



**Shire of Derby /  
West Kimberley**

# **CONFIRMED MINUTES**

**Special Council Meeting  
Thursday, 17 August 2023**

**Date: Thursday, 17 August 2023**

**Time: 4:30 PM**

**Location: Council Chambers  
Clarendon Street  
Derby**



## Order Of Business

<b>1</b>	<b>Declaration of Opening, Announcements of Visitors .....</b>	<b>3</b>
<b>2</b>	<b>Attendance via Telephone/Instantaneous Communications.....</b>	<b>3</b>
<b>3</b>	<b>Disclosure of Interests .....</b>	<b>3</b>
3.1	Declaration of Financial Interests .....	3
3.2	Declaration of Proximity Interests .....	4
3.3	Declaration of Impartiality Interests.....	4
<b>4</b>	<b>Public Time.....</b>	<b>4</b>
4.1	Public Question Time .....	4
4.2	Public Statements .....	4
<b>5</b>	<b>Announcements by Presiding Person without Discussion .....</b>	<b>4</b>
<b>6</b>	<b>Recommendations and Reports of Committees .....</b>	<b>5</b>
6.1	Minutes of the Audit Committee Meeting held on 20 July 2023.....	5
6.2	Minutes of the Council Meeting held on 29 June 2023 .....	7
	<b>Reports .....</b>	<b>8</b>
	<b><i>Rowena Mouda entered the meeting at 4:37pm (MS Teams).</i> .....</b>	<b>8</b>
<b>7</b>	<b>Corporate Services .....</b>	<b>8</b>
7.1	Adoption of the 2023 - 2024 Annual Budget .....	8
7.2	WALGA 2023 Annual General Meeting Confirmation of Attendees and Voting Delegates.....	61
<b>8</b>	<b>Executive Services .....</b>	<b>67</b>
8.1	AWARD OF TENDER T09-2023 FACILITIES MANAGEMENT AND CATERING SERVICES FOR 40 PERSON WORKFORCE CAMP, FITZROY CROSSING AGRN 1044.....	67
<b>9</b>	<b>New Business of an Urgent Nature .....</b>	<b>71</b>
<b>10</b>	<b>Matters for which the Meeting may be Closed (Confidential Matters).....</b>	<b>72</b>
10.1	CEO Performance Review - 2023.....	72
<b>11</b>	<b>Closure.....</b>	<b>74</b>
11.1	Date of Next Meeting.....	74
11.2	Closure of Meeting.....	74

**MINUTES OF SHIRE OF DERBY / WEST KIMBERLEY  
SPECIAL COUNCIL MEETING  
HELD AT THE COUNCIL CHAMBERS, CLARENDON STREET, DERBY  
ON THURSDAY, 17 AUGUST 2023 AT 4:30 PM**

- PRESENT:** Cr Geoff Haerewa (Shire President)(MS Teams), Cr Peter McCumstie (Deputy Shire President), Cr Paul White, Cr Geoff Davis, Cr Andrew Twaddle, Cr Rowena Mouda (MS Teams) and Cr Pat Riley (*entered the meeting at 5:10pm*)
- IN ATTENDANCE:** Wayne Neate (Director Technical and Development Services), Neil Hartley (Director of Strategic Business), Christie Mildenhall (Acting Director of Community Services)(MS Teams), Tamara Clarkson (Acting Director of Corporate Services), Mark Davis (Executive Service Project Director)(MS Teams), Sarah Hardman (Human Resources Advisor), Callum Murray (Governance Officer) and Maria O'Connell (Media Officer)
- VISITORS:** Nil
- GALLERY:** Nil
- APOLOGIES:** Cr Keith Bedford
- APPROVED LEAVE OF ABSENCE:** Nil
- ABSENT:** Nil

*Due to family reasons, Cr Geoff Haerewa is joining the meeting via MS Teams, as a result, he has requested Cr Peter McCumstie Chair the meeting in his absence.*

**1 DECLARATION OF OPENING, ANNOUNCEMENTS OF VISITORS**

The meeting was opened at 4:32pm by Peter McCumstie (Deputy Shire President).

**2 ATTENDANCE VIA TELEPHONE/INSTANTANEOUS COMMUNICATIONS**

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

- Cr Rowena Mouda
- Cr Geoff Haerewa

**3 DISCLOSURE OF INTERESTS**

**3.1 Declaration of Financial Interests**

- Nil

**3.2 Declaration of Proximity Interests**

- Nil

**3.3 Declaration of Impartiality Interests**

- Nil

**4 PUBLIC TIME**

**4.1 Public Question Time**

- Nil

**4.2 Public Statements**

- Nil

**5 ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION**

- Nil



**6 RECOMMENDATIONS AND REPORTS OF COMMITTEES****6.1 MINUTES OF THE AUDIT COMMITTEE MEETING HELD ON 20 JULY 2023****File Number: 4110****Author: Sarah Smith, Executive Services Coordinator****Responsible Officer: Amanda Dexter, Chief Executive Officer****Authority/Discretion: Executive****HEADING**

For Council to receive the minutes of the Audit Committee Meeting held on 20 July 2023.

**ATTACHMENTS****1. Minutes of the Audit Committee Meeting held on 20 July 2023****RESOLUTION 77/23****Moved: Cr Andrew Twaddle****Seconded: Cr Geoff Davis****That the Minutes of the Audit Committee Meeting held on 20 July 2023 be received and the recommendations therein be adopted.****In Favour: Crs Geoff Haerewa, Paul White, Geoff Davis, Andrew Twaddle and Peter McCumstie****Against: Nil****CARRIED 5/0****COMMITTEE RESOLUTIONS FOR AUDIT COMMITTEE MEETING – 20 JULY 2023:****COMMITTEE RESOLUTION AC66/23****Moved: Cr Geoff Haerewa****Seconded: Cr Peter McCumstie****That the Audit Committee recommends that Council:**

- 1. Receive the information contained in the report detailing outstanding rates and sundry debtors as at 30 June 2023**

**In Favour: Crs Geoff Haerewa, Peter McCumstie and Andrew Twaddle****Against: Nil****CARRIED 3/0****COMMITTEE RESOLUTION AC69/23****Moved: Cr Geoff Haerewa****Seconded: Cr Peter McCumstie****That the Audit Committee recommends that Council:**

Receives the Monthly Financial Management Report incorporating the Statement of Financial

Activity for the period ending 30 June 2023.

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

Against: Nil

**CARRIED 3/0**

**COMMITTEE RESOLUTION AC70/23**

**Moved:** Cr Geoff Haerewa

**Seconded:** Cr Peter McCumstie

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

- 1. Notes the List of Accounts for June 2023 paid under Delegated Authority in accordance with regulation 13(1) of the Local Government (Financial Management) Regulations 1996 attached to this report, totalling \$3,531,196.91.**

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

Against: Nil

**CARRIED 3/0**

**COMMITTEE RESOLUTION AC72/23**

**Moved:** Cr Geoff Haerewa

**Seconded:** Cr Peter McCumstie

**That the Audit Committee recommends to Council that it, endorses the grant applications (State Regional Airports Development Scheme; and Federal Remote Airstrip Upgrade Program) for urgent capital works refurbishments on the Fitzroy Crossing Airstrip, and the Derby Airport, conditional on the Chief Executive Officer being suitably satisfied with costing estimates prior to the grant application being lodged.**

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

Against: Nil

**CARRIED 3/0**

**6.2 MINUTES OF THE COUNCIL MEETING HELD ON 29 JUNE 2023****File Number: 4110****Author: Sarah Smith, Executive Services Coordinator****Responsible Officer: Amanda Dexter, Chief Executive Officer****Authority/Discretion: Executive****HEADING**

For Council to receive and confirm the minutes of the Ordinary Council Meeting held on 29 June 2023.

**ATTACHMENTS****1. Minutes of the Council Meeting held on 29 June 2023****RESOLUTION 78/23****Moved: Cr Geoff Davis****Seconded: Cr Paul White**

- 1. That the Minutes of the Council Meeting held on 29 June 2023 be received and the recommendations therein be adopted.**

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

**Against: Nil**

**CARRIED 5/0**

## REPORTS

Rowena Mouda entered the meeting at 4:37pm (MS Teams).

### 7 CORPORATE SERVICES

#### 7.1 ADOPTION OF THE 2023 - 2024 ANNUAL BUDGET

**File Number:** 5120

**Author:** Tamara Clarkson, Acting Director of Corporate Services

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

**Authority/Discretion:** Executive

#### SUMMARY

Council is requested to consider adopting the Shire of Derby/West Kimberley 2023-24 Annual Budget comprising the following:

1. The 2023-24 Differential Rates, Minimum Payments and Instalment Payment Arrangements;
2. The 2023-24 Fees and Charges Schedule;
3. The 2023-24 Elected Member Sitting Fees and Allowances;
4. The 2023-24 Municipal Fund Budget; and
5. The 2023-24 Materiality Threshold for variance reporting.

#### DISCLOSURE OF ANY INTEREST

Nil by Author and Responsible Officer.

#### BACKGROUND

Local Governments must prepare annual budgets in the format prescribed in the *Local Government Act 1995* and the *Local Government (Financial Management) Regulations 1996*.

- **Fees and Charges 2023 – 2024:** Per sections 6.16 to 6.19 of the Act, a local government may impose a fee or charge for any goods or services it provides. Fees and charges must be imposed when adopting the annual Budget. However, it may also be imposed or amended during the year if necessary.
- **Elected Members Sitting Fees 2023 – 2024:** The Admin Regs prescribe minimum and maximum amounts for Councillor Sitting Fees and Allowances. Elected Member Sitting Fees and Allowances are reviewed annually by the Salaries and Allowances Tribunal (SAT) and by Council during the budget development process.
- **Municipal Fund Budget 2023 – 2024:** Under section 6.2(1) of the Act and Local Government (Financial Management) Regulations 1996 (FMR), Council is required to prepare and adopt an annual budget for each financial year. The legislation prescribes the form and content of the annual Budget, which must include statements of income, cash flow and rates setting.

- **Materiality Threshold:** Each financial year, a local government is to adopt a percentage or value, calculated under the Australian Accounting Standards (AASB), to be used for reporting material variances in the monthly statement of financial activity under AASB 1031 Materiality and FMR 34(5). The Materiality Threshold is an internal control measure that prevents financial loss caused by an omission, misstatement or non-disclosure of financial information. The Materiality Threshold also minimises administrative inefficiency, ensuring only those variances representing a medium or high-level risk are reported to management and Council.

The draft budget incorporates aspects workshopped with Councillors.

## STATUTORY ENVIRONMENT

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

Divisions 5 and 6 of part 6 of the *Local Government Act 1995* refer to the setting of budgets and raising of rates and charges. The *Local Government (Financial Management) Regulations 1996* details the form and content of the budget. The 2021/2022 draft budget as presented is

### *Local Government Act, 1995*

- 6.2 Local Government to prepare Annual Budget
- 6.32 Rates and Service Charges
- 6.33 Differential General Rates
- 6.34 Limit on Revenue or Income from General Rates
- 6.35 Minimum Payments
- 6.36 Local Government to give notice of certain rates
- 5.98 Fees etc. for Council Members
- 5.98A Allowance for Deputy Mayor or Deputy President
- 5.99 Annual Fee for Council Members in lieu of fees for attending meetings
- 5.99A Allowances for Council Members in lieu of reimbursement of expenses
- 6.16 Imposition of Fees and Charges
- 6.17 Setting level of Fees and Charges
- 6.51 Accrual of Interest on Overdue Rates or Service Charges
- 6.45 Options for Payment of Rates or Service Charges

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

- 52 Minimum Payment — Maximum Percentage — s6.35(4)
- 70 Maximum Rate of Interest on Overdue Rates and Service Charges — s6.51(2)
- 68 Maximum Interest component in Instalments — s6.45(4)(e)
- 67 Additional charge for payment by Instalments
- 34 Financial Activity Statement Report — s6.4
- 5A Local Governments to comply with AAS

### *Local Government (Administration) Regulations 1996*

- 30 Meeting Attendance Fees (Act s5.98(1) and (2A))

*Waste Avoidance and Resource Recovery Act 2007*

- 66 Local Government may impose Waste Collection Rate
- 67 Local Government may impose Receptacle Charge
- 68 Fees and Charges fixed by Local Government

Salaries and Allowances Tribunal Determination Dated 11 April 2017

*Planning and Development Act 2005* and associated Regulations

*Health Act 1911* and associated Regulations

*Freedom of Information Act 1992* and associated Regulations

*Litter Act 1979* and associated Regulations

*Dog Act 1976* and associated Regulations

*Cat Act 2011* and associated Regulations

Australian Accounting Standards

## **POLICY IMPLICATIONS**

FM2 – Budget Issues

FM3 – Rates

FM5 – Loans

AF14 – Significant Accounting Policies

AF20 – Rating Administration

C12 – Elected Members Fees and President’s Allowances

## **FINANCIAL IMPLICATIONS**

The budget is the primary financial document for the 2023 – 2024 financial year and sets the parameters for expenditure of Shire resources.

The Draft 2023 – 2024 Budget provides for the following income and expenditure:

- Operating Revenue \$17,801,518
- Operating Expenditure \$37,501,975
- Capital Expenditure \$34,779,618
- Capital Revenue \$28,120,710

Financial implications are detailed in the budget papers. All amounts quoted in this report are exclusive of GST, unless otherwise stated.

## **STRATEGIC IMPLICATIONS**

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

**RISK MANAGEMENT CONSIDERATIONS**

<b>RISK</b>	<b>LIKELIHOOD</b>	<b>CONSEQUENCE</b>	<b>RISK ANALYSIS</b>	<b>MITIGATION</b>
<p><b>Financial:</b></p> <p>Council does not endorse the 2023/2024 budget with the consequential risk of deferred cash flow and thus inability to meet financial commitments.</p>	Unlikely	Major	Extreme	Delegated authority to the CEO to incur expenditure under the <i>Local Government Act 1995</i> until budget endorsement. As consideration of the budget document could not occur at a meeting prior to 31 August, Ministerial approval would be required for an extension.
<p><b>Legal &amp; Compliance:</b></p> <p>Council does not endorse the 2023/2024 budget with the consequential risk of deferred cash flow and thus inability to meet financial commitments.</p>	Unlikely	Major	Extreme	Delegated authority to the CEO to incur expenditure under the <i>Local Government Act 1995</i> until budget endorsement. As consideration of the budget document could not occur at a meeting prior to 31 August, Ministerial approval would be required for an extension.
<p><b>Organisation's Operations:</b></p> <p>Council does not endorse the 2023/2024 budget with the consequential risk of deferred cash flow and thus inability to meet financial commitments.</p>	Unlikely	Major	Extreme	Delegated authority to the CEO to incur expenditure under the <i>Local Government Act 1995</i> until budget endorsement. As consideration of the budget document could not occur at a meeting prior to 31 August, Ministerial approval would be required for an extension.
<p><b>Reputation:</b></p> <p>Council does not endorse the 2023/2024 budget with the consequential risk of deferred cash flow and thus inability to meet financial commitments.</p>	Unlikely	Major	Extreme	Delegated authority to the CEO to incur expenditure under the <i>Local Government Act 1995</i> until budget endorsement. As consideration of the budget document could not occur at a meeting

				prior to 31 August, Ministerial approval would be required for an extension.
--	--	--	--	--

## CONSULTATION

Internal consultation has occurred between all departments and through briefings held with Elected Members.

Moore Australia (WA) Pty Ltd

## COMMENT

The 2023/2024 Draft Annual Budget for the year ending June 2024 is prepared and delivers on the Shires strategies adopted in the Strategic Community Plan and Corporate Business Plan.

The Budget is a fiscally responsible Budget which provides for the maintenance of service levels, ongoing focus on road infrastructure and the financing of Port and Airport capital works.

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

The 2023/2024 Budget is a balanced budget that represents the efficiencies and improvements that have occurred over the last few years.

Key considerations include:

- Quarterly Budget Reviews;
- A continued focus by Officers in leveraging Council funds to attract significant grant funding;
- Improved Asset Management Planning;
- Implementing energy efficiencies across Fitzroy Crossing and Derby Assets;
- Improved systems, record management and procedure mapping;
- Proactive debtor management and improved debt recovery;
- Improved management of the rate book;
- Ongoing review of GRV rating for capital improvements and change in land use;
- Review of plant and fleet and disposal of underutilised fleet; and
- Ongoing internal review, quality assurance and governance considerations.

Preparation of the 2023/2024 Budget was particularly challenging given the fiscal climate and the following considerations:

- Employee Costs which account for over \$12M of the operating budget are scheduled to increase 2.5% under current enterprise bargaining agreements influenced by both the National CPI and federal award minimum wage directions;
- Increased mandatory superannuation guarantee contributions under the super Guarantee Act, from 10.5% in 2022- 23 to 11% in 2023-2024;
- March State CPI of 5.8% applies to many of Council's general contracts and are expected to raise the cost of these services significantly for the financial year;



- Various tariffs and expenses were budgeted using inflation estimates derived from WALGA's Local Government Cost Index (LGCI) at 3.3%. Increases now expected to be in the quantum of 3.5% for utilities and 5.1% for insurance; and
- Low interest rates continue to impact return on investment from revenue reserves while driving borrowing rates higher.

Rates have been able to be contained to a reasonable level of increase across the categories despite inflation figures above 7%.

#### 2023 – 2024 General Rates, Minimum Payments and Instalment Payment Arrangements

As part of the budget process, Council must determine the general rate in the dollar and minimum payments for the 2023 – 2024 financial year.

The current economic climate is challenging with high CPI being recorded across all sectors. From a State perspective, the end of COVID stimulus such as childcare, electricity and fuel subsidies has resulted in a further escalation of inflation rates. Locally, housing and staff shortage are continuing to impact the community and ratepayers.

In regards to Council operations, materials and contractor costs have escalated significantly on the back of COVID, global supply chain shortages, and the increased rollout of infrastructure works post COVID. Staffing costs, which have seen low wage rate increases over several years, have escalated in line with inflation, resulting in increases forecast to operating expenses in 2023 -2024.

Economic forecasts point to continued housing and staff pressures coupled with high inflation. Global supply chain shortages resulting from COVID will continue, placing demand on materials and service providers and keeping costs high.

Council has been cognisant of these impacts in developing the 2023 -2024 Annual Budget and recognises the need for a general rate increase which will keep pace with increased cost pressures. Following deliberations and feedback provided at the Councillor Budget Workshops it was identified that a suitable rate of revenue was required to achieve a balanced budget in 2023 -2024 which was achievable via a 5% rate change for GRV and a 5% rate change for UV (including minimum payments).

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

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

<b>General Rate Category</b>	<b>Rate in the Dollar (cents)</b>	<b>Minimum Payment</b>
<b>GRV</b>	<b>\$0.140742</b>	<b>\$1,596.00</b>
<b>UV</b>	<b>\$0.83473</b>	<b>\$ 619.50</b>

Instalment Interest, Penalty Interest and Other Administration Fees

Under section 6.45 and 6.51(1) of the Act, Council can charge interest on unpaid rates and rates paid on an approved instalment plan. The maximum interest rate for outstanding rates and other monies owed to Council is prescribed by Regulation 70 of the FMR and is currently 11%. Instalment interest is set at 7% as prescribed under FMR 68.

Under the *Local Government (COVID-19 Response) Amendment Order 2022*, local governments with an endorsed COVID-19 Financial Hardship Policy, such as the Shire of Derby/West Kimberley, can charge 5.5% instalment interest and up to 8% penalty interest to ratepayers who are not in hardship. This change is not expected to impact the Budget significantly and any reduction in interest income will be addressed in the first quarter Budget review of 2023 – 2024.

Under FMR 67, instalment charges are set to provide full or partial reimbursement of administration costs. The individual instalment transaction fee of \$20.00 is set to reflect the administration cost in handling the instalment options provided to ratepayers.

A nominal \$59.00 fee is proposed for administration costs incurred when actioning requests to enter into alternative payment arrangements which demand significant time for officers to process. The charge has been formulated to offset administration costs partially.

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

To maintain consistency with previous years, the due dates for the payment of rates are proposed as per below:

<b>Instalment Option</b>	<b>Payment Due Date</b>
Proposed rate notice issue date:	1 September 2023
<u>Full Payment</u>	6 October 2023
<u>Two Instalment Option</u>	
First instalment	6 October 2023
Second and final instalment	12 January 2024
<u>Four Payment Option</u>	
First instalment	6 October 2023
Second instalment	8 December 2023
Third instalment	9 February 2024
Fourth and final instalment	12 April 2024

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

The overall objective for the 2023 -2024 rating approach is an attempt to ease the burden of the GRV rating category, whilst ensuring that the rates revenue required to balance the budget is collected on an equitable basis, enabling the Shire to provide facilities, infrastructure and services to the entire community.

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

Project	\$
Geikie Gorge Road - Sealing and improvements to Bungardi floodway	\$915,000.00
Fairfield Leopold Downs Road Reconstruct improve drainage and gravel sheet	\$700,000.00
Wharfinger Safety and Maintenance	\$210,000.00
Fitzroy Swimming Pool Reinstatement of Amenities building following fire	\$407,000.00
Security Upgrades Derby and Fitzroy Crossing	\$285,000.00
Staff Housing Project	\$6,000,000.00
Lighting, Fencing and Seating upgrade at Derby Recreation Centre	\$1,032,950.00
Lighting and Fencing at Fitzroy Crossing Town Oval	\$2,016,750.00
Plant renewal	\$1,136,646.00
Continuing emergency works as a result of Ex TC Ellie flooding	\$9,845,800.00
Fitzroy Crossing Airstrip Reconstruction	\$3,000,000.00

### Elected Member Allowances

It is proposed that Elected Member Fees and Allowances remain unchanged in 2023 - 2024.

### Fees & Charges

The 2023 – 2024 fees and charges were reviewed to maximise full cost recovery without hindering patronage for services. The fees and charges were presented to Council in June to enable implementation from 1 July 2023. Further changes have been identified and these are highlighted within the attachment.

### **VOTING REQUIREMENT**

Absolute majority

### **ATTACHMENTS**

- 2023 2024 Annual Budget** [↓](#) 

#### **RESOLUTION 79/23**

**Moved:** Cr Geoff Haerewa

**Seconded:** Cr Geoff Davis

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

**Against:** Nil

**CARRIED 6/0 BY ABSOLUTE MAJORITY**

**General Rates and Minimum Payments on Gross Rental and Unimproved Values**

That Council by ABSOLUTE MAJORITY pursuant to sections 6.32, 6.33, 6.34 and 6.35 of the *Local Government Act 1995*, imposes the following general rates and minimum payments on Gross Rental and Unimproved Values:

General Rate Category	Rate in the Dollar (cents)	Minimum Payment
GRV	\$0.140742	\$1,596.00
UV	\$0.83473	\$ 619.50

And;

Notes under section 6.34 of the *Local Government Act 1995* the revenue estimated to be yielded by the general rates imposed for the 2023-24 financial year will be 100% of the 2023-24 Budget deficiency.

**Instalment Payment Arrangements**

That Council by ABSOLUTE MAJORITY pursuant to section 6.45 of the *Local Government Act 1995* and regulation 64(2) of the *Local Government (Financial Management) Regulations 1996*, nominates the following due dates for the payment of rates in full, and service charges by instalments:

Rates notice issue date: 1 September 2023

Full payment due date: 6 October 2023

Two (2) Payment Option:

- 1st instalment due date: 6 October 2023
- 2nd instalment due date: 12 January 2024

Four (4) Instalments option:

- 1st instalment due date: 6 October 2023
- 2nd instalment due date: 8 December 2023
- 3rd instalment due date: 9 February 2024
- 4th instalment due date: 12 April 2024

1. Pursuant to Section 6.46 of the *Local Government Act 1995*, Council ADOPTS a discount of 1.5% to rate payers on general rates only, on the condition that all rates (including Rubbish Rates & ESL Levy) and all arrears are paid in full on or before 21 days from date of issue;
2. ADOPTS an instalment administration charge where the owner has elected to pay rates

(and service charges) through an instalment option of \$20.00 for each instalment after the initial instalment is paid, pursuant to section 6.45 of the *Local Government Act 1995* and regulation 67 of *Local Government (Financial Management) Regulations 1996*;

3. ADOPTS an interest rate of 5.5% where the owner has elected to pay rates and service charges through an instalment option, pursuant to section 6.45 of the *Local Government Act 1995* and regulation 68 of *Local Government (Financial Management) Regulations 1996*;
4. ADOPTS an interest rate of 8% for rates (and service charges) and costs of proceedings to recover such charges that remain unpaid after becoming due and payable, pursuant to section 6.51(1) and subject to section 51(4) of the *Local Government Act 1995* and regulation 70 of *Local Government (Financial Management) Regulations 1996*; and
5. Pursuant to Section 6.16 of the *Local Government Act 1995* and Regulations 67 of the *Local Government (Financial Management) Regulations 1996*, ADOPTS to impose an administration fee of \$59.00 on any ratepayers who wishes to negotiate a rates special payment arrangement.

#### Outstanding Monies Interest Rate 2023 – 2024

That Council by ABSOLUTE MAJORITY pursuant to section 6.13 of the *Local Government Act 1995* ADOPTS a rate of interest of 8% applicable to any amount of money owing to the local government (other than rates or service charges).

#### General Fees and Charges for 2023 – 2024

That Council by ABSOLUTE MAJORITY pursuant to Section 6.16 of the *Local Government Act 1995* RESOLVES to ADOPT the Fees and Charges detailed in Attachment 1.

#### Other Statutory Fees for 2023 – 2024

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

- a) a private swimming pool inspection fee of \$58.45;
- b) the Fees and Charges for the Shires cemeteries included as Attachment 1; and
- c) the following charges for the removal and deposit of domestic and commercial waste:

Description	Amount	GST	Total
Residential Premises: General Waste Service per week - Domestic service (annual charge) Service includes: <ul style="list-style-type: none"> <li>• 240 litre waste bin collected weekly;</li> </ul>	\$975.00	Free	\$975.00
Additional Domestic Refuse Service Charges (annual charge) Service includes:	\$1,100.00	Free	\$1,100.00

<ul style="list-style-type: none"> <li>Additional 240lt Bin collected weekly:</li> </ul>			
<b>Commercial Premises:</b> <b>Commercial Waste Service (annual charge) Service includes:</b> <ul style="list-style-type: none"> <li>240 litre waste bin collected weekly;</li> </ul>	\$1,400.00	Free	\$1,400.00
<b>Additional Commercial Refuse Service Charges (annual charge):</b> <ul style="list-style-type: none"> <li>Additional 240lt Bin collected weekly</li> </ul>	\$1,100.00	Free	\$1,100.00
<b>Additional Commercial Refuse Service Charges (annual charge):</b> <ul style="list-style-type: none"> <li>Additional Rubbish Bin</li> </ul>	\$1,400.00	Free	\$1,400.00

#### Elected Members' Fees and Allowances for 2023 – 2024

That Council by ABSOLUTE MAJORITY pursuant to Sections 5.98 and 5.99 of the *Local Government Act 1995* and Regulations 33 and 34 of the *Local Government (Administration) Regulations 1996*, and Council Policy C12 – Elected Member Fees and Allowances RESOLVES to ADOPT the following annual fees and allowances for payment of Elected Members:

#### Statutory Fees and Allowances 2023 – 2024

- (a) Sitting Fees - President - \$23,231.00
- (b) Sitting Fees – Deputy Shire President & Councillors - \$17,325.00
- (c) President Allowance - \$62,727.00
- (d) Deputy President Allowance - \$15,681.75
- (e) Telecommunication Allowance - \$1,333.33 per Elected Member

#### Material Variance Reporting for 2023 – 2024

That Council by ABSOLUTE MAJORITY pursuant to Regulation 34(5) of the *Local Government (Financial Management) Regulations 1996*, and AASB 1031 Materiality, RESOLVES to ADOPT the level to be used in statements of financial activity in 2023 – 2024 for reporting material variances being 10% or \$30,000, whichever is the greater amount.

#### Municipal Fund Budget for 2023 – 2024

That Council by ABSOLUTE MAJORITY pursuant to Section 6.2 of the *Local Government Act 1995* and Part 3 of the *Local Government (Financial Management) Regulations 1996* RESOLVES to ADOPT the Municipal Fund Budget as contained in Attachment 1 for the 2023 – 2024 financial year which includes the following:

1. Statement of Comprehensive Income by Nature and Type on page 2 showing a net result for that year of \$8,420,253;
2. Statement of Cash Flows on page 3;

- 3. Rates and Services Charges on page 8 showing an amount required to be raised from rates of \$9,208,088;**
- 4. Notes to and forming part of the Budget on pages 5 onwards; and**
- 5. Supplementary Information – Fees and Charges.**

**SHIRE OF DERBY/WEST KIMBERLEY**  
**ANNUAL BUDGET**  
**FOR THE YEAR ENDED 30 JUNE 2024**  
**LOCAL GOVERNMENT ACT 1995**  
**TABLE OF CONTENTS**

Statement of Comprehensive Income	2
Statement of Cash Flows	3
Statement of Financial Activity	4
Index of Notes to the Budget	5
Fees and Charges Schedule	25

**SHIRE'S VISION**

A friendly and diverse place with awesome opportunities.



**HIRE OF DERBY/WEST KIMBERLEY  
STATEMENT OF COMPREHENSIVE INCOME  
OR THE YEAR ENDED 30 JUNE 2024**

	NOTE	2023/24 Budget	2022/23 Actual	2022/23 Budget
<b>Revenue</b>		\$	\$	\$
fees	2(a)	9,138,088	8,668,941	8,588,437
grants, subsidies and contributions	10	2,267,154	11,276,652	5,565,182
sales and charges	13	5,541,756	5,456,522	5,003,258
interest revenue	11(a)	187,000	228,234	188,912
other revenue	11(b)	667,520	1,564,474	694,155
		17,801,518	27,194,823	20,039,944
<b>Expenses</b>				
employee costs		(14,140,787)	(10,193,500)	(11,936,453)
materials and contracts		(12,547,595)	(8,263,734)	(10,541,715)
utility charges		(765,175)	(790,360)	(911,688)
depreciation	6	(7,500,000)	(7,352,902)	(7,131,200)
finance costs	11(d)	(89,360)	(93,859)	(102,989)
insurance		(1,776,469)	(1,444,271)	(1,342,900)
other expenditure		(682,589)	(745,246)	(633,708)
		(37,501,975)	(28,883,872)	(32,600,653)
		(19,700,457)	(1,689,049)	(12,560,709)
capital grants, subsidies and contributions	10	28,120,710	12,032,317	19,555,173
profit on asset disposals	5	0	68,810	0
		28,120,710	12,101,127	19,555,173
<b>Net result for the period</b>		<b>8,420,253</b>	<b>10,412,078</b>	<b>6,994,464</b>
<b>Other comprehensive income</b>				
<b>Total other comprehensive income for the period</b>		<b>0</b>	<b>0</b>	<b>0</b>
<b>Total comprehensive income for the period</b>		<b>8,420,253</b>	<b>10,412,078</b>	<b>6,994,464</b>

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

## HIRE OF DERBY/WEST KIMBERLEY STATEMENT OF CASH FLOWS OR THE YEAR ENDED 30 JUNE 2024

ASH FLOWS FROM OPERATING ACTIVITIES	NOTE	2023/24 Budget	2022/23 Actual	2022/23 Budget
<b>Receipts</b>		\$	\$	\$
fees		9,138,088	9,431,550	8,588,437
grants, subsidies and contributions		2,267,154	10,763,297	5,864,715
sales and charges		5,541,756	5,456,522	5,003,258
interest revenue		187,000	228,234	188,912
goods and services tax received		1,218,376	703,357	527,086
other revenue		667,520	1,564,474	694,155
		19,019,894	28,147,434	20,866,563
<b>Payments</b>				
employee costs		(14,140,787)	(10,193,500)	(11,936,453)
materials and contracts		(12,547,595)	(11,938,903)	(10,541,715)
utility charges		(765,175)	(790,360)	(911,688)
finance costs		(89,360)	(102,889)	(102,989)
insurance		(1,776,469)	(1,444,271)	(1,342,900)
goods and services tax paid		(1,218,376)	(840,253)	(1,054,172)
other expenditure		(682,589)	(745,246)	(633,708)
		(31,220,351)	(26,055,422)	(26,523,625)
<b>Net cash provided by (used in) operating activities</b>	4	(12,200,457)	2,092,012	(5,657,062)
<b>ASH FLOWS FROM INVESTING ACTIVITIES</b>				
payments for purchase of property, plant & equipment	5(a)	(10,369,146)	(1,136,435)	(1,772,342)
payments for construction of infrastructure	5(b)	(24,410,472)	(9,091,387)	(21,114,084)
capital grants, subsidies and contributions		28,120,710	9,414,989	19,103,095
proceeds from sale of property, plant and equipment	5(a)	0	113,298	0
<b>Net cash provided by (used in) investing activities</b>		(6,658,908)	(699,535)	(3,783,331)
<b>ASH FLOWS FROM FINANCING ACTIVITIES</b>				
repayment of borrowings	7(a)	(395,335)	(381,779)	(381,779)
proceeds from new borrowings	7(a)	10,000,000	0	1,000,000
<b>Net cash provided by (used in) financing activities</b>		9,604,665	(381,779)	618,221
<b>Net increase (decrease) in cash held</b>		(9,254,700)	1,010,698	(8,822,172)
cash at beginning of year		12,346,041	11,335,343	11,335,343
<b>Cash and cash equivalents at the end of the year</b>	4	<b>3,091,341</b>	<b>12,346,041</b>	<b>2,513,171</b>

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

**HIRE OF DERBY/WEST KIMBERLEY  
STATEMENT OF FINANCIAL ACTIVITY  
FOR THE YEAR ENDED 30 JUNE 2024**

		2023/24	2022/23	2022/23
	NOTE	Budget	Actual	Budget
<b>OPERATING ACTIVITIES</b>				
<b>Revenue from operating activities</b>				
		\$	\$	\$
General rates	2(a)	8,617,508	8,174,171	8,096,700
Rates excluding general rates	2(a)	520,580	494,770	491,730
Grants, subsidies and contributions	10	2,267,154	11,276,652	5,565,180
Fees and charges	13	5,541,756	5,456,522	5,003,280
Interest revenue	11(a)	187,000	228,234	188,900
Other revenue	11(b)	667,520	1,564,474	694,180
Profit on asset disposals	5	0	68,810	
		17,801,518	27,263,633	20,039,960
<b>Expenditure from operating activities</b>				
Employee costs		(14,140,787)	(10,193,500)	(11,936,450)
Materials and contracts		(12,547,595)	(8,263,734)	(10,541,710)
Utility charges		(765,175)	(790,360)	(911,680)
Depreciation	6	(7,500,000)	(7,352,902)	(7,131,200)
Rance costs	11(d)	(89,360)	(93,859)	(102,980)
Insurance		(1,776,469)	(1,444,271)	(1,342,900)
Other expenditure		(682,589)	(745,246)	(633,700)
		(37,501,975)	(28,883,872)	(32,600,650)
Non-cash amounts excluded from operating activities	3(b)	7,500,000	7,284,092	7,131,200
<b>Amount attributable to operating activities</b>		<b>(12,200,457)</b>	<b>5,663,853</b>	<b>(5,429,500)</b>
<b>VESTING ACTIVITIES</b>				
<b>Flows from investing activities</b>				
Capital grants, subsidies and contributions	10	28,120,710	12,032,317	19,555,170
Proceeds from disposal of assets	5	0	113,298	
		28,120,710	12,145,615	19,555,170
<b>Outflows from investing activities</b>				
Payments for property, plant and equipment	5(a)	(10,369,146)	(1,136,435)	(1,772,340)
Payments for construction of infrastructure	5(b)	(24,410,472)	(9,091,387)	(21,114,080)
		(34,779,618)	(10,227,822)	(22,886,420)
<b>Amount attributable to investing activities</b>		<b>(6,658,908)</b>	<b>1,917,793</b>	<b>(3,331,250)</b>
<b>FINANCING ACTIVITIES</b>				
<b>Flows from financing activities</b>				
Proceeds from new borrowings	7(a)	10,000,000	0	1,000,000
Transfers from reserve accounts	8(a)	0	0	474,470
		10,000,000	0	1,474,470
<b>Outflows from financing activities</b>				
Payment of borrowings	7(a)	(395,335)	(381,779)	(381,770)
Transfers to reserve accounts	8(a)	(483,324)	0	
		(878,659)	(381,779)	(381,770)
<b>Amount attributable to financing activities</b>		<b>9,121,341</b>	<b>(381,779)</b>	<b>1,092,690</b>
<b>MOVEMENT IN SURPLUS OR DEFICIT</b>				
<b>Surplus or deficit at the start of the financial year</b>	3	9,738,024	2,538,157	7,668,000
Amount attributable to operating activities		(12,200,457)	5,663,853	(5,429,500)
Amount attributable to investing activities		(6,658,908)	1,917,793	(3,331,250)
Amount attributable to financing activities		9,121,341	(381,779)	1,092,690
<b>Surplus or deficit at the end of the financial year</b>	3	<b>0</b>	<b>9,738,024</b>	

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

**SHIRE OF DERBY/WEST KIMBERLEY  
FOR THE YEAR ENDED 30 JUNE 2024  
INDEX OF NOTES TO THE BUDGET**

Note 1	Basis of Preparation	6
Note 2	Rates and Service Charges	8
Note 3	Net Current Assets	11
Note 4	Reconciliation of cash	13
Note 5	Fixed Assets	14
Note 6	Depreciation	15
Note 7	Borrowings	16
Note 8	Reserve Accounts	18
Note 9	Revenue Recognition	19
Note 10	Program Information	21
Note 11	Other Information	22
Note 12	Elected Members Remuneration	23
Note 13	Fees and Charges	24

## HIRE OF DERBY/WEST KIMBERLEY NOTES TO AND FORMING PART OF THE BUDGET FOR THE YEAR ENDED 30 JUNE 2024

### a) BASIS OF PREPARATION

The annual budget is a forward looking document and has been prepared in accordance with the Local Government Act 1995 and accompanying regulations.

#### Local Government Act 1995 requirements

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

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

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

#### The local government reporting entity

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

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

#### 2022/23 actual balances

Balances shown in this budget as 2022/23 Actual are estimates as forecast at the time of preparation of the annual budget and are subject to final adjustments.

#### Budget comparative figures

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

#### Comparative figures

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

#### Rounding off figures

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

#### Initial application of accounting standards

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

- AASB 2021-2 Amendments to Australian Accounting Standards
  - Disclosure of Accounting Policies or Definition of Accounting Estimates
- AASB 2021-6 Amendments to Australian Accounting Standards
  - Disclosure of Accounting Policies: Tier 2 and Other Australian Accounting Standards
- AASB 2022-7 Editorial Corrections to Australian Accounting Standards and Repeal of Superseded and Redundant Standards

It is not expected these standards will have an impact on the annual budget.

#### New accounting standards for application in future years

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

- AASB 2014-10 Amendments to Australian Accounting Standards
  - Sale or Contribution of Assets between an Investor and its Associate or Joint Venture
- AASB 2020-1 Amendments to Australian Accounting Standards
  - Classification of Liabilities as Current or Non-current
- AASB 2021-7c Amendments to Australian Accounting Standards
  - Effective Date of Amendments to AASB 10 and AASB 128 and Editorial Corrections [deferred AASB 10 and AASB 128 amendments in AASB 2014-10 apply]
- AASB 2022-5 Amendments to Australian Accounting Standards
  - Lease Liability in a Sale and Leaseback
- AASB 2022-6 Amendments to Australian Accounting Standards
  - Non-current Liabilities with Covenants
- AASB 2022-10 Amendments to Australian Accounting Standards
  - Fair Value Measurement of Non-Financial Assets of Not-for-Profit Public Sector Entities

It is not expected these standards will have an impact on the annual budget.

#### Judgements, estimates and assumptions

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

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

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

- estimated fair value of certain financial assets
- estimation of fair values of land and buildings and investment property
- impairment of financial assets
- estimation uncertainties and judgements made in relation to lease accounting
- estimated useful life of assets

**HIRE OF DERBY/WEST KIMBERLEY  
OTES TO AND FORMING PART OF THE BUDGET  
OR THE YEAR ENDED 30 JUNE 2024**

**b) KEY TERMS AND DEFINITIONS - NATURE OR TYPE**

**REVENUES**

**RATES**

All rates levied under the *Local Government Act 1995*. Includes general, differential, specific area rates, minimum payment, interim rates, back rates, ex-gratia rates, less discounts offered.

Exclude administration fees, interest on instalments, interest on arrears, service charges and sewerage rates.

**GRANTS, SUBSIDIES AND CONTRIBUTIONS**

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

**CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS**

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

**REVENUE FROM CONTRACTS WITH CUSTOMERS**

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

**FEES AND CHARGES**

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees.

Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

**SERVICE CHARGES**

Service charges imposed under *Division 6 of Part 6 of the Local Government Act 1995*. Regulation 54 of the *Local Government (Financial Management) Regulations 1996* identifies the charges which can be raised. These are television and radio broadcasting, underground electricity and neighbourhood surveillance services and water.

Exclude rubbish removal charges which should not be classified as a service charge. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

**INTEREST 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 cannot be classified under the above headings, includes dividends, discounts, rebates etc.

**PROFIT ON ASSET DISPOSAL**

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

**EXPENSES**

**EMPLOYEE COSTS**

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

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

**MATERIALS AND CONTRACTS**

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

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

**UTILITIES (GAS, ELECTRICITY, WATER)**

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

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

**INSURANCE**

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

**LOSS ON ASSET DISPOSAL**

Loss on the disposal of fixed assets.

**DEPRECIATION ON NON-CURRENT ASSETS**

Depreciation and amortisation expenses raised on all classes of assets.

**FINANCE COSTS**

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

**OTHER EXPENDITURE**

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

**HIRE OF DERBY/WEST KIMBERLEY  
DISTRICTS TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2024**

**RATES AND SERVICE CHARGES**

**Rating Information**

Rate Description	Basis of valuation	Rate in	Number of properties	Rateable value	2023/24 Budgeted rate revenue	2023/24 Budgeted interim rates	2023/24 Budgeted back rates	2023/24 Budgeted total revenue	2022/23 Actual total revenue	2022/23 Budget total revenue
		\$		\$	\$	\$	\$	\$	\$	\$
<b>General rates</b>										
GRV General	Gross rental valuation	0.140744	1,402	39,385,474	5,543,269	0	0	5,543,269	5,286,313	5,205,411
UV General	Unimproved valuation	0.083473	151	37,667,732	3,144,239	0	0	3,144,239	2,951,743	2,951,211
<b>Total general rates</b>			1,553	77,053,206	8,687,508	0	0	8,687,508	8,238,056	8,156,622
<b>Minimum payment</b>										
		\$								
GRV General	Gross rental valuation	1,596	273	1,270,616	435,708	0	0	435,708	410,400	407,311
UV General	Unimproved valuation	620	137	298,933	84,872	0	0	84,872	84,370	84,311
<b>Total minimum payments</b>			410	1,569,549	520,580	0	0	520,580	494,770	491,622
<b>Total general rates and minimum payments</b>			1,963	78,622,755	9,208,088	0	0	9,208,088	8,732,826	8,648,244
Discounts (Refer note 2(d))					0	0	0	(70,000)	(63,885)	(60,000)
<b>Total rates</b>					9,208,088	0	0	9,138,088	8,668,941	8,588,244

The Shire did not raise specified area rates for the year ended 30th June 2024.

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

The general rates detailed for the 2023/24 financial year have been determined by Council on the basis of raising the revenue required to meet the estimated deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than general rates and also considering the extent of any increase in rating over the level adopted in the previous year.

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

**HIRE OF DERBY/WEST KIMBERLEY  
OTES TO AND FORMING PART OF THE BUDGET  
OR THE YEAR ENDED 30 JUNE 2024**

**RATES AND SERVICE CHARGES (CONTINUED)**

**) Interest Charges and Instalments - Rates and Service Charges**

<b>Instalment options</b>	<b>Date due</b>	<b>Instalment plan admin charge</b>	<b>Instalment plan interest rate</b>	<b>Unpaid rates interest rates</b>
		\$	%	%
<b>Option one</b>				
Single full payment	6/10/2023	0	0.00%	8.00%
<b>Option two</b>				
First instalment	6/10/2023	20	5.50%	8.00%
Second instalment	12/01/2024	20	5.50%	8.00%
<b>Option three</b>				
First instalment	6/10/2023	20	5.50%	8.00%
Second instalment	8/12/2023	20	5.50%	8.00%
Third instalment	9/02/2024	20	5.50%	8.00%
Fourth instalment	12/04/2024	20	5.50%	8.00%

	<b>2023/24 Budget revenue</b>	<b>2022/23 Actual revenue</b>	<b>2022/23 Budget revenue</b>
	\$	\$	\$
Instalment plan admin charge revenue	12,912	11,625	12,000
Instalment plan interest earned	25,000	24,153	25,000
Unpaid rates and service charge interest earned	102,000	109,884	153,912
	<b>139,912</b>	<b>145,662</b>	<b>190,912</b>



**HIRE OF DERBY/WEST KIMBERLEY  
 RATES TO AND FORMING PART OF THE BUDGET  
 FOR THE YEAR ENDED 30 JUNE 2024**

**RATES AND SERVICE CHARGES (CONTINUED)**

**Service Charges**

The Shire did not raise service charges for the year ended 30th June 2024.

**Early payment discounts**

Rate, fee or charge to which discount is granted	Type	Discount %	Discount (\$)	2023/24 Budget	2022/23 Actual	2022/23 Budget	Circumstances in which discount is granted
General rates	Rate	1.50%	\$	\$ 70,000	\$ 63,885	\$ 60,000	A discount is offered to ratepayers whose payment of the full amount, including arrears and other charges is received on or before 21 days after the date appearing on the rate notice. The discount will apply to interim rates issued after the billing period.
				70,000	63,885	60,000	

**Waivers or concessions**

The Shire does not anticipate any waivers or concessions for the year ended 30th June 2024.

**HIRE OF DERBY/WEST KIMBERLEY  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2024**

**NET CURRENT ASSETS**

**Composition of estimated net current assets**

**Current assets**

Cash and cash equivalents  
Receivables  
Inventories

**Less: current liabilities**

Trade and other payables  
Long term borrowings  
Employee provisions

**Net current assets**

**Less: Total adjustments to net current assets**

**Net current assets used in the Statement of Financial Activity**

Note	2023/24 Budget 30 June 2024	2022/23 Actual 30 June 2023	2022/23 Budget 30 June 2023
	\$	\$	\$
4	3,091,341	12,346,041	2,513,177
	1,888,134	1,888,134	2,338,377
	59,048	59,048	60,577
	5,038,523	14,293,223	4,912,127
	(3,290,325)	(3,290,325)	(4,234,970)
7	(339,763)	(395,335)	(618,221)
	(691,514)	(691,514)	(578,267)
	(4,321,602)	(4,377,174)	(5,431,458)
	716,921	9,916,049	(519,337)
3(c)	(716,921)	(178,025)	519,337
	0	9,738,024	

**EXPLANATION OF DIFFERENCE IN NET CURRENT ASSETS AND SURPLUS/(DEFICIT)**

**Items excluded from calculation of budgeted deficiency**

When calculating the budget deficiency for the purpose of Section 6.2 (2)(c) of the *Local Government Act 1995* the following amounts have been excluded as provided by *Local Government (Financial Management) Regulation 32* which will not fund the budgeted expenditure.

**Non-cash amounts excluded from operating activities**

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

**Adjustments to operating activities**

Less: Profit on asset disposals  
Add: Depreciation

**Non cash amounts excluded from operating activities**

Note	2023/24 Budget 30 June 2024	2022/23 Actual 30 June 2023	2022/23 Budget 30 June 2023
	\$	\$	\$
5	0	(68,810)	
6	7,500,000	7,352,902	7,131,201
	7,500,000	7,284,092	7,131,201

**Current assets and liabilities excluded from budgeted deficiency**

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation 32* to agree to the surplus/(deficit) after imposition of general rates.

**Adjustments to net current assets**

Less: Cash - reserve accounts  
Add: Current liabilities not expected to be cleared at end of year  
- Current portion of borrowings  
- Current portion of employee benefit provisions held in reserve

**Total adjustments to net current assets**

8	(1,459,125)	(975,801)	(501,325)
	339,763	395,335	618,221
	402,441	402,441	402,441
	(716,921)	(178,025)	519,337

**HIRE OF DERBY/WEST KIMBERLEY  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2024**

**d) NET CURRENT ASSETS (CONTINUED)**

**MATERIAL ACCOUNTING POLICIES**

**CURRENT AND NON-CURRENT CLASSIFICATION**

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

**TRADE AND OTHER PAYABLES**

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

**PREPAID RATES**

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

**INVENTORIES**

**General**

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

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

**Superannuation**

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

**LAND HELD FOR RESALE**

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

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

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

**GOODS AND SERVICES TAX (GST)**

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

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

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

**CONTRACT LIABILITIES**

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

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

**TRADE AND OTHER RECEIVABLES**

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

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

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

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

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

**PROVISIONS**

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

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

**EMPLOYEE BENEFITS**

**Short-term employee benefits**

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

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the determination of the net current asset position. The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the determination of the net current asset position.

**Other long-term employee benefits**

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

The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

## HIRE OF DERBY/WEST KIMBERLEY NOTES TO AND FORMING PART OF THE BUDGET FOR THE YEAR ENDED 30 JUNE 2024

### RECONCILIATION OF CASH

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

Note	2023/24 Budget	2022/23 Actual	2022/23 Budget
	\$	\$	\$
Cash at bank and on hand	1,632,216	11,370,240	2,513,171
Term deposits	1,459,125	975,801	(1,459,125)
<b>Total cash and cash equivalents</b>	<b>3,091,341</b>	<b>12,346,041</b>	<b>2,513,171</b>
Held as			
- Unrestricted cash and cash equivalents	3(a) 1,632,216	11,370,240	2,011,841
- Restricted cash and cash equivalents	3(a) 1,459,125	975,801	501,321
	3,091,341	12,346,041	2,513,171
<b>Restrictions</b>			
The following classes of assets have restrictions imposed by regulations or other externally imposed requirements which limit or direct the purpose for which the resources may be used:			
- Cash and cash equivalents	1,459,125	975,801	501,321
	1,459,125	975,801	501,321
The assets are restricted as a result of the specified purposes associated with the liabilities below:			
Financially backed reserves	8 1,459,125	975,801	501,321
	1,459,125	975,801	501,321
<b>Reconciliation of net cash provided by operating activities to net result</b>			
<b>Net result</b>	<b>8,420,253</b>	<b>10,412,078</b>	<b>6,994,461</b>
Depreciation	6 7,500,000	7,352,902	7,131,201
(Profit)/loss on sale of asset	5 0	(68,810)	(68,810)
(Increase)/decrease in receivables	0	237,218	237,218
(Increase)/decrease in inventories	0	(9,695)	(9,695)
(Increase)/decrease in other assets	0	66,535	66,535
Increase/(decrease) in payables	0	(3,741,039)	(3,741,039)
Increase/(decrease) in contract liabilities	0	(124,860)	(227,553)
Increase/(decrease) in unspent capital grants	0	(2,487,091)	(452,078)
Increase/(decrease) in other provision	0	(130,237)	(130,237)
Capital grants, subsidies and contributions	(28,120,710)	(9,414,989)	(19,103,095)
<b>Net cash from operating activities</b>	<b>(12,200,457)</b>	<b>2,092,012</b>	<b>(5,657,062)</b>

### MATERIAL ACCOUNTING POLICES

#### CASH AND CASH EQUIVALENTS

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

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

#### FINANCIAL ASSETS AT AMORTISED COST

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

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

**HIRE OF DERBY/WEST KIMBERLEY  
OTES TO AND FORMING PART OF THE BUDGET  
OR THE YEAR ENDED 30 JUNE 2024**

**FIXED ASSETS**

The following assets are budgeted to be acquired and/or disposed of during the year.

	2023/24 Budget Additions	2022/23 Actual Additions	2022/23 Disposals - Net Book Value	2022/23 Actual Disposals - Sale Proceeds	2022/23 Actual Disposals - Profit or Loss	2022/23 Budget Additions
	\$	\$	\$	\$	\$	\$
<b>) Property, Plant and Equipment</b>						
Buildings - non-specialised	9,097,000	609,366	0	0	0	1,000,000
Furniture and equipment	100,000		0	0	0	29,442
Plant and equipment	1,172,146	527,069	44,488	113,298	68,810	742,900
<b>Total</b>	<b>10,369,146</b>	<b>1,136,435</b>	<b>44,488</b>	<b>113,298</b>	<b>68,810</b>	<b>1,772,342</b>
<b>) Infrastructure</b>						
Infrastructure - roads	17,445,488	8,575,038	0	0	0	15,824,284
Other infrastructure - drainage	8,000	0	0	0	0	280,000
Other infrastructure - footpaths	79,734	0	0	0	0	50,000
Other infrastructure - land and parks	100,000	301	0	0	0	0
Other infrastructure - wharf	50,000	0	0	0	0	100,000
Other infrastructure - airports	3,000,000	0	0	0	0	3,000,000
Other infrastructure - other structures	3,727,250	516,048	0	0	0	1,859,800
<b>Total</b>	<b>24,410,472</b>	<b>9,091,387</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>21,114,084</b>
<b>Total</b>	<b>34,779,618</b>	<b>10,227,822</b>	<b>44,488</b>	<b>113,298</b>	<b>68,810</b>	<b>22,886,426</b>

**MATERIAL ACCOUNTING POLICIES**

**RECOGNITION OF ASSETS**

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

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

**HIRE OF DERBY/WEST KIMBERLEY  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2024**

**DEPRECIATION**

**By Class**

	<b>2023/24 Budget</b>	<b>2022/23 Actual</b>	<b>2022/23 Budget</b>
	\$	\$	\$
Buildings - non-specialised	953,157	891,664	950,099
Furniture and equipment	0		4,067
Plant and equipment	266,945	249,723	294,843
Infrastructure - roads	4,405,278	4,121,069	3,338,465
Other infrastructure - drainage	45,479	42,545	666,807
Other infrastructure - footpaths	29,352	27,458	69,614
Other infrastructure - land and parks	154,538	144,568	109,157
Other infrastructure - wharf	622,960	582,769	912,029
Other infrastructure - airports	592,419	554,199	598,973
Other infrastructure - other structures	429,872	402,139	187,146
Other infrastructure - landfill asset	0	336,768	0
	<b>7,500,000</b>	<b>7,352,902</b>	<b>7,131,200</b>

**By Program**

Governance	734	19,086	659
General purpose funding		0	25,635
Law, order, public safety	28,541	18,458	22,233
Health	24,754	29,481	53,028
Education and welfare	59,041	84,310	0
Housing	205,120	189,971	184,231
Community amenities	785,431	430,891	705,443
Recreation and culture	466,151	590,257	813,679
Transport	5,536,594	5,729,858	4,972,748
Economic services	123,908	70,752	111,288
Other property and services	269,726	189,838	242,256
	<b>7,500,000</b>	<b>7,352,902</b>	<b>7,131,200</b>

**MATERIAL ACCOUNTING POLICIES**

**DEPRECIATION**

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

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

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

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

Buildings - non-specialised	25 to 40 years
Furniture and equipment	3 to 10 years
Plant and equipment	4 to 15 years
Infrastructure - roads	8 to 100 years
Other infrastructure - drainage	40 years
Other infrastructure - footpaths	26 years
Other infrastructure - land and parks	25 years
Other infrastructure - wharf	35 years
Other infrastructure - airports	8 to 65 years
Other infrastructure - other structures	10 to 50 years
Other infrastructure - landfill asset	20 to 50 years

**IRE OF DERBY/WEST KIMBERLEY  
 IES TO AND FORMING PART OF THE BUDGET  
 R THE YEAR ENDED 30 JUNE 2024**

**BORROWINGS**

**Borrowing repayments**

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

Purpose	Loan Number	Institution	Interest Rate	Budget	2023/24	2023/24	Budget	2023/24	Actual	2022/23	2022/23	Actual	2022/23	Budget	2022/23	2022/23	Budget	2022/23	
				Principal	Budget	Budget	Principal	Principal	Actual	Actual	Actual	Actual	Principal	Budget	Budget	Budget	Principal	Principal	Principal
				1 July 2023	New	Principal	outstanding	Budget	1 July 2022	New	Principal	outstanding	Actual	1 July 2022	New	Principal	outstanding	Repayments	Repayments
				\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Staff housing	136	WATC	6.46%	26,728	0	(26,728)	0	(1,302)	51,785	0	(25,057)	26,728	(2,638)	51,785	0	(25,057)	26,728		(2,947)
Staff housing	146	WATC	6.33%	465,197	0	(54,699)	410,498	(28,595)	516,591	0	(51,394)	465,197	(23,458)	516,591	0	(51,394)	465,197		(31,900)
Staff housing	148	WATC	4.49%	223,894	0	(20,693)	203,201	(9,823)	243,688	0	(19,794)	223,894	(10,662)	243,688	0	(19,794)	223,894		(10,722)
Staff housing		WATC		0	5,000,000	0	5,000,000	0	0	0	0	0	0	0	1,000,000	0	1,000,000		0
Wharf fenders, boat ramp	145	WATC	6.87%	137,417	0	(30,956)	106,461	(8,918)	166,351	0	(28,934)	137,417	(10,909)	166,351	0	(28,934)	137,417		(10,940)
Derby wharf infrastructure	151	WATC	3.02%	212,809	0	(40,049)	172,760	(6,127)	251,676	0	(38,867)	212,809	(7,267)	251,676	0	(38,867)	212,809		(7,309)
Derby airport infrastructure & 1	152	WATC	1.72%	1,338,829	0	(196,344)	1,142,485	(22,316)	1,531,820	0	(192,991)	1,338,829	(25,597)	1,531,820	0	(192,991)	1,338,829		(25,669)
Derby visitors centre	149	WATC	4.49%	279,868	0	(25,866)	254,002	(12,279)	304,610	0	(24,742)	279,868	(13,328)	304,610	0	(24,742)	279,868		(13,402)
Disaster Recovery, Flood Damage and Fitzroy Crossing Airstrip Refurbishment Project		WATC		0	5,000,000	0	5,000,000	0	0	0	0	0	0	0	0	0	0		0
				2,684,742	10,000,000	(395,335)	12,289,407	(89,360)	3,066,521	0	(381,779)	2,684,742	(93,859)	3,066,521	1,000,000	(381,779)	3,684,742		(102,889)

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

**HIRE OF DERBY/WEST KIMBERLEY  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2024**

**BORROWINGS**

**New borrowings - 2023/24**

Particulars/Purpose	Institution	Loan type	Term (years)	Interest rate	Amount borrowed budget	Total interest & charges	Amount used budget	Balance unspent
Disaster Recovery, Flood Damage and Fitzroy Crossing Airstrip Refurbishment Project	WATC	Short term	3	%	\$ 5,000,000	\$ 0	\$ 5,000,000	\$
Staff Housing Project	WATC	Short term	3		5,000,000	0	5,000,000	
					<u>10,000,000</u>	<u>0</u>	<u>10,000,000</u>	

**Unspent borrowings**

The Shire had no unspent borrowing funds as at 30th June 2023 nor is it expected to have unspent borrowing funds as at 30th June 2024.

**Credit Facilities**

	2023/24 Budget	2022/23 Actual	2022/23 Budget
	\$	\$	\$
<b>Undrawn borrowing facilities credit standby arrangements</b>			
Bank overdraft limit	0	0	0
Bank overdraft at balance date	0	0	0
Credit card limit	50,000	50,000	50,000
Credit card balance at balance date	0	0	0
<b>Total amount of credit unused</b>	<u>50,000</u>	<u>50,000</u>	<u>50,000</u>
<b>Loan facilities</b>			
Loan facilities in use at balance date	<u>12,289,407</u>	<u>2,684,742</u>	<u>3,684,742</u>

**MATERIAL ACCOUNTING POLICIES**

**BORROWING COSTS**

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

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature. Borrowings fair values are based on discounted cash flows using a current borrowing rate. They are classified as level 3 fair values in the fair value hierarchy due to the unobservable inputs, including own credit risk.



**HIRE OF DERBY/WEST KIMBERLEY  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2024**

**RESERVE ACCOUNTS**

**) Reserve Accounts - Movement**

	2023/24 Budget Opening Balance	2023/24 Budget Transfer to	2023/24 Budget Transfer (from)	2023/24 Budget Closing Balance	2022/23 Actual Opening Balance	2022/23 Actual Transfer to	2022/23 Actual Transfer (from)	2022/23 Actual Closing Balance	2022/23 Budget Opening Balance	2022/23 Budget Transfer to	2022/23 Budget Transfer (from)	2022/23 Budget Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Restricted by council</b>												
) Leave reserve	402,441	0	0	402,441	402,441	0	0	402,441	402,441	0	0	402,441
) Office building reserve	314,511	0	0	314,511	314,511	0	0	314,511	314,511	0	(314,511)	0
) Airport reserve	28,456	0	0	28,456	28,456	0	0	28,456	28,456	0	0	28,456
) Derby Wharf maintenance reserve	3,721	0	0	3,721	3,721	0	0	3,721	3,721	0	0	3,721
) Economic development reserve	19,936	0	0	19,936	19,936	0	0	19,936	19,936	0	0	19,936
) Fitzroy crossing recreation hall reserve	46,771	0	0	46,771	46,771	0	0	46,771	46,771	0	0	46,771
) Staff housing reserve	159,965	483,324	0	643,289	159,965	0	0	159,965	159,965	0	(159,965)	0
	975,801	483,324	0	1,459,125	975,801	0	0	975,801	975,801	0	(474,476)	501,325

**) Reserve Accounts - Purposes**

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

Reserve name	Anticipated date of use	Purpose of the reserve
) Leave reserve	Ongoing	To be used to fund annual and long service leave requirements.
) Office building reserve	Ongoing	To be used to fund the new Derby administration building
) Airport reserve	Ongoing	To be used to fund airport capital works, primarily bitumen resealing
) Derby Wharf maintenance reserve	Ongoing	To be used to carry out wharf maintenance
) Economic development reserve	Ongoing	To promote economic development within the Shire
) Fitzroy crossing recreation hall reserve	Ongoing	To be used to quarantine funds received from the lease of the FX Recreation Hall to be utilised for any upgrade works.
) Staff housing reserve	Ongoing	To be used for the construction of staff housing

**CIIRE OF DERBY/WEST KIMBERLEY  
STATEMENTS TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2024**

**REVENUE RECOGNITION**

**MATERIAL ACCOUNTING POLICIES**

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

<b>Revenue Category</b>	<b>Nature of goods and services</b>	<b>When obligations typically satisfied</b>	<b>Payment terms</b>	<b>Returns/Refunds/Warranties</b>	<b>Determination of transaction price</b>	<b>Allocating transaction price</b>	<b>Measuring obligations for returns</b>	<b>Timing of Revenue recognition</b>
Grant contracts with customers	Community events, minor facilities, research, design, planning evaluation and services	Over time	Fixed terms transfer of funds based on agreed milestones and reporting	Contract obligation if project not complete	Set by mutual agreement with the customer	Based on the progress of works to match performance obligations	Returns limited to repayment of transaction price of terms breached	Output method based on project milestones and/or completion date matched to performance obligations as inputs are shared
Licences/ Registrations/ Approvals	Building, planning, development and animal management, having the same nature as a licence regardless of naming.	Single point in time	Full payment prior to issue	None	Set by State legislation or limited by legislation to the cost of provision	Based on timing of issue of the associated rights	No refunds	On payment and issue of the licence, registration or approval
Waste management entry fees	Waste treatment, recycling and disposal service at disposal sites	Single point in time	Payment in advance at gate or on normal trading terms if credit provided	None	Adopted by council annually	Based on timing of entry to facility	Not applicable	On entry to facility
Fees and charges for other goods and services	Cemetery services, library fees, reinstatements and private works	Single point in time	Payment in full in advance	None	Adopted by council annually	Applied fully based on timing of provision	Not applicable	Output method based on provision of service or completion of works
Sale of stock	Aviation fuel, kiosk and visitor centre stock	Single point in time	In full in advance, on 15 day credit	Refund for faulty goods	Adopted by council annually, set by mutual agreement	Applied fully based on timing of provision	Returns limited to repayment of transaction price	Output method based on goods

## HIRE OF DERBY/WEST KIMBERLEY OTES TO AND FORMING PART OF THE BUDGET OR THE YEAR ENDED 30 JUNE 2024

### J. PROGRAM INFORMATION

#### ) Key Terms and Definitions - Reporting Programs

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

#### OBJECTIVE

#### ACTIVITIES

##### Governance

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

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 resources which 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 services.

##### 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 well being.

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 for council employees.

**HIRE OF DERBY/WEST KIMBERLEY  
OTES TO AND FORMING PART OF THE BUDGET  
OR THE YEAR ENDED 30 JUNE 2024**

**) PROGRAM INFORMATION (Continued)**

**) Income and expenses**

	<b>2023/24 Budget</b>	<b>2022/23 Actual</b>	<b>2022/23 Budget</b>
<b>Income excluding grants, subsidies and contributions</b>	\$	\$	\$
Governance	1,646	4,553	200
General purpose funding	9,348,134	8,922,531	6,840,629
Law, order, public safety	26,424	39,050	33,001
Health	31,652	33,601	102,500
Education and welfare	0	200	1,280,600
Housing	133,424	142,077	124,000
Community amenities	3,160,938	2,793,552	2,830,600
Recreation and culture	126,322	427,441	1,263,726
Transport	2,156,304	3,354,521	1,315,000
Economic services	41,520	68,989	16,200
Other property and services	508,000	200,466	668,306
	<b>15,534,364</b>	<b>15,986,981</b>	<b>14,474,762</b>
<b>Grants, subsidies and contributions</b>			
Governance	0	8,293	0
General purpose funding	50,000	9,504,860	3,090,759
Law, order, public safety	30,000	158,497	0
Health	633,000	429,352	636,260
Education and welfare	970,000	400,456	1,280,000
Community amenities	0	12,024	0
Recreation and culture	480,964	359,385	558,163
Transport	7,290	334,715	0
Economic services	39,400	14	0
Other property and services	56,500	69,056	0
	<b>2,267,154</b>	<b>11,276,652</b>	<b>5,565,182</b>
<b>Capital grants, subsidies and contributions</b>			
Governance	92,500	0	0
Law, order, public safety	0	25,697	0
Health	30,000	284,349	0
Education and welfare	0	16,193	0
Housing	1,200,000	0	0
Community amenities	0	150,000	0
Recreation and culture	2,427,750	488,802	436,500
Transport	24,370,460	10,577,296	19,043,573
Economic services	0	489,980	75,100
	<b>28,120,710</b>	<b>12,032,317</b>	<b>19,555,173</b>
<b>Total Income</b>	<b>45,922,228</b>	<b>39,295,950</b>	<b>39,595,117</b>
<b>Expenses</b>			
Governance	(1,980,658)	(1,533,106)	(1,903,172)
General purpose funding	(397,057)	(587,632)	(457,343)
Law, order, public safety	(611,204)	(823,180)	(954,589)
Health	(854,406)	(1,221,456)	(1,467,484)
Education and welfare	(636,170)	(1,349,504)	(1,375,664)
Housing	(983,720)	(334,119)	(810,540)
Community amenities	(5,397,278)	(3,720,008)	(4,754,572)
Recreation and culture	(5,380,227)	(6,150,468)	(7,501,358)
Transport	(11,269,481)	(9,963,681)	(11,515,801)
Economic services	(1,334,075)	(1,222,301)	(1,167,231)
Other property and services	(8,657,699)	(1,978,417)	(692,899)
<b>Total expenses</b>	<b>(37,501,975)</b>	<b>(28,883,872)</b>	<b>(32,600,653)</b>
<b>Net result for the period</b>	<b>8,420,253</b>	<b>10,412,078</b>	<b>6,994,464</b>

**HIRE OF DERBY/WEST KIMBERLEY  
OTES TO AND FORMING PART OF THE BUDGET  
OR THE YEAR ENDED 30 JUNE 2024**

**1. OTHER INFORMATION**

	<b>2023/24 Budget</b>	<b>2022/23 Actual</b>	<b>2022/23 Budget</b>
<b>The net result includes as revenues</b>	\$	\$	\$
<b>) Interest earnings</b>			
Investments			
- Other funds	50,000	78,718	10,000
Late payment of fees and charges *	10,000	15,479	0
Other interest revenue	127,000	134,037	178,912
	187,000	228,234	188,912
* The Shire has resolved to charge interest under section 6.13 for the late payment of any amount of money at 8%.			
<b>) Other revenue</b>			
Reimbursements and recoveries	667,520	1,564,474	694,155
	667,520	1,564,474	694,155
<b>The net result includes as expenses</b>			
<b>) Auditors remuneration</b>			
Audit services	82,150	98,815	66,300
	82,150	98,815	66,300
<b>) Interest expenses (finance costs)</b>			
Borrowings (refer Note 7(a))	89,360	93,859	102,889
Other finance costs	0	0	100
	89,360	93,859	102,989
<b>) Write offs</b>			
General rate	173,658	334,232	80,000
	173,658	334,232	80,000

**HIRE OF DERBY/WEST KIMBERLEY  
OTES TO AND FORMING PART OF THE BUDGET  
OR THE YEAR ENDED 30 JUNE 2024**

**2. ELECTED MEMBERS REMUNERATION**

	<b>2023/24 Budget</b>	<b>2022/23 Actual</b>	<b>2022/23 Budget</b>
	\$	\$	\$
<b>Elected member 1</b>			
President's allowance	62,727	62,727	62,727
Meeting attendance fees	23,231	23,231	23,231
Annual allowance for ICT expenses	1,334	1,334	1,333
	87,292	87,292	87,291
<b>Elected member 2</b>			
Deputy President's allowance	15,682	15,682	15,682
Meeting attendance fees	17,325	17,325	17,325
Annual allowance for ICT expenses	1,334	1,334	1,333
	34,341	34,341	34,340
<b>Elected member 3</b>			
Meeting attendance fees	17,325	17,325	17,325
Annual allowance for ICT expenses	1,334	1,334	1,333
	18,659	18,659	18,658
<b>Elected member 4</b>			
Meeting attendance fees	17,325	17,325	17,325
Annual allowance for ICT expenses	1,333	1,333	1,333
	18,658	18,658	18,658
<b>Elected member 5</b>			
Meeting attendance fees	17,325	17,325	17,325
Annual allowance for ICT expenses	1,333	1,333	1,333
	18,658	18,658	18,658
<b>Elected member 6</b>			
Meeting attendance fees	17,325	17,325	17,325
Annual allowance for ICT expenses	1,333	1,333	1,333
	18,658	18,658	18,658
<b>Elected member 7</b>			
Meeting attendance fees	17,325	17,325	17,325
Annual allowance for ICT expenses	1,333	1,333	1,333
	18,658	18,658	18,658
<b>Elected member 8</b>			
Meeting attendance fees	17,325	17,325	17,325
Annual allowance for ICT expenses	1,333	1,333	1,333
	18,658	18,658	18,658
<b>Elected member 9</b>			
Meeting attendance fees	17,325	17,325	17,325
Annual allowance for ICT expenses	1,333	1,333	1,333
	18,658	18,658	18,658
<b>Total Elected Member Remuneration</b>	252,240	252,240	252,237
President's allowance	62,727	62,727	62,727
Deputy President's allowance	15,682	15,682	15,682
Meeting attendance fees	161,831	161,831	161,831
Annual allowance for ICT expenses	12,000	12,000	11,997
	252,240	252,240	252,237

**HIRE OF DERBY/WEST KIMBERLEY  
NOTES TO AND FORMING PART OF THE BUDGET  
OR THE YEAR ENDED 30 JUNE 2024**

**3. FEES AND CHARGES**

	<b>2023/24 Budget</b>	<b>2022/23 Actual</b>	<b>2022/23 Budget</b>
	\$	\$	\$
<b>By Program:</b>			
Governance	1,646	4,553	200
General purpose funding	23,046	24,106	20,200
Law, order, public safety	26,425	21,845	27,258
Health	31,652	33,601	27,500
Education and welfare	0	200	500
Housing	133,424	140,411	124,000
Community amenities	3,027,937	2,793,552	2,830,600
Recreation and culture	126,322	86,843	117,400
Transport	2,156,304	2,216,324	1,840,000
Economic services	15,000	20,420	15,600
Other property and services	0	114,667	0
	<b>5,541,756</b>	<b>5,456,522</b>	<b>5,003,258</b>

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

Fee Description	GST	Statutory Fee	Legislation	Fee 2022/23	Fee Unit	Fee 2023/24
<b>03 General Purpose Funding</b>						
<b>Rates</b>						
<b>Instalment Charges</b>						
Instalment Plans - Administration Fee per instalment notice. The administration fee does not apply to the first instalment (therefore a total fee of \$45 per year). The fee is only applicable to ratepayers who elect to pay either by the two or four instalments option by the due date	No	Yes	Local Government Financial Management Regulations 1996, Part 5, Section 67	\$15.00	each	\$20.00
Interest on Instalment Plan	No	Yes	Local Government Financial Management Regulations 1996, Part 5, Section 68	5.5% pa	annual rate	5.5% pa
<b>Interest Charges</b>						
Penalty interest on overdue rates and service charges - calculated daily on rates and service charges unpaid by due date	No	Yes	Local Government Financial Management Regulations 1996, Part 5, Section 70, 71	7%	annual rate	0.07
<b>Rating Charges</b>						
Dishonoured Cheque including administration fee	Yes	No	LG Act 1995	\$60.00	each	\$65.00
Rates Reprint - Cost per reprint sent by e-mail	No	No		\$10.00	each	
Rates Reprint - Cost per reprint sent by e-mail	No	No		\$10.00	each	
Account Enquiries - Rating Information per request only	No	No		\$65.00	each	\$70.00
Account Enquiries - Property Search which includes Building Dept Fee per request	No	No		\$130.00	each	\$140.00
Account Enquiries - Combined Rating and Property Search per request	No	No		\$178.00	each	\$192.00
Rate Book - Hard Copy per request *	No	No		\$216.00	each	\$233.00
Rate Book - Electronic Copy per request *	No	No		\$27.00	each	\$30.00
Electoral Roll per request	No	No		\$205.00	each	\$221.00
Rates - Alternative Payment Arrangements per request	No	No		\$54.00	each	\$59.00
Rates - Re-imbusement of Search/Legal Fees	No	No		Actual Cost	each	Actual Cost
Debt Recovery Cost: Rates Collection - All legal and court costs	No	No		Actual Cost		Actual Cost
Caveat Lodgement Fee	No	No		Actual Cost		Actual Cost
Caveat Withdrawal Fee	No	No		Actual Cost		Actual Cost
Fee for issuing a final demand	No	No	Fines, Penalties and Infringement Notices Enforcement Act 1994	NEW	each	\$25.30
* Rate Book will only be provided on completion of a statutory declaration that the information will not be used for commercial purposes by the purchaser or another person						
<b>04 Governance</b>						
<b>Other Governance</b>						
<b>Administrative Charges</b>						
<b>Debtors</b>						
Debt Recovery Cost: Non-Rate Debt Collection - All legal and court costs	No	No		Actual Cost		Actual Cost
Non Payment Penalty Interest - Sundry Debtors (commences 35 days after date of issue, interest calculated daily)	No	No	LG Act 1995 Section 6.13	7%	annual rate	7%
Dishonoured Cheque including administration fee	No	Yes	LG Act 1995	60.00	each	\$65.00
* At discretion of the Shire not to levy this charge						
<b>Council Publications</b>						
<b>Minutes and Agendas</b>						
Agenda and Minutes - per copy per meeting	No	No	LG Act 1995	\$45.00	per copy	\$45.00
<b>Freedom of Information Requests</b>						
Application for personal information about the Applicant	No	Yes	FOI Reg 1993, Schedule 1	No Charge	each	No Charge
Application Fee under Section 12 (1) (e) for an application for non-personal information*	No	Yes	FOI Reg 1993, Schedule 1	\$30.00	each	\$30.00
Charge for time taken dealing with application, photocopying, access time supervised by staff, transcribing information from a tape or other device (per hour or pro rata for a part of an hour)	No	Yes	FOI Reg 1993, Schedule 1	\$30.00	per hour	\$30.00
Charge for duplicating a Tape, File or Computer information	No	Yes	FOI Reg 1993, Schedule 1	Actual Cost		Actual Cost
Charge for delivery, packaging and postage	No	Yes	FOI Reg 1993, Schedule 1	Actual Cost		Actual Cost
Advance deposit may be required by the Shire of the estimated charges under Section 18 (1) of the FOI Act	No	Yes	FOI Reg 1993, Schedule 1	25%	% of cost	25%
Further advance deposit which may be required by the Shire under Section 18 (4) of the FOI Act	No	Yes	FOI Reg 1993, Schedule 1	75%	% of cost	75%
For financially disadvantaged applicants or those issued with a prescribed Pensioner Concession Card, the charge payable is reduced by:	No	No		25%		25%
* Members of the public may request an estimate of charges when lodging an application. If the charges are likely to exceed \$25, the Shire will provide an estimate of charges and enquire whether the application is to proceed.						
<b>Administration and Library Charges</b>						
<b>Scanning to Email:</b> Charge per page	Yes	No		10.00	each	\$11.00
<b>Laminating:</b>						
A4 per page	Yes	No		10.00	each	\$11.00
A3 per page	Yes	No		10.00	each	\$11.00
<b>Printing or Copying:</b>						
A4 Black and White - per side	Yes	No	LG Act 1995	1.00	each	\$2.00
A4 Coloured - per side	Yes	No	LG Act 1995	2.00	each	\$3.00
A3 Black and White - per Side	Yes	No	LG Act 1995	2.00	each	\$3.00
A3 Coloured - per Side	Yes	No	LG Act 1995	3.00	each	\$4.00
Students - Above fees are at a discounted rate of 50%	Yes	No	LG Act 1995	50%	each	50% of the above
<b>Shire Special Series Number Plates</b>	Yes	No		\$300.00	each	\$323.00
<b>05 Law, Order, Public Safety</b>						
<b>Animal Control</b>						
Animal trap bond* - per trap and refundable upon return of trap	No	No				\$50.00
<b>Animal Microchipping *</b>						
Microchipping of dog or cat - where either 1 dog or 1 cat only	Yes	No	LG Act 1995	\$55.00	each	\$55.00
Microchipping of dog or cat - per animal where two or more	Yes	No	LG Act 1995	\$50.00	each	\$50.00
Microchipping of dog or cat - Eligible Pensioners where either 1 dog or 1 cat only	Yes	No	LG Act 1995	\$50.00	each	\$50.00
Microchipping of dog or cat - Eligible Pensioners per animal where two or more	Yes	No	LG Act 1995	\$45.00	each	\$45.00
* This service is a provision for the releasing dogs and cats from the pound - when and where other service providers are not available. It cannot be seen as an expectation from the Public and may not always be readily available. The principal Vet from the Derby Veterinary Clinic unconditionally supports the offer of this service						
<b>Cat Regulation 2012, CAT ACT 2011</b>						
Cat Breeders - Application for grant of, or renewal of approval to breed cats	No	Yes	Cat Act 2011	\$200.00	each	\$200.00
<b>Cat Registration Fees and Charges *</b>						
Sterilised Cat - 1 year	No	Yes	Cat Reg 2012, Schedule 3	\$20.00	each	\$20.00



Sterilised Cat - If application is made after 31st of May until next 31st of October	No	Yes	Cat Reg 2012, Schedule 3	\$10.00	each	\$10.00
Sterilised Cat - 3 years	No	Yes	Cat Reg 2012, Schedule 3	\$42.50	each	\$42.50
Sterilised Cat - Lifetime Registration	No	Yes	Cat Reg 2012, Schedule 3	\$100.00	each	\$100.00
Eligible Pensioners - Amount of above fee payable	No	Yes	Cat Reg 2012, Schedule 3	50%	each	50%
* Cat Registrations are due and payable on 1st November in the year of expiry of the licence						
Replacement Cat Tag	Yes	No	LG Act 1995	6.00	each	\$6.00
Cat Seizure Fee - payable in addition to infringement fees	No	No	LG Act 1995	90.00	each	\$90.00
Cat maintenance in pound - per cat per day	Yes	No	LG Act 1995	15.00	each	\$15.00
Parasite treatment if required	Yes	No	LG Act 1995	11.00	each	\$11.00
<b>Dogs Local Law 2003, Dog Act 1976</b>						
<b>Dog Registration Fees and Charges *</b>						
Sterilised Dogs - 1 year	No	Yes	Dog Act 1976	\$20.00	each	\$20.00
Sterilised Dog - If application is made after 31st of May until next 31st of October	No	Yes	Dog Act 1976	\$10.00	each	\$10.00
Sterilised Dogs - 3 years	No	Yes	Dog Act 1976	\$42.50	each	\$42.50
Sterilised Dog - Lifetime Registration	No	Yes	Dog Act 1976	\$100.00	each	\$100.00
Eligible Concession Card Holders - Amount of above fee payable (except Dangerous Dog)	No	Yes	Dog Act 1976	50%	each	50%
Working Dogs - Bona fide used in droving or tendering stock, Amount of above fee payable	No	Yes	Dog Act 1976	25%	each	25%
Lifetime dog sterilisation cost - only under RSPCA Pet Sterilisation Program	No	Yes	Dog Act 1976			No charge
Unsterilised Dogs - 1 year	No	Yes	Dog Act 1976	\$50.00	each	\$50.00
Unsterilised Dog - If application is made after 31st of May until next 31st of October	No	Yes	Dog Act 1976	\$25.00	each	\$25.00
Unsterilised Dogs - 3 years	No	Yes	Dog Act 1976	\$120.00	each	\$120.00
Unsterilised Dog - Lifetime	No	Yes	Dog Act 1976	\$250.00	each	\$250.00
Eligible Concession Card Holders - Amount of above fee payable (except Dangerous Dog)	No	Yes	Dog Act 1976	50%	each	50%
Working Dogs - Bona fide used in droving or tendering stock, Amount of above fee payable	No	Yes	Dog Act 1976	25%	each	25%
* Dog Registrations are due and payable on 1st November in the year of expiry of the licence						
Guide Dogs	No	Yes		No Charge		No Charge
Replacement Dog Tag	Yes	No	LG Act 1995	6.00	each	\$6.00
Dangerous Dog - 1 year	No	Yes		\$50.00	each	\$50.00
Dangerous Dog initial property inspection	Yes	No	LG Act 1995	250.00	each	\$250.00
Dangerous Dog annual inspection	Yes	No	LG Act 1995	200.00	each	\$200.00
Dangerous Dog Collar	Yes	No	LG Act 1995	70.00	each	\$70.00
Dangerous Dog Sign	Yes	No	LG Act 1995	45.00	each	\$45.00
Dangerous Dog Muzzle	Yes	No	LG Act 1995	35.00	each	\$35.00
<b>Dog Local Laws and Dog Charges</b>						
Dog Seizure Fee - payable in addition to infringement fees as per Dog Act 1976 and Dog Regulations 1976	Yes	No	LG Act 1995	90.00	each	\$90.00
First impound - registered dog or cat	Yes	No	LG Act 1995	NEW	each	\$50.00
First impound - unregistered dog or cat	Yes	No	LG Act 1995	NEW	each	\$75.00
Second impound within 12 months	Yes	No	LG Act 1995	NEW	each	\$100.00
Third and subsequent impound within 12 months	Yes	No	LG Act 1995	NEW	each	\$150.00
Dog Seizure Fee - Without impound and return of dog	No	No	Dog Act 1976	No charge	each	No charge
Dog Maintenance in Pound - per dog per day	Yes	No	LG Act 1995	15.00	each	\$15.00
Parasite treatment if required	Yes	No	LG Act 1995	11.00	each	\$11.00
Destruction and/or Disposal of a Dog - At Owners request * To be charged at the discretion of Snr Ranger to ensure animal welfare is paramount	Yes	No	LG Act 1995	120.00	each	\$120.00
Return Dog after hours * Dependent on availability of Ranger	Yes	No	LG Act 1995	150.00	each	\$150.00
Application for more than 2 Dogs - Charge per application	Yes	No	LG Act 1995	\$150.00	each	\$100.00
<b>Boarding Kennels</b>						
Boarding Kennel Registration licence	Yes	Yes	Dog Act 1976	200.00	each	\$200.00
Annual kennel Licence (Inspection required before renewal of Licence)	Yes	Yes	Dog Act 1976	200.00	each	\$220.00
Variation of Licence	No	Yes	Dog Act 1976	105.00	each	\$105.00
Transfer of Licence	No	Yes	Dog Act 1976	70.00	each	\$70.00
<b>Livestock Poundage Fees</b>						
<b>Impound during business hours</b>						
Entire horses, mules, asses, camels, bulls or boars per head	Yes	No	Local Government (Miscellaneous Provisions) Act 1960	\$120.00	each	\$120.00
Mares, geldings, colts, fillies, foals, oxen, cows, steers, heifers, rams or pigs per head	Yes	No	Local Government (Miscellaneous Provisions) Act 1960	\$120.00	each	\$120.00
Wethers, ewes, lambs or goats per head	Yes	No	Local Government (Miscellaneous Provisions) Act 1960	\$60.00	each	\$60.00
<b>Impounded after 6pm and before 6am</b>						
Entire horses, mules, asses, camels, bulls or boars per head	Yes	No	Local Government (Miscellaneous Provisions) Act 1960	\$204.00	each	\$204.00
Mares, geldings, colts, fillies, foals, oxen, cows, steers, heifers, rams or pigs per head	Yes	No	Local Government (Miscellaneous Provisions) Act 1960	\$240.00	each	\$240.00
Wethers, ewes, lambs or goats per head	Yes	No	Local Government (Miscellaneous Provisions) Act 1960	\$120.00	each	\$120.00
Entire horses, mules, asses, camels, bulls or boars per head	Yes	No	Local Government (Miscellaneous Provisions) Act 1960	\$60.00	each	\$60.00
Mares, geldings, colts, fillies, foals, oxen, cows, steers, heifers, rams or pigs per head	Yes	No	Local Government (Miscellaneous Provisions) Act 1960	\$60.00	each	\$60.00
Wethers, ewes, lambs or goats per head	Yes	No	Local Government (Miscellaneous Provisions) Act 1960	\$30.00	each	\$30.00
<b>Subsequent each 24 hours of part thereof</b>						
Entire horses, mules, asses, camels, bulls or boars per head	Yes	No	Local Government (Miscellaneous Provisions) Act 1960	\$30.00	each	\$30.00
Mares, geldings, colts, fillies, foals, oxen, cows, steers, heifers, rams or pigs per head	Yes	No	Local Government (Miscellaneous Provisions) Act 1960	\$30.00	each	\$30.00

Wethers, ewes, lambs or goats per head	Yes	No	Local Government (Miscellaneous Provisions) Act 1960	\$15.00	each	\$15.00
Note: No charge is payable in respect of a suckling animal under the age of six months running with its mother						
<b>Charges for Sustenance of Stock Impounded - Daily per animal</b>						
Entire horses, mules, asses, camels, bulls, mares, geldings, colts, fillies, foals, oxen, cows, steers, heifers or calves per head	Yes	No	Local Government (Miscellaneous Provisions) Act 1960	\$35.00	each	\$35.00
Pigs of any description per head	Yes	No	Local Government (Miscellaneous Provisions) Act 1960	\$35.00	each	\$35.00
Rams, wethers, ewes, lambs or goats per head	Yes	No	Local Government (Miscellaneous Provisions) Act 1960	\$35.00	each	\$35.00
Note: No charge is payable in respect of a suckling animal under the age of six months running with its mother						
<b>Vehicle Impoundment - Per Vehicle</b>						
Towing of Vehicle from Property	No	No		\$250.00	each	\$250.00
Impounding of Vehicle	No	No		20.00	each	\$20.00
Impounded Vehicles - Storage Fee per Day	No	No		\$10.00	each	\$10.00
<b>Fire Prevention</b>						
Installing of firebreaks	No	No		NEW	each	At cost
Administration Fee firebreaks - if property enter is conducted by Rangers	No	No		NEW	each	\$100.00
Infringements	No	Yes	Bushfires Act 1954	NEW	each	As per Act
<b>Infringements</b>						
Infringements, Court Fines and Penalties			Various			As per legislation
<b>07 Health</b>						
<b>Caravan Park and Camping Ground</b>						
Annual Registration Fee (Minimum)*	No	Yes		\$200.00	per annum	\$200.00
Transfer of Caravan Park Licence	No	Yes	Caravan Parks and Camping Ground Regulations 1997	\$100.00	each	\$100.00
*OR - The amount calculated by multiplying the relevant amount below per site, by the maximum number of sites (including any sites that may be used in an overflow area) - WHICHEVER IS THE GREATER AMOUNT						
Registration per Long Stay Site	No	Yes	Caravan Parks and Camping Ground Regulations 1997	\$6.00	per annum	\$6.00
Registration per Short Stay Site and Sites in Transit Parks	No	Yes	Caravan Parks and Camping Ground Regulations 1997	\$6.00	per annum	\$6.00
Registration per Camp Site	No	Yes	Caravan Parks and Camping Ground Regulations 1997	\$3.00	per annum	\$3.00
Registration per Overflow Site	No	Yes	Caravan Parks and Camping Ground Regulations 1997	\$1.50	per annum	\$1.50
Additional fee for renewal after expiry (Reg 53)	No	Yes	Caravan Parks and Camping Ground Regulations 1997	\$20.00	each	\$20.00
Temporary Licence - Refer to Schedule 3. Pro rata amount of the application fee payable for the period of time for which the licence is to be in force	No	Yes	Caravan Parks and Camping Ground Regulations 1997	Minimum of \$100	each	Minimum of \$100
<b>Lodging House</b>						
Annual Registration Fee	No	No	Health (Miscellaneous Provisions Act 1911)	\$180.00	per annum	\$180.00
Transfer of Ownership Licence	No	No	LG Act 1995	\$100.00	each	\$100.00
<b>Public Buildings</b>						
Low Risk - per building	No	No		\$100.00	each	\$100.00
Medium Risk - per building	No	No		\$200.00	each	\$200.00
High Risk - per building	No	No		\$300.00	each	\$300.00
Public Events	No	No		\$100.00	each	\$100.00
Reissue of Certificate of Approval	No	No		\$50.00	each	\$50.00
Public Event - Not-for-profit entity	No	No		No Charge	each	No Charge
<b>Premises Inspection</b>						
Food Premises Inspection Fee	No	No	LG Act 1995	\$80.00	each	\$80.00
Food Premises Re-Inspection Fee - Initial Failure	No	No	LG Act 1995	\$120.00	each	120
<b>Fee for Service of Demand *</b>						
Includes Section 39 Certificate, freezer breakdown, inspection on request, assessment of noise management plans						
First hour or pro rata for a part of an hour	Yes	No		\$194.00	each	\$209.00
Every hour thereafter or pro rata for a part of an hour	Yes	No		\$97.00	each	\$105.00
Water Sampling/Analysis *Microbial - per sample on request	Yes	No	LG Act 1995	\$77.00	each	\$77.00
Pool Water Sampling	No	No	LG Act 1995	\$57.00	each	\$57.00
Pool Water Re-Sampling as failed initial test	No	No	LG Act 1995	\$100.00	each	\$100.00
Bore Water Sampling	Yes	No	LG Act 1995	\$77.00	each	\$77.00
Bore Water Re-Sampling as failed initial test	Yes	No	LG Act 1995	\$130.00	each	\$130.00
Reissue of Certificate of Approval - All health related approvals	Yes	No		\$50.00	each	\$54.00
Note: Fee for service applies to all Environmental Health Service Delivery and is not limited to food matters only						
<b>Hairdresser/Beauty Therapy/Skin Penetration</b>						
Initial Notification / Application	No	No	LG Act 1995	\$110.00	each	\$110.00
Annual Inspection Fee	No	No	LG Act 1995	\$80.00	each	\$80.00
<b>Offensive Trades Fees</b>						
Fees for Offensive Trades are as prescribed by the Health (Offensive Trades Fees) Regulations 1976 under the Health Act 1911	No	Yes		as per legislation	each	as per legislation
<b>Septic Tank Applications*</b>						
Local Government Application Fee	No	No		\$118.00	each	\$118.00
Fee for Grant of Permit (Reg 10(2))	No	No		\$118.00	each	\$118.00
Septic Tank Inspection Fee	No	No		\$118.00	each	\$118.00
*Other fees apply if building is not a single dwelling and produces more than 540 litres of sewerage per day (ie \$56.00 fee to HDWA)						
<b>Food Act Application Fee</b>						
Construct or establish a food premises (s110 (3)) which includes						
Notification Fee						
High Risk	No	No		\$400.00	each	\$400.00
Medium Risk	No	No		\$300.00	each	\$300.00

Low Risk	No	No		\$200.00	each	\$200.00
Note: As per Food Act, any Fees and Charges set by statutory regulation take precedence over Council Fee's and Charges						
<b>Food Act Notification Fee</b>						
High, Medium and Low Risk Premises	No	No		\$70.00	each	\$70.00
Exempted Food Premises, not-for-profit, community groups and food business' licenced under Activities on Thoroughfares and Trading	No	No		No Charge	each	No Charge
<b>Annual Risk Assessment/Inspection Fees</b>						
High Risk - 4 Assessments per year	No	No		\$500.00	each	\$500.00
Medium Risk - 2 Assessments per year	No	No		\$300.00	each	\$300.00
Low Risk - 1 Assessment per year	No	No		\$150.00	each	\$150.00
Second and Subsequent Re-Assessment	No	No		\$100.00	each	\$100.00
Transfer Fee	No	No		\$100.00	each	\$100.00
<b>Stallholders Permit</b>						
Annual Fee	No	No		\$260.00	per annum	\$260.00
Monthly Fee	No	No		\$60.00	per month	\$60.00
Daily Fee	No	No		\$30.00	each	\$30.00
Charitable organisation or community group	No	No		0.00	each	\$0.00
<b>Traders Permit</b>						
Annual Fee	No	No		\$1,565.00	per annum	\$1,565.00
Monthly Fee	No	No		\$260.00	per month	\$260.00
Daily Fee/One off	No	No		\$55.00	each	\$55.00
<b>Infringements</b>						
Offences under the Food Act 2008	No	Yes		As prescribed	each	As prescribed
Offences under the Food Regulations 2009	No	Yes		As prescribed	each	As prescribed

08 Education and Welfare						
<b>Youth Services</b>						
<b>Derby Youth Centre - Alcohol is not allowed at this venue</b>						
Bond*	No	No		\$500.00	per hire	\$500.00
Community and Non-Government Use - per hour	Yes	No		\$15.00	per hour	\$15.00
Community and Non-Government Use - half day (up to 5 hours)	Yes	No		\$67.50	per half day	\$67.50
Community and Non-Government Use - per day	Yes	No		\$96.00	per day	\$96.00
Commercial and Government Use - per hour	Yes	No		\$30.00	per hour	\$30.00
Commercial and Government Use - half day (up to 5 hours)				\$135.00	per half day	\$135.00
Commercial and Government Use - per day	Yes	No		\$180.00	per day	\$180.00
Additional Cleaning Charges per hour (where required)	Yes	No		\$110.00	per hour	Cleaning Contractor Costs + 20%
Additional Rubbish Collection by Shire Staff per hour (where required)	Yes	No		\$110.00	per hour	As per labour rates under "14. Other Property and Services"
Staff to attend - Call Out Fee - per hour	Yes	No		\$80.00	per hour	As per labour rates under "14. Other Property and Services"
Late key return, Community and Non-Govt Organisations - for keys not returned within hire period as specified above - per day	Yes	No		\$70.00	per day	\$150.00
Late key return, Government and Commercial Organisations - for keys not returned within hire period as specified above - per day	Yes	No		\$140.00	per day	\$300.00
Lost key return - for keys not surrendered within 5 business day after the event, in addition to late key return fees charged	Yes	No		\$600.00	each	\$600.00
After hours Inspection (Weekends, Public Holidays etc.) - when a post hire inspection by Shire staff or a contractor is required outside of normal Shire business hours (being an additional fee on top of the normal hireage fee as specified above)	Yes	No		\$300.00	each	\$300.00
Note: Hire fees may be waived at the discretion of Council for the delivery of Youth Life Skills Programs						
<b>09 Housing</b>						
<b>Housing - Council Staff</b>						
As per Council Policy AF23 - Provision of Staff Housing	No	No				
<b>10 Community Amenities</b>						
<b>Cemeteries:</b>						
The Municipality of the Shire of Derby West Kimberley Local Laws relating to Derby Public Cemetery - Reserve No. 1227 and Fitzroy Crossing Public Cemetery - Reserve No. 29060						
Cemetery Enquiry - Search of Cemetery Records	Yes	No		60.00	each	\$65.00
<b>Burial - Application for Grant of Right of Burial</b>						
On application for a "Form of Grant of Right of Burial" the following fees shall be payable:						
Grant of Right of Burial	No	No		162.00	each	\$175.00
Sinking Fees - Ordinary Grave for an adult (1.8 - 2.1m deep)	No	No		646.00	each	\$696.00
Sinking Fees - Grave for any child under 7 years (1.8 - 2.1m deep)	No	No		538.00	each	\$579.00
Sinking Fees - Grave for any stillborn child (1.4m deep)	No	No		431.00	each	\$464.00
Sinking fees - Double Burial Plot (2.4m deep)	No	No		700.00	each	\$754.00
Sinking fees - Family to Dig Grave	No	No		377.00	each	\$406.00
<b>Burial - Extra Charges</b>						
For each additional metre or part thereof	No	No		162.00	per metre	\$175.00
Reopening an ordinary grave for each internment or exhumation - Standard Grave (1.8m deep)	No	No		807.00	each	\$869.00
Reopening Double Plot for second burial at 1.8m deep	No	No		646.00	each	\$696.00
Internment without due notice under By-law 6	No	No		269.00	each	\$290.00
Re-interment after exhumations	No	No		269.00	each	\$290.00
Weekend or Public Holiday	No	No		1,000.00	each	\$1,000.00
Note: Where removal of kerbing, tiles, grass etc. is necessary, fees will be charged per labour hour incurred						
<b>Miscellaneous Charges</b>						
Plot Reservation/Registration of Right of Burial (25 years)	No	No		162.00	each	\$175.00
Registration of "Transfer of Form of Grant of Right of Burial"	No	No		27.00	each	\$30.00
Copy of Right of Burial	No	No		27.00	each	\$30.00
Funeral Director's Annual Licence Fee	No	No		269.00	per annum	\$290.00
Monumental Mason's Annual Licence Fee	No	No		162.00	per annum	\$175.00
Permit to erect Headstone	No	No		150.00	each	\$150.00
<b>Sanitation Household</b>						
<b>Refuse Collection</b>						
Residential Rubbish - One Collection per bin per week (Two in wet season)	No	No	Waste Avoidance and Resource Recovery Act 2007, Part 6, Div 3, Section 67	\$860.00	per annum	\$975.00
Residential Rubbish - Additional Bin Charge for one collection per week (Two in wet season)	No	No	Waste Avoidance and Resource Recovery Act 2007, Part 6, Div 3, Section 67	\$930.00	per annum	\$1,100.00
Commercial Rubbish - One Collection per bin per week (Two in wet season)	No	No	Waste Avoidance and Resource Recovery Act 2007, Part 6, Div 3, Section 67	\$1,340.00	per annum	\$1,400.00
Commercial Rubbish - Additional Service per day/week	No	No	Waste Avoidance and Resource Recovery Act 2007, Part 6, Div 3, Section 67	\$930.00	per annum	\$1,100.00
Commercial Rubbish - Additional Bin Charge for one collection per week (Two in wet season)	No	No	Waste Avoidance and Resource Recovery Act 2007, Part 6, Div 3, Section 67	1,340.00	per annum	\$1,400.00
Domestic/Commercial Rubbish Bins - Replacement cost per bin	No	No	Waste Avoidance and Resource Recovery Act 2007, Part 6, Div 3, Section 67	248.00	each	\$267.00
<b>Derby/Fitzroy Crossing Waste Management Facilities - Disposal Charge</b>						
<b>Domestic Household Refuse - Disposal at Landfill Site Only</b>						
Delivered in trailer or utility loads only, including recyclables	No	No	Waste Avoidance and Resource Recovery Act 2007, Part 6, Div 3, Section 67	No Charge	per m3	No Charge
Note: Any refuse from domestic premises if brought in by a commercial vehicle or operator will be charged at the commercial and industrial rates						
<b>Separated Green Waste suitable for mulching</b>						
Domestic	No	No		No Charge	per m3	No Charge
Commercial	No	No		No Charge	per m3	No Charge
<b>Refuse from Commercial and Industrial Premises and 'Authorised' Collection of Household Waste, and Demolition Waste</b>						
Compacted - Compactor Vehicles - per cubic metre or part thereof	Yes	No		65.00	per m3	\$100.00
Not Compacted - per cubic metre or part thereof	Yes	No		87.00	per m3	\$85.00
<b>Airconditioners</b>						

General Public	No	No		No Charge	each	No Charge
Commercial Business - per item	Yes	No		60.00	each	\$65.00
<b>Asbestos Disposal</b>						
Asbestos Disposal per cubic metre	Yes	No		135.00	per m3	\$146.00
Asbestos Disposal Minimum Charge	Yes	No		323.00	per m3	\$348.00
<b>Batteries</b>	No	No		No Charge	each	No Charge
<b>Car Bodies</b>	No	No		No Charge	each	No Charge
<b>Clinical Waste Disposal</b> - per cubic metre or part thereof	Yes	No		226.00	per m3	\$244.00
<b>Disposal of Animal Carcasses</b> - Large animals e.g horses, cattle, camels, pigs	Yes	No		53.00	each	\$56.00
<b>E-Waste</b>	No	No		No Charge	each	No charge
Empty Plastic 205 Litre Drums	Yes	No		17.00	each	\$19.00
Empty Steel 205 Litre Drums	No	No		No Charge	each	No charge
<b>Gas Bottles</b>						
<b>Liquid/Septage/Grease Trap Waste</b>	No	No		No Charge	each	No charge
Deposited at Council Facility - per 1,000 ltrs or part thereof	Yes	No		194.00	per kilolitre	\$209.00
Note: Arrangements to be made with private contractors						
<b>Motor Oil and Cooking Oil</b> - Contact Shire Officers for disposal information	No	No		No Charge	per litre	No Charge
<b>Refrigerators or Freezers</b>						
General Public	No	No		No Charge	each	No Charge
Commercial Business - per item	Yes	No		60.00	each	\$60.00
<b>Truck Bodies</b> - See Waste Facility Contractors	No	No		No Charge	each	No Charge
<b>Tyres</b>						
Car Tyres	Yes	No		10.00	each	\$10.00
Light Truck Tyres	Yes	No		20.00	each	\$20.00
Truck Tyres	Yes	No		50.00	each	\$50.00
Tractor and Large Machinery Tyres	Yes	No		\$100.00	each	\$100.00
Haul Pack/Dumptruck Tyres	Yes	No		1,200.00	each	\$1,200.00
Any waste from outside the Shire's boundaries will incur double the stated fees above						
<b>Minimum Charge of \$15 per invoice per month</b>	Yes	No		25.00	each	\$25.00
<b>Town Planning and Regional Development</b>						
Statutory Planning Applications - In accordance with Planning and Development Regulations 2009, Reg 47 Schedule 2						
<b>Fees are based on the estimated cost of development - Per Application *</b>						
Determination of a Development Application (other than for an Extractive Industry) where the Development has not commenced or been carried out and the estimated cost of the Development is:						
A) Not more than \$50,000	No	Yes	Planning and Development Act 2005	\$147.00	each	\$147.00
B) More than \$50,000 but not more than \$500,000	No	Yes	Planning and Development Act 2005	0.32% of the estimated cost of development \$1,700 plus		0.32% of the estimated cost of development \$1,700 plus
C) More than \$500,000 but not more than \$2.5 million	No	Yes	Planning and Development Act 2005	0.257% for every \$1 in excess of \$500,000		0.257% for every \$1 in excess of \$500,000
D) More than \$2.5 million but not more than \$5 million	No	Yes	Planning and Development Act 2005	\$7,161 plus 0.206% for every \$1 in excess of \$2.5 million		\$7,161 plus 0.206% for every \$1 in excess of \$2.5 million
E) More than \$5 million but not more than \$21.5 million	No	Yes	Planning and Development Act 2005	\$12,633 plus 0.123% for every \$1 in excess of \$5 million		\$12,633 plus 0.123% for every \$1 in excess of \$5 million
F) More than \$21.5 million	No	Yes	Planning and Development Act 2005	\$34,196.00	each	\$34,196.00
* If the Development has commenced or been carried out without approval, an additional amount by way of penalty is payable. This penalty is twice the amount of the fee payable for the determination of the application fees						
Advertising Costs (TPS 5) SA/AA as appropriate	No	No		At Cost	each	At Cost
Resubmission of Lapsed Planning Approval	No	No		\$295.00	each	\$295.00
Request for Consideration of Amended Plan	No	No		\$295.00	each	\$295.00
Request for Extension of Time	No	No		\$295.00	each	\$295.00
Determining an application to cancel the development approval	No	No		\$0.00	each	\$0.00
<b>Extractive Industry *</b>						
Determination of Development Application	No	Yes	Planning and Development Act 2005	\$739.00	each	\$739.00
* If the Development has commenced or been carried out without approval, an additional amount of \$1,478.00 by way of penalty is payable, in addition to the normal application fee. Thus the fee payable is 3 times the standard						
<b>Change of Use and Non Conforming Use Application Only</b>						
Application for change of use or for change of continuation of a non-conforming use where development is not occurring	No	Yes	Planning and Development Act 2005	\$295.00	each	\$295.00
Alteration, extension or change of non-conforming use where development already commenced or been carried out	No	Yes	Planning and Development Act 2005	\$885.00	each	\$885.00
<b>Miscellaneous Fees</b>						
Section 39 and 40 Certificates	No	Yes		\$73.00	each	\$73.00
<b>Rural Roads</b>						
Development Bond* for Transportable Houses - Refundable	No	No		\$10,000.00	each	\$10,000.00
<b>Development Assessment Panel (DAP) - In accordance with Planning and Development Assessment Panels Regulations 2011</b>						
A) \$2 million but less than \$7 million	Yes	Yes	DAP Amendment Regulations 2017	\$5,603.00	each	\$5,603.00
B) \$7 million but less than \$10 million	Yes	Yes	DAP Amendment Regulations 2017	\$8,650.00	each	\$8,650.00
C) \$10 million but less than \$12.5 million	Yes	Yes	DAP Amendment Regulations 2017	\$9,411.00	each	\$9,411.00
D) \$12.5 million but less than \$15 million	Yes	Yes	DAP Amendment Regulations 2017	\$9,680.00	each	\$9,680.00
E) \$15 million but less than \$17.5 million	Yes	Yes	DAP Amendment Regulations 2017	\$9,948.00	each	\$9,948.00
F) \$17.5 million but less than \$20 million	Yes	Yes	DAP Amendment Regulations 2017	\$10,218.00	each	\$10,218.00
G) \$20 million or more	Yes	Yes	DAP Amendment Regulations 2017	\$10,486.00	each	\$10,486.00
Amendment or cancellation	Yes	Yes	DAP Amendment Regulations 2017	\$241.00	each	\$241.00
<b>Home Occupation - In accordance with Planning and Development Regulations 2009, Reg 47, Schedule 2</b>						
Initial Application for approval of a home occupation where the home occupation has not commenced	No	Yes	Planning and Development Act 2005	\$222.00	each	\$222.00
Initial Application for approval of a home occupation where the home occupation has commenced	No	Yes	Planning and Development Act 2005	\$666.00	each	\$666.00
Application for the renewal of approval of a home occupation before the approval expires	No	Yes	Planning and Development Act 2005	\$73.00	each	\$73.00
Application for the renewal of approval of a home occupation after the approval has expired	No	Yes	Planning and Development Act 2005	\$219.00	each	\$219.00
<b>Planning Advice</b>						

Issue of written planning advice	No	Yes	Planning and Development Act 2005	\$73.00	each	\$73.00
Replying to a property settlement questionnaire	No	Yes	Planning and Development Act 2005	\$73.00	each	\$73.00
<b>Zoning</b>			Planning and Development Act 2005			
Issue of Zoning Certificate	No	Yes	Planning and Development Act 2005	\$73.00	each	\$73.00
Written Zoning Enquiries	No	Yes	Planning and Development Act 2005	\$73.00	each	\$73.00
<b>Copy of Monthly Statistics</b>						
Per Month	Yes	No		\$20.00	each	\$20.00
Per Annum	Yes	No		\$200.00	each	\$200.00
<b>Scheme Amendment and Structure Plans</b>						
Calculated for individual applications as per Part 2 and 3 of the Town Planning (Local Government Planning Fees) Regulations 2000						
<b>Planning Scheme Amendment, Structure Plans and Development Plans</b>	No	Yes	Planning and Development Act 2005			
Director/Manager/Planner	No	Yes	Planning and Development Act 2005		per hour	\$189.00
Environmental Health Officer or officer with qualifications relevant	No	Yes	Planning and Development Act 2005		per hour	\$139.00
Secretary/Administration	No	Yes	Planning and Development Act 2005		per hour	\$111.00
<b>Professional Advice</b> (Expert Witness Statement, Audits, Reports etc. <i>**Professional advice as a resource of Council may only be provided on agreement of the Chief Executive Officer. Other fees may be incurred if other internal staff is required.</i> )	Yes	No			per hour	per hour
Director of Development Services	Yes	No			per hour	\$216.00
Manager or in house Planner	Yes	No			per hour	\$189.00
External Shire Planning Consultant	Yes	No			per hour	\$216.00
Environmental Health Officer or officer with qualifications relevant	Yes	No			per hour	\$139.00
Secretary/Administration	Yes	No			per hour	\$111.00
Any required amendments or changes to the application undertaken by a Shire Officer will be charged for the time taken - per hour Note: Above fees are based on the completed application being lodged	No	Yes	Planning and Development Regulations 2009	\$175.00	per hour	\$175.00
<b>Provision of a Sub-Division/Strata Clearance (per lot)</b>						
A) 1 to 5 lots - Charge per lot	No	Yes	Planning and Development Regulations 2009	\$73.00	per lot	\$73.00
B) Between 6 and 195 lots - Charge for first 5 lots \$365.00, then \$35.00 per additional lot	No	Yes	Planning and Development Regulations 2009	\$365.00 for the first 5 lots, then \$35.00 per additional lot	per lot	\$365.00 for the first 5 lots, then \$35.00 per additional lot
C) More than 195 lots	No	Yes	Planning and Development Regulations 2009	\$7,393.00	each	\$7,393.00
Strata Form 7 Clearance Certificate under section 58(2), 8A(f) or 9(3) of the Strata Titles Act - Minimum Fee of \$100.00 applies	No	Yes	Strata Titles General Regulations 1996, Schedule 1 (2)	0.20 per sqm of floor area	each	0.20 per sqm of floor area
Application for Certificate of Approval for Strata Plan (Form 24)	No	Yes	Strata Titles General Regulations 1996, Schedule 1 (2)			
a) Up to and including 5 lots - \$656 plus per lot fee	No	Yes	Strata Titles General Regulations 1996, Schedule 1 (2)	\$656 plus \$65 per lot	per lot	\$656 plus \$65 per lot
b) More than 5 and up to 100 lots - \$981 plus per lot fee	No	Yes	Strata Titles General Regulations 1996, Schedule 1 (2)	\$981 plus \$42.50 per lot	per lot	\$981 plus \$42.50 per lot
c) more than 100 lots	No	Yes	Strata Titles General Regulations 1996, Schedule 1 (2)	5,113.50	Per lot	\$5,113.50
Planning and building - Professional Services - Per hour	Yes	Yes	Strata Titles General Regulations 1996, Schedule 1 (2)	At cost plus 20% plus	Per item	At cost plus 20% plus
<b>11 Recreation and Culture</b>						
<b>Kimberley Art Prize</b>						
Artist Entry Fee	Yes	No		\$50.00	each	\$50.00
Artist Entry Fee - Youth Category	Yes	No		\$16.50	each	\$16.50
Artist Entry Fee - Boabnut Category	Yes	No		\$10.00	each	\$10.00
Artist Entry Fee - Concession	Yes	No		\$44.50	each	\$44.50
Commission on Sale of Works	Yes	No		20%	per item	20%
Hanging System - Art piece	Yes	No			per item	\$25.00
<b>Kimberley Photographic Awards</b>						
Artist Entry Fee	Yes	No		\$30.00	each	\$30.00
Artist Entry Fee - Snap & Send Category	Yes	No		\$0.00	each	\$0.00
Artist Entry Fee - Concession	Yes	No		\$25.00	each	\$25.00
Artist Entry Fee - Youth Category	Yes	No		\$16.50	each	\$16.50
Commission on Sale of Works	Yes	No		20%	per item	20%
Hanging System - Photographic entry	Yes	No			per item	\$25.00
<b>Library Services</b>						
Lost or Damaged Membership Card replacement	Yes	No		\$5.00	each	\$5.00
<b>Lost and Damaged Books/Items/Stock:</b>						
Administration Fee For lost and damaged items	Yes	No		\$5.50	each	\$5.50
Replacement Items	Yes	No		At Cost	each	
DVD Case - Single	Yes	No		\$1.00	each	\$1.00
DVD Case - Multi	Yes	No		\$2.50	each	\$2.50
CD Case	Yes	No		\$12.00	each	\$3.00
Exam Fee invigilation per person including exam room hire (per hour or pro rata for a part of an hour)- University exams	Yes	No	As prescribed by university		per hour	
Exam Fee invigilation per person including exam room hire (per hour or pro rata for a part of an hour)- All other exams	Yes	No		\$110.00	per hour	\$110.00
Used Books (Individual book)	Yes	No		2.00	per item	\$2.00
Book series	Yes	No		10.00	per series	\$10.00
Used DVD or CD	Yes	No		2.00	per item	\$2.00
Used audio book	Yes	No		10.00	per item	\$10.00
Used magazine bundle	Yes	No		5.00	per bundle	\$5.00
Kids afternoon activities at Derby Library*	Yes	No		20.50	per child per	\$2.00
* The full term is to be paid up front at the commencement of the program						

<b>Internet/Email Use:</b>						
Once per person per day only, for information search	No	No		No Charge	per day	No Charge
Students: Free internet use for study/homework only	No	No		No Charge	each	No Charge
<b>Aquatic Facilities</b>						
<b>Derby Memorial Swimming Pool</b>						
Spectator - Casual Entry	Yes	No		\$1.00	each	\$1.00
Child 0 - 4 - Casual Entry	No	No		No Charge	each	No charge
Child 5 to 15 - Casual Entry	Yes	No		\$3.50	each	\$3.50
Child 5 to 15 - 3 Month Pool Membership	Yes	No		\$70.00	each	\$76.00
Child 5 to 15 - 6 Month Pool Membership	Yes	No		\$110.00	each	\$119.00
Child 5 to 15 - 12 Month Pool Membership	Yes	No		\$180.00	each	\$194.00
Adult 16+ - Casual Entry	Yes	No		\$5.50	each	\$5.50
Adult 16+ - 3 Month Pool Membership	Yes	No		\$105.00	each	\$113.00
Adult 16+ - 6 Month Pool Membership	Yes	No		\$210.00	each	\$226.00
Adult 16+ - 12 Month Pool Membership	Yes	No		\$320.00	each	\$345.00
Concession - Casual Entry	Yes	No		\$3.50	each	\$3.50
Concession - 3 Month Pool Membership	Yes	No		\$70.00	each	\$76.00
Concession - 6 Month Pool Membership	Yes	No		\$110.00	each	\$119.00
Concession - 12 Month Pool Membership	Yes	No		\$180.00	each	\$194.00
School Groups - Per student, pool opening hours only	Yes	No		\$2.00	each	\$2.00
Community Pool Party - Pool Entry	Yes	No		2.00	each	\$2.00
Family - Casual Entry	Yes	No		\$15.00	each	\$15.00
Family - 3 Month Pool Membership	Yes	No		\$265.00	each	\$286.00
Family - 6 Month Pool Membership	Yes	No		\$410.00	each	\$442.00
Family - 12 Month Pool Membership	Yes	No		\$620.00	each	\$668.00
Note: Family consists of 2 Adults and up to 4 Children						
<b>Multi-Pass Swim (10 Entry)</b>						
Adult 10 visit pass	Yes	No		\$49.50	each	\$49.50
Child 5 to 15 10 visit pass	Yes	No		\$31.50	each	\$31.50
Concession 10 visit pass	Yes	No		\$31.50	each	\$31.50
Spectator 10 visit pass	Yes	No		\$9.00	each	\$9.00
<b>Aquatic Programs</b>						
Adult- Group Fitness Classes	Yes	No		\$10.00	each	\$10.00
Junior- Group Fitness Classes	Yes	No		\$5.00	each	\$5.00
Concession - seniors, students, healthcare card - Group Fitness Classes	Yes	No		\$8.00	each	\$8.00
Dash and Splash Entry	Yes	No		\$15.00	each	\$15.00
Derby Swim Classic	Yes	No		\$15.00	each	\$15.00
<b>Multi-Pass Aquatic Program (10 entry)</b>						
Adult	Yes	No		\$90.00	each	\$90.00
Child 5 to 15	Yes	No		\$45.00	each	\$45.00
Concession	Yes	No		\$72.00	each	\$72.00
<b>Swimming Lessons and Educational Programs*</b>						
Adult (non-member) - Group	Yes	No		\$15.00	per session	\$15.00
Adult (member) - Group	Yes	No		\$12.50	per session	\$12.50
Junior (non-member) - Group	Yes	No		\$13.00	per session	\$13.00
Junior (member) - Group	Yes	No		\$11.00	per session	\$11.00
Adult - 1:1 teaching per 1/2 hour lesson	Yes	No		\$37.00	each	\$37.00
Junior - 1:1 teaching per 1/2 hour lesson	Yes	No		\$37.00	each	\$37.00
Additional Adult/Junior - 1:1 teaching per 1/2 hour lesson	Yes	No		\$21.00	each	\$21.00
Bronze Medallion Qualification - Full Course	Yes	No		\$200.00	each	\$200.00
Bronze Medallion Qualification - Requalification	Yes	No		\$100.00	each	\$100.00
* The full term is to be paid up front at the commencement of the program						
<b>Aquatic - Other</b>						
Lane Hire per hour - Per Lane	Yes	No		\$15.00	per hour	\$15.00
Pool Hire - per hour (Outside of normal opening hours with prior agreement only. Includes 1 Pool Operator qualified staff member)	Yes	No		\$100.00	per hour	\$100.00
Pool Hire with Inflatable - per hour (Outside of normal opening hours with prior agreement only. Includes 1 Pool Operator qualified staff member)	Yes	No		\$150.00	per hour	\$150.00
Facility Hire - Exclusive use during ordinary opening hours (eg School Carnivals). Includes 1 Pool Operator qualified staff member.	Yes	No		\$450.00	per hire	\$450.00
Additional Lifeguard (compulsory for events over 100 attendees)	Yes	No		\$50.00	per hour	\$50.00
Event Booking Bond* - during operational hours only	Yes	No		new fee	per event	\$50.00
Bond* - private booking whole of facility	No	No		\$300.00	per hire	\$300.00
Bond*s can not be waived. In ALL cases a Bond* is to be paid prior to the function, when the booking is made. The Bond* will be refunded as soon as possible after the function should there be no damage or additional expenses incurred. The Bond* amount will normally be \$300.00 for hire of the Derby Swimming Pool						
<b>Cancellation of Bookings</b>						
7 Days or more prior to booking				Full Refund		Full Refund
Between 1 and 7 Days prior to booking				50% Refund		50% Refund
Within 24 Hours of booking				No Refund		No Refund
<b>Other Recreation and Sport</b>						
<b>Junior School Holiday Program: Primary School Sessions</b>						
Individual Session	No	No		\$11.00	per session	\$11
One Week - All Sessions	No	No		\$30.00	per week	\$30.00
Two Weeks - All Sessions	No	No		\$60.00	per two weeks	\$60.00
<b>Recreation Programs</b>						
Adult Recreation Program	No	No		New	per session	\$10.00
Junior Recreation Program	No	No		New	ser session	\$5.00
<b>Marquee Hire</b>						
Hire Fee - First day (including labour hire to erect and dismantle)	Yes	No		\$950.00	each	\$950.00
Hire Fee - Each additional day	Yes	No		\$200.00	per day	\$200.00
Bond*	No	No		\$550.00	per hire	\$550.00
Note: It is compulsory for the Shire to erect and dismantle the Marquee						
<b>Pop-up Gazebo Hire</b>						
Daily Hire Fee	Yes	No		\$200.00	per day	\$200.00
Labour Hire to Erect or Dismantle (optional)	Yes	No		\$375.00	each	\$375.00
Bond*	No	No		\$550.00	per hire	\$550.00
<b>Equipment</b>						
BBQ Trailer Day Hire	Yes	No		\$80.00	per day	\$80.00
Note: When hiring the BBQ Trailer the Hirer must obtain a Food Permit, which may incur an additional cost						
Public Address System	Yes	No		\$75.00	per day	\$75.00
Projector	Yes	No		\$50.00	per day	\$50.00
Screen	Yes	No		\$25.00	per day	\$25.00

Bond*	No	No		\$250.00	per hire	\$250.00
<b>Outdoor Cinema Screen</b>	Yes	No		\$350.00	per day	\$350.00
<b>Gladiator Ring</b>	Yes	No		\$350.00	per day	\$350.00
<b>Inflatable Obstacle Course</b>	Yes	No		\$350.00	per day	\$350.00
Requirement to have Shire staff assist with set up. Minimum one hour required						
Labour hire per person per hour - Outdoor Cinema Screen, Gladiator Ring and Inflatable Obstacle Course	Yes	No		\$100.00	per hour	As per labour rates under "14. Other Property and Services"
Bond* - Outdoor Cinema Screen, Gladiator Ring and Inflatable Obstacle Course	No	No		\$500.00	per hire	\$500.00
Bond*s can not be waived. In ALL cases a Bond* is to be paid prior to the function, when the booking is made. The Bond* will be refunded as soon as possible after the function should there be no damage or additional expenses incurred						
<b>Facility Hire</b>						
<b>All Facility Hire - Keys</b>						
Late key return, Community and Non-Govt Organisations - for keys not returned within hire period as specified above - per day	Yes	No		\$150.00	each	\$150.00
Late key return, Government and Commercial Organisations - for keys not returned within hire period as specified above	Yes	No		\$300.00	each	\$300.00
Lost key return - for keys not surrendered within 5 business day after the event, in addition to late key return fees charged	Yes	No		\$600.00	each	\$600.00
After hours Inspection (Weekends, Public Holidays etc.) - when a post hire inspection by Shire Staff or a contractor is required outside of normal Shire business hours (being an additional fee on top of the normal hireage fee as specified above)	Yes	No		\$300.00	each	\$300.00
Key deposit - Per Key (Maximum of 2 keys per hire at discretion of Shire)	No	No		no charge	each	no charge
<b>Bonds</b>						
Bonds can not be waived. In ALL cases a Bond* is to be paid prior to the function, when the booking is made. The bond* will be refunded as soon as possible after the function should there be no damage or additional expenses incurred						
<b>Derby Wharf Covered Seating Area</b>						
Private/exclusive use opportunity to one of the designated portions (two x 10m <sup>2</sup> sites available) of the new jetty eating area site - Any day EXCEPT Weekends/Public Holidays	Yes	No			\$25/hour/site	\$25/hour/site
Private/exclusive use opportunity to one of the designated portions (two x 10m <sup>2</sup> sites available) of the new jetty eating area site - Weekends/Public Holidays	Yes	No			\$50/hour/site	\$50/hour/site
<b>Civic Centre - Alcohol is allowed at this venue</b>						
Community and Non-Government Organisations - Daily Hall Hire						
Sunday to Thursday 10am to 11pm	Yes	No		\$270.00	per day	\$270.00
Community and Non-Government Organisations - Daily Hall Hire						
Friday and Saturday 10am to midnight	Yes	No		\$270.00	per day	\$270.00
Community and Non-Government Organisations - Hall Hire per hour	Yes	No		\$45.00	per hour	\$45.00
Government and Commercial Organisations - Daily Hall Hire						
Sunday to Thursday 10am to 11pm	Yes	No		\$720.00	per day	\$720.00
Government and Commercial Organisations - Daily Hall Hire						
Friday and Saturday 10am to midnight	Yes	No		\$720.00	per day	\$720.00
Government and Commercial Organisations - Hall Hire per hour	Yes	No		\$90.00	per hour	\$90.00
Additional Cleaning Charges per hour (where required)	Yes	No		\$110.00	per hour	Cleaning Contractor Costs + 20%
Additional Rubbish Collection by Shire Staff per hour (where required)	Yes	No		\$110.00	per hour	As per labour rates under "14. Other Property and Services"
Staff to attend - Call Out Fee - per hour	Yes	No		\$80.00	per hour	As per labour rates under "14. Other Property and Services"
Additional time using facility outside of user agreement - Charged at facility hourly rate listed above	Yes	No		Facility Hourly Rate	per hour	Facility Hourly Rate
Bond* - Without alcohol consumption	No	No		\$500.00	per event	\$500.00
Bond* - With alcohol consumption	No	No		\$2,000.00	per event	\$2,000.00
<b>Charitable / Not for Profit Fundraising Events</b>						
Hall Hire with Alcohol - per hour	Yes	No		\$45.00	per hour	\$45.00
Hall Hire with Alcohol - per day	Yes	No		\$270.00	per day	\$270.00
Hall Hire without Alcohol - per hour	Yes	No		\$45.00	per hour	\$45.00
Hall Hire without Alcohol - per day	Yes	No		\$270.00	per day	\$270.00
Hall Hire for funeral service only - per hour	Yes	No		\$45.00	per hour	\$45.00
Hall Hire for funeral service only - per day	Yes	No		\$270.00	per day	\$270.00
Additional Cleaning Charges per hour (where required)	Yes	No		\$110.00	per hour	\$110.00
Additional Rubbish Collection by Shire Staff per hour (where required)	Yes	No		\$110.00	per hour	\$110.00
Staff to attend - Call Out Fee - per hour	Yes	No		\$80.00	per hour	\$80.00
Additional time using facility outside of user agreement - Charged at facility hourly rate listed above	Yes	No		Facility Hourly Rate	per hour	Facility Hourly Rate
Bond* - Without alcohol consumption	No	No		\$500.00	per event	\$500.00
Bond* - With alcohol consumption	No	No		\$2,000.00	per event	\$2,000.00
Per day rate is defined as 8 hours or greater of continual use, otherwise the facility is charged per hour of usage						\$0.00
<b>Cancellation of Bookings</b>						
14 Days or more prior to booking				Full Refund		Full Refund
Between 8 and 13 Days prior to booking				75% Refund		75% Refund
Between 2 and 7 Days prior to booking				50% Refund		50% Refund
Within 48 Hours of booking				No Refund		No Refund
<b>Equipment</b>						
Chairs and trestle tables are included in the facility booking fee - they will not be hired for use outside of Council facilities						
<b>Council Chambers</b>						
Community and Non-Government Use - per hour	Yes	No		\$50.00	per day	\$50.00
Community and Non-Government Use - per day	Yes	No		\$150.00	per day	\$150.00
Commercial and Government Use - per hour	Yes	No		\$50.00	per hour	\$100.00
Commercial and Government Use - per day	Yes	No		\$300.00	per day	\$300.00
Additional Cleaning Charges per hour (where required)	Yes	No		\$110.00	per hour	Cleaning Contractor Costs + 20%
Additional Rubbish Collection by Shire Staff per hour (where required)	Yes	No		\$110.00	per hour	As per labour rates under "14. Other Property and Services"



Staff to attend - Call Out Fee - per hour	Yes	No		\$80.00	per hour	As per labour rates under "14. Other Property and Services"
Additional time using facility outside of user agreement - Charged at facility hourly rate listed above	Yes	No		Facility Hourly Rate	per hour	
Bond*	No	No		\$300.00	per event	\$300.00
Per day rate is defined as 8 hours or greater of continual use, otherwise the facility is charged per hour of usage						
<b>Cancellation of Bookings</b>						
14 Days or more prior to booking				Full Refund		Full Refund
Between 8 and 13 Days prior to booking				75% Refund		75% Refund
Between 2 and 7 Days prior to booking				50% Refund		50% Refund
Within 48 Hours of booking				No Refund		No Refund
<b>Equipment</b>						
Chairs and tables are included in the facility booking fee - they will not be hired for use outside of Council facilities						
<b>Derby Recreation Centre - Alcohol is not allowed at this Venue</b>						
<b>Squash Courts - Charges per court</b>						
Per 1/2 hour	Yes	No		\$10.00	per half hour	\$10.00
Per hour	Yes	No		\$16.00	per hour	\$16.00
Staff to attend - Call Out Fee - per hour	Yes	No		\$80.00	per hour	As per labour rates under "14. Other Property and Services"
<b>Community Room</b>						
Community and Non-Government Use - per hour	Yes	No		\$15.00	per hour	\$15.00
Community and Non-Government Use - per day	Yes	No		\$90.00	per day	\$90.00
Commercial and Government Use - per hour	Yes	No		\$30.00	per hour	\$30.00
Commercial and Government Use - per day	Yes	No		\$180.00	per day	\$180.00
Additional Cleaning Charges per hour (where required)	Yes	No		\$110.00	per hour	\$110.00
Additional Rubbish Collection by Shire Staff per hour (where required)	Yes	No		\$110.00	per hour	\$110.00
Staff to attend - Call Out Fee - per hour	Yes	No		\$80.00	per hour	\$80.00
Additional time using facility outside of user agreement - Charged at facility hourly rate listed above	Yes	No		Facility Hourly Rate	per hour	Facility hourly rate
Bond*	No	No		\$300.00	per event	\$300.00
<b>Meeting Room</b>						
Community and Non-Government Use - per hour	Yes	No		\$12.50	per hour	\$12.50
Community and Non-Government Use - per day	Yes	No		\$75.00	per day	\$75.00
Commercial and Government Use - per hour	Yes	No		\$25.00	per hour	\$25.00
Commercial and Government Use - per day	Yes	No		\$165.00	per day	\$165.00
Additional Cleaning Charges per hour (where required)	Yes	No		\$110.00	per hour	Contractor Costs + 20%
Additional Rubbish Collection by Shire Staff per hour (where required)	Yes	No		\$110.00	per hour	As per labour rates under "14. Other Property and Services"
Staff to attend - Call Out Fee - per hour	Yes	No		\$80.00	per hour	As per labour rates under "14. Other Property and Services"
Additional time using facility outside of user agreement - Charged at facility hourly rate listed above	Yes	No		Facility Hourly Rate	per hour	Facility hourly rate
Bond*	No	No		\$300.00	per event	\$300.00
<b>Derby Courts - Charges are per Court</b>						
Community and Non-Government Use - per hour - Without Lighting	Yes	No		\$20.00	per hour	\$20.00
Community and Non-Government Use - per hour - With Lighting	Yes	No		\$35.00	per hour	\$35.00
Community and Non-Government Use - per day - 6am to 6pm	Yes	No		\$120.00	per day	\$120.00
Commercial and Government Use - per hour - Without Lighting	Yes	No		\$40.00	per hour	\$40.00
Commercial and Government Use - per hour - With Lighting	Yes	No		\$70.00	per hour	\$70.00
Commercial and Government Use - per day - 6am to 6pm	Yes	No		\$240.00	per day	\$240.00
Additional Cleaning Charges per hour (where required)	Yes	No		\$110.00	per hour	Cleaning Contractor Costs + 20%
Additional Rubbish Collection by Shire Staff per hour (where required)	Yes	No		\$110.00	per hour	As per labour rates under "14. Other Property and Services"
Staff to attend - Call Out Fee - per hour	Yes	No		\$80.00	per hour	As per labour rates under "14. Other Property and Services"
Additional time using facility outside of user agreement - Charged at facility hourly rate listed above	Yes	No		Facility Hourly Rate	per hour	Facility hourly rate
Bond* (one off hire by individual user)**	No	No		\$100.00	per event	\$100.00
Bond* (larger regular user groups, sporting groups)**	No	No		\$300.00	per event	\$300.00
<b>Derby Oval</b>						
Community and Non-Government Use - per hour - Without Lighting	Yes	No		\$15.00	per hour	\$15.00
Community and Non-Government Use - per hour - With Lighting	Yes	No		\$40.00	per hour	\$40.00
Community and Non-Government Use - per day - Without Lighting	Yes	No		\$90.00	per day	\$90.00
Commercial and Government Use - per hour - Without Lighting	Yes	No		\$30.00	per hour	\$30.00
Commercial and Government Use - per hour - With Lighting	Yes	No		\$80.00	per hour	\$80.00
Commercial and Government Use - per day - Without Lighting	Yes	No		\$180.00	per day	\$180.00
<b>Derby Oval Changerooms</b>						
Changeroom Hire - Community and non-government organisations- per hour	Yes	No		\$11.00	per hour	\$11.00
Changeroom Hire - Community and non-government organisations- per day	Yes	No		\$66.00	per day	\$66.00
Changeroom Hire - Commercial and government - per hour	Yes	No		\$22.00	per hour	\$22.00
Changeroom Hire - Commercial and government - per day	Yes	No		\$132.00	per day	\$132.00
Additional Cleaning Charges per hour (where required)	Yes	No		\$110.00	per hour	Cleaning Contractor Costs + 20%
Additional Rubbish Collection by Shire Staff per hour (where required)	Yes	No		\$110.00	per hour	As per labour rates under "14. Other Property and Services"
Staff to attend - Call Out Fee - per hour	Yes	No		\$80.00	per hour	As per labour rates under "14. Other Property and Services"

Additional time using facility outside of user agreement - Charged at facility hourly rate listed above	Yes	No		Facility Hourly Rate	per hour	Facility Hourly Rate
Bond*	No	No		\$500.00	per event	\$500.00
<b>Cancellation of Bookings</b>						
14 Days or more prior to booking				Full Refund		Full Refund
Between 8 and 13 Days prior to booking				75% Refund		75% Refund
Between 2 and 7 Days prior to booking				50% Refund		50% Refund
Within 48 Hours of booking				No Refund		No Refund
<b>Fitzroy Crossing Recreation Centre - No alcohol allowed at this venue</b>						
Community and Non-Government Use - per hour	Yes	No		30.00	per hour	\$30.00
Community and Non-Government Use - per day	Yes	No		180.00	per day	\$180.00
Commercial and Government Use - per hour	Yes	No		\$60.00	per hour	\$60.00
Commercial and Government Use - per day	Yes	No		360.00	per day	\$360.00
Additional Cleaning Charges per hour (where required)	Yes	No		\$110.00	per hour	Cleaning Contractor Costs + 20%
Additional Rubbish Collection by Shire Staff per hour (where required)	Yes	No		\$110.00	per hour	As per labour rates under "14. Other Property and Services"
Staff to attend - Call Out Fee - per hour	Yes	No		\$80.00	per hour	As per labour rates under "14. Other Property and Services"
Additional time using facility outside of user agreement - Charged at facility hourly rate listed above	Yes	No		Facility Hourly Rate	per hour	Facility Hourly Rate
Bond* - Without alcohol consumption	No	No		\$500.00	per event	\$500.00
<b>Fitzroy Crossing Courts - Charges are per Court</b>						
Community and Non-Government Use - per hour - Without Lighting	Yes	No		\$20.00	per hour	\$20.00
Community and Non-Government Use - per hour - With Lighting	Yes	No		35.00	per hour	\$35.00
Community and Non-Government Use - per day - 6am to 6pm	Yes	No		120.00	per day	\$120.00
Commercial and Government Use - per hour - Without Lighting	Yes	No		\$40.00	per hour	\$40.00
Commercial and Government Use - per hour - With Lighting	Yes	No		\$70.00	per hour	\$70.00
Commercial and Government Use - per day - 6am to 6pm	Yes	No		\$240.00	per day	\$240.00
Additional Cleaning Charges per hour (where required)	Yes	No		\$110.00	per hour	Cleaning Contractor Costs + 20%
Additional Rubbish Collection by Shire Staff per hour (where required)	Yes	No		\$110.00	per hour	As per labour rates under "14. Other Property and Services"
Staff to attend - Call Out Fee - per hour	Yes	No		\$80.00	per hour	As per labour rates under "14. Other Property and Services"
Additional time using facility outside of user agreement - Charged at facility hourly rate listed above	Yes	No		Facility Hourly Rate	per hour	Facility Hourly Rate
Bond* (one off hire by individual user)**	No	No		\$100.00	per event	\$100.00
Bond* (larger regular user groups, sporting groups)**	No	No		\$300.00	per event	\$300.00
<b>Fitzroy Crossing Canteen and Changerooms</b>						
Canteen Hire - Community and non-government organisations- per day	Yes	No		\$15.00	per hour	\$15.00
Canteen Hire - Community and non-government organisations- per hour	Yes	No		\$90.00	per day	\$90.00
Canteen Hire - Commercial and government - per day	Yes	No		\$30.00	per hour	\$30.00
Canteen Hire - Commercial and government - per hour	Yes	No		\$180.00	per day	\$180.00
Note- Hirers of the Canteen are required to obtain a food permit prior to the use of the facility. This may incur additional costs.						
Changeroom Hire - Community and non-government organisations- per day	Yes	No		\$11.00	per hour	\$11.00
Changeroom Hire - Community and non-government organisations- per hour	Yes	No		\$66.00	per day	\$66.00
Changeroom Hire - Commercial and government - per day	Yes	No		\$22.00	per hour	\$22.00
Changeroom Hire - Commercial and government - per hour	Yes	No		\$132.00	per day	\$132.00
Additional Cleaning Charges per hour (where required)	Yes	No		\$110.00	per hour	Cleaning Contractor Costs + 20%
Additional Rubbish Collection by Shire Staff per hour (where required)	Yes	No		\$110.00	per hour	As per labour rates under "14. Other Property and Services"
Staff to attend - Call Out Fee - per hour	Yes	No		\$80.00	per hour	As per labour rates under "14. Other Property and Services"
Additional time using facility outside of user agreement - Charged at facility hourly rate listed above	Yes	No		Facility Hourly Rate	per hour	Facility Hourly Rate
Bond*	No	No		\$300.00	per event	\$300.00
<b>Fitzroy Crossing Gym (managed by Garnduwa)</b>						
Key Bond*	No	No		\$250.00	each	\$250.00
Per day rate is defined as 8 hours or greater of continual use, otherwise the facility is charged per hour of usage						
<b>Fitzroy Crossing Oval</b>						
Community and Non-Government Use - per hour - Without Lighting	Yes	No		\$15.00	per hour	\$15.00
Community and Non-Government Use - per hour - With Lighting	Yes	No		\$40.00	per hour	\$40.00
Community and Non-Government Use - per day - Without Lighting	Yes	No		\$90.00	per day	\$90.00
Commercial and Government Use - per hour - Without Lighting	Yes	No		\$30.00	per hour	\$30.00
Commercial and Government Use - per hour - With Lighting	Yes	No		\$80.00	per hour	\$80.00
Commercial and Government Use - per day - Without Lighting	Yes	No		\$180.00	per day	\$180.00
Additional Cleaning Charges per hour (where required)	Yes	No		\$110.00	per hour	Cleaning Contractor Costs + 20%
Additional Rubbish Collection by Shire Staff per hour (where required)	Yes	No		\$110.00	per hour	As per labour rates under "14. Other Property and Services"
Staff to attend - Call Out Fee - per hour	Yes	No		\$80.00	per hour	As per labour rates under "14. Other Property and Services"
Additional time using facility outside of user agreement - Charged at facility hourly rate listed above	Yes	No		Facility Hourly Rate	per hour	Facility Hourly Rate
Bond*	No	No		\$500.00	per event	\$500.00
<b>Large Events</b>						
Sideshows/Fairs/Expos/Travelling Shows per night of operation	Yes	No		\$300.00	per night	\$300.00
Sideshows/Fairs/Expos/Travelling Shows per night of non operation	Yes	No		\$150.00	per night	\$150.00

Circuses per night of operation	Yes	No		\$500.00	per night	\$500.00
Circuses per night of non operation	Yes	No		\$250.00	per night	\$250.00
Additional Cleaning Charges per hour (where required)	Yes	No		\$110.00	per hour	Cleaning Contractor Costs + 20%
Additional Rubbish Collection by Shire Staff per hour (where required)	Yes	No		\$110.00	per hour	As per labour rates under "14. Other Property and Services"
Staff to attend - Call Out Fee (outside of user agreement) - per hour	Yes	No		\$80.00	per hour	As per labour rates under "14. Other Property and Services"
Bond*	No	No		\$1,000.00	per event	\$1,000.00
Bond* - For Oval	No	No		\$5,000.00	per event	\$5,000.00
<b>Recreation Programs</b>						
Adult Sports - per session	Yes	No		\$10.00	per session	\$10.00
Children - per session	Yes	No		\$5.00	per session	\$5.00
<b>Cancellation of Bookings</b>						
14 Days or more prior to booking				Full Refund		Full Refund
Between 8 and 13 Days prior to booking				75% Refund		75% Refund
Between 2 and 7 Days prior to booking				50% Refund		50% Refund
Within 48 Hours of booking				No Refund		No Refund
<b>Bonds</b>						
<p>Bonds can not be waived. In ALL cases a bond is to be paid prior to the function, when the booking is made. The bond will be refunded as soon as possible after the function should there be no damage or additional expenses incurred</p> <p>* Council retains the right to charge a higher bond if the hirer has previously caused damage or if the activity is likely to cause damage</p> <p>** Council retains the right to retain bond if the hirer breaches any conditions of hire.</p> <p>** Council retains the right to refuse bookings where there has been a prior breach of conditions of hire by the hirer for any of the shire venues at any time in the past</p> <p>** Where an organisation will be hiring a venue or equipment multiple times throughout the year, one bond can be paid and held by the Shire for the entire year or until a refund of the bond is requested. The bond must be of the bond value applicable to the venue or equipment being hired. If multiple venues or equipment are required on the same day, the person or organisation hiring the facilities or equipment are to pay the additional bond applicable.</p>						
<b>Definitions</b>	<p><b>Alcohol</b> - Where alcohol is being served or otherwise provided, including BYO and gratis provision</p> <p><b>Per Day Rates</b> - Per day rate is up to a maximum of 14 hrs eg 10am - 12 midnight, Friday and Saturday only</p> <p><b>Community and Non-Government Organisations</b> - This category covers individuals (eg: birthday parties and weddings except where alcohol is being served), incorporated and non-incorporated community groups where the purpose is not for profit. This includes groups such as Churches, Playgroups, and Aboriginal Community Organisations (eg: Land Council etc)</p> <p><b>Commercial and Government</b> - All state, federal and other local governments including their agencies, or where the purpose is to generate a profit by a business (excludes fairs, circuses, sideshows or other large scale events)</p>					
<b>Community Leases</b>						
Annual Community Lease Fee				100.00		\$100.00
<b>Sport and Recreation User Agreements</b>						
<b>Derby</b>						
Derby Boxing Area	No	No		New Charge		\$1,000.00
Derby Oval – No Lights Team/Associations	Yes	No		\$650.00		\$650.00
Derby Oval – No Lights Jnr Team/Associations	Yes	No		\$275.00		\$275.00
Derby Oval – With Lights Team/Associations	Yes	No		\$1,000.00		\$1,000.00
Derby Oval – With Lights Jnr Team/Associations	Yes	No		\$375.00		\$375.00
Derby Community Room - Recreation Centre Jnr Team/Associations	Yes	No		\$165.00		\$165.00
Derby Community Room - Recreation Centre Team/Associations	Yes	No		\$455.00		\$455.00
Derby Covered Courts – No Lights Team/Associations - Per Court	Yes	No		\$350.00		\$350.00
Derby Covered Courts – No Lights Jnr Team/Associations - Per Court	Yes	No		\$125.00		\$125.00
Derby Covered Courts – With Lights Team/Associations - Per Court	Yes	No		\$700.00		\$700.00
Derby Covered Courts – With Lights Jnr Team/Associations - Per Court	Yes	No		\$275.00		\$275.00
Derby Outside Courts – No Lights Team/Associations - Per Court	Yes	No		\$175.00		\$175.00
Derby Outside Courts – No Lights Jnr Team/Associations - Per Court	Yes	No		\$62.50		\$62.50
Derby Outside Courts – With Lights Team/Associations - Per Court	Yes	No		\$350.00		\$350.00
Derby Outside Courts – With Lights Jnr Team/Associations - Per Court	Yes	No		\$137.50		\$137.50
						Cleaning
Additional Cleaning Charges per hour (where required)	Yes	No		\$110.00		Contractor Costs + 20%
Additional Rubbish Collection by Shire Staff per hour (where required)	Yes	No		\$110.00		As per labour rates under "14. Other Property and Services"
Staff to attend - Call Out Fee (outside of user agreement) - per hour	Yes	No		\$80.00		As per labour rates under "14. Other Property and Services"
Additional time using facility outside of user agreement - Charged at facility hourly rate listed above	Yes	No		Facility Hourly Rate		Facility Hourly Rate
User Agreement Key Bond*s	No	No		\$100.00		\$100.00
<b>Fitzroy Crossing</b>						
Fitzroy Crossing Gym	no	No		new Charge		\$1,815.00
Fitzroy Crossing Oval – No Lights Team/Associations	Yes	No		\$650.00		\$650.00
Fitzroy Crossing Oval – No Lights Jnr Team/Associations	Yes	No		\$275.00		\$275.00
Fitzroy Crossing Oval – With Lights Team/Associations	Yes	No		\$1,000.00		\$1,000.00
Fitzroy Crossing Oval – With Lights Jnr Team/Associations	Yes	No		\$375.00		\$375.00
FX Covered Courts Single Court – No Lights Team/Associations	Yes	No		\$175.00		\$175.00
FX Covered Courts Single Court – No Lights Jnr Team/Associations	Yes	No		\$70.00		\$70.00
FX Covered Courts Single Court – With Lights Team/Associations	Yes	No		\$385.00		\$385.00
FX Covered Courts Single Court – With Lights Jnr Team/Associations	Yes	No		\$155.00		\$155.00
FX Covered Courts Two Courts – No Lights Team/Associations	Yes	No		\$350.00		\$350.00
FX Covered Courts Two Courts – No Lights Jnr Team/Associations	Yes	No		\$125.00		\$125.00
FX Covered Courts Two Courts – With Lights Team/Associations	Yes	No		\$700.00		\$700.00
FX Covered Courts Two Courts – With Lights Jnr Team/Associations	Yes	No		\$275.00		\$275.00
						Cleaning
Additional Cleaning Charges per hour (where required)	Yes	No		\$110.00		Contractor Costs + 20%
Additional Rubbish Collection by Shire Staff per hour (where required)	Yes	No		\$110.00		As per labour rates under "14. Other Property and Services"
Staff to attend - Call Out Fee (outside of user agreement) - per hour	Yes	No		\$80.00		As per labour rates under "14. Other Property and Services"
Additional time using facility outside of user agreement - Charged at facility hourly rate listed above	Yes	No		Facility Hourly Rate		Facility Hourly Rate
User Agreement Key Bond*s	No	No		\$100.00		\$100.00
<b>Sport and Recreation User Agreements Conditions</b>	<p>User Agreements entitle teams or associations to use the facility for up to two x 2 hour sessions per week, for the duration of their season</p>					

12 Transport						
<b>Curtin and Derby Airports</b>						
<b>Charging Cycle</b>						
Airport charges are on a <b>Calendar Year</b> basis (not a financial year).						
As per aviation regulations, airport landing charges will be invoiced to the registered owner of the aircraft only. This information is gathered from the Civil Aircraft Register supplied by the Australian Government's Civil Aviation Safety Authority. The CEO is authorised to negotiate with RPT or other commercial proponents on the condition that any proposal is advised to Councillors.						
<b>Regular Passenger Transport and Charter Operators</b>						
<b>Landing Fees</b>						
Aircraft < 10,750kg	Yes	No	LG Act (S6.16)	\$33.00		\$35.00
Per tonne/Per landing or part thereof (calculated on the Maximum Aircraft Take-Off Weight)						
Aircraft > 10,750kg	Yes	No	LG Act (S6.16)	\$33.00		\$35.00
Per tonne/Per landing or part thereof (calculated on the Maximum Aircraft Take-Off Weight)						
<b>Non Regular Passenger Traffic (including Charters not paying as RPT)</b>						
Fixed Wing Aircraft Landing Fee	Yes	No	LG Act (S6.16)	\$33/tonne, with a minimum charge of \$55.		\$35/tonne, with a minimum charge of \$60.
Per tonne/Per landing or part thereof (calculated on the Maximum Aircraft Take-Off Weight)						
Rotary Winged Aircraft (Helicopters) Landing Fee	Yes	No	LG Act (S6.16)	\$16.50/tonne, with a minimum charge of \$27.50.		\$17.50/tonne, with a minimum charge of \$35.00.
Per tonne/Per landing or part thereof (calculated on the Maximum Aircraft Take-Off Weight)						
Manually Required Landing Charge/Fee	Yes	No	LG Act (S6.16)	\$100 + twice the applicable landing charge	per landing	\$100 + twice the applicable landing charge
<b>DPI Competition Protected Route:</b>						
Negotiated Discounts may apply.	Yes	No	LG Act (S6.16)	As negotiated.	As Applicable	As negotiated.
<b>Head Tax</b>						
Embarking Head (when seating capacity exceeding 20 passengers)	Yes	No	LG Act (S6.16)	\$20.00	per passenger	\$30.00
Dis-Embarking Head (when seating capacity exceeding 20 passengers)	Yes	No	LG Act (S6.16)	\$40.00	per passenger	\$10.00
<b>Aircraft Parking (Fixed Wing and Helicopter)</b>						
<b>Daily - All Aircraft without a Long Term Permit</b>						
<20 tonne	Yes	No	LG Act (S6.16)	\$20.00	per day after first 24 hours	\$21.00
>20 tonne	Yes	No	LG Act (S6.16)	\$40.00	per day after first 24 hours	\$42.00
<b>Long Term Permit - Commercial Use</b>						
Single Engine (same aircraft)	Yes	No	LG Act (S6.16)	\$2,500.00	per annum per quarter	\$2,625.00
Single Engine (alternating aircraft usage)	Yes	No	LG Act (S6.16)	\$1,000.00	per annum per quarter	\$1,050.00
Twin Engine (same aircraft)	Yes	No	LG Act (S6.16)	\$5,000.00	per annum per quarter	\$5,250.00
Twin Engine (alternating aircraft usage)	Yes	No	LG Act (S6.16)	\$2,000.00	per annum per quarter	\$2,100.00
<b>Long Term Permit - Private Use</b>						
Single Engine (same aircraft) - per annum	Yes	No	LG Act (S6.16)	\$1,500.00	per annum per annum	\$1,575.00
Twin Engine (same aircraft) - per annum	Yes	No	LG Act (S6.16)	\$2,000.00	per annum per annum	\$2,100.00
<b>Terminal Space</b>						
User Agreement	Yes	No	LG Act (S6.16)	As Negotiated - Per customer or per plane fee, depending on circumstances (minimum annual charge of \$400.	per m2 per annum	As Negotiated - Per customer or per plane fee, depending on circumstances (minimum annual charge of \$500.
Note: Leases are managed via S3.58 of the Local Government Act)						
Signage (Note: Discount may apply if incorporated into Terminal Space User Agreement).	Yes	No	LG Act (S6.16)	\$350.00	per m2 per annum	\$365.00
Sandwich Boards	Yes	No	LG Act (S6.16)	\$400.00	per annum	\$420.00
<b>Land Space</b>						
User Agreement	Yes	No	LG Act (S6.16)	\$20 (minimum annual charge of \$1,000)	per m2 per annum	\$21 (minimum annual charge of \$1,100)
Note: Leases are managed via S3.58 of the Local Government Act)						
<b>Water Rates and Charges</b>						
Annual Rate (charged at Water Corporation's "25mm" Annual Water Meter Charge rate)	Yes	No	LG Act (S6.16)	\$446.63/service (as per applicable Water Corporation charge)	Per Annum	\$552.90/service (as per applicable Water Corporation charge)
Consumption (charged at Water Corporation Regional Area #9 rates)	Yes	No	LG Act (S6.16)	\$5.396c/1000lts (as per applicable Water Corporation charge)	Per Kilolitre	\$5.531c/1000lts (as per applicable Water Corporation charge)
<b>Labour Rates</b>						
Labour Rates	Yes	No	LG Act (S6.16)	As per labour rates under "14. Other Property and Services"	per hour	As per labour rates under "14. Other Property and Services"
Notes: Discount apply when Embarking Head Charge applied. Hours charged to reflect employee hours paid (e.g. minimum call-out hours).						
<b>Exemptions &amp; Variations</b>						
Firefighting Aircraft are exempt.						
Note: Defence Aircraft by agreement, are charged through Australian Airports Association, with funds collected by AAA and remitted to the Shire.						
<b>Fitzroy Airport</b>						

<p>Airport charges are on a <b>Calendar Year</b> basis (not a financial year).</p> <p>As per aviation regulations, airport landing charges will be invoiced to the registered owner of the aircraft only. This information is gathered from the Civil Aircraft Register supplied by the Australian Government's Civil Aviation Safety Authority. The CEO is authorised to negotiate with RPT or other commercial proponents on the condition that any proposal is advised to Councillors.</p>							
<b>Landing Fees</b>							
Fixed Wing Aircraft Landing Fee	Yes	No	LG Act (S6.16)	\$33/tonne, with a minimum charge of \$55.	Per tonne/Per landing or part thereof (calculated on the Maximum Aircraft Take-Off Weight)	\$35/tonne, with a minimum charge of \$60.	
Rotary Winged Aircraft (Helicopters) Landing Fee	Yes	No	LG Act (S6.16)	\$16.50/tonne, with a minimum charge of \$27.50.	Per tonne/Per landing or part thereof (calculated on the Maximum Aircraft Take-Off Weight)	\$17.50/tonne, with a minimum charge of \$35.00.	
Manually Required Landing Charge/Fee	Yes	No	LG Act (S6.16)	\$100 + twice the applicable landing charge	per landing	\$100 + twice the applicable landing charge	
<b>DPI Competition Protected Route:</b>							
Negotiated Discounts may apply.	Yes	No	LG Act (S6.16)	As negotiated.	As Applicable	As negotiated.	
<b>Head Tax</b>	Yes	No	LG Act (S6.16)				
Embarking Head (when seating capacity exceeding 20 passengers)	Yes	No	LG Act (S6.16)	0.00	per passenger	\$20.00	
Dis-Embarking Head (when seating capacity exceeding 20 passengers)	Yes	No	LG Act (S6.16)	0.00	per passenger	\$10.00	
<b>Aircraft Parking (Fixed Wing and Helicopter)</b>	Yes	No	LG Act (S6.16)				
<b>Daily - All Aircraft without a Long Term Permit</b>	Yes	No	LG Act (S6.16)				
<20 tonne	Yes	No	LG Act (S6.16)	20.00	per day after first 24 hours	\$21.00	
>20 tonne	Yes	No	LG Act (S6.16)	40.00	per day after first 24 hours	\$42.00	
<b>Long Term Permit - Commercial Use</b>	Yes	No	LG Act (S6.16)				
Single Engine (same aircraft)	Yes	No	LG Act (S6.16)	2,500.00	per annum	\$2,625.00	
Single Engine (alternating aircraft usage)	Yes	No	LG Act (S6.16)	1,000.00	per quarter	\$1,050.00	
Twin Engine (same aircraft)	Yes	No	LG Act (S6.16)	5,000.00	per annum	\$5,250.00	
Twin Engine (alternating aircraft usage)	Yes	No	LG Act (S6.16)	2,000.00	per quarter	\$2,100.00	
<b>Long Term Permit - Private Use</b>	Yes	No	LG Act (S6.16)				
Single Engine (same aircraft) - per annum	Yes	No	LG Act (S6.16)	1,500.00	per annum	\$1,575.00	
Twin Engine (same aircraft) - per annum	Yes	No	LG Act (S6.16)	2,000.00	per annum	\$2,100.00	
<b>Land Space</b>	Yes	No	LG Act (S6.16)				
User Agreement	Yes	No	LG Act (S6.16)	\$16.50 (minimum annual charge of \$1,000)	per m2 per annum	\$17.50 (minimum annual charge of \$1,100)	
Note: Leases are managed via S3.58 of the Local Government Act)							
<b>Water Rates and Charges</b>	Yes	No	LG Act (S6.16)				
Annual Rate (charged at Water Corporation's "25mm" Annual Water Meter Charge rate)	Yes	No	LG Act (S6.16)	\$446.63/service (as per applicable Water Corporation charge)	Per Annum	\$552.90/service (as per applicable Water Corporation charge)	
Consumption (charged at Water Corporation Regional Area #9 rates)	Yes	No	LG Act (S6.16)	\$5.396c/1000lts (as per applicable Water Corporation charge)	Per Kilolitre	\$5.531c/100lts (as per applicable Water Corporation charge)	
<b>Labour Rates</b>	Yes	No	LG Act (S6.16)				
Labour Rates	Yes	No	LG Act (S6.16)	As per labour rates under "14. Other Property and Services"	per hour	As per labour rates under "14. Other Property and Services"	
Notes: Discount apply when Embarking Head Charge applied. Hours charged to reflect employee hours paid (e.g. minimum call-out hours).							
<b>Exemptions and Variations</b>	Yes	No	LG Act (S6.16)				
Firefighting Aircraft are exempt.							
Note: Defence Aircraft by agreement, are charged through Australian Airports Association, with funds collected by AAA and remitted to the Shire.							
<b>Wharfage Rates</b>							
General Cargo - per tonne or m3 whichever is greater	Yes	No		10.00	Greater of per tonne or m3	\$10.50	
Feed - Primary Producer - per tonne or m3 whichever is greater	Yes	No		\$3.50	Greater of per tonne or m3	\$3.70	
Fish including ice - Primary Producer - per tonne or m3 whichever is greater	Yes	No		\$7.00	Greater of per tonne or m3	\$7.00	
Bulk fuel by Road Tanker - per kilolitre	Yes	No		15.00	per kilolitre	\$16.50	
Bulk Minerals - per tonne	Yes	No		\$6.75	per tonne	\$7.00	
20-30 Foot Empty Containers - per TEU * - roll on ramp charge (per tonne or m3 whichever is greater)	Yes	No		\$60.00	per TEU	\$65.00	
20-30 Foot Loaded Containers - per TEU * - roll on ramp charge (per tonne or m3 whichever is greater)	Yes	No		\$210.00	per TEU	\$220.00	
40-45 Foot Empty Containers - per TEU * - roll on ramp charge (per tonne or m3 whichever is greater)	Yes	No		\$120.00	per TEU	\$130.00	
40-45 Foot Loaded Containers - per TEU * - roll on ramp charge (per tonne or m3 whichever is greater)	Yes	No		\$415.00	per TEU	\$425.00	
Livestock (Cattle)	Yes	No		\$2.70	each	\$3.60	
Change of booking < 24hrs notice	Yes	No		\$265.00	each	\$265.00	
* TEU = twenty-foot equivalent units. A twenty-foot equivalent unit is a measure of containerised cargo. In metric units this is 6.10 m (length) x 2.44 m (width) / (per tonne or m3 whichever is greater) x 2.59 m (height), or approximately 39m³							
<b>Berthage Dues</b>							
Vessels over 200 GRT (Max 3hr period) - per tonne or Lm	Yes	No		2.00	per tonne or lineal metre	\$2.00	
Vessels over 200 GRT (Max 3hr period) - minimum charge	Yes	No		270.00	each	\$270.00	
Vessels under 200GRT (Max 3hr period) - per tonne or Lm	Yes	No		2.00	per tonne or lineal metre	\$2.00	

Vessels under 200GRT (Max 3hr period) - minimum charge	Yes	No		140.00	each	\$140.00
Passenger/Charter Vessels (Max 3hr period) - per metre	Yes	No		7.00	per metre	\$7.00
Passenger/Charter Vessels (Max 3hr period) - minimum charge	Yes	No		140.00	each	\$150.00
Barging Vessels - per berthage	Yes	No		170.00	each	\$170.00
<b>Storage Fees</b>						
Cargo Storage: 1-3 Days - rate greater of per tonne or per m3 per day	Yes	No		0.65	Greater of per tonne or m3	\$0.65
Cargo Storage: 4-10 Days - rate greater of per tonne or per m3 per day	Yes	No		1.70	Greater of per tonne or m3	\$1.70
Cargo Storage: >10 Days - rate greater of per tonne or per m3 per day	Yes	No		4.75	Greater of per tonne or m3	\$4.75
It is the responsibility of the transporters of goods, to notify the Council of shipping/barging movements						
<b>Security Officer - Minimum Charge of 2 hours</b>						
Labour/Security Officer per hour *	Yes	No		135.00	per hour	\$146.00
Labour/Security Officer per hour at time and a half *	Yes	No		200.00	per hour	\$216.00
Labour/Security Officer per hour at Double time *	Yes	No		269.00	per hour	\$290.00
Labour/Security Officer per hour at Double time and a half *	Yes	No		337.50	per hour	\$364.00
* minimum per half hour increments						
<b>Water Sales</b>						
Water per litre - Caravans, Campers Etc FX	YES	No		\$0.10	per litre	\$0.10
<b>Water Delivery</b>						
Water per 1,000Lt - sourced from tanks onsite	Yes	No		21.00	per kilolitre	\$21.00
Includes Admin Fee, Water Cost and Headworks/Infrastructure Charge						
Delivery of Water to Barge at Wharf - Delivered by Truck	Yes	No		Cost plus 10%	per litre	Cost plus 10%
<b>Minimum Charge of \$14.00 per invoice per month</b>	Yes	No		14.50	each	\$14.50
<b>Land Space</b>						
As per applicable Temporary User Agreement - per square metre, per year (< 1,000m2)	Yes	No		32.00	per m2 per annum	\$32.00
As per applicable Temporary User Agreement - per square metre, per year (=> 1,000m2)	Yes	No		\$32,000 + \$16/m2 for the area over 1,000m2	per m2 per annum	\$32,000 + \$16/m2 for the area over 1,000m2
As per applicable Temporary User Agreement - per square metre, per year (Boat Trailer Storage Area Only)	Yes	No		16.00	per m2 per annum	\$16.00
Minimum Charge per year	Yes	No		2,500.00	per annum	\$2,500.00
<b>13 Economic Services</b>						
<b>Fitzroy Crossing Visitor Centre</b>						
Souvenirs - At Manufacturer Recommended Retail Price	Yes	No		RRP	each	RRP
Commissionable Souvenirs and Art Work	Yes	No		12.5% - 20%	% of sales	12.5% - 20%
<b>All tours and bus ticket prices as per tour and bus companies pricing structure</b>						
Tours and Accommodation Commission where applicable	Yes	No		10% - 20%	% of sales	10% - 20%
Greyhound Bus Ticket Sales Commission	Yes	No		5% - 20%	% of sales	5% - 20%
Greyhound Freight Commission	Yes	No		20%	% of freight value	20%
Greyhound Freight Handling Fee - Per Item	Yes	No		\$1.10	each	\$1.10
Integrity Bus Ticket Sales Commission	Yes	No		15%	% of sales	15%
Booking Fee - Non-Commissionable product	Yes	No		\$5.50	each	\$5.50
<b>Building Control</b>						
<b>Applications for Building and or Demolition Permits - In accordance with Building Act 2011 (s. 16(1))</b>						
<b>Certified Application for a Building Permit (s. 16(1))</b>						
Minimum Fee	No	Yes	Building Regulations 2012 Schedule 2	\$105.00	each	\$110.00
(a) For building work for a Class 1 or Class 10 building or incidental structure - * Value of the building work as determined by the relevant permit authority	No	Yes	Building Regulations 2012 Schedule 2	0.19 % of the estimated value of the building work but not less than \$105		0.19 % of the estimated value of the building work but not less than \$110
(b) For building work for a Class 2 to Class 9 building or incidental structure - * Value of the building work as determined by the relevant permit authority	No	Yes	Building Regulations 2012 Schedule 2	0.09 % of the estimated value of the building work but not less than \$105		0.09 % of the estimated value of the building work but not less than \$110
<b>Uncertified Application for a Building Permit (s. 16(1))</b>						
Minimum Fee	No	Yes	Building Regulations 2012 Schedule 2	0.32 % of the estimated value of the building work but not less than \$105	each	0.32 % of the estimated value of the building work but not less than \$110
Application for a Certificate of Design Compliance (CDC) for Class 2-9 building works (commercial) in the Shire	No	Yes	Building Regulations 2012 Schedule 2	\$450 plus 0.1% of the estimated value of works		\$450 plus 0.1% of the estimated value of works
Application for a Building Approval Certificate for a building in respect of which unauthorised work has been done.	No	Yes	Building Regulations 2012 Schedule 2	0.38 % estimated (inclusive of GST) value of the building work but not less than \$105		0.38 % estimated (inclusive of GST) value of the building work but not less than \$110
Amendment to existing Building Permit - Minor amendments	No	Yes	Building Regulations 2012 Schedule 2	\$91.12		\$91.12

Amendment to existing Building Permit - Major amendment :subject to additional hourly rate depending upon extent of changes (MPBS to confirm)	No	Yes	Building Regulations 2012 Schedule 2	\$238.70 but subject to additional hourly rate depending upon extent of changes (MPBS to confirm)		\$238.70 but subject to additional hourly rate depending upon extent of changes (MPBS to confirm)
Building and Construction Industry Training Levy if over \$20,000	No	Yes	Building Regulations 2012 Schedule 2	0.2% of the estimated value (incl of GST) of the proposed construction, minimum \$20,000 value		0.2% of the estimated value (incl of GST) of the proposed construction, minimum \$20,000 value
<b>Application for a Demolition Permit (s. 16(1))</b>						
(a) For demolition work in respect of a Class 1 or Class 10 building or incidental structure	No	Yes	Building Regulations 2012 Schedule 2	\$105.00	each	\$110.00
(b) For demolition work in respect of a Class 2 to Class 9 building	No	Yes	Building Regulations 2012 Schedule 2	\$105.00 for each storey of the building		\$110.00 for each storey of the building
<b>Application to Extend the time during which a Building or Demolition Permit has effect (s. 32(3)(f))</b>	No	Yes	Building Regulations 2012 Schedule 2	\$105.00	each	\$110.00
<b>Application for Occupancy Permits and Building Approval Certific</b>						
Application for an Occupancy Permit for a completed building (s. 46)	No	Yes	Building Regulations 2012 Schedule 2	\$105.00	each	\$110.00
Application for a Temporary Occupancy Permit for an incomplete building (s. 47)	No	Yes	Building Regulations 2012 Schedule 2	\$105.00	each	\$110.00
Application for modification of an Occupancy Permit for additional use of a building on a temporary basis (s. 48)	No	Yes	Building Regulations 2012 Schedule 2	\$105.00	each	\$110.00
Application for a Replacement Occupancy Permit for Permanent Change of the building's use, classification (s. 49)	No	Yes	Building Regulations 2012 Schedule 2	\$105.00	each	\$110.00
<b>Application for an Occupancy Permit or Building Approval Certificate for registration of strata scheme or plan of re- subdivision (s. 50(1) and (2))</b>	No	Yes	Building Regulations 2012 Schedule 2	\$11.60 for each strata unit covered by the application, but not less than \$115.00		\$11.60 for each strata unit covered by the application, but not less than \$110.00
<b>Application for an Occupancy Permit for a building in respect of which unauthorised work has been done (s. 51(2))</b>	No	Yes	Building Regulations 2012 Schedule 2	\$105.00	each	\$105.00
Minimum Fee	No	Yes	Building Regulations 2012 Schedule 2	\$105.00	each	\$105.00
* Estimated value of the unauthorised work as determined by the relevant permit authority.	No	Yes	Building Regulations 2012 Schedule 2	0.18% of the estimated value of the unauthorised work* but not less than \$105.00		0.18% of the estimated value of the unauthorised work* but not less than \$110.00
<b>Application for a Building Approval Certificate for a building or an incidental structure in respect of which unauthorised work has been done (s. 51(3))</b>						
Minimum Fee	No	Yes	Building Regulations 2012 Schedule 2	\$105.00	each	\$110.00
Application to replace an Occupancy Permit for an existing building (s. 52(1))	No	Yes	Building Regulations 2012 Schedule 2	\$105.00	each	\$110.00
Application for a Building Approval Certificate for an existing building or an incidental structure where unauthorised work has not been done (s. 52 (2))	No	Yes	Building Regulations 2012 Schedule 2	\$105.00	each	\$110.00
Application to extend the time during which an Occupancy Permit or Building Approval Certificate has effect (s. 65(3)(a))	No	Yes	Building Regulations 2012 Schedule 2	\$105.00	each	\$110.00
Application for Variation/Modification of Building Standards in which declaration is sought from Building Commissioner as defined in Regulation 31 (for each Building Standard in respect of which a Declaration is sought)	No	Yes	Building Regulations 2012, Part 9, Division 3	\$2,160.15	per standard variation	\$2,160.15
Inspections of Swimming Pool Enclosures \$57.45, as defined in Regulation 53 (2), Division 2 of the Building Regulations Act 2012. This fee will be charged pro-rata on the Rates Notice for all properties with private swimming pools	No	Yes	Building Regulations 2012, Part 8, Division 2, reg 53 (2)	\$14.36	per annum	\$14.36
Swimming Pool re-inspection(s) and per request outside of normal inspection programs (Pursuant to S6.162 of the Local Government Act 1995)	No	No	LG Act 1995	\$220.00	each	\$220.00
Application for approval of Battery Powered Smoke Alarms	No	Yes	Building Regulations 2012, Part 8, Division 3, reg 61 (3) (b)	\$179.40	each	\$179.40
Application to search a property for Plans (plus photo copying charges)	Yes	No		\$2.00	each property	\$72.00
<b>Building Services Levy \$45,000 or Less - Set by Building Services Commission</b>						
Building Permit	No	Yes	Building Services Act 2011	\$61.65	each	\$61.65
Demolition Permit	No	Yes	Building Services Act 2011	\$61.65	each	\$61.65
Occupancy Permit for approved building work under Sub-Section 47, 49, 50 or 52 of the Building Act 2011	No	Yes	Building Services Act 2011	\$61.65	each	\$61.65
Building Approval Certificate for approved building work under Sub-Section 47, 49, 50 or 52 of the Building Act 2011	No	Yes	Building Services Act 2011	\$61.65	each	\$61.65
Occupancy Permit for unauthorised building work under Section 51 of the Building Act 2011	No	Yes	Building Services Act 2011	\$123.30	each	\$123.30
Building Approval Certificate for unauthorised building work under Section 51 of the Building Act 2011	No	Yes	Building Services Act 2011	\$123.30	each	\$123.30
<b>Building Services Levy Over \$45,000 - Set by Building Services Commission</b>						
Building Permit	No	Yes	Building Services Act 2011	0.137% of the value of the work	each	0.137% of the value of the work
Demolition Permit	No	Yes	Building Services Act 2011	0.137% of the value of the work	each	0.137% of the value of the work
Occupancy Permit for approved building work under Sub-Section 47, 49, 50 or 52 of the Building Act 2011	No	Yes	Building Services Act 2011	\$61.65	each	\$61.65

Building Approval Certificate for approved building work under Sub-Section 47, 49, 50 or 52 of the Building Act 2011	No	Yes	Building Services Act 2011	\$61.65	each	\$61.65
Occupancy Permit for unauthorised building work under Section 51 of the Building Act 2011	No	Yes	Building Services Act 2011	0.274% of the value of the work	each	0.274% of the value of the work
Building Approval Certificate for unauthorised building work under Section 51 of the Building Act 2011	No	Yes	Building Services Act 2011	0.274% of the value of the work	each	0.274% of the value of the work
<b>Private Swimming Pool Inspection Fees</b>						
Swimming Pool Inspection Fees and Follow Up Inspection Fees. Includes the following: Final Inspection of newly completed pools and pool fencing. Mandatory compliance inspection every four years (to be charged over 4 years); and any subsequent follow up inspections	No	Yes	Building Regulations 2012	58.45	Per Annum	58.45
<b>14 Other Property and Services</b>						
<b>Plant and Labour Charge Out Rates</b>						
Please note for plant items not specifically listed below, the CEO has the ability to approve hire and set rates on a per request basis						
<b>Council Policy</b>						
Council will only make plant available outside normal working hours. The plant is operated by a Shire employee, unless otherwise authorised by the Chief Executive Officer (only in an emergency)						
<b>Plant Item</b>						
Loader Kubota	Yes	No		\$70.00	per hour	\$76.00
Tractor - 4000kg - 6000kg	Yes	No		\$70.00	per hour	\$76.00
John Deere Tractor 6630	Yes	No		\$100.00	per hour	\$108.00
Tip Truck - up to 4T	Yes	No		\$95.00	per hour	\$103.00
Road Broom (Tractor Drawn)	Yes	No		\$120.00	per hour	\$130.00
Road Sweeper (Kubota Loader)	Yes	No		\$100.00	per hour	\$108.00
Tractor and Slasher	Yes	No		\$120.00	per hour	\$130.00
Plate Compactor	Yes	No		\$35.00	per hour	\$38.00
Litter Vacuum	Yes	No		\$55.00	per hour	\$60.00
Ute	Yes	No		\$40.00	per hour	\$44.00
Backhoe	Yes	No		\$80.00	per hour	\$87.00
12 Seater Bus	Yes	No		\$40.00	per hour	\$44.00
Truck 13T	Yes	No		\$135.00	per hour	\$146.00
Mower - Kubota Ride-On	Yes	No		\$55.00	per hour	\$60.00
All Plant items are charged per hour of usage, Plus Day Labour Charge Materials						
Staff Charge Out Rates - A minimum of one hour applies (with charges per hour, or part thereof)	Yes	No		Cost plus 30%	per hour	
Staff Charge Out Rates: 6am to 6pm Monday to Friday - Per Hour (if not otherwise stated in this Fees & Charges Schedule)						
Labour - Operator/Administration	Yes	No		105.00	per hour	\$111.00
Labour - Leading Hand/Supervisor/Technical Officer	Yes	No		132.00	per hour	\$139.00
Manager (e.g. Works and Services)	Yes	No		180.00	per hour	\$189.00
Executive (e.g. Director Technical & Development Services)	Yes	No		205.00	per hour	\$216.00
Labour - Operator/Administration (Time and a half)	Yes	No		new	per hour	\$166.50
Labour - Leading Hand/Supervisor/Technical Officer (Time and a half)	Yes	No		new	per hour	\$208.50
Manager (e.g. Works and Services) (Time and a half)	Yes	No		new	per hour	\$283.50
Executive (e.g. Director Technical & Development Services) (Time and a half)	Yes	No		new	per hour	\$324.00
Labour - Operator/Administration (Double Time)	Yes	No		?	per hour	\$222.00
Labour - Leading Hand/Supervisor/Technical Officer (Double Time)	Yes	No		264.00	per hour	\$278.00
Manager (e.g. Works and Services) (Double Time)	Yes	No		360.00	per hour	\$378.00
Executive (e.g. Director Technical & Development Services) (Double Time)	Yes	No		410.00	per hour	\$431.00
<b>Standpipe Water</b>						
Water taken from Standpipe at Shire Depot - per kilolitre (labour costs charged as above)	No	No		\$3.50	per kilolitre	\$4.00
<b>Materials</b>						
Costs will be recovered as required with agreement from the Chief Executive Officer						



## 7.2 WALGA 2023 ANNUAL GENERAL MEETING CONFIRMATION OF ATTENDEES AND VOTING DELEGATES

**File Number:** 4285  
**Author:** Sarah Smith, Executive Services Coordinator  
**Responsible Officer:** Amanda Dexter, Chief Executive Officer  
**Authority/Discretion:** Advocacy

### SUMMARY

The Western Australian Local Government Association (WALGA) has advised of the Local Government Convention and Annual General Meeting (AGM) are to be held at the Crown, Perth on Monday, 18 September and Tuesday, 19 September 2023, with the Opening Welcome Reception being held on the evening of Sunday, 17 September 2023.

This Agenda seeks to confirm Elected Member Attendance at the Convention and requests Council consider nominating two Voting Delegates and two Proxy Voting Delegates, for the 2023 WALGA Annual General Meeting (to be held on Monday, 18 September 2023).

### DISCLOSURE OF ANY INTEREST

Nil from Author.

### BACKGROUND

The Annual WALGA Local Government Convention and AGM is an opportunity to network and build knowledge through engagement with other Councillors, CEOs, the trade exhibition and though presentations and seminars during the Convention.

In accordance with policy C2 – Elected Member and Employee Training and Professional Development, all Councillors are encouraged to attend the Annual WALGA Local Government Convention and AGM.

### LEGISLATIVE IMPLICATIONS

Nil applicable.

### POLICY IMPLICATIONS

C2 – Elected Member and Employee Training and Professional Development.

### FINANCIAL IMPLICATIONS

Travel, Conference Registration, accommodation and associated disbursements will cost approximately \$3,000 per person.

### STRATEGIC IMPLICATIONS

GOAL	OUTCOME	STRATEGY
1. Leadership and Governance	1.2 Capable, inclusive and effective organisation	1.2.2 Provide strong governance

**RISK MANAGEMENT CONSIDERATIONS**

<b>RISK</b>	<b>LIKELIHOOD</b>	<b>CONSEQUENCE</b>	<b>RISK ANALYSIS</b>	<b>MITIGATION</b>
<b>Organisation's Operations:</b> Inability to exercise voting rights as Member Council of WALGA. Inability to contribute to decisions made at WALGA AGM.	Unlikely	Minor	Low	Appoint Voting Delegates and Proxy Voting Delegates by required deadline of Friday, 8 September 2023.  Appointed Delegates attend AGM.
<b>Reputation:</b> Attendance at State Conference Annual General Meeting without the ability to vote.	Unlikely	Minor	Low	Council nominate voting delegates and proxies as recommended.

**CONSULTATION**

Nil.

**COMMENT**

In accordance with policy C2 – Elected Member and Employee Training and Professional Development, all Councillors are encouraged to attend the Annual WALGA Local Government Convention and AGM. The Western Australian Local Government Association (WALGA) has advised of the Local Government Convention and Annual General Meeting (AGM) are to be held at the Crown, Perth on Monday, 18 September and Tuesday, 19 September 2023, with the Opening Welcome Reception being held on the evening of Sunday, 17 September 2023.

The theme for the 2023 WA Local Government Convention is *Local Futures*.

WALGA's annual Local Government Convention brings together hundreds of Elected Members and Local Government staff from across Western Australia to discuss and examine important issues and trends facing the sector. Themed Local Futures, this year's Convention will explore how Local Governments can enact and drive change for the benefit of their communities and the diversity of solutions that can emerge when you start local.

There will be inspiring keynote speakers, plenary sessions delving into topical issues and, for the first time, a Supplier Showcase featuring WALGA preferred suppliers showcasing the latest innovations across service industries such as transport and waste management.

Attendance at the Annual General Meeting can be undertaken by all representatives of the Shire. Voting delegates are required to be registered by Friday, 8 September 2023.

The Shire President and Deputy Shire President are generally the Council's nominated delegates to attend the conference and vote on motions on the Council's behalf, 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****1. Notice of the WALGA Annual General Meeting 2023**  **RESOLUTION 80/23**

**Moved: Cr Andrew Twaddle**

**Seconded: Cr Paul White**

**That Council:**

**1. Endorse the following Elected Members attendance at the 2023 Western Australian Local Government Association's Annual General Meeting and Local Government Convention to be held in Perth on 17, 18 and 19 September 2023:**

- a) President (Voting Delegate);**
- b) Deputy President (Voting Delegate); and**

**2. Endorse the Chief Executive Officer (or her delegate) to attend the 2023 Western Australian Local Government Association's Annual General Meeting and Local Government Convention and endorse the CEO as a proxy should it be required.**

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

**Against:** Nil

**CARRIED 6/0**



# Notice of Annual General Meeting

and procedural information  
for submission of Member motions

Crown Perth  
**Monday, 18 September 2023**

Deadline for submission of motions:  
**5:00pm on Friday, 4 August 2023**





## 2023 WALGA Local Government Convention and Annual General Meeting

### Local Government Convention 2023

The annual WA Local Government Convention (LGC23) will be held on Sunday-Tuesday, 17-19 September 2023 at Crown Perth. Themed **Local Futures**, this year's Convention will explore how Local Governments can enact and drive change for the benefit of their communities and the diversity of solutions that can emerge when you start local. Further information about the LGC23 can be found on our website [here](#).

### Annual General Meeting

The Annual General Meeting (AGM) for the Western Australian Local Government Association (WALGA) will be held from 2:00pm on **Monday, 18 September 2023**. All Member Local Governments are entitled to register two Voting Delegates (and up to two Proxies) to vote at the AGM. Voting Delegates and Proxies may be Elected Members or officers.

Attendance at the AGM is **free** for all Elected Members and officers from Member Local Governments. Voting Delegates and Proxies must be registered in advance by their Chief Executive Officer via the booking link sent directly via email.

*Please note: registration as a Convention Delegate is separate to registration as a Voting Delegate for the purposes of the AGM. For information about registering as a Convention Delegate, please visit our website [here](#).*

### Submission of Member Motions

Member Local Governments are invited to submit motions for inclusion in the Agenda for consideration at the AGM. Motions should be addressed to the Chief Executive Officer of WALGA and submitted via email to [associationgovernance@walga.asn.au](mailto:associationgovernance@walga.asn.au). A template motion can be found on our website [here](#).

The closing date for submission of motions is **5:00pm on Friday, 4 August**.

#### Guidelines for Member Motions

The following guidelines should be followed by Members in the formulation of motions:

- Motions should focus on policy matters rather than issues which could be dealt with by the WALGA State Council with minimal delay.
- Due regard should be given to the relevance of the motion to the total membership and to Local Government in general. Some motions are of a localised or regional interest and might be better handled through other forums.
- Due regard should be given to the timeliness of the motion – will it still be relevant come the AGM or would it be better handled immediately by the Association?
- The likely political impact of the motion should be carefully considered.
- Due regard should be given to the educational value to Members – i.e. does awareness need to be raised on the particular matter?
- The potential media interest of the subject matter should be considered.
- AGM motions submitted by Member Local Governments must be accompanied by fully researched and documented supporting comment.



Please note: any Member motions proposing amendments to the [Association Constitution](#) must be received by **5:00pm Monday, 26 June** to satisfy the 60-day constitutional notification requirement.<sup>1</sup>

### Criteria for Motions

Prior to the finalisation of the Agenda, the WALGA President and Chief Executive Officer will determine whether motions submitted by Members abide by the following criteria:

*Motions will be included in the Agenda where they:*

1. *are consistent with the objects of the Association (refer to clause 3 of the [Constitution](#));*
2. *demonstrate that the issue/s raised will concern or are likely to concern a substantial number of Local Governments in WA;*
3. *Seek to advance the Local Government policy agenda of the Association and/or improve governance of the Association;*
4. *Have a lawful purpose (a motion does not have a lawful purpose if its implementation would require or encourage non-compliance with prevailing laws); or*
5. *Are clearly worded and unambiguous in nature.*

*Motions will not be included where they are:*

6. *Consistent with current Association advocacy/policy positions as per the [Advocacy Positions Manual](#) (as the matter has previously been considered and endorsed by WALGA).*

*Motions of similar objective:*

7. *Will be consolidated as a single item.*

Members submitting motions will be advised of the determinations.

### Special Urgent Business

No Member motion shall be accepted for debate at the AGM after the closing date unless it complies with clause 8 of the [AGM Standing Orders](#). The motion must be relating to special urgent business and must be approved for debate by an absolute majority of Members at the AGM. Where practicable, prior notice of the motion should be provided to the President.

Please direct all enquiries relating to the registration of Voting Delegates or the submission of Member motions to Kathy Robertson, Executive Officer Governance on (08) 9213 2036 or at [krobertson@walga.asn.au](mailto:krobertson@walga.asn.au).

**President Cr Karen Chappel JP**  
WALGA President

**Nick Sloan**  
Chief Executive Officer

<sup>1</sup> [Association Constitution](#), section 29(2)(b)

## **8 EXECUTIVE SERVICES**

### **8.1 AWARD OF TENDER T09-2023 FACILITIES MANAGEMENT AND CATERING SERVICES FOR 40 PERSON WORKFORCE CAMP, FITZROY CROSSING AGRN 1044**

**File Number:** 0450

**Author:** Elizabeth Mason, Executive Services Project Manager

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

**Authority/Discretion:** Executive

#### **SUMMARY**

This item is for Council to consider the awarding of tender T09-2023 being for the Management of Facilities and Catering Services of a 40-person mobile camp in Fitzroy Crossing, following event Australian Government Reference Number 1044 (AGRN 1044). It is proposed that the tender be awarded to BBB Catering Pty Ltd (BBB Catering).

#### **DISCLOSURE OF ANY INTEREST**

Nil by Author or Responsible Officer.

#### **BACKGROUND**

Near the end of 2022 Tropical Cyclone (TC) Ellie made landfall in the Northern Territory and began to track into the Kimberley. It then turned into an ex-TC Ellie and moved into the Kimberley between Kununurra and Halls Creek. This system tracked towards Fitzroy Crossing to the north of the town depositing large volumes of rainfall as it hovered north of the town before tracking towards Broome and once again becoming stationary before heading to the south east across the southern portion of the Shire.

During this period high rainfall numbers were received across the Shire of Derby/West Kimberley (the Shire) in most locations and damage to the road network was being reported on a constant basis. The unprecedented flooding in the Kimberley has had a severe impact on community infrastructure and assets across the flood affected region. Some areas received in excess of 500mm of rainfall over a few days with peaks of daily falls over 300mm.

Event AGRN 1044 was declared in mid-January as a result of the rainfall but also the extreme flooding that occurred across the whole Shire, but predominately along the path of the Fitzroy River.

In March 2023, Rio Tinto donated a 40-person mobile camp to provide free accommodation for workers deployed to the area to assist with the recovery effort. The camp includes a dry mess, loading dock, office space, water tanks, water treatment plant, laundry and first aid facilities.

The camp was established at Lot 199 Fallon Road, Fitzroy Crossing in June 2023 and commenced accepting bookings in July 2023. During this time the Shire have absorbed the initial costs including the purchasing of hotel items to run 20 rooms, the purchasing of a secure key cabinet and substituting the existing locks and keys to more user friendly key system, paying for in excess of 8,000L of diesel to facilitate the running of power, landscaping and cleaning after guests have vacated. The Shire also has a dedicated bookings officer to accommodate requests for accommodation. This role adds additional work to the Shire's responsibilities. These consumables can be claimed under AGRN1044.

**STATUTORY ENVIRONMENT**

- Local Government Act 1995–3.57 Tenders for the provision goods or services; and
- Local Government (Functions and General) Regulations 1996 part 4: tenders for the provision of goods or services.
- Construction Camp Regulations.

**POLICY IMPLICATIONS**

- AF1–Procurement of Goods and Services (in particular, point 7. AGRN 1044 – Ex-Tropical Cyclone Ellie (2023 Fitzroy Crossing Floods)
- AF33–Regional Price Preference Policy – one tenderer qualified for application of this policy.

**FINANCIAL IMPLICATIONS**

All costs incurred by the Shire related to the camp site preparation, establishment and management were undertaken consistent with Council’s Policy *AF1–Procurement of Goods and Services* and its point 7. AGRN 1044 – Ex-Tropical Cyclone Ellie (2023 Fitzroy Crossing Floods) and are claimable from the federal government under AGRN 1044.

These costs are captured in GL Account AG095.

To date, \$246,890.32 in costs have been accrued by the Shire in relation to the operation of the camp for services.

**STRATEGIC IMPLICATIONS**

GOAL	OUR PRIORITIES	WE WILL
2. Community	1.1 Collaboration and partnership	3.1.3 Encourage pathways to a job-ready and skilled local workforce
3. Economy	1.1 Collaboration and partnership	1.1.2 Maximise local opportunities

**RISK MANAGEMENT CONSIDERATIONS**

RISK	LIKELIHOOD	CONSEQUENCE	RISK ANALYSIS	MITIGATION
<b>Community:</b> Service workers unable to obtain accommodation.	Likely	Minor	Medium	Maintain continuity of service provider ease to transition into and out of the community.
<b>Reputation:</b> A negative perception and risk to the Shire of Derby/West Kimberley.	Likely	Moderate	High	The Shire facilitates the transition of the workers camp into the community and champions a successful tender.



<b>People Health &amp; Safety:</b> Inability to maintain a safe and healthy camp environment.	Likely	Major	High	The Shire appoints an appropriately qualified facility management contractor.
--	--------	-------	------	---

## CONSULTATION

This tender was advertised using the list of pre-qualified Western Australian Local Government Association (WALGA) panel tenderers available to the Shire of Derby/West Kimberley. It was advertised on the panel for the minimum 14-day period required by the legislation and closed on 17 July 2023 at 2:00pm. The Shire sought the services of a suitably qualified site services company to undertake the task of managing the camp.

The documents were circulated on the panel tender in the WALGA portal and also advertised in the Broome Advertiser newspaper. Three Indigenous Corporations in Fitzroy Crossing were advised of the tender. Two submissions were received.

## COMMENT

For the purposes of ensuring that the management of the camp is commenced by a suitably experienced operator and in an acceptable timeframe to ensure the best outcome for the Shire but not to the detriment of their normal duties, it is recommended that the tender for each area be awarded to the contractor that provides the best value for money, using the approved tender scoring criteria.

The criteria and weighting for this tender were as follows:

Criteria	Weighting
Relevant Experience	30%
Key Personnel Skills and Experience	5%
Tender Resources	10%
Demonstrated Understanding	15%
Local Supplier Details	10%
Quality Management System	20%
Risk	10%

The scores for BBB Catering and Dijun Holdings Pty Ltd are attached in Confidential Attachment 1. It is recommended that the tender be awarded to BBB Catering to undertake the facilities and camp management work for event AGRN 1044.

## VOTING REQUIREMENT

Simple majority

## ATTACHMENTS

### 1. Scoring and Pricing Matrix - Confidential

**MOTION****Moved: Cr Andrew Twaddle****Seconded: Cr Geoff Davis****That Council:**

- 1. Award tender T2023-09 Facilities Management and Catering Services for 40-person workforce camp, Fitzroy Crossing to BBB Catering Pty Ltd for event ARGN 1044;**
- 2. Authorises the Chief Executive Officer to sign a contract with BBB Catering Pty Ltd for the Facilities Management and Catering Services for 40-person workforce camp, Fitzroy Crossing for event AGRN 1044; and**
- 3. Notes costs incurred by the Shire in relation to this contract will be recovered from the federal government under the Disaster Recovery Funding Arrangement (AGRN1044).**

*Cr Pat Riley entered the meeting at 5:10pm (after the resolution was moved, but before the vote was taken).*

**AMENDMENT****RESOLUTION 81/23****Moved: Cr Geoff Davis****Seconded: Cr Paul White****That Council:**

- 1. Defer consideration on this item in order to obtain further information in regard to local employment opportunities and that the matter be re-presented to Council at its 31 August 2023 Ordinary Council Meeting for consideration.**

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

Against: Crs Geoff Haerewa and Rowena Mouda

**CARRIED 5/2**

*Reason for change – Councillors requested further information on the local business and local employment considerations of the tender assessment and contract conditions.*

**9 NEW BUSINESS OF AN URGENT NATURE**

- Nil

**10 MATTERS FOR WHICH THE MEETING MAY BE CLOSED (CONFIDENTIAL MATTERS)****RESOLUTION 82/23****Moved: Cr Geoff Davis****Seconded: Cr Paul White**

That Council moves out of Open Council into Closed Council.

**In Favour:** Crs Geoff Haerewa, Paul White, Geoff Davis, Andrew Twaddle, Rowena Mouda, Pat Riley and Peter McCumstie**Against:** Nil**CARRIED 7/0**

5.23pm The meeting was closed to public

5.23pm Officers Neil Hartley, Tamara Clarkson and Wayne Neate left Council Chambers

5.23pm Christie Mildenhall and Mark Davis disconnected from MS Teams and did not return.

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:

**10.1 CEO Performance Review - 2023**

This matter is considered to be confidential under Section 5.23(2) – (a) and (b) 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 affecting an employee or employees and the personal affairs of any person.

**RESOLUTION 83/23****Moved: Cr Paul White****Seconded: Cr Andrew Twaddle**

That Council notes that the performance appraisal assessment of Amanda Dexter, Chief Executive Officer, has been undertaken for the period July 2022 to June 2023, and:

- a) Endorses the President and Deputy President having conducted the CEO's performance review assessment;
- b) Notes that Sarah Hardman was appointed as the Consultant to coordinate the conduct of this review process;
- c) Endorses the outcome of the CEO's Assessment as '*meets expectations to a high level*' and further, acknowledges this has been achieved in a period of unique and challenging circumstances; and
- d) Defers setting the CEO's Performance Criteria for 2022-2023 period, to November 2023.

**In Favour:** Crs Geoff Haerewa, Paul White, Geoff Davis, Andrew Twaddle, Rowena Mouda, Pat Riley and Peter McCumstie**Against:** Nil**CARRIED 7/0 BY ABSOLUTE MAJORITY**

**RESOLUTION 84/23**

**Moved: Cr Geoff Davis**

**Seconded: Cr Paul White**

That Council moves out of Closed Council into Open Council.

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

Against: Nil

**CARRIED 7/0**

*5:44pm The meeting was open to the public.*

*5:44pm Neil, Wayne, Tamara returned to the Council Chambers.*

**11 CLOSURE****11.1 Date of Next Meeting**

The next ordinary meeting of Council will be held Thursday, 31 August 2023 in the Council Chambers, Clarendon Street, Derby.

**11.2 Closure of Meeting**

The Presiding Member closed the meeting at 5:44pm.

*5:45pm Officers Neil Hartley, Tamara Clarkson and Wayne Neate returned to the Council Chambers.*

**These minutes were confirmed at a meeting on**

31 August 2023  
.....

Signed:  .....

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

Date: 31 August 2023  
.....

Note: Following the closure of this 17 August 2023 Special Council Meeting, Cr Geoff Haerewa (President) called a further Special Council Meeting to commence at 5.50pm on 17 August 2023, for the purpose to award Tender T09-2023 Facilities Management and Catering Services for 40 person workforce camp, Fitzroy Crossing AGRN 1044.