SHIRE OF WYNDHAM EAST KIMBERLEY

East Kimberley Regional Airport Committee Agenda

Wednesday 22 July 2026

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SHIRE OF WYNDHAM EAST KIMBERLEY
EAST KIMBERLEY REGIONAL AIRPORT COMMITTEE
AGENDA
KUNUNURRA COUNCIL CHAMBERS
TO BE HELD ON WEDNESDAY 22 JULY 2026 AT 5:00 PM

1. DECLARATION OF OPENING

2. RECORD OF ATTENDANCE / APOLOGIES

3. DECLARATION OF INTEREST

4. CONFIRMATION OF MINUTES

5. REPORTS

5.1. OPERATIONAL REPORT

AUTHOR:	Executive Manager Airports
RESPONSIBLE OFFICER:	Vernon Lawrence, Chief Executive Officer
FILE NO:	TBA
DISCLOSURE OF INTERESTS:	Nil
COUNCIL'S ROLE IN THE MATTER:	Provider - provide physical infrastructure and essential services
VOTING REQUIREMENT:	Simple Majority

OFFICER'S RECOMMENDATION

That the Committee recommends to Council:

That Council notes the passenger and aircraft information in Attachment 1.

PURPOSE

To provide the Airport Committee with year to date data to 30th June 2026 for passenger and aircraft movements. This data informs financial, operational and risk performance as well as the future strategic direction of the business unit including infrastructure requirements.

BACKGROUND / PREVIOUS CONSIDERATIONS BY COUNCIL OR COMMITTEE

This item was considered at the 25 March 2026 Airport Committee Meeting.

OFFICER'S RECOMMENDATION

Minute Number: 25/03/2026 - AC700
Moved: Cr B Robinson
Seconded: Cr D Menzel

That the East Kimberley Regional Airport Committee recommend to Council that it notes the passenger and aircraft information in Attachment 1.

Carried: 2/0
For: Cr D Menzel, Cr B Robinson
Against: Nil

COMMENTS

The Attachments show monthly data for the 2025/26 financial year.

The current financial year 25/26 started positively. There is also a more positive outlook in the resources sector in the East Kimberley which may see an increase in FIFO workers through our airport.

STATUTORY IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

This matter relates to the following sections of the *Strategic Community Plan 2023-2033:*

Focus Area: CONNECTION

Goal 7: Connecting to the world - Creating access and turning our remoteness into a positive experience

Goal Outcome 7.1: Transport connections - People and goods are able to move freely in and out of the East Kimberley

Strategy 7.1: Advocate for the planning and funding of future transport infrastructure connecting to East Kimberley

RISK IMPLICATIONS

Risk: Failure to plan and resource a suitable airport facility which meets the long-term strategic goals and the region's economic development initiatives.

Control: Trend Analysis

FINANCIAL IMPLICATIONS

There are no financial implications arising from the preparation of this report.

The trend data underpins the financial performance of the airport. Financial data relevant to these trends will be included when relevant in future reports.

Current and Future Asset Considerations

No asset considerations arising from this report.

COMMUNITY ENGAGEMENT

No community engagement is required.

ATTACHMENTS

1. EKRA Statistics FY 2526

5.2. FINANCIAL REPORT

AUTHOR:	Executive Manager Airports
RESPONSIBLE OFFICER:	Vernon Lawrence, Chief Executive Officer
FILE NO:	TBA
DISCLOSURE OF INTERESTS:	Nil
COUNCIL'S ROLE IN THE MATTER:	Provider - provide physical infrastructure and essential services
VOTING REQUIREMENT:	Simple Majority

OFFICER'S RECOMMENDATION

That the Committee recommends to Council:

That Council notes the Interim Financial Report for the period ended 30 June 2026.

PURPOSE

To present the Financial Report for the period ended 30 June 2026 in accordance with Regulation 34 of the *Local Government (Financial Management) Regulations 1996.*

BACKGROUND / PREVIOUS CONSIDERATIONS BY COUNCIL OR COMMITTEE

The Airport Committee previously received a financial report for the period ended 28 February 2026. The report covered the normal airport operations, and the capital works relevant to the airport. It provided the budget, year to date budget, actual year to date and variance information. The financial statement was prepared in accordance with Regulation 34 of the *Local Government (Financial Management) Regulations 1996* where applicable.

The report showed total revenue to date of $4,1 million, total costs of $1.7 million and capital expenditure of $12 million. This data was ahead of budget expectations.

Council adopted materiality thresholds of 10% or $50,000 for reporting variances at the Ordinary Council Meeting held on 22 October 2024 and this will be applied equally to the airport financial data

COMMENTS

The Financial Report comprises of a normal trading information and capital works information prepared in accordance with Regulation 34 of the *Local Government (Financial Management) Regulations 1996.*

The financial data in the attachment is the interim data as the year end processes still need to be performed, in particular accruals for both revenue and expenditure. However, the interim data is a good measure of performance by the team at the airport. Total Airport revenue of $5.9

million exceeded budget by $655k. Expenses of $5.7 million were under budget by $656k. This is another strong performance by the team at the airport.

With respect to the capital works program three projects were deferred. The car park upgrade needs a more comprehensive scoping and design before we allocate a budget to perform the works. The flight data replacement has been deferred to future years as it is not critical at this point in time. The project for the checked baggage scanning is deferred to the 2026/27 financial year. All these project were to be funded from the Airport Reserve.

The airport runway extension and the Laine Jones drive Extension were delivered during the 2025/26 financial year. The runway extension project was fully costed at $19.6 million funded by the Growing Regions program from the Commonwealth ($15,1m), the State Government ($2.5m) and the Airport Reserve ($2m).

STATUTORY IMPLICATIONS

Regulation 34 of the Local Government (Financial Management) Regulations 1996

POLICY IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

This matter relates to the following sections of the *Strategic Community Plan 2023-2033:*

Focus Area: Sustainability

Goal 10: Community-driven Leadership - Leaders work with the community to develop and implement change in delivering positive outcomes

Goal Outcome 10.4: Innovation - Embrace technology, creativity and innovation to solve complex problems

Strategy 10.4: Integrate all planning and resource management to drive continuous improvement and innovation

RISK IMPLICATIONS

Risk: Non-compliance with Regulation 34 of the *Local Government (Financial Management) Regulations 1996.*

Controls: Financial Report presented to the Committee on a quarterly basis.

FINANCIAL IMPLICATIONS

Nil

Current and Future Asset Considerations

Nil

COMMUNITY ENGAGEMENT

No community engagement is required in relation to this item.

ATTACHMENTS

1. Interim Financial Statement - June 2026

5.3. 2026/27 BUDGET - EKRA AND WYNDHAM AIRPORTS

AUTHOR:	Chief Executive Officer
RESPONSIBLE OFFICER:	Vernon Lawrence, Chief Executive Officer
FILE NO:	TBA
DISCLOSURE OF INTERESTS:	Nil
COUNCIL'S ROLE IN THE MATTER:	Funder - provide funds or other resources Provider - provide physical infrastructure and essential services
VOTING REQUIREMENT:	Simple Majority

OFFICER'S RECOMMENDATION

That the Committee recommends to Council:

That Council:

1. **Note the Annual Budget for the 2026-2027 financial year for the East Kimberley Regional Airport and Wyndham Airport.**

2. **Recommend to Council that the Fees and Charges Schedule be amended to reflect the charges for landing fees for aircraft over 5,700 kilograms, passenger screening fees and passenger handling fees for the period 1 January 2027 to 30 June 2027 remain the same as the fees and charges for the period 1 July 2026 to 31 December 2026.**

PURPOSE

Firstly, for the Airport Committee to have visibility over the Annual Budget for the 2026-27 financial as it applies to the airport operations of the Shire of Wyndham East Kimberley. Secondly, for the Airport committee to consider recommending to Council to keep the current fees and charges on landing fees for aircraft over 5,700 kilograms, passenger screening fees and passenger handling fees to remain the same as they currently are for the remainder of the financial year.

BACKGROUND / PREVIOUS CONSIDERATIONS BY COUNCIL OR COMMITTEE

This item has not been brought to the Airport Committee previously. The full Annual budget for the Shire of Wyndham East Kimberley was adopted at the Ordinary Council Meeting on 23 June 2026.

OFFICER'S RECOMMENDATION 15 / COUNCIL DECISION

Minute Number: 23/06/2026 - 119486
Moved: Cr B Robinson
Seconded: Cr M Dear

That Council, pursuant to the provisions of section 6.2 of the Local Government Act 1995 and Part 3 of the Local Government (Financial Management) Regulations 1996, adopt the Municipal Fund Budget as *contained in Attachment 3 of this agenda, for the Shire of Wyndham East Kimberley for the 2026/27 financial year which includes the following:*

1. *Statement of Comprehensive Income by Nature and Type;*
2. *Statement of Cash Flows;*
3. *Statement of Financial Activity showing a net amount raised from rates of $13,554,739;*
4. *Endorses the establishment of the Strategic Projects Reserve with the purpose of funding the development of key strategic projects to reach shovel ready status to meet grant funding criteria;*
5. *Notes to and forming Part of the Budget.*

Carried: 8/0

The Annual Budget for the airport operations has been extracted from the annual budget data and reflected separately in the Attachments.

COMMENTS

The preparation of the budget has consistently adopted the principle to be conservative in the estimates for both forecasting the estimated opening cash position and in estimating what the revenue and expenditure data for the 2026/27 is likely to be. Consequently, the following comments can be made:

- The estimated revenue for the 2026/27 year has increase from $5.2 million to $5.8 million. This is due to a forecast increase in airport charges due to increase in aircraft and passenger volumes as well as the lease of the accommodation facility at Wyndham Airport.
- Expenditure is budgeted to increase from $6.4 million to $6.6 million. This a very conservative estimate as the forecast actual for 2025/26 financial year is only $5.7 million. A similar result is expected in 2026/27.
- The increase in expenditure over the prior year relates to funding for the Airport Master Plan ($220k)
- No significant funding for capital works is expected. The amount reflect is the amount that was forecast to be received in this financial year relating to the Airport Runway Extension project.
- The capital works for the year relates only to Display TV screens and the replacement of the cabin baggage screening system. Both of the projects are funded from the Airport Reserve at this point in time. However, as discussed at Council Briefings the Shire will seek funding for part of the TV Screens project depending on the operational model.

The Airport Master Plan will be updated by a suitable consultant during the current financial year. A scope of works will be prepared for the Airport Committee to endorse prior to going to market. Other potential projects such as the carpark upgrades and additional terminal building will be scoped up for the Airport Committee to consider before funding will be allocated to the preparation of documentation for funding applications are made.

The Department of Transport requested the Shire to not increase the airport fees and charges to support the initiatives that the State Government has undertaken with capped resident airfares and to assist in making air travel more affordable to our region. The Department has indicated that other airports are providing this assistance and that assistance will be recognised by the state Government in the media.

STATUTORY IMPLICATIONS

Regulation 34 of the Local Government (Financial Management) Regulations 1996

POLICY IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

This matter relates to the following sections of the *Strategic Community Plan 2023-2033:*

Focus Area: CONNECTION
Focus Area: SUSTAINABILITY

Goal 7: Connecting to the world - Creating access and turning our remoteness into a positive experience
Goal 10: Community-driven Leadership - Leaders work with the community to develop and implement change in delivering positive outcomes

Goal Outcome 7.1: Transport connections - People and goods are able to move freely in and out of the East Kimberley
Goal Outcome 10.3: Advocacy - Strong and consistent advocacy for local needs and priorities

Strategy 7.1: Advocate for the planning and funding of future transport infrastructure connecting to East Kimberley
Strategy 10.3: The Shire will influence decisions of others in a way that recognises and prioritises the needs of our local community

RISK IMPLICATIONS

Risk: Non-compliance with Regulation 34 of the *Local Government (Financial Management) Regulations 1996.*

Controls: Financial Report of actual performance against year to date budget presented to the Committee on a quarterly basis.

FINANCIAL IMPLICATIONS

Nil for the preparation of this report.

The financial implications of the data in the attachment is that the funding allocated to the airport operations operates through the Airport Reserve that has sufficient funding to allow for timing difference between when funds are received and expended.

The financial implications for the reduction in airport charges is expected to be minimal. The nominal increase in percentage terms is 4.3% for landing Fees and 3.5% for passenger screening and handling fees. Volumes are expected to increase over 2025/26 by at least 3%. Should this be the case then the budgeted amounts for this income do not need to be amended.

Current and Future Asset Considerations

The future asset considerations relate to the provision of depreciation that will allow for the renewal of the TV screens and the cabin baggage screening equipment to be replaced from reserve funds when the renewals fall due.

COMMUNITY ENGAGEMENT

No community engagement is required.

ATTACHMENTS

1. EKRA 2026-27 Annual Budget

5.4. EAST KIMBERLEY REGIONAL AIRPORT - DIGITAL ADVERTISING SCREENS AND TOURISM DEVELOPMENT OFFICER

AUTHOR:	Chief Executive Officer
RESPONSIBLE OFFICER:	Vernon Lawrence, Chief Executive Officer
FILE NO:	TBA
DISCLOSURE OF INTERESTS:	Nil
COUNCIL'S ROLE IN THE MATTER:	Funder - provide funds or other resources Leader - plan and provide direction through policy and practices Partner - Collaboration with external stakeholders to deliver service and projects. Provider - provide physical infrastructure and essential services
VOTING REQUIREMENT:	Simple Majority

OFFICER'S RECOMMENDATION

That the Committee recommends to Council:

That Council:

1. **Council note that the Airport Committee supports the proposed installation of digital advertising infrastructure at the East Kimberley Regional Airport following an appropriate procurement process;**

2. **The Administration undertake an Expression of Interest process for the management of the digital advertising infrastructure that complies with both the *Local Government Act 1995* and its Regulations, and Council procurement policy; and**

3. **The Administration develop an agreement with Key Performance Indicators for the East Kimberley Marketing Group for ongoing funding under the Shire of Wyndham East Kimberley Community Grants process.**

PURPOSE

For the Airports Committee to consider the proposal submitted by the East Kimberley Marketing Group (EKMG) seeking Council support for a strategic tourism partnership incorporating ongoing operational funding, installation of digital advertising infrastructure at the East Kimberley Regional Airport and establishment of a Tourism Development Officer funded through commercial advertising revenue.

BACKGROUND / PREVIOUS CONSIDERATIONS BY COUNCIL OR COMMITTEE

The Shire has provided financial support to the East Kimberley Marketing Group over many years in recognition of the important contribution tourism makes to the regional economy.

The EKMG has now submitted a Strategic Tourism Development Proposal seeking Council's support for:

- continued operational funding;
- establishment of a Tourism Development Officer;
- installation of advertising screens within the East Kimberley Regional Airport;
- a revenue-sharing arrangement between Council and EKMG; and
- development of collaborative regional tourism projects.

The Administration is currently reviewing all of its Community Grants where it provides ongoing support to ensure any future funding demonstrates clear public benefit, value for money and measurable economic outcomes.

COMMENTS

The East Kimberley Marketing Group (EKMG) has been supported by the Shire over many years in recognition of the important contribution tourism makes to the East Kimberley economy. Through destination marketing, industry collaboration and advocacy, EKMG has contributed to increasing the profile of the region and supporting the local visitor economy.

The proposal before the Committee seeks Council's support for a revised partnership model which incorporates three principal elements:

- continued financial support for EKMG through a more sustainable funding model;
- installation of Council-owned digital advertising screens within the East Kimberley Regional Airport; and
- granting EKMG responsibility for the commercial management of the advertising screens, with advertising revenue funding a Tourism Development Officer and other regional tourism initiatives.

While the proposal aligns broadly with the Shire's Strategic Community Plan through supporting economic development, tourism growth, regional collaboration and enhancement of the visitor experience, it also raises several governance, financial and statutory matters that require consideration before Council is able to commit to the proposed arrangements.

The proposal identifies that the advertising screens would be owned by the Shire while EKMG would manage the advertising sales, client relationships, content management and revenue collection.

Shire Officers consider that this cannot be provided without going to an transparent procurement process. This proposal gives rise to two separate statutory processes under the *Local Government Act 1995.* Firstly, the procurement and installation of the advertising screens must comply with the purchasing and tender requirements of *section 3.57 of the Local Government Act 1995* and the *Local Government (Functions and General) Regulations 1996*, unless a prescribed exemption applies. There are no prescribed exemptions in this case.

Secondly, granting EKMG the exclusive right to commercially manage Council-owned advertising infrastructure will constitute a disposal of an interest in Council property for the purposes of *section 3.58 of the Local Government Act 1995*. Depending on the final commercial structure, Council will be required to undertake the statutory public notice process or another appropriate statutory process before entering into such an agreement. Shire Officers consider that a public process is undertaken as an Expression of Interest to manage the infrastructure that meets our obligations under the current legislation and regulations. The outcome of that process to be brought to the Airports Committee for endorsement to be recommended to Council.

Given the potential complexity of the proposed commercial arrangements, it is considered appropriate that independent legal advice be obtained prior to Council entering into any long-term management agreement.

The current proposal identifies broad objectives but does not establish measurable outcomes against which Council can assess the effectiveness of its investment. Should Council continue providing financial support to EKMG, the Funding and Partnership Agreement should include clearly defined Key Performance Indicators, including:

- annual visitor growth to the East Kimberley;
- passenger growth through East Kimberley Regional Airport;
- visitor expenditure;
- occupancy of advertising inventory;
- tourism industry participation;
- external funding leveraged;
- collaborative tourism projects delivered;
- stakeholder satisfaction;
- financial acquittal; and
- annual reporting against agreed strategic objectives.

The establishment of measurable performance indicators will enable Council to periodically assess whether continued funding represents value for money and delivers the intended economic and community outcomes.

STATUTORY IMPLICATIONS

The Statutory Implications are detailed in:

- Local Government Act 1995: ss 3.57, 3.58, 6.8, 6.20 and 6.34

- Local Government (Functions and General) Regulations 1996: Regulations 11A–24 (procurement/tender requirements) and Regulation 30 (where relevant to dispositions of property and exemptions).

POLICY IMPLICATIONS

The proposal has policy implications as the procurement of the digital advertising infrastructure must comply with the Shire's Procurement and Purchasing Policy.

STRATEGIC IMPLICATIONS

This matter relates to the following sections of the *Strategic Community Plan 2023-2033:*

Focus Area: CONNECTION
Focus Area: LIVEABILITY

Goal 7: Connecting to the world - Creating access and turning our remoteness into a positive experience
Goal 10: Community-driven Leadership - Leaders work with the community to develop and implement change in delivering positive outcomes

Goal Outcome 7.1: Transport connections - People and goods are able to move freely in and out of the East Kimberley
Goal Outcome 10.2: Collaborative partnerships - Collaborative partnerships that build capacity and increase opportunities

Strategy 7.1: Advocate for the planning and funding of future transport infrastructure connecting to East Kimberley
Strategy 10.2: Support collaboration and partnerships to deliver key outcomes for our community

RISK IMPLICATIONS

Risk: Non-compliance with procurement and statutory requirements may expose Council to legal, financial and reputational risk.

Control: Undertake the procurement in accordance with the Shire's Purchasing Policy and the procurement requirements of the Local Government Act 1995 and associated Regulations.

FINANCIAL IMPLICATIONS

The proposal identifies capital costs of between approximately $172,000 and $205,000 together with annual operating costs of between approximately $35,000 and $43,000 depending upon the preferred screen configuration. The proposal also anticipates an ongoing annual Council contribution to collaborative tourism initiatives in addition to Council retaining ownership of the infrastructure.

While the proposal contains indicative financial modelling, the assumptions supporting advertising demand have not yet been validated. The proposal itself acknowledges that local business demand remains untested and that further market testing is required before projected revenues can be relied upon.

Prior to making any capital investment, Council should be satisfied that:

- projected advertising demand is supported by market evidence;
- the business model is financially sustainable;
- Council receives an appropriate commercial return from its investment;
- lifecycle operating and replacement costs are fully understood; and
- financial risks are appropriately allocated between the parties.

Current and Future Asset Considerations

Should Council proceed with the installation of advertising screens, the infrastructure will become a Council-owned asset requiring ongoing management throughout its lifecycle.

This will require:

- inclusion within the Shire's Asset Register;
- lifecycle replacement planning;
- depreciation and financial reporting;
- insurance;
- maintenance responsibilities;
- ICT support arrangements; and
- future renewal funding.

The management agreement should clearly define responsibility for maintenance, operational downtime, damage, software upgrades and replacement of equipment.

COMMUNITY ENGAGEMENT

No community engagement is required.

ATTACHMENTS

1. CONFIDENTIAL - SWEK proposal - EKMG Strategic Tourism Development

6. MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC

7. CLOSURE