

Meeting	Responsible Officer	Item	Resolution	Progress Comment	Date Actioned	Completed
Oct-18	Carl Askew, Chief Executive Officer	2019 Ordinary Council Meeting Dates	1. That Council adopt the proposed meeting dates/times and locations for 2019 All meetings will commence at 5.00pm. *Note: Special Council Meeting to be held following Council Elections on Saturday 19 October 2019 2. That Council authorises the Chief Executive Officer to give public notice, by way of advertising of the accepted Ordinary Council Meeting dates, times and place of meeting	Dates, times and locations were adopted and advertised in the Kimberley Echo and Social Media. Public Notices were also sent out.	02-Nov-18	Completed
Oct-18	Carl Askew, Chief Executive Officer	Additional flight options	That Council: 1. Authorises the CEO and administration to further investigate the business case and potential risk exposure and benefits to the Community, SWEK and the EKRA in financially supporting a trial of a direct air service between Kununurra and Melbourne, including: a) A benefit-cost analysis and risk assessment of the flights proposal from EKMKG, addressing the full range of impacts on the business operations of the East Kimberley Regional Airport. b) Sensitivity analyses of the proposed Melbourne flights, modelling varying proportions of passenger flight substitution over existing routes, and the extent to which this will impact on airport passenger numbers (using historical EKRA passenger numbers as a guide). c) An assessment of broader impacts on the community arising from the proposal, not limited to tourism. This is to include positive impacts as well as risks. d) Provision of a timeline identifying those critical milestones that need to be achieved to best ensure the success of the project. 2. Requests the CEO to report back to Council on progress towards investigating these matters at the next Council Briefing. 3. Authorise, in accordance with section 6.11 (2) of the Local Government Act 1995, the advertising of a change to the Airport Reserve purpose to "The Reserve is to provide support for the Shire's Airport operations and facilities and to promote an expansion of airport operations and increased passenger numbers through the airport. These include normal operations, asset management, expansion of facilities and operations and projects that support the strategic objectives for the Airport".	Changes to use of Airport Reserves have been advertised on Social and print media		In progress
Oct-18	Nick Kearns, Director Planning and Community Development	Development Approval Application - Lot 707 Drovers Road, Kununurra - Caretaker's Dwelling	That Council: 1. Authorises the Chief Executive Officer to sign the application form for development and building approvals to develop a caretaker's dwelling within the Kununurra Campdraft and Rodeo Association (KCRA) lease area at R30290 Lot 707 Drovers Road, Kununurra. 2. Grants development approval consent to use and develop the land for a caretaker's dwelling within the Kununurra Campdraft and Rodeo Association (KCRA) lease area at R30290 Lot 707 Drovers Road, Kununurra, subject to the following conditions: a. The use and development shall be in accordance with the attached approved plan(s) and subject to any modifications required as a consequence of any conditions of this approval. The endorsed plans shall not be modified or altered without the prior written approval of the local government. b. No development shall occur that will cause additional runoff of stormwater to adjacent properties. Stormwater runoff from roof and any sealed areas shall be directed onsite to garden areas, sumps or rainwater tanks, or directed into the local government's stormwater system in accordance with the local governments specifications. Stormwater will not be permitted to pond on the site or against any building or structure. c. The caretaker's dwelling shall only be used to accommodate a caretaker employed to caretake the Kununurra Campdraft and Rodeo Association (KCRA) lease area, and shall not be rented to any other person on a semi-permanent or permanent basis. Any change of use shall require consent from the local government. d. An Asset Protection Zone (APZ) shall be maintained to a minimum 27 metre radius around the caretaker's dwelling at all times. Within the APZ combustible objects shall not be located close to vulnerable parts of the building (ie. windows and doors), grasses shall be managed to a maximum height of 100 mm and other vegetation shall be managed to reduce the bushfire hazard to an acceptable level at all times. e. A minimum 10,000 litres of water shall be available for firefighting purposes at all times. All water tanks accessible for firefighting purposes shall be fitted with suitable connection fittings and be maintained in correct operating condition at all times. f. All external water pipes shall be laid underground to a minimum depth of 300 mm to withstand the effects of a bushfire. g. The development shall be provided with: i. Access via an all-weather road with dimensions adequate to accommodate emergency vehicles; ii. Connection to a wastewater treatment system in accordance with the Health (Treatment of Sewerage and Disposal of Effluent and Liquid Waste) Regulations 1974 and subject to the approval of the local government. iii. Connection to a reticulated potable water supply or an alternative potable water supply with adequate storage for domestic use as well as for fire-fighting purposes; iv. Connection to a reticulated electricity supply or an alternative energy source. ADVICE NOTES TO APPLICANT	DA 13/18 to the KCRA. Letter of approval issued	08-Nov-18	Completed

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			<p>1. If the applicant and/or owner are aggrieved by this decision, as a result of a condition of approval or by a determination of refusal, you may have a right of review through the State Administrative Tribunal in accordance with Clause 76 of the Planning and Development (Local Planning Schemes) Regulations Act 2015 (WA).</p> <p>2. An owner of land may, in respect of which development approval has been granted by the local government, make an application to the local government requesting the local government to amend or cancel an approval in accordance with Clause 77 of the Planning and Development (Local Planning Schemes) Regulations Act 2015 (WA).</p> <p>3. This approval is valid for a period of two (2) years. A new application will be required to be submitted if development has not been substantially commenced within this time.</p> <p>4. This approval is not a Building Permit or an approval under any other law than the Planning and Development Act 2005. It is the responsibility of the applicant/owner to obtain any other necessary approvals, consents and/or licenses required under any other law, and to commence and carry out development in accordance with all relevant laws).</p> <p>5. It is the responsibility of the applicant to ensure the building setbacks, including waste disposal facilities if appropriate, correspond with the legal description of the land. The local government will not accept responsibility for incorrectly located buildings.</p> <p>6. It is the responsibility of the applicant to search the title of the property to ascertain the presence of any easements that in any case must not be built upon.</p> <p>7. This lot is designated as bushfire prone within the Department of Fire and Emergency Services' Map of Bushfire Prone Areas. A Bushfire Attack Level Assessment carried out by the Shire of Wyndham East Kimberley (Dated: 15 October 2018) identifies the site as being BAL-12.5 with a requirement to maintain grasslands at a maximum height to 100mm for a minimum 27 metres around the caretaker's dwelling. All construction must be in accordance with the Australian Standard - Construction of buildings in bushfire prone areas (AS 3959-2009).</p> <p>8. In regards to Condition g: all water storage tanks to be used for firefighting purposes shall include the installation of an outlet with gate valve and male coupling located at the base of the tank to the local Fire Brigade specifications and be clearly marked "Fire Brigade Connection Point".</p>			
Oct-18	Nick Kearns, Director Planning and Community Development	Kununurra Aquatic and Leisure Facility Draft Masterplan	<p>That Council:</p> <p>1. Endorses the Kununurra Aquatic Redevelopment - Design Report for the purpose of advertising for public comment, and</p> <p>2. Authorises a 28 day advertising period for public comment and consultation with relevant stakeholders and users of the Kununurra Leisure Centre.</p>	<ul style="list-style-type: none"> • Report and associated material is available on the Shire website "Have your Say" • Lead architect will be in Kununurra to assist with a number of one on one stakeholder sessions from Thursday 15 and Friday 16 November. (Clubs/Organisations include – Rate Payers Association, Chamber of Commerce, Swim Club, Squash Club, Crazy Crocs Play Group, Taekwondo, Schools. – Times and dates TBC) • Presentation is available for viewing at KLC with touch screen computer made available for patrons to provide direct feedback (08/11/19) • Display will be put up in both Shire Offices as well as the Library. • The report and associated material has been emailed to major stakeholders – DLGSC, LIWA, Royal Life Saving WA and Swimming WA • Link to "Have your Say" on Shire Facebook • Media request submitted and approved • Donovan and Payne are developing a "Fly Through" – short video that will allow people to few the plans through a virtual fly through. • Contacted relevant indigenous organisations such as MG Corp and Kununurra Waringarri Aboriginal Corporation in relation to the best strategies to ensuring that SWEK's engagement process is far reaching and the indigenous population opportunity to provide feedback. 	08-Nov-18	In progress
Oct-18	Nick Kearns, Director Planning and Community Development	Annual Report 2017-18	<p>That Council:</p> <p>1. Accepts the 2017- 2018 Annual Report (including the 2017-18 Annual Financial Statements [Part B] and Associated Notes) as presented.</p> <p>2. Convenes the Annual General Meeting of Electors on 5 December 2018 at 5pm at the Kununurra Council Chambers.</p> <p>3. Requests that the Chief Executive Officer, pursuant to sections 5.29 and 5.55 of the Local Government Act 1995, provide the requisite statutory local public notice of the acceptance of the 2017 - 2018 Annual Report and the time and date of the Annual General Meeting of Electors.</p>	Annual Report Accepted Annual General Meeting of Electors advertised for 5 December 2018 at Kununurra Council Chambers at 5pm	02-Nov-18	In progress
Oct-18	Vernon Lawrence, Director Corporate Services	Changing Method of Valuation of Land	That Council suspends the process to transition Unimproved Value (UV) rated properties not used for rural purposes to Gross Rental Values (GRV) rated properties until the current review of the Local Government Act, 1995 has been completed.	Project has been suspended by Shire Officers pending the review of the LG Act.	Oct-18	Completed

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Oct-18	Vernon Lawrence, Director Corporate Services	Budget Adjustments 2018/19	That Council - 1. Adopt the changes to the Municipal Fund Budget 2018/19 as detailed in Attachment 3; 2. Adopt the recommendation to transfer an additional amount of \$76,373 to the Drainage Reserve;	Shire Officers are in the process of making the budget changes	Oct-18	In Progress
Oct-18	Carl Askew, Chief Executive Officer	Acting Chief Executive Officer - January/February 2019	That Council appoint the Director Corporate Services, Mr Vernon Lawrence, as the Acting Chief Executive Officer for the period 21 January 2019 to 22 February 2019 (inclusive).	Necessary paperwork completed to appoint Vernon Lawrence as Acting CEO in Carl Askew's absence in Jan/Feb 2019	02-Nov-18	Completed
Oct-18	Vernon Lawrence, Director Corporate Services	2018/19 Plant Management Program - Road Grader	That Council: 1. Accepts the trade quotation submitted by Hitachi Construction Machinery (Australia) Pty Ltd, for RFQ09-18/19 Heavy Plant Replacement - Grader, as the most advantageous quotation to form a Contract, for the fixed lump sum price of \$274,500.00 (\$268,000.00 plus optional extras to the value of \$6,500.00) excluding GST. 2. Delegates the formation of the Contract to the Chief Executive Officer, subject to any variations (of a minor nature) prior to entry to Contract. 3. Should a Contract not be formed within 30 business days with Hitachi Construction Machinery (Australia) Pty Ltd, that the Chief Executive Officer may form a Contract with the next most advantageous Tenderer.	The acquisition has been made and delivery is expected to be in early December.	Oct-18	In Progress