
Christmas Lights Competition - Derby	900	0	825	900	850	1,750	1,750
Christmas Lights Competition - Fitzroy	900	0	825	900	(100)	800	800
Playground Equipment	0	168,800	154,726	168,800	(10,011)	158,789	158,789
Grants and subsidies	5,000	0	4,576	5,000	(5,000)	0	0
Transport							
Black Spot Funding	0	226,900	207,988	226,900	(157,424)	69,476	69,476
Main Roads Direct	0	43,600	39,963	43,600	81,992	125,592	125,592
Regional Road Group	0	1,080,900	990,825	1,080,900	(325,751)	755,149	755,149
Roads to Recovery	0	500,100	458,425	500,100	318,777	818,877	818,877
MRD Remote Access Roads	0	191,200	175,263	191,200	94,592	285,792	285,792
FAGS remote Access Roads	0	327,200	299,926	327,200	(13,173)	314,027	314,027
Water Corp (Roads)	0	100,000	91,663	100,000	(100,000)	0	0
MRD Flood Damage	0	6,600,000	6,050,000	6,600,000	(3,856,116)	2,743,884	2,743,884
Derby Airport	0	510,000	467,500	510,000	(84)	509,916	509,916
Federal Assistance Grant - Roads	460,000	0	421,663	460,000	144,708	604,708	604,708
Income Operating Grants Roads	16,000	0	14,663	16,000	(16,000)	0	0
Income - Strategic programs (Dept Parks & Wildlife)	75,000	0	68,750	75,000	(75,000)	0	0
Other property and services							
Grants to Kimberley Zone	8,000	0	7,326	8,000	782	8,782	8,782
TOTALS	3,417,300	9,979,700	12,385,173	13,397,000	(4,019,342)	9,377,658	9,377,658
SUMMARY							
Operating grants, subsidies and contributions	3,417,300	0	3,237,144	3,417,300	178,856	3,596,156	3,596,156
Non-operating grants, subsidies and contributions	0	9,979,700	9,148,029	9,979,700	(4,198,198)	5,781,502	5,781,502
TOTALS	3,417,300	9,979,700	12,385,173	13,397,000	(4,019,342)	9,377,658	9,377,658

Please refer to the compilation report

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2019**

**NOTE 11
TRUST FUND**

Funds held at balance date over which the Shire has no control and which are not included in this statement are as follows:

Description	Opening Balance 1 July 2018	Amount Received	Amount Paid	Closing Balance 31 May 2019
	\$	\$	\$	\$
Prepaid/overpaid rates	2,216			2,216
Deposits Halls	9,146	7,100	(8,700)	7,546
Deposits Other	324,405	6,062	(8,020)	322,447
BCITF Training Levy	418	865	(685)	598
Deposits Nomination	240			240
BRB Levy	33	3,534	(2,890)	677
FX Visitors Centre Tour Groups	110,048	217,375	(298,245)	29,178
Sale of Art	3,315	5,301	(5,230)	3,386
Cemetery publications	956			956
Grants	91			91
Parking/Footpath/Streets contributions	285,361			285,361
	736,229	240,237	(323,770)	652,696

KEY INFORMATION

The balance of the Trust account at the end of May is \$658,318, a difference of \$5,622.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2019**

**NOTE 12
BUDGET AMENDMENTS**

Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	Budget Adoption		Opening Surplus		3,924,027		3,924,027
	Not considered in the annual budget review					(3,924,027)	0
410,102	Members of Council	April				(22,727)	(22,727)
410,107	Members of Council (Presidential allowance)	April			22,727		0
				0	3,946,754	(3,946,754)	

KEY INFORMATION

Please refer to the compilation report

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 MAY 2019

NOTE 13
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 2018-19 year is \$30,000 or 10.00% whichever is the greater.

Reporting Program	Var. \$	Var. %	Var. Timing/ Permanent	Explanation of Variance
	\$	%		
Revenue from operating activities				
Health	53,482	11.06%	▲ Timing	Received Health Grant earlier than anticipated.
Education and Welfare	68,582	22.33%	▲ Permanent	Invoice raised to the Department of Communities for \$230,000 not previously budgeted for. Please note invoice will not be paid by the Department.
Expenditure from operating activities				
Governance	(181,547)	(14.06%)	▼ Timing	This variance is due to timing only, no savings are expected at this time, due to Admin Allocation Journals still yet to raised for April to June.
General Purpose Funding	75,663	26.22%	▲ Timing	This variance is due to timing only, no savings are expected at this time, due to Admin Allocation Journals still yet to raised for April to June.
Law, Order and Public Safety	65,818	15.47%	▲ Timing	This variance is due to timing only, no savings are expected at this time, due to Admin Allocation Journals still yet to raised for April to June.
Health	108,704	13.10%	▲ Timing	This variance is due to timing only, no savings are expected at this time.
Education and Welfare	96,393	14.71%	▲ Timing	This variance is due to timing only, no savings are expected at this time.
Recreation and Culture	719,710	18.01%	▲ Timing	Major maintenance projects still not commenced over various accounts.
Transport	5,824,946	34.53%	▲ Timing	This is due to Flood Damage re-instatement works yet to be completed. Projected to be completed by 30 June.
Economic Services	156,339	23.49%	▲ Timing	Major maintenance projects still not commenced for the Fitzroy Visitors Centre.
Investing Activities				
Non-operating Grants, Subsidies and Contribu	(3,366,527)	(36.80%)	▼ Timing	Recoups of Wandrra Grants to occur in June and CCTV Grant Funding to be carried over into next Financial year.
Capital Acquisitions	3,386,403	39.61%	▲ Timing	This variance is due to the delayed completion of the CCTV Project and various Flood Damage re-instatement and road capital works projects that have yet to be completed.

KEY INFORMATION

Please refer to the compilation report

SHIRE OF DERBY-WEST KIMBERLEY | 1

12.5 ANNUAL GENERAL MEETING OF ELECTORS 30 MAY 2019

File Number: 4210

Author: Danielle Hurstfield, Manager Administration and Governance

Responsible Officer: Amanda O'Halloran, Chief Executive Officer

Authority/Discretion: Executive

SUMMARY

The purpose of this report is to receive and consider outcomes from the 2019 Annual General Meeting of Electors (AGME) and note the minutes of that meeting.

DISCLOSURE OF ANY INTEREST

Nil.

BACKGROUND

Local Governments are required to hold a general meeting of electors once a year to receive the Annual Report and to give an opportunity to electors to move motions for the Council to consider, and ask questions on Council matters.

The Shire of Derby/West Kimberley AGME was held on Thursday 30 May 2019.

POLICY IMPLICATIONS

Nil.

LEGISLATIVE ENVIRONMENT

Local Government Act 1995

5.33. Decisions made at electors' meetings

(1) All decisions made at an electors' meeting are to be considered at the next ordinary council meeting or, if that is not practicable —

- (a) at the first ordinary council meeting after that meeting; or
- (b) at a special meeting called for that purpose, whichever happens first.

(2) If at a meeting of the council a local government makes a decision in response to a decision made at an electors' meeting, the reasons for the decision are to be recorded in the minutes of the council meeting.

FINANCIAL IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

GOAL	OUTCOME	STRATEGY
4. Good governance and an effective organisation	4.1 Effective governance and leadership	4.1.4 Ensure governance policies and procedures are in accordance with legislative requirements

RISK MANAGEMENT CONSIDERATIONS

RISK	LIKELIHOOD	CONSEQUENCE	RISK ANALYSIS	MITIGATION
Reputation: That community requests are not considered	Unlikely	Moderate	Low	Council to consider any resolutions from the Annual Electors Meeting.

CONSULTATION

Nil.

COMMENT

Under section 5.33 of the *Local Government Act 1995* decisions made at electors meetings are to be considered at the next Ordinary Meeting of Council or if that is not practicable, the meeting after that.

The minutes have been made available to the public before the Council meeting in accordance with section 5.32 of the *Local Government Act 1995*.

Three members of the public attended the AGME. There were no questions from the public and there were no decisions made at the AGME, other than the acceptance and noting of the Annual Report including the financial and audit reports.

VOTING REQUIREMENT

Simple majority

ATTACHMENTS

- Minutes - Annual General Meeting of Electors May 2019**  

RECOMMENDATION

That Council receives the report on the outcomes of the Annual Electors Meeting held on 30 May 2019 and notes the minutes of that meeting.



SHIRE OF DERBY/WEST KIMBERLEY

ANNUAL GENERAL MEETING OF ELECTORS

Thursday, 30 May 2019
at
Council Chambers, Clarendon Street, Derby
6:30 PM

MINUTES

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Our Guiding Values

Respectful

By being helpful, friendly and supportive

Integrity

Through honesty, accountability and ethical behaviour

Leadership

By the Shire at the local and regional level and through encouragement of community leaders

Knowledgeable

By being well informed and accurate in what we do

Building Good Relationships

By being communicative, responsive and inclusive

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.

Annual General Meeting of Electors Procedures

Prepare Annual Report

The *Local Government Act 1995* requires that the local government is to prepare an Annual Report (section 5.53), accept the Annual Report (section 5.54), advertise its availability to the public (section 5.55) and hold an Annual General Meeting of Electors within 56 days of accepting the Annual Report (section 5.27).

Matters for Discussion at the Annual General Meeting of Electors

In accordance with section 5.27(3) of the *Local Government Act 1995* and regulation 15 of the *Local Government (Administration) Regulations 1996* – the matters to be discussed at the Annual General Meeting of Electors are firstly the contents of the Annual Report for the previous financial year and then any other General Business.

Shire President to Preside at the Annual General Meeting of Electors

Section 5.30 of the *Local Government Act 1995* stipulates that the Shire President (or if not available the Deputy Shire President) is to preside at the Electors Meeting.

Voting at the Annual General Meeting of Electors

Regulation 17 of the *Local Government (Administration) Regulations 1996*, outlines the voting provisions at an Electors Meeting, being:

- Each Elector at the meeting is entitled to one vote on each matter to be decided, but does not have to vote;
- All decisions are to be made by a "Simple Majority" vote; and
- Voting is to be conducted so that no voter's vote is secret.

Procedure at the Annual General Meeting of Electors

Regulation 18 of the *Local Government (Administration) Regulations 1996*, states that the procedure at an Annual General Meeting of Electors is to be determined by the person presiding (Shire President or Deputy Shire President) at the meeting.

Decisions made at an Annual General Meeting of Electors

In accordance with section 5.33 of the *Local Government Act 1995* all decisions made at an Annual General Meeting of Electors Meeting are to be considered at the next Ordinary Meeting of Council or, if that is not practicable –

- At the first Ordinary Meeting of Council after that meeting; or
- At a Special Meeting called for that purpose.

If at a Meeting of the Council a local government makes a decision in response to a decision made at an Annual General Meeting of Electors Meeting, the reasons for the decision are to be recorded in the minutes of the Council Meeting.

Definition of Elector

An elector is defined under the *Local Government Act 1995* as a person who is eligible to vote in an election of the Shire of Derby/West Kimberley.

Speaking at Annual General Meeting of Electors Meeting and Manner of Conduct

- Speakers must be Electors of the Shire of Derby/West Kimberley;
- When addressing the meeting, all speakers are asked to clearly give their name and address each time they speak for minute taking purposes;
- No persons are to use offensive or objectionable expressions in reference to any Member, Employee of Council, or any other Person;
- All Elected Members, the Chief Executive Officer and Directors attend this Meeting to observe the proceedings and hear comments from Electors. All questions and comments should be directed to the Shire President who may invite a response from the Chief Executive Officer, Presiding Members of Committees, Directors or Elected Members.

SHIRE OF DERBY/WEST KIMBERLEY

TABLE OF CONTENTS

ANNUAL GENERAL MEETING OF ELECTORS 30 MAY 2019

NOTICE OF ANNUAL	1
GENERAL MEETING OF ELECTORS	1
1.0 DECLARATION OF OPENING, ANNOUNCEMENT OF VISITORS	1
2.0 RECORD OF ATTENDANCE	1
GALLERY:	1
3.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS	2
3.1 ANNUAL GENERAL MEETING OF ELECTORS HELD 8 FEBRUARY 2018	2
4.0 PRESENTATION OF THE 2017/2018 ANNUAL REPORT	2
5.0 GENERAL BUSINESS	2
6.0 CLOSURE OF MEETING	2

ANNUAL GENERAL MEETING OF ELECTORS

MINUTES

1.0 DECLARATION OF OPENING, ANNOUNCEMENT OF VISITORS

The meeting was opened at 6.30pm by the Shire President

2.0 RECORD OF ATTENDANCE

ELECTED MEMBERS:

Cr Geoff Haerewa	Shire President
Cr Paul White	Deputy Shire President
Cr Chris Kloss	Councillor
Cr Iris Prouse	Councillor
Cr Peter McCumstie	Councillor
Cr Andrew Twaddle	Councillor

STAFF:

Wayne Neate	Acting Chief Executive Officer
Danielle Hurstfield	Manager Administration and Governance
Noel Myers	Manager Planning
Ross Sullivan	Manager Community Services
Gary Martin	Consultant
Carlie McCulloch	Governance Officer

GALLERY:

Chris Travers
 Vivienne Bysterveld
 Tony Gavranich

APOLOGIES:

Nil

ON LEAVE OF ABSENCE:

Nil

3.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

3.1 ANNUAL GENERAL MEETING OF ELECTORS HELD 8 FEBRUARY 2018

COUNCIL DECISION/OFFICER RECOMMENDATION:

MINUTE NO. AGM001/2019

Moved: Cr P White	Seconded: Cr A Twaddle
That the Minutes of the Annual General Meeting of Electors of the Shire of Derby/West Kimberley held at Council Chambers, Derby on 8 February 2018 be confirmed.	
CARRIED 6/0	

4.0 PRESENTATION OF THE 2017/2018 ANNUAL REPORT

The 2017/2018 Annual Report is provided under separate cover.

COUNCIL DECISION/OFFICER RECOMMENDATION:

MINUTE NO. AGM002/2019

Moved: Cr P White	Seconded: Cr C Kloss
That the Annual Report for the period 1 July 2017 to 30 June 2018 as presented, be received.	
CARRIED 6/0	

5.0 GENERAL BUSINESS

Nil

6.0 CLOSURE OF MEETING

Meeting was closed at 6.37pm by Shire President Geoff Haerewa.

These Minutes were confirmed at a meeting on

.....

Signed:

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

Date:

13 TECHNICAL SERVICES

13.1 GRANT APPROVAL FOR FENCING AT FITZROY CROSSING AIRPORT

File Number: 5286

Author: Wayne Neate, Acting Chief Executive Officer

Responsible Officer: Amanda O'Halloran, Chief Executive Officer

Authority/Discretion: Administrative

SUMMARY

This item seeks endorsement from Council for the Shire to undertake the upgrading of the fencing to the Fitzroy Crossing Airport and accept the grant from the Commonwealth Department of Industry, Innovation and Science for \$175,000 and the State Department of Transport for \$195,325 to facilitate this.

DISCLOSURE OF ANY INTEREST

Report is to endorse actions of the Author of the report

BACKGROUND

Currently the Fitzroy Crossing Airport is fenced on the eastern side of the airport by a six foot high cyclone mesh fence with barbed wire with the southern, western and northern sides only fenced but standard cattle fencing. In many places this fencing is either damaged or totally non-existent which allows animals to freely come and go out of the airport perimeter.

In recent times the Royal Flying Doctor Service (RFDS) has had a number of close calls with wildlife and two confirmed animal strikes (being wallabies). RFDS raised their concerns as did the Western Australian Country Health Service about these incidents and the problems it caused with their operations and patient care. These concerns were used as the basis for the grant application which would hopefully see a safer operation all round.

It has also been recognised that during the Aerodrome Reporting Officer inspections evidence of both wallaby and livestock have been found to be within the strip area which is of concern to the Shire as the operator of the airport.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The total project is estimated to be \$431,250 with the Commonwealth Department of Industry, Innovation and Science providing \$175,000 (\$140,000 in 18/19 and \$35,000 in 19/20) and the State Department of Transport \$195,325 (2020/21). The timing of the grant as advised may vary but at the time of the report it is still advised to be received in the 2020/21 financial year. This will require the Council to commit funds of \$246,250 in the 19/20 budget. The breakdown of the \$246,250 is made up of \$50,925 of council funds, \$195,325 council funds which will be reimbursed by the State in the following financial year 2020/21 and \$10,000 being in kind labour support in the form of administration and project management.

This grant provides the community with approximately \$8.30 of external funds for every \$1 of council funds to complete the project (excluding the Labour costs as this will be budgeted)

STRATEGIC IMPLICATIONS

GOAL	OUTCOME	STRATEGY
2 – A balance between the natural and built environments.	2.4 – Shire Buildings and facilities that meet the community needs.	2.4.1 – Ensure Shire Buildings and facilities and public amenities are provided and maintained to an appropriate standard.
4 – Good Governance and an effective organisation.	4.1 – Effective Governance and Leadership.	4.1.1 – Provide Leadership in balancing the needs of the community, government, industry and the environment.
4 – Good Governance and an effective organisation.	4.4 – Financial sustainability and accountability for performance.	4.4.4 – Provide resources to support the Shire’s operations and to meet planning, reporting and accountability requirements.

RISK MANAGEMENT CONSIDERATIONS

RISK	LIKELIHOOD	CONSEQUENCE	RISK ANALYSIS	MITIGATION
Community: Disruption to RFDS service due to incident on runway	Possible	Moderate	Medium	Fencing of airport could reduce the chances of this occurring.
People Health & Safety: Due to disruption of RFDS service patient care is compromised	Possible	Severe	High	Fencing of airport could reduce the chances of this occurring.
Property: Damage to RFDS Aircraft	Unlikely	Major	Medium	Fencing of airport could reduce the chances of this occurring.

CONSULTATION

Information was sought from the Airport Reporting Officers based in Fitzroy Crossing. Inspections were carried out by staff to understand the extent of the issue and support was sought from the Western Operations Branch of the RFDS.

COMMENT

Given the incidents that occurred at the Fitzroy Crossing airport and following on from the inspections that were carried out, the operational safety of the Airport is of paramount concern. The issues that could arise from a damaged aircraft or compromised health outcomes for residents

of the Fitzroy Valley area need to be considered and fencing the airstrip although not completely removing the hazard will add to the operational safety, security and confidence in the airport.

With the advent of the funding it also allows the Shire to undertake this work at minimal cost to the ratepayers and creates maximum community benefit possible.

VOTING REQUIREMENT

Simple majority

ATTACHMENTS

Nil

RECOMMENDATION

That the Council endorses the following for the upgrading of the Fitzroy Crossing Airport fencing:

- 1. The acceptance of the grant from the Commonwealth Department of Industry, Innovation and Science for \$175,000. Council will receive \$140,000 in the 18/19 financial year and \$35,000 in the 19/20 financial year.**
- 2. The acceptance of the grant from the State Department of Transport for \$195,325. Council will receive all of these funds in the financial year 2020/21 unless timing of the grant is bought forward.**
- 3. The sum of \$246,250 be allowed for in the 2019/20 budget with \$195,325 of this amount being refunded as per point 2 of this recommendation.**

14 DEVELOPMENT SERVICES

14.1 CARETAKERS DWELLING - DERBY MOTOCROSS CLUB

File Number: A100216
Author: Noel Myers, Manager Planning
Responsible Officer: Amanda O'Halloran, Chief Executive Officer
Applicant: Derby Motocross Club
Owner: Shire Derby/West Kimberley
Proposal: Caretakers Dwelling
Location: Part Reserve 35129 Lot 226 Worsley Rd. Derby
Authority/Discretion: Administrative

SUMMARY

To consider an application for development approval for the relocation of a second hand dwelling to the Derby Motocross Track that is to be used as a Caretakers Accommodation Dwelling.

DISCLOSURE OF ANY INTEREST

Nil

BACKGROUND

- The subject building is the former Shire owned residence which was located on Lot 782 Barnett Way which is surplus to the Shire's requirements and has been approved for demolition;
- Demolition Licence No. 4064 was issued 24/04/19 to local demolition contractor who has since agreed to donate the building to the "club";
- The building will be relocated to a site within the newly proposed lease area, the granting of which is the subject of a separate report within this month's Council Agenda;
- The opportunity for the Club to acquire the building only arose post the issue of the original demolition permit and subsequently an extension of time has been granted to the contractor to perform the demolition works so as to afford the Club the opportunity to obtain the necessary approvals for the building to be relocated to the new site;
- The property to where the building is to be relocated is part of Reserve No.35129 which is vested to the Shire for purpose of Motor Vehicle Racing and is Zoned 'Parks and Recreation' under TPS No.5.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STATUTORY ENVIRONMENT

Planning and Development Act 2005

Planning and Development (Local Planning Schemes) Regulations 2015;

Shire of Derby/West Kimberley TPS No.5

Town Planning Policy TP10 – Relocated and Second Hand Dwellings

STRATEGIC IMPLICATIONS

GOAL	OUTCOME	STRATEGY
Goal 1: Community wellbeing	Outcome 1.4: An inclusive and participative community	Strategy 1.4.2: Actively promote and assist community groups and clubs
Goal 1: Community wellbeing	Outcome 1.5 Sport, recreation and leisure opportunities that support community health and well-being	Strategy 1.5.1: Maintain and improve sporting and recreation facilities

RISK MANAGEMENT CONSIDERATIONS

There are minimal risks to Council and the Shire’s business function when Council exercises its discretionary power to determine a planning application.

CONSULTATION

Nil external – proposal does not impact upon any adjoining landowners

COMMENT

Members of the newly re-formed Derby Motocross Club have identified an option to obtain a building that has been earmarked for demolition and are seeking approval to relocate the building out to the motocross track which will be refurbished and then used as a Caretakers Dwelling.

- As previously stated, the building was owned by the Shire and is surplus to requirements;
- Past endeavours to dispose of the building failed to attract any interest and subsequently a decision was made to demolish the building rather than retain it in a vacant state.
- In the interim, the property has continued to be maintained and secured to best endeavours and is believed to be structurally sound.
- The building was originally of a transportable design and this affords a level of comfort about the buildings’ current suitability for relocation. A letter attesting to the suitability of the building for transportation has been provided by a licensed builder.

DETAILS

The Table below summarises the planning assessment of the proposal against the provisions of the Shire’s Local Planning Scheme and the Shire’s Local Planning Policy.

Planning Element	Use Permissibility	Requires the Discretion of Council
Land Use		Yes

Detailed Assessment:

The deemed-to-comply assessment of the element that requires the discretion of Council is as follows:

Land Use	
Deemed-to-comply Standard	Proposal
<p>Local Planning Scheme No.5 Part 2 Reserves 2.2 Matters to be Considered by Council. Where an application for planning consent is made with respect to land within a Reserve, the Council shall have regard to the ultimate purpose intended for the Reserve and the Council shall, in the case of land reserved for the purpose of a public authority. Confer with that authority before granting its consent.</p>	<p>Proposal is to approve the placement of a relocated dwelling onto the property which will then be accommodate an on-site caretaker.</p>
TP 10 – Transportable/Relocated Dwelling	
<p>7.4 The schedule of Works for the upgrade of the dwelling is required to be completed within 3 months of the location of the dwelling on-site and require the lodgement of a Bond as security against the compliance with the Schedule of Works.</p>	<p>Applicant is seeking relief from this requirement and is requesting they be granted a 12 month period to complete all refurbishments and upgrades to the building without impost of lodging a Bond.</p>
<p>7.5 A bond of \$10,000 per dwelling be paid prior to the issue of a building licence. The bond will be held until the satisfactory completion of the Schedule of Works.</p>	<p>Applicant is requesting Council waiver the requirement to lodge the Bond</p>
<p>7.7 A Landscape Plan is required to be submitted prior to the issue of a Building Licence to ensure the development of the site does not have an adverse impact on the streetscape.</p>	<p>Applicant is requesting that Council waiver the requirement to prepare a detailed Landscape Plan.</p>

The above elements of the proposal do meet the specified deemed-to-comply standards of the Scheme and Planning policy and are discussed in the comments section below.

Land Use:

As detailed above, the Scheme requires that the Council must have regard to the ultimate purpose intended for the purpose of the Reserve which in this case is Recreation.

Whilst a dwelling is not a recreation use, the development is regarded as being an incidental and complimentary use to the predominate use of the land which has been developed for active recreational use by the community.

There has been a significant investment by the community and past committee members in creating the motocross track and the new committee are preparing to undertake substantial upgrades to the facility. The presence of an on-site caretaker who is directly associated with and responsible for the care and maintenance of the facility is reasonably regarded as being consistent with ultimate purpose intended for the Reserve.

Should Council be agreeable to the development proceeding, a condition limiting occupation of the dwelling to those persons having responsibility for the care and maintenance of the motocross facility could be applied to a development approval and this would preclude the building be rented out for any commercial gain.

Development Standards – Policy TP10:

The applicant is seeking relief from having to complete the refurbishment works within the three month period specified by the Policy and also are requesting that the Council waive the need to lodge a Bond to ensure such works are completed.

The rationale behind the request for the waivers is that the Motocross Club is a new entity, having only recently been incorporated and at this juncture they do not have the ability to raise the requisite funds to lodge a \$10k bond whilst also funding all the necessary expenditure to secure approvals and fund the renovation of the building. It is also relevant to note that the opportunity to secure the subject building was serendipitous, arising post the Shire issuing a demolition permit and this has meant here is a small window of time to put in place all the necessary approvals before the building will need to be cleared from its current site.

Further, it is acknowledged that the Council's Policy on transportable buildings has been developed with ensuring that residential amenity is not compromised by developments involving the use of second hand transportable dwellings. The subject property is a more utilitarian land use and the issues of residential amenity are less relevant in this location than they would be in the more urbanised areas of the town, thus there is a lesser priority to have the works completed within the short frame stipulated by the Policy. In any case, there is a degree of control able to be exercised to ensure the building works are completed via the Building Permit process given that Building Permits require that works are completed within the standard two year period from date of issue. For similar reasons as set out above, the requirement for the applicant to lodge a detailed landscape plan is not considered a necessary requirement in this situation.

SUMMARY

Having regard to the matters set above, it is the recommendation of the Administration that the proposed development may be regarded as being consistent with the purpose and intent of the Reserve and that there is suitable justification and cause in this case to support the variation to Council's Policy TP10 as it applies to the need to perform all renovation works within three months and the requirement to lodge a performance Bond against those works being finalised.

VOTING REQUIREMENT

Simple majority

ATTACHMENTS

1. KEC Development Application Letter  
2. Location Map  
3. House Plan  

RECOMMENDATION

That Council pursuant to Town Planning Scheme No.5 APPROVES the application for a proposed Caretakers Dwelling on a portion of Reserve No. 35129 Lot 226 Worsley Road, Derby subject to the following conditions and associated determination advice notes:

- (i) This approval relates to the Caretakers Accommodation dwelling as shown on plans dated 31/05/2019. It does not relate to any other development on the site;
- (ii) The use and occupation of the dwelling is strictly limited to persons directly associated with and responsible for the caretaking and maintenance of the Derby Motocross facility.

Determination Advice Notes:

- If the development the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of the determination, the approval will lapse and be of no further effect;
- Where an approval has lapsed, no development must be carried out without further approval of the local government having first being sought and obtained;
- If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be made within 28 days of the determination.



31st May 2019

Shire of Derby / West Kimberley
 PO Box 94
 Derby, WA 6728

To Whom It May Concern:

This letter is regarding the matter of the proposed caretakers residence on the new Derby Motopark Complex.

The building is required to be onsite for the following reasons:

- Enabling a full time caretaker for security purposes and general operations.
- Secure storage area.

It is our intent that we bring the residence back to a liveable state, repairing the internal fixtures and fittings, along with any outside cladding and repairs that is required.

The location of the residence is marked on the attached map. Please note that the location of the house will not be impacted by any tracks, as these will be changed to suit this new construction.

The Kimberley Enduro Club is a non for profit club run by volunteers. And as this relocation is going to an out of town location, we would also like to request that you vary some aspects of the Town Planning Policy TP10, as I understand the Council is able to do this if they see fit. Specifically the following:

Clause 7.4

We would like you to waive this clause. We believe that we will be able to complete the works required within a 12 month period. This should allow us sufficient time to complete what is required and also fund raise if necessary. Also as the location of the track is away from town, there will be little to no impact to other neighbouring landholders if this project takes longer than 3 months.

Clause 7.5

We would like you to waive this clause. The reasons being are as mentioned above. In addition as a small non for profit club we do not have this kind of money available to put aside. We will endeavour to have all necessary works completed as soon as possible, however funding and grants take time.

Clause 7.6

We will be working with Archer Builders to relocate this building and will ensure that any necessary renovations and/or work carried out will be undertaken in accordance with relevant legislation.



PO Box 615 Broome WA 6725
kimberleyenduroclub@gmail.com





Clause 7.7

We would like you to waive this clause. The reasons being are as mentioned above. In addition we will be improving the entire site with gardening and landscaping, so the landscaping of the area around the building will be in keeping with the rest of the Motopark.

Our long term goal for this site is to have a functioning moto park which will encourage participation in the sport and enable us to run coaching/education programs for the local Kimberley community.

Any assistance you are able to give us is greatly appreciated.

Yours Sincerely,

A handwritten signature in black ink, appearing to read "R. McGregor".

Robert McGregor
President
Kimberley Enduro Club

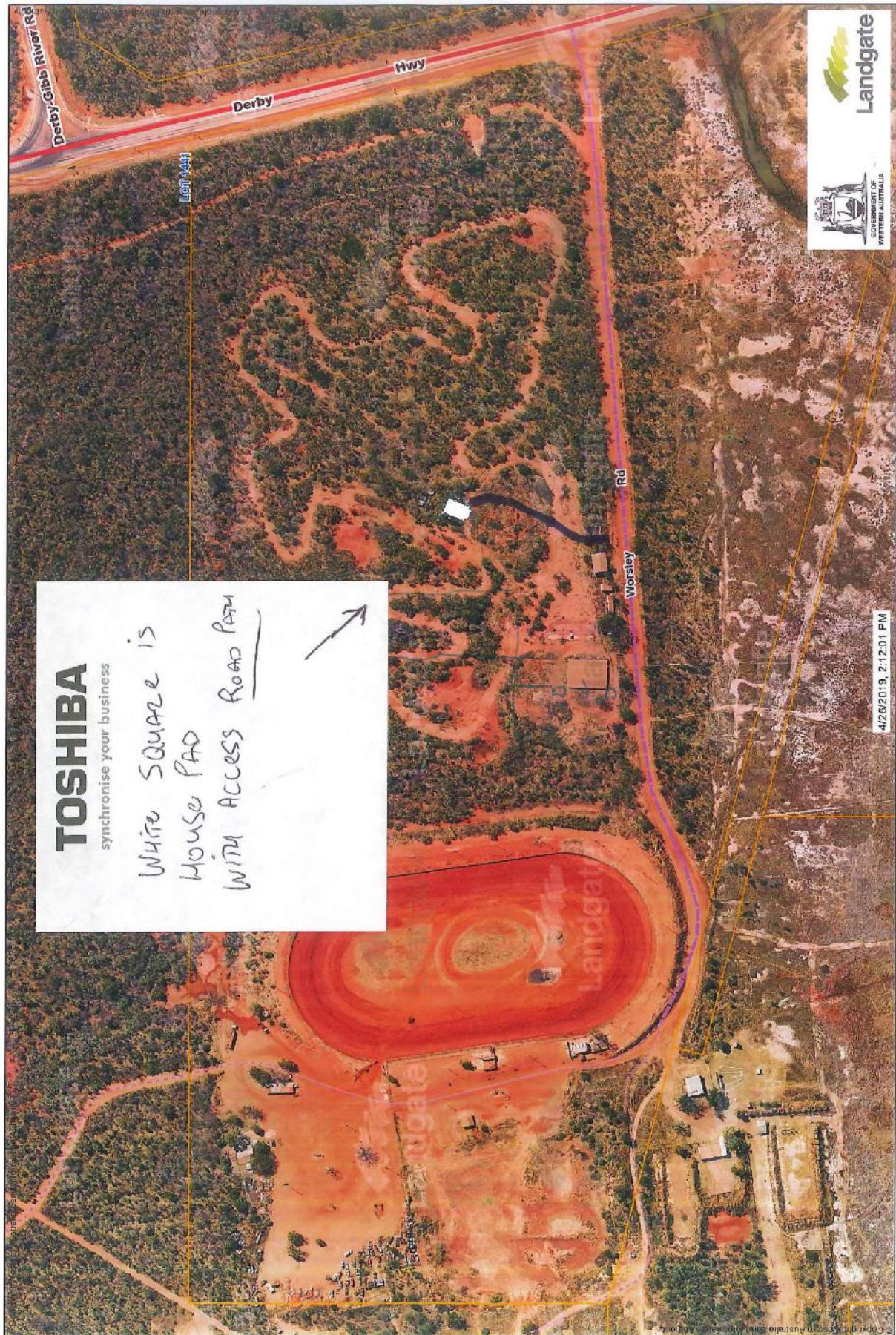


PO Box 615 Broome WA 6725

kimberleyenduroclub@gmail.com



-- Map Viewer Plus --



TOSHIBA

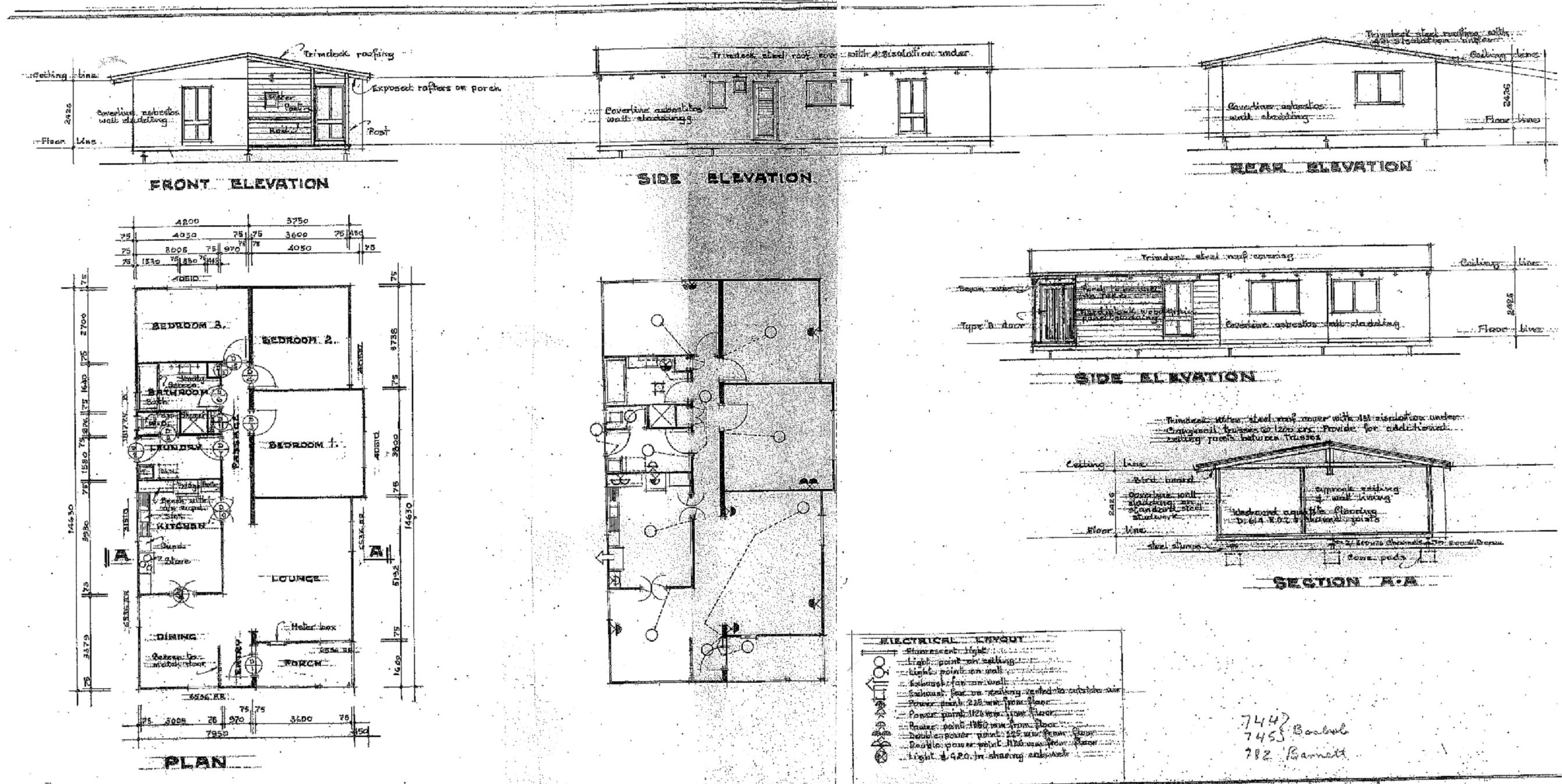
synchronise your business

White Square is
Mouse PAD
WITH ACCESS ROAD PATH



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4/26/2019, 2:12:01 PM



ESSEX
 AUSTRALIAN LUMBER CO. PTY. LTD.
 TRANSPORTABLE HOUSING - TEL 30 2122
 PETER OYERMAN AND ASSOCIATES
 ARCHITECTS

JOB No. 416

**PROPOSED RESIDENCE TO BE ERRECTED ON LOT A
 FOR THE SHIRE OF KIMBERLEY W.A**

Scale: 1:100
 Date: 27/10/2019
 Group: S, For medallion
 Drawing No.
M. 762
 Ref:

15 COMMUNITY AND RECREATION SERVICES

15.1 DERBY CHAMBER OF COMMERCE - KIMBERLEY ECONOMIC FORUM FINANCIAL SUPPORT

File Number: 5130

Author: Ross Sullivan, Manager Community Services

Responsible Officer: Amanda O'Halloran, Chief Executive Officer

Authority/Discretion: Executive

SUMMARY

The Derby Chamber of Commerce (Derby Chamber) has written to Shire seeking financial support of \$5,000 for the 2019 Kimberley Economic Forum (KEF) that is being held in Derby from the 25th to 27th September.

The Derby Chamber is seeking certainty with respect to their financial capacity to host the event to drive the event planning forward. This item seeks Council's commitment to include the amount requested into the 2019-20 budget.

DISCLOSURE OF ANY INTEREST

Nil

BACKGROUND

The KEF has been a long standing annual event held rotationally across Derby, Kununurra and Broome in a partnership between the respective Chambers of Commerce of those locations.

According to the KEF website (www.kimberleyeconomicforum.com.au), it facilitates "conversations and networking between trade organisations, government agencies, investors, industry and media." It also aims "to present an interactive program promoting conversations about real issues that affect economic development and progress across the Kimberley Region."

The Derby Chamber last hosted the KEF in November 2016 where over one hundred people attended and on that occasion the Shire was a Bronze Sponsor, contributing \$1,850 towards the event. The above website notes that the Kimberley Development Commission and Regional Development Australia as sponsors for the 2019 event.

POLICY IMPLICATIONS

Requests to the Shire for financial support or contributions are ordinarily made via the Community Funding Scheme (Funding Scheme) and guided by its related policy AF34. With the 2019-20 budget (that may include an amount for the Funding Scheme) not yet adopted, this request is required to be viewed upon its own merit and at the discretion of Council outside of the Scheme.

FINANCIAL IMPLICATIONS

The amount being requested is \$5,000 and if approved, will be adopted in the Shire's 2019-20 budget.

STRATEGIC IMPLICATIONS

GOAL	OUTCOME	STRATEGY
A strong and diverse local economy	Local business development and employment opportunities	Support the Chamber of Commerce and Small Business Centre (closed) to encourage business development

RISK MANAGEMENT CONSIDERATIONS

RISK	LIKELIHOOD	CONSEQUENCE	RISK ANALYSIS	MITIGATION
Community: Poor reflection on the Shire’s support for locally hosted regional events ,	Possible	Minor	Low	Support the event in the same context as the annual Derby Visitor Centre and Australia’s Northwest Tourism financial contributions

CONSULTATION

The Shire has discussed the request with Stewart Milne, Derby Chamber President Committee member. Coming from this, the value of the Shires contribution can be apportioned to:

- Co-branding of the KEF with other sponsors that at the time of preparing this report include the Kimberley Development Commission, Regional Development Australia, AusIndustry, Buru Energy and Sheffield Resources. This would be in the form of the Shire’s logo being on marketing and event materials (website, programs etc), acknowledgement in press articles as well as space for Shire display banners at the event.
- An opportunity within the program for the Shire to address the forum.

COMMENT

The Chamber will be hosting the 2019 Kimberley Economic Forum at the Derby Sportsman’s Club from the 25th to 27th September and has requested a \$5,000 cash contribution from the Shire. There is limited opportunity for in kind support in this instance. The Shire supported the previous 2016 Forum that was successfully hosted by the Derby Chamber through a cash contribution of \$1,850.




The Forum is a regionally focussed event that attracts a relatively large number of participants to the respective host towns. In addition to its primary objective being to promote economic development, it also offers an opportunity for Derby’s attributes to be showcased to visitors.

Much like Council’s recognition of tourism as an economic driver through annual funding of the Derby Visitor Centre and Australia’s Northwest Tourism (\$40,000 and \$15,000 respectively), the KEF has similar objectives.

VOTING REQUIREMENT

Simple majority

ATTACHMENTS

1. Letter from Derby Chamber of Commerce Seeking Financial Support for 2019 Kimberley Economic Forum [↓](#) 
2. 2019 Kimberley Economic Forum Draft Program [↓](#) 
3. Email From Derby Chamber of Commerce Confirming Level of Funding for KEF [↓](#) 

RECOMMENDATION

That Council commit to include \$_____ in the 2019-20 budget for financial support of the 2019 Kimberley Economic Forum held in Derby and hosted by the Derby Chamber of Commerce.



DERBY
Chamber of
Commerce Inc

DERBY CHAMBER OF COMMERCE (INC)

ABN 43 328 480 684

PO Box 99, DERBY WA 6728

Phone (08) 9121 1910

Email admin@derbychamber.com.au



Supply Nation

30th May 2019

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

**INDIGENOUS BUSINESS TRADESHOW
2019 KIMBERLEY ECONOMIC FORUM**

The Future of the Kimberley

It is with pleasure that Derby will be hosting the annual Kimberley Economic Forum which we anticipate will be another success. This year we have teamed up with Supply Nation to promote our Indigenous Businesses by holding a Tradeshow at the Kimberley Economic Forum.

The Tradeshow is a hub where passionate entrepreneurs and buyers connect to share ideas and talk business. Supply Nation has worked with Aboriginal and Torres Strait Islander businesses along with procurement teams from government and corporate Australia to help shape today's emerging and rapidly evolving Indigenous business sector.

With the focus being on Northern Australia as being the direction for economic growth in the future, the Economic Forum will be looking at future prospects in the agricultural, mining and tourism sectors and to discuss their potential growth and how they plan to capitalise on the development of these industries.

The Kimberley Economic Forum is an event that shines a spotlight on the key economic drivers in the Kimberley region and local business. It is a partnership between the Chambers of Commerce in the Kimberley (Derby, Broome and Kununurra) by facilitating conversations and networking between trade organisations, government agencies, investors, industry and the media. With each stakeholder acutely aware of the challenges that faces this industry, the Forum will be focused on joining forces to establish a premium export market and knock down barriers of entry to prosperity.

In 2019, the Kimberley Economic Forum will be held on the **26th and 27th of September 2019** at the Derby Sportsman's Club. We have attached a draft agenda of the event and sincerely hope that the Shire of Derby/West Kimberley will see merit in again sponsoring this event.

We look forward to your favourable response in due course.

Regards,

A handwritten signature in black ink, appearing to read 'Stewart Milne'.

Stewart Milne
President



2019 Kimberley Economic Forum

Draft Program as of 15/05/2019

Wednesday 25th of September

5:00pm Sheffield Resources Sponsored Sundowner and welcome sunset drinks

Thursday 26th of September – DAY ONE

7:00am Registrations Open

8:00am Welcome to Country
Welcome to Derby – DCCI President

8:30am Keynote Speaker
Jack Burton – Kimberley Meat Company and Yeeda Station

9:00am General Northern WA update and White Paper
Senator Hon Matt Canavan – Minister for Resources and Northern Australia

9:30am MORNING TEA and Trade Fair

10:15am Infrastructure in the Kimberley
Northern Australia Infrastructure Facility (NAIF)

11:00am Derby Lock System
Andrew Natter – Ace Infrastructure

11:30pm Transport in and out of the Kimberley
Kimberley Ports Authority

12:00pm Supply Nation Introduction
LUNCH and Tradeshow

2:00pm	Agriculture - Kakadu Plums Prawn Farming in Kununurra Peter Stubbs - Seafarms
2:40pm	Driving the Roads of the Kimberley WA Tourism
3:10pm	International Barriers Chung
3:40pm	General Economic Forecasts Allan Langford – Bankwest
4:10pm	Wind up and Close Day On
6:00pm	DINNER

Friday 27th of September – DAY TWO

8:30am	Registrations Open
9:00am	Drones in the Kimberley AirBus – Whyndam
9:40am	Department of Primary Industries Dylan Heath
10:00am	Aus Industry Barry Clark
10:30am	Mining Update – Brian Lloyd Sheffield Koolan Iron Ore Buru Energy Rare Minerals Halls Creek
11:30am	Close of Forum and Presentations
12noon	LUNCH

Ross Sullivan

From: Ina Simoni <ina@optitax.com.au>
Sent: Thursday, 30 May 2019 2:43 PM
To: Ross Sullivan; Sara Hennessy
Cc: Louise Burns
Subject: Re: Kimberley Economic Forum

Hi Ross,

The Chamber would like to request \$5,000 funding from the Shire.

Kind Regards,
Ina Simoni
Secretary
Derby Chamber of Commerce (Inc)

2 Clarendon Street, Derby, WA, 6728
Ph: 08 9121 1910 Mob: 0401 954 195
admin@derbychamber.com.au



DERBY
Chamber of
Commerce Inc

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From: Ross Sullivan
Sent: Thursday, May 30, 2019 2:31 PM
To: Ina Simoni; Sara Hennessy
Cc: Louise Burns
Subject: RE: Kimberley Economic Forum
Hi Ina,

Thank you for your email.
 Can you please confirm the value of funding you are seeking.
 Regards,

Ross Sullivan
 Manager Community Services
 Email: ross.sullivan@sdwk.wa.gov.au
 Tel: 08 9191 0999
 Mob: 0417 814 186
 Web: <http://www.sdwk.wa.gov.au>

30 Loch
 Street
 Derby
 6728



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From: Ina Simoni [mailto:ina@optitax.com.au]
Sent: Thursday, 30 May 2019 10:26 AM
To: Sara Hennessy ; Ross Sullivan
Cc: Louise Burns
Subject: Kimberley Economic Forum

Hello,
 Please find attached a Draft Program and letter outlining the aim of the Kimberley Economic Forum.
 We at the Chamber appreciate all your consideration and effort for sponsorship of this event that aims to showcase Derby and the Kimberley.
 If you need further information please do not hesitate to contact me.

Kind regards,
 Ina Simoni
 Secretary
 Derby Chamber of Commerce (Inc)
 2 Clarendon Street, Derby, WA, 6728
 Ph: 08 9121 1910 Mob: 0401 954 195
admin@derbychamber.com.au



DERBY
 Chamber of
 Commerce Inc

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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)**RECOMMENDATION**

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

18.1 Extension of Memorandum of Understanding with Warburton Group and ACE Infrastructure

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

19 CLOSURE

19.1 Date of Next Meeting

The next ordinary meeting of Council will be held Thursday, 25 July 2019 in the Council Chambers, Clarendon Street, Derby.

19.2 Closure of Meeting