

SHIRE OF WYNDHAM EAST KIMBERLEY

Ordinary Council Meeting: Confirmed Minutes

Tuesday 26 May 2026



I hereby certify that the Minutes of the Ordinary Council Meeting held are a true and accurate record of the proceedings contained therein.

David Messel

Shire President

23/06/2026

Date

DISCLAIMER

Members of the Public are advised that recommendations to Council contained within this Agenda and decisions arising from the Council meeting can be subject to alteration.

Applicants and other interested parties should refrain from taking any action until such time as written advice is received confirming Council's decision with respect to any particular issue.

Members of the public, please note that this meeting is being broadcast live and a video record will be made of these proceedings and published on the Shire's website.

Signed on behalf of Council



VERNON LAWRENCE

CHIEF EXECUTIVE OFFICER

NOTES:

1. Councillors wishing to make alternate motions to officer recommendations are requested to provide notice of such motions electronically to the minute taker prior to the Council Meeting.
2. Councillors needing clarification on reports to Council are requested to seek this from relevant Officers prior to the Council meetings.

TABLE OF CONTENTS

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS.....	4
2. ANNOUNCEMENTS	4
2.1. ANNOUNCEMENTS BY THE PRESIDING MEMBER	4
2.2. DELEGATE'S REPORTS FROM COMMITTEES OF COUNCIL	4
3. ATTENDANCE / APOLOGIES	5
4. DECLARATION OF INTEREST	5
5. PUBLIC QUESTION TIME.....	5
5.1. RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE	5
5.2. PUBLIC QUESTION TIME.....	5
6. CONFIRMATION OF MINUTES.....	6
7. PRESENTATIONS.....	6
7.1. PETITIONS.....	6
7.1.1. Proposed Youth Night Safe House Petition.....	6
7.2. PRESENTATIONS.....	7
7.3. DEPUTATIONS.....	7
8. METHOD OF DEALING WITH AGENDA BUSINESS.....	7
9. OFFICER REPORTS.....	7
9.1. MATTERS CONSIDERED BY COMMITTEES OF COUNCIL.....	7
9.2. OFFICE OF THE CEO	7
9.2.1. Standing Item - Outstanding Actions From Previous Council Resolutions.....	8
9.2.2. Community Scorecard Survey 2026.....	10
9.2.3. Frequency And Cost Of Air Travel To And From Kununurra.....	14
9.3. CORPORATE SERVICES	20
9.3.1. List Of Accounts Paid From Municipal Fund And Trust Fund.....	20
9.3.2. Monthly Financial Report.....	22
9.3.3. Schedule Of Fees And Charges 2026-2027	24
9.3.4. 2026/27 Budget - Differential General Rates And Minimum Payments And Consideration Of Public Submissions.....	30
9.3.5. POL-2005 Rates Exemptions For Charitable Organisations (Non-Rateable Land) - Policy Review And Renaming To POL-2005 Rates Exemptions (\$6.26).....	38
9.3.6. POL-2006 Fees And Charges Pricing - Policy Review	42
9.3.7. POL-2007 Rates And Charges Debt Collection - Policy Review	45
9.3.8. POL-2016 Financial Hardship – Rates And Sundry Debtors - Policy Review	49
9.4. PLANNING AND COMMUNITY DEVELOPMENT.....	53
9.4.1. Annual Community Grants 2025/2026 - Round 2.....	53
9.5. INFRASTRUCTURE.....	59
9.5.1. POL-4014 Plant Mobilisation In Emergency - Rescind Policy.....	59
9.5.2. POL-4010 Asset Management - Policy Review	62

10. APPLICATIONS FOR LEAVE OF ABSENCE.....	66
11. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	66
12. QUESTIONS FROM MEMBERS WITHOUT NOTICE	66
13. URGENT BUSINESS (BY DECISION OF THE MEETING).....	66
14. MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC.....	66
14.1 Foreshore Lease and Licence for Reserve 41812 - Adjacent to Kimberleyland Holiday Park	64
15. CLOSURE	68

**SHIRE OF WYNDHAM EAST KIMBERLEY
ORDINARY COUNCIL MEETING
CONFIRMED MINUTES
KUNUNURRA COUNCIL CHAMBERS
TO BE HELD ON TUESDAY 26 MAY 2026 AT 5:00PM**

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

Members of the Public are advised that recommendations to Council contained within this Agenda and decisions arising from the Council meeting can be subject to alteration.

Applicants and other interested parties should refrain from taking any action until such time as written advice is received confirming Council's decision with respect to any particular issue.

Members of the Public to please note that this meeting is being broadcast live and a video record will be made of these proceedings and published on the Shire's website.

The Shire President declared the Meeting open at 5:00pm.

2. ANNOUNCEMENTS

2.1. ANNOUNCEMENTS BY THE PRESIDING MEMBER

The CEO and Shire President attended the Regional Airfares Hearing held at the Kimberley Grand, as well as the opening of the East Kimberley Regional Airport Runway Completion.

Hon. Minister Stephen Dawson and local member Divina D'Anna were also in town, and met with the Shire regarding the proposed Youth Night Space and other local matters.

Earlier this month, the Lake Argyle Swim was held, and the CEO and I met with the organisers Ord River Ultra Swim.

The CEO and Shire President also attended the Yajany Yarrawoo Ngoondebtha (YYN) meeting.

2.2. DELEGATE'S REPORTS FROM COMMITTEES OF COUNCIL

Nil

3. ATTENDANCE / APOLOGIES

Cr D Menzel	Shire President (Presiding Member)
Cr T Chafer	Deputy Shire President
Cr K Bond	Councillor (via video conferencing)
Cr C Cane	Councillor
Cr M Dear	Councillor
Cr V Goulden	Councillor
Cr S Martin	Councillor
Cr B Robinson	Councillor
Cr S Timms	Councillor (via video conferencing)
V Lawrence	Chief Executive Officer
Nick Allen	Director Planning and Community Development (Video Conference)
P Webb	Director Infrastructure & Strategic Projects
A Bell	Director Corporate Services
L Moore	Manager Finance
N Bray	Minute Taker

Leave of Absence

Nil

Apology

Nil

Absent

Nil

Gallery

Nil

4. DECLARATION OF INTEREST

Type	Item #	Councillor/Officer	Description of Interest
Impartiality	9.4.1	Cr Clare Cane	Husband is President of Club of the Kununurra Motocross Club which is seeking grant funding under this item.

5. PUBLIC QUESTION TIME

5.1. RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE

Nil

5.2. PUBLIC QUESTION TIME

Nil

6. CONFIRMATION OF MINUTES

PURPOSE

To formally confirm the accuracy of the Minutes from the Ordinary Council Meeting held on 28 April 2026, ensuring they represent a true and correct record of Council's proceedings in accordance with Schedule 2.3, Clause 11(1) of the *Local Government Act 1995*.

OFFICER'S RECOMMENDATION / COUNCIL DECISION

Minute Number: 26/05/2026 - 119433

Moved: Cr B Robinson

Seconded: Cr M Dear

To confirm the Minutes of the Ordinary Council Meeting held on 28 April 2026 as a true and correct record in accordance with Schedule 2.3 clause 11(1) of the *Local Government Act 1995*.

Carried: 9/0

For: Cr D Menzel, Cr T Chafer, Cr K Bond, Cr C Cane, Cr M Dear, Cr V Goulden, Cr S Martin, Cr B Robinson, Cr S Timms.

Against: Nil

7. PRESENTATIONS

7.1. PETITIONS

7.1.1. PROPOSED YOUTH NIGHT SAFE HOUSE PETITION

AUTHOR:	Executive Officer to the CEO
RESPONSIBLE OFFICER:	Vernon Lawrence, Chief Executive Officer
FILE NO:	GN.05.14
DISCLOSURE OF INTERESTS:	Nil
COUNCIL'S ROLE IN THE MATTER:	Provider - provide physical infrastructure and essential services
VOTING REQUIREMENT:	No Vote Required

PURPOSE

Administration has received a petition relating to Proposed Youth Night Safe House, which will be formally presented to Council under this item.

A report will be prepared for consideration at a future Ordinary Council Meeting.

ATTACHMENTS

Nil

7.2. PRESENTATIONS

Nil

7.3. DEPUTATIONS

Nil

8. METHOD OF DEALING WITH AGENDA BUSINESS

OFFICER'S RECOMMENDATION / COUNCIL DECISION

Minute Number: 26/05/2026 - 119434

Moved: Cr T Chafer

Seconded: Cr K Bond

That Council, in accordance with clause 5.5 of the Meeting Procedures Local Law 2016, adopts by exception the officer recommendations contained in Items:

- 1. Office of the CEO item 9.2.1.**
- 2. Corporate Services items 9.3.5. to 9.3.8.**
- 3. Infrastructure items 9.5.1. and 9.5.2.**

Carried: 9/0

For: Cr D Menzel, Cr T Chafer, Cr K Bond, Cr C Cane, Cr M Dear, Cr V Goulden, Cr S Martin, Cr B Robinson, Cr S Timms.

Against: Nil

9. OFFICER REPORTS

9.1. MATTERS CONSIDERED BY COMMITTEES OF COUNCIL

Nil

9.2. OFFICE OF THE CEO

9.2.1. STANDING ITEM - OUTSTANDING ACTIONS FROM PREVIOUS COUNCIL RESOLUTIONS

AUTHOR:	Executive Officer to the CEO
RESPONSIBLE OFFICER:	Vernon Lawrence, Chief Executive Officer
DISCLOSURE OF INTERESTS:	Nil
COUNCIL'S ROLE IN THE MATTER:	Provider - provide physical infrastructure and essential services
VOTING REQUIREMENT:	Simple Majority

Resolved En Bloc at Item 8 – Method of Dealing with Agenda Business

OFFICER'S RECOMMENDATION / COUNCIL DECISION

Minute Number: 26/05/2026 - 119435

Moved: Cr T Chafer

Seconded: Cr K Bond

That Council notes the report - Outstanding Actions from Previous Council Resolutions.

Carried: 9/0

For: Cr D Menzel, Cr T Chafer, Cr K Bond, Cr C Cane, Cr M Dear, Cr V Goulden, Cr S Martin, Cr B Robinson, Cr S Timms.

Against: Nil

PURPOSE

To report to the Council on the progress of and provide comment on outstanding actions from Council resolutions.

BACKGROUND / PREVIOUS CONSIDERATIONS BY COUNCIL OR COMMITTEE

At each meeting of Council, resolutions are made which require actions to be taken by officers to implement those resolutions. This monthly update advises the Council as to the status of the implementation of resolutions.

COMMENTS

Attachment 1 - Details completed actions relating to Council resolutions & summarises actions that are outstanding from previous Council resolutions.

STATUTORY IMPLICATIONS

Various, as referenced in individual reports presented to the Council.

POLICY IMPLICATIONS

Various, as referenced in individual reports presented to the Council.

STRATEGIC IMPLICATIONS

Various, as referenced in individual reports presented to the Council.

RISK IMPLICATIONS

Various, as referenced in individual reports presented to the Council.

FINANCIAL IMPLICATIONS

Various, as referenced in individual reports presented to the Council.

Current and Future Asset Considerations

Various, as referenced in individual reports presented to the Council.

COMMUNITY ENGAGEMENT

No community engagement is required.

ATTACHMENTS

1. REG-1003 Council Action Register - May 2026 [9.2.1.1]

9.2.2. COMMUNITY SCORECARD SURVEY 2026

AUTHOR:	Strategic Performance Advisor
RESPONSIBLE OFFICER:	Vernon Lawrence, Chief Executive Officer
ASSESSMENT NO:	Nil
FILE NO:	CM.10.15
DISCLOSURE OF INTERESTS:	Nil
COUNCIL'S ROLE IN THE MATTER:	Leader - plan and provide direction through policy and practices
VOTING REQUIREMENT:	Simple Majority

OFFICER'S RECOMMENDATION / COUNCIL DECISION

Minute Number: 26/05/2026 - 119436

Moved: Cr T Chafer

Seconded: Cr V Goulden

That Council:

1. Receives the 2026 Community Scorecard Survey Report as an informing document to aid the Shire and Council in decision-making.
2. Requests the Chief Executive Officer consider the results during the current review of the Corporate Business Plan and Annual Budget 2026/27.

Carried: 9/0

For: Cr D Menzel, Cr T Chafer, Cr K Bond, Cr C Cane, Cr M Dear, Cr V Goulden, Cr S Martin, Cr B Robinson, Cr S Timms.

Against: Nil

PURPOSE

For Council to receive the formal report for the 2026 Community Scorecard Survey as an informing document.

BACKGROUND / PREVIOUS CONSIDERATIONS BY COUNCIL OR COMMITTEE

A satisfaction survey of the Shire of Wyndham East Kimberley community is an action identified to be undertaken every two to three years as part of the Shire Integrated Planning and Reporting Framework. A regular community survey is an opportunity for the organisation to understand the opinions and views of the community, identify issues and areas for focus, benchmark performance, track improvements over time and inform the next review of the Strategic Community Plan. Importantly, the survey is fundamental to a healthy democracy and well-functioning local government.

The results of the Community Scorecard provide to Council the following benefits:

- Robust and reliable performance measures, from advocacy, community engagement and community development, to town planning, economic development and environmental management.

- Respondents share their needs and aspirations and location, allowing for the creation of local priority mapping.
- If carried out every 2-3 years the Shire can benchmark performance over time, showing historical trends.

Catalyse were engaged to undertake the 2026 community scorecard survey on behalf of the Shire. They have a significant amount of experience in conducting similar surveys for other local governments. This experience has allowed a comparison with other local governments for benchmarking purposes and comparison with the

The Shire's previous comprehensive community scorecard survey was undertaken in 2024 and accepted by Council as an informing document at the May 2024 OCM.

COMMENTS

The 2026 Community Scorecard Survey highlighted that the community would like the Shire of Wyndham East Kimberley to focus on the following high-priority areas:

1. Community safety and crime prevention
2. Local roads
3. Housing
4. Foreshore development and management
5. Kununurra town centre
6. Footpaths, trails and cycleways
7. Family and children's services and facilities

The attached report provides a comparison against the previous scorecards (2017, 2019, 2021 and 2024) for each question as a Trend Analysis and is presented as a bar chart. To assist Council a summary of the priority areas is presented in the following table.

Priority measure	2017	2019	2021	2024	2026
Community safety and crime prevention	21	18 ↓	23 ↑	17 ↓	20 ↑
Local roads	32	39 ↑	29 ↓	27 ↓	25 ↓
Housing	43	47 ↑	40 ↓	32 ↓	19 ↓
Foreshore development and management	-	-	-	30	37 ↑
Kununurra town centre	25	30 ↑	34 ↑	35 ↑	43 ↑
Footpaths, trails and cycleways	34	37 ↑	35 ↓	45 ↑	37 ↓
Family/children services and facilities	-	32	34 ↑	43 ↑	44 ↑

The attached document also provides a comparison with other Councils, comparing the Shire against both the average score and the highest score achieved by Councils.

STATUTORY IMPLICATIONS

There are no statutory implications associated with this report.

POLICY IMPLICATIONS

Policy POL-3000 Community Engagement

The Community Engagement Policy aims to improve the outcomes and benefits of effective community engagement including:

- Increased community awareness about services, planning and program delivery;
- Increased awareness of the needs, priorities and diversity of the community, which in turn ensures that service provision and planning functions are aligned appropriately;
- Council and the community working together to address local issues where appropriate.

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 10.1: Community engagement - The community is engaged in decision-making with opportunities to share their views on things that affect them

Strategy 10.1: The Shire will regularly inform the community about Shire projects, programs and services, and seek community input into decision making

RISK IMPLICATIONS

RISK: Failure to undertake effective community engagement strategies which develop the Shire's understanding of the needs and aspirations of the community, grow community capacity and ensure supportable outcomes are reached with stakeholders.

CONTROL: Engage and communicate with all sections of the community to better understand needs and priorities

FINANCIAL IMPLICATIONS

Results of the Survey will inform the Corporate Business Plan and the next review of the Strategic Community Plan, which are currently being updated.

Current and Future Asset Considerations

Nil

COMMUNITY ENGAGEMENT

Engagement has taken place in accordance with the Shire's Community Engagement Guidelines and includes:

- Undertaking a Community Scorecard survey.
- The Community Scorecard survey was advertised as open to all community members over the age of 14 in the local newspapers, noticeboards, Shire website and social media.
- Scorecard invitations were inserted in all post office boxes

The following table provides a summary of community engagement trends over time.

Scorecard	Participation	Place Score	Organisation score	Top 5 Community priorities
2026	402	64	49	1. Community safety 2. Local roads 3. Housing 4. Foreshore management 5. Kununurra town centre 6. Footpaths, trails and cycleways 7. Family and children's services
2024	465	56	46	1. Community Safety 2. Maintenance of sealed roads 3. Access to Housing 4. Kununurra town centre 5. Services and facilities for youth
2021	338	63	49	1. Community Safety 2. Maintenance of sealed roads 3. Access to Housing 4. Playgrounds, parks and reserves 5. Kununurra town centre
2019	440	60	41	1. Community Safety 2. Services and facilities for youth 3. Economic Development 4. Improved infrastructure 5. Value for money from Shire rates
2017	404	70	28	1. Shire Leadership 2. Value for money from Shire rates 3. Community Safety 4. Antisocial behaviour 5. Economic Development

In total, 402 community members submitted a response to the 2026 Community Scorecard Survey. This represents an approximated participation rate of 18% of households (Estimated 2,122 households 2021 RDA).

The findings from the community survey will be published on the Shire website. Community groups, non-government organisations, and other agencies are encouraged to use this data to improve their services, guide advocacy efforts, and support funding applications.

ATTACHMENTS

1. 25-080 - MARKYT Community Scorecard - Report - 260501 [9.2.2.1]

9.2.3. FREQUENCY AND COST OF AIR TRAVEL TO AND FROM KUNUNURRA

AUTHOR:	Chief Executive Officer
RESPONSIBLE OFFICER:	Vernon Lawrence, Chief Executive Officer
FILE NO:	GR.03.2
DISCLOSURE OF INTERESTS:	NIL
COUNCIL'S ROLE IN THE MATTER:	Advocator - advocate and support initiatives on behalf of the community Leader - plan and provide direction through policy and practices
VOTING REQUIREMENT:	Simple Majority

OFFICER'S RECOMMENDATION / COUNCIL DECISION

Minute Number: 26/05/2026 - 119437

Moved: Cr K Bond

Seconded: Cr T Chafer

That Council:

1. Note that the frequency and number of available seats on flights to and from Kununurra has reduced significantly;
2. Note the community concern over the increased price of airfares to and from Kununurra;
3. Authorise the Chief Executive Officer to write to both the State and Federal Ministers for Transport regarding the cost and frequency of air travel to and from Kununurra, requesting them to consider changes in policy to effect better and more affordable levels of service including the regulation of routes and a change to cabotage arrangements;
4. Endorse the proposed action of the Kimberley Regional Group to request the Australian Competition and Consumer Commission monitor the impact of the monopoly behaviour on prices and service on flights between Darwin, Kununurra and Broome.

Carried: 9/0

For: Cr D Menzel, Cr T Chafer, Cr K Bond, Cr C Cane, Cr M Dear, Cr V Goulden, Cr S Martin, Cr B Robinson, Cr S Timms.

Against: Nil

PURPOSE

The purpose of this report is to advise Council of growing concerns from the community regarding the affordability, reliability and frequency of aviation services servicing the East Kimberley and to seek Council endorsement for advocacy action to State and Federal governments.

BACKGROUND / PREVIOUS CONSIDERATIONS BY COUNCIL OR COMMITTEE

This specific matter has not been considered by Council before.

The Kimberley region is one of Australia's most remote and aviation-dependent regions. Due to the vast distances involved and seasonal road constraints, aviation functions as essential public transport infrastructure for residents, businesses, tourists and service providers.

Recent changes to aviation services in northern Australia have resulted in:

- reduced service frequency;
- reduced airline competition; and
- significant increases in airfare pricing.

Particular concern exists regarding:

- the Darwin–Kununurra–Broome route; and
- the Kununurra–Perth route.

The cessation of Nexus Airlines services on the Broome–Kununurra–Darwin route in September 2025 removed direct competition with Airnorth. The Kimberley Regional Group has an action to write to the ACCC requesting monitoring of pricing behaviour on this route due to concerns regarding monopoly conditions and airfare escalation.

The Commonwealth Government Senate inquiry into Regional Airfares hearings and supporting submissions identified that thin regional aviation markets are particularly vulnerable to reduced competition, resulting in increased prices and reduced service flexibility. Local government has little capability to influence the airlines directly and will need the assistance of both State and Federal Governments to intervene with policy changes to ensure that regional connectivity to major centres is recognised as the regions public transport system.

COMMENTS

Aviation as Essential infrastructure

The Kimberley is one of Australia's most remote and aviation-dependent regions. Unlike metropolitan areas where air travel is largely discretionary, aviation in the East Kimberley functions as essential public transport infrastructure. For much of the year, particularly during the wet season, aviation provides the only reliable connection for residents, businesses and service providers to access health care, education, government services, employment opportunities and markets.

Evidence presented through the Regional Airfares Inquiry and the Kimberley Regional Group (KRG) submission consistently identified that aviation in remote regions must be viewed through the lens of essential infrastructure rather than purely commercial transport services. The reliability, affordability and frequency of air services have a direct influence on regional liveability, economic participation and the ability of governments and organisations to effectively deliver services across northern Australia.

The East Kimberley's economy is particularly reliant on aviation connectivity due to its geographic isolation and dependence on tourism, government services, construction, agriculture and mining industries. Any reduction in service frequency or significant increase in airfare pricing therefore has broader social and economic consequences that extend well beyond the aviation sector itself.

Reduction in Service Frequency

There is growing concern across the region regarding the reduction in the frequency of services operating on the Darwin–Kununurra–Broome route and the Kununurra–Perth route. Reduced service frequency limits travel flexibility for residents and visitors and increases the impact of delays and cancellations. In regional and remote aviation markets where there are already limited alternatives, fewer services can significantly reduce accessibility and confidence in the transport network.

For residents, reduced frequency impacts the ability to coordinate travel for medical appointments, family commitments, education and business activities. For service providers and government agencies, it increases the complexity and cost of delivering services into remote communities and regional centres.

The tourism sector is particularly vulnerable to reductions in frequency. The East Kimberley relies heavily on aviation access to support visitor movement into the region. Limited scheduling options reduce itinerary flexibility and increase the perceived risk associated with travelling to northern destinations. This can influence travel decisions, shorten visitor stays and reduce overall tourism expenditure across the region.

The KRG submission to the Inquiry identified that affordability and reliability are closely linked in thin aviation markets and that service frequency forms a critical component of overall accessibility. The issue is therefore not simply one of airfare pricing, but of broader connectivity and service sustainability.

Significant Increases in Airfare Costs

Alongside reduced frequency, there has been a sharp increase in the cost of travel on routes servicing Kununurra. Concerns regarding pricing have become increasingly pronounced following the withdrawal of Nexus Airlines from the Broome–Kununurra–Darwin route in September 2025, leaving Airnorth as the sole operator on the route. The KRG is in the process of drafting a letter to the ACCC requesting monitoring of airfare pricing and market conditions due to concerns regarding monopoly behaviour and airfare escalation.

The previous presence of airline competition on the route reportedly reduced airfares by up to 40 per cent. The removal of competition has heightened concerns across the region regarding increasing airfare costs and limited consumer choice.

Evidence presented through the Regional Airfares Inquiry identified that high and volatile airfares in regional and remote Australia are driven by a range of structural factors including thin passenger markets, high operating costs, seasonality and limited competition. However, while these factors explain some of the market conditions, the impacts on regional communities remain significant.

High airfare pricing does not eliminate the need for travel in the Kimberley; rather, it suppresses travel frequency and transfers financial burden onto residents, businesses and governments. The KRG submission highlighted that high fares contribute to financial stress, reduce economic participation and constrain access to essential services.

There is particular concern regarding the increasing cost of travel into Kununurra from interstate and Territory locations, especially for short-notice bookings. This has implications not only for residents but also for tourism operators, businesses, contractors and government agencies attempting to mobilise staff and services into the region.

Tourism and Economic Impacts

Tourism remains one of the major economic drivers of the East Kimberley and is highly dependent on aviation access. The increasing cost of air travel and reduction in service frequency are therefore viewed as significant constraints on the region's economic development potential.

High airfares increase the overall cost of visiting the region and reduce the competitiveness of the East Kimberley relative to other domestic tourism destinations. Reduced frequency also limits travel flexibility and increases visitor uncertainty regarding connectivity. Collectively, these factors have the potential to suppress visitation, shorten stays and reduce expenditure within the local economy.

The impacts extend beyond tourism. Businesses across the region rely heavily on aviation to access clients, suppliers, contractors and professional services. Increased travel costs raise the cost of doing business in the region and create additional barriers to workforce attraction and retention. Government agencies and service providers similarly face increased operational costs associated with regional travel and service delivery.

The Regional Airfares Inquiry and the KRG submission both identified that aviation markets in remote Australia exhibit characteristics of structural market failure and require policy settings that recognise aviation as essential enabling infrastructure. Without coordinated intervention and advocacy, there is a significant risk that affordability and accessibility outcomes will continue to deteriorate, undermining regional development and liveability objectives across the Kimberley.

Possible Policy Changes for Affordable Airfares

Regulated Air Routes:

In Western Australia, regulated air routes are regional aviation services where the State Government intervenes to ensure communities continue to receive reliable and sustainable air services in circumstances where normal market conditions may not deliver acceptable outcomes.

These arrangements are generally used on thin regional routes where passenger volumes are low, operating costs are high and there is a risk that unrestricted competition could result in unstable services, excessive airfare volatility or the withdrawal of services altogether. Under a regulated route model, the State Government typically grants an airline exclusive rights to operate a route for a fixed period in return for meeting agreed service obligations relating to frequency, reliability, aircraft capacity and, in some cases, airfare affordability measures.

The regulated route system is intended to balance the need for affordable and reliable regional connectivity with the commercial realities of operating aviation services in remote and regional environments. The objective is not necessarily to create competition on every route, but rather to provide long-term certainty and continuity of service for regional communities.

In Western Australia, several regional routes operating between Perth and smaller regional centres have historically operated under regulated arrangements. However, the Broome–Kununurra–Darwin route referenced in the Regional Airfares Inquiry is not a regulated route and is therefore more exposed to commercial market dynamics and changes in airline competition. A further complication is whether it is possible to regulate the route across State borders.

Supporters of regulated routes argue that they improve service certainty, support regional equity and can help moderate airfare increases in markets where competition is limited. Critics argue that regulated routes can reduce competitive pressure, discourage new market entrants and limit innovation if the arrangements are not carefully designed and regularly reviewed.

Cabotage arrangements

Cabotage arrangements are aviation laws and regulations that restrict foreign airlines from operating domestic air services within another country. In practical terms, cabotage occurs when an overseas airline carries passengers or freight between two locations within Australia rather than simply operating international services into and out of the country.

Australia, like most nations, largely prohibits cabotage in order to protect the domestic aviation industry, maintain sovereign control over aviation regulation and safety standards, and support Australian airline employment and investment. For example, a foreign airline operating a standalone passenger service between Perth and Kununurra would generally not be permitted under existing cabotage restrictions.

Cabotage is sometimes raised in discussions regarding regional aviation reform because proponents argue that relaxing these restrictions could increase competition on thin regional routes, potentially improving service frequency and reducing airfare costs in markets where competition is currently limited. In remote regions such as the Kimberley, where airfares are high and service availability is constrained, some stakeholders view cabotage as a possible mechanism to introduce additional operators into the market.

However, there are also concerns associated with relaxing cabotage arrangements. Critics argue that allowing foreign carriers to operate domestic services could undermine Australian regional airlines, weaken long-term service sustainability and reduce investment in regional aviation infrastructure and workforce capability. There is also concern that foreign airlines may focus only on profitable routes or peak periods, leaving Australian operators to maintain less commercially viable services in remote areas.

As a result, cabotage remains a complex policy issue involving the balance between increasing competition and maintaining a sustainable domestic aviation sector capable of servicing regional and remote Australia over the long term.

STATUTORY IMPLICATIONS

Nil

POLICY IMPLICATIONS

There are no direct policy implications arising from this report.

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 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	Likelihood	Consequence	Risk Rating	Mitigation
Continued increase in airfare pricing	Likely	Major	High	Coordinated advocacy to State/Commonwealth governments and ACCC
Reduced tourism competitiveness	Likely	Major	High	Aviation advocacy and destination development
Reduced service accessibility for residents	Possible	Major	High	Government engagement and policy advocacy
Reduced airline competition	Likely	Moderate	High	ACCC monitoring request
Reduced economic participation	Possible	Major	High	Strategic advocacy and regional collaboration

FINANCIAL IMPLICATIONS

There are no direct financial implications associated with this report.

However, continued increases in airfare costs and reductions in service availability have indirect economic impacts on:

- tourism;
- workforce attraction;
- regional business activity; and
- local government service delivery costs.

Current and Future Asset Considerations

Nil for this report

COMMUNITY ENGAGEMENT

While no community engagement is required for this report, consultation has occurred through Kimberley Regional Group discussions, Regional Airfares Inquiry processes and regional stakeholder feedback.

ATTACHMENTS

Nil

9.3. CORPORATE SERVICES

9.3.1. LIST OF ACCOUNTS PAID FROM MUNICIPAL FUND AND TRUST FUND

AUTHOR:	Finance Coordinator
RESPONSIBLE OFFICER:	Alexandra Bell, Director Corporate Services
FILE NO:	FM.09.36
DISCLOSURE OF INTERESTS:	Nil
COUNCIL'S ROLE IN THE MATTER:	Regulator - Responsible for the enforcement of statutory requirements
VOTING REQUIREMENT:	Simple Majority

OFFICER'S RECOMMENDATION / COUNCIL DECISION

Minute Number: 26/05/2026 - 119438

Moved: Cr B Robinson

Seconded: Cr T Chafer

That Council receive the List of Accounts Paid for the period 1 to 30 April 2026 totalling \$3,422,032.40.

Carried: 9/0

For: Cr D Menzel, Cr T Chafer, Cr K Bond, Cr C Cane, Cr M Dear, Cr V Goulden, Cr S Martin, Cr B Robinson, Cr S Timms.

Against: Nil

PURPOSE

To present the list of accounts in accordance with Regulation 13 of the *Local Government (Financial Management) Regulations 1996*.

BACKGROUND / PREVIOUS CONSIDERATIONS BY COUNCIL OR COMMITTEE

In accordance with Council's Delegations Register (adopted 27 April 2025), delegation to the CEO exists under Regulation 12 of the *Financial Management Regulations 1996* for payment authorisation.

COMMENTS

A list of accounts paid is prepared monthly in accordance with Regulation 13 of the Local Government (Financial Management) Regulations 1996. The list includes the payee, amount, date, and sufficient information to identify each transaction as required by Regulation 13.

Payments made by employees using purchasing cards are included in the list in accordance with Regulation 13A.

STATUTORY IMPLICATIONS

[Local Government Act 1995 - Section 5.42 Delegation of some power and duties to CEO](#)

Local Government (Financial Management) Regulations 1996:

- [Regulation 5. CEO's duties as to financial management](#)
- [Regulation 11. Payments, procedures for making etc.](#)
- [Regulation 12. Payments from municipal fund or trust fund, restrictions on making.](#)
- [Regulation 13. Payments from municipal fund or trust fund by CEO, CEO's duties etc.](#)
- [13A. Payments by employees via purchasing cards](#)

POLICY IMPLICATIONS

Shire of Wyndham East Kimberley Delegation Register Sub-delegation 1.2.25 "Payments from the Municipal Fund and Trust Fund" applies subject to compliance with Council Policy *POL-2004 Purchasing*.

STRATEGIC IMPLICATIONS

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

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

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

RISK IMPLICATIONS

Risk: Non-compliance with Regulation 13 of the Local Government (Financial Management) Regulations 1996.

Controls: Monthly presentation of the List of Accounts Paid to Council in accordance with Regulation 13.

FINANCIAL IMPLICATIONS

Nil

Current and Future Asset Considerations

Nil

COMMUNITY ENGAGEMENT

No community engagement is required.

ATTACHMENTS

1. List of Accounts Paid April 2026 [9.3.1.1]

9.3.2. MONTHLY FINANCIAL REPORT

AUTHOR:	Finance Coordinator
RESPONSIBLE OFFICER:	Alexandra Bell, Director Corporate Services
FILE NO:	FM.09.32
DISCLOSURE OF INTERESTS:	Nil
COUNCIL'S ROLE IN THE MATTER:	Regulator - Responsible for the enforcement of statutory requirements
VOTING REQUIREMENT:	Simple Majority

OFFICER'S RECOMMENDATION

Minute Number: 26/05/2026 - 119439

Moved: Cr T Chafer

Seconded: Cr B Robinson

That Council:

1. Receive the Monthly Financial Report for the period ended 30 April 2026
2. Notes the Statement of Financial Activity and Statement of Financial Position for the period ended 30 April 2026.

Carried: 9/0

For: Cr D Menzel, Cr T Chafer, Cr K Bond, Cr C Cane, Cr M Dear, Cr V Goulden, Cr S Martin, Cr B Robinson, Cr S Timms.

Against: Nil

PURPOSE

To present the Monthly Financial Report for the period ended 30 April 2026 in accordance with Regulations 34 and 35 of the *Local Government (Financial Management) Regulations 1996*.

BACKGROUND / PREVIOUS CONSIDERATIONS BY COUNCIL OR COMMITTEE

Council is required to prepare monthly financial statements in accordance with Regulations 34 and 35 of the *Local Government (Financial Management) Regulations 1996*. Council adopted materiality thresholds of 10% or \$50,000 for reporting variances at the Special Council Meeting held on 10 July 2025 (Minute Number 10/07/2025 - 119237).

COMMENTS

The Monthly Financial Report includes the Statement of Financial Activity and Statement of Financial Position prepared in accordance with Regulations 34 and 35 of the *Local Government (Financial Management) Regulations 1996*. In accordance with Regulations 34 and 35, the Monthly Financial Report is to be presented to Council within two months after the end of the reporting period and recorded in the minutes.

Material variances between actual and budget are disclosed in Note 3 – Explanation of Material Variances.

STATUTORY IMPLICATIONS

[*Regulation 34 of the Local Government \(Financial Management\) Regulations 1996*](#)

[*Regulation 35 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 Regulations 34 and 35 of the *Local Government (Financial Management) Regulations 1996*.

Controls: Monthly Financial Report presented to Council within the prescribed timeframe in accordance with Regulations 34 and 35 of the *Local Government (Financial Management) Regulations 1996*.

FINANCIAL IMPLICATIONS

Nil

Current and Future Asset Considerations

Nil

COMMUNITY ENGAGEMENT

No community engagement is required in relation to this item.

ATTACHMENTS

1. Financial Reports April 2026 [9.3.2.1]
-

9.3.3. SCHEDULE OF FEES AND CHARGES 2026-2027

AUTHOR:	Strategic Performance Advisor
RESPONSIBLE OFFICER:	Vernon Lawrence, Chief Executive Officer
FILE NO:	FM.05.26
DISCLOSURE OF INTERESTS:	Nil
COUNCIL'S ROLE IN THE MATTER:	Leader - plan and provide direction through policy and practices Regulator - enforce state legislation and local laws
VOTING REQUIREMENT:	Absolute Majority

OFFICER'S RECOMMENDATION / COUNCIL DECISION

Minute Number: 26/05/2026 - 119440

Moved: Cr K Bond

Seconded: Cr M Dear

That Council:

1. Pursuant to section 6.16 and having regard to sections 6.17 and 6.18 of the *Local Government Act 1995 (WA)*, Council adopts the Schedule of Fees and Charges for 2026-27 as detailed in Attachment 1, with the fees, charges and applicable interest rates to become effective from either 1 July 2026 or 1 January 2027, as specified in the Schedule; and
2. Requests the Chief Executive Officer to give local public notice to the extent required by section 6.19 of the *Local Government Act 1995 (WA)*, where any fee or charge in the Schedule of Fees and Charges for 2026-27 is imposed after adoption of the 2026-27 Annual Budget; and
3. Pursuant to section 6.13 of the *Local Government Act 1995 (WA)*, Council adopts, for inclusion in the 2026-27 Annual Budget, an interest rate of 11% on any amount of money, other than rates and service charges, owed to the Shire for more than 35 days, excluding persons eligible under Council Policy POL-2016 Financial Hardship - Rates and Sundry Debtors.

Carried: 9/0

For: Cr D Menzel, Cr T Chafer, Cr K Bond, Cr C Cane, Cr M Dear, Cr V Goulden, Cr S Martin, Cr B Robinson, Cr S Timms.

Against: Nil

PURPOSE

For Council to review the proposed Schedule of Fees and Charges for 2026-27 to commence from 1 July 2026 or 1 January 2027 whichever is applicable.

BACKGROUND / PREVIOUS CONSIDERATIONS BY COUNCIL OR COMMITTEE

Under Section 6.16(1) of the *Local Government Act 1995*, Council is empowered to set and collect fees for goods or services it provides, except in circumstances where a service charge already applies.

Council is required to authorise all fees and charges through formal adoption on an annual basis.

The Council has approximately 500 different fees and charges. Most of these fees and charges are applicable from 1 July 2026 and it is therefore recommended that the proposed Fees and Charges are adopted prior to the adoption of the annual budget. Aviation fees and charges are set on a calendar year basis and will take effect from 1 January 2027.

All Fees and Charges have been reviewed by Shire Officers with recommended changes incorporated in the proposed Schedule of Fees and Charges at attachment 1. Upon adoption these Fees and Charges will be used when finalising the 2026-27 Annual Budget.

The Schedule of Fees and Charges for the 2025–26 financial year was adopted by Council at the May 2025 Ordinary Council Meeting. At this meeting, Council also resolved to adopt an interest rate of 9% for outstanding monies owed to the Shire, as detailed in the Non-Payment Penalty Interest – Sundry Debtors fee within the Schedule of Fees and Charges.

COMMENTS

The proposed Schedule of Fees and Charges 2026-27 has been compiled with reference to Council Policy *POL-2006 Fees and Charges Pricing Policy*. The policy acknowledges that there are competing priorities between community service obligations, maintaining infrastructure and ensuring that the community is not unduly burdened. It further acknowledges that there are fees in which the Shire has no discretion as they are regulatory fees set by other legislation. In setting the Fees and Charges, Shire officers attempt to ensure that a fair balance is maintained between the service levels provided, the cost of providing those services and the extent of subsidising the services provided.

When assessing Fees and Charges, the Shire consults both the Consumer Price Index (CPI) and the Local Government Cost Index (LGCI). While CPI offers a nationwide perspective on cost trends, the LGCI serves as a more precise reflection of the Shire's specific cost profile.

Consumer Price Index

- The most recent data and forecasts on the Consumer Price Index (CPI) for Australia indicate that inflation is expected to increase through 2026 before gradually easing. The Reserve Bank of Australia forecasts headline CPI to peak at around 4.2% by the middle of 2026, before declining towards the midpoint of the 2–3% target range by 2028.
- In the near term, other forecasts suggest headline inflation could reach close to 4.9% by the middle of 2026, reflecting ongoing cost pressures, particularly from energy and global supply factors.
- In comparison, underlying inflation, as measured by the trimmed mean, is expected to remain elevated for longer, with estimates around 3.7% in 2026 and not returning to within the target range until 2027 or later. This indicates that while headline inflation is projected to moderate over time, underlying inflationary pressures are expected to persist in the short to medium term.

Local Government Cost Index (LGCI)

Local Government Cost Index (LGCI). This index is based on the 'bundle of goods' relating to local government incorporating ten cost components which provide an accurate indicator of cost movements affecting local governments. The LGCI therefore provides an indication of those changes

in costs that relate more closely to the function of local government. The Shire utilises the LGCI forecasts in the WALGA Local Government Economic Briefings.

- The most recent data from the Western Australian Local Government Association indicates that growth in the Local Government Cost Index (LGCI) is easing following a period of elevated inflation. The LGCI increased by 4.4% in 2022–23, 3.6% in 2023–24, and 3.8% in 2024–25, with annual growth of 4.8% recorded to December 2025. More recent quarterly data shows signs of moderation, with a 0.9% increase in the December quarter, the lowest quarterly growth in the past year.
- Looking forward, WALGA forecasts LGCI growth of 3.1% in 2025-26 and 3.8% in 2026-27, before easing slightly to 3.0% in 2027-28 and 2.8% in 2028-29.
- The primary driver of LGCI growth remains employee costs, which account for around 35% of the index and continue to reflect sustained wage pressures. Construction-related costs, representing around a quarter of the index, have stabilised as supply chain disruptions ease and major public infrastructure projects reach completion. Forecast construction cost growth is expected to sit within a range of 2% to 3.5% over the medium term.
- However, there remains a high degree of uncertainty in the outlook. The current LGCI forecasts do not incorporate the potential impacts of recent oil and commodity price shocks or associated supply chain disruptions. Scenario modelling suggests that these factors could place upward pressure on costs, particularly given the Shire's remote location.

Proposed Schedule of Fees and Charges

The proposed Schedule of Fees and Charges for 2026-27 includes an average increase of 4.0%. Shire officers consider this to be a reasonable increase that balances the need to keep fees increases at a reasonable level while covering the increasing cost of operating in the current economic environment.

Finance officers propose raising the Non-Payment Penalty Interest - Sundry Debtors fee from 9% to 11% on funds owed to the Shire. This adjustment is intended to more accurately reflect the Shire's expenses and the costs associated with debt recovery. This change is also in line with the Rates Penalty Interest of 11% proposed as part of the annual budget process.

Regulation 19A of the *Local Government (Financial Management) Regulations 1996* prescribes 11% as the maximum rate of interest to be imposed under section 6.13(1) of the *Local Government Act 1995*. Regulation 70 of the *Local Government (Financial Management) Regulations 1996* prescribes that the maximum rate of interest to be imposed under section 6.51(1) as 11%. Regulation 68 prescribes the maximum rate of interest to be imposed under section 6.45(3) as 5.5%. The Rates Instalment Plans Interest fee will remain unchanged at 5.5%.

The above charges will not apply to Ratepayers and Sundry Debtors who qualify under the Financial Hardship - Rates and Sundry Debtors Policy.

Changes of note to the proposed Schedule of Fees and Charges

Changes of note to the proposed Schedule of Fees and Charges include:

- Splitting of recreational fees by location
 - Swimming fees have been split to allow different pricing for the Wyndham Memorial Pool and the Kununurra Leisure Centre. Following the redevelopment of the aquatics in Kununurra the level of service will be significantly higher. Creating separate fees

- will allow the Shire to recover some of the additional operating costs associated with the new facility.
 - Hall hire fee have been split to allow different pricing for hall hire in Kununurra and Wyndham.
- Improve wording of waste management and collection charges and fee grouping
 - All fees for waste collection now grouped under Kerbside Refuse Collection Service (Properties within a kerbside collection zone)
 - Prefix fees for ratable properties with an R and exempt properties with an E to simplify service levels on rates notices. For example, a ratable property with one weekly lift will see the prefix of R1 followed by the fee description.
 - Simplify fees for one lift and two lifts per week and fee for additional lifts thereafter.
 - Create new fee grouping for Kerbside Bin Supply, Repair and Associated Services
 - Splitting the Missed bin return collection fee to allow missed service due to resident not presenting bin to be charged while not charging for missed service due to contractor error.

STATUTORY IMPLICATIONS

- Section 6.13 of the *Local Government Act 1995 (WA)* enables Council, by absolute majority, to impose interest on overdue money owed to the Shire, other than rates and service charges, subject to the rate being included in the annual budget and not exceeding the prescribed maximum.
- Section 6.16 of the *Local Government Act 1995 (WA)* enables Council, by absolute majority, to impose and recover fees and charges for goods and services provided by the Shire.
- Section 6.17 of the *Local Government Act 1995 (WA)* requires Council to consider the cost of providing the service or goods, the importance of the service or goods to the community, and comparable market pricing when setting fees and charges.
- Section 6.18 of the *Local Government Act 1995 (WA)* prevents Council from setting a fee or charge that is inconsistent with an amount set by another written law.
- Section 6.19 of the *Local Government Act 1995 (WA)* requires local public notice if Council imposes a fee or charge under section 6.16 after adoption of the annual budget.
- Regulation 19A of the *Local Government (Financial Management) Regulations 1996 (WA)* prescribes 11% as the maximum interest rate for section 6.13 interest.
- Regulation 68 of the *Local Government (Financial Management) Regulations 1996 (WA)* prescribes 5.5% as the maximum instalment interest rate for rates and service charges under section 6.45(3) of the *Local Government Act 1995 (WA)*.
- Regulation 70 of the *Local Government (Financial Management) Regulations 1996 (WA)* prescribes 11% as the maximum penalty interest rate for unpaid rates and service charges under section 6.51(1) of the *Local Government Act 1995 (WA)*.

POLICY IMPLICATIONS

The following policies are relevant:

POL-2006 Fees and Charges Pricing Policy
POL-2007 Rates and Charges Debt Collection
POL-2009 Sundry Debt Collection
POL-2016 Financial Hardship - Rates and Sundry Debtors
POL-2020 Waiver of Fees and Charges

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: Failure to adequately set, resource and manage fees and charges to support the Shire's service delivery requirements, legislative obligations and strategic objectives.

Controls:

- Annual Budget preparation and review process.
- Annual review of fees and charges with reference to legislative requirements, cost of service delivery, service levels and the extent of subsidisation by general rate revenue.
- Application of relevant Council policies, including fees and charges, debt collection, financial hardship and waiver of fees and charges policies.

FINANCIAL IMPLICATIONS

Fees and charges income accounts for approximately 33% of total Shire income. Setting fees and charges will significantly impact the upcoming annual budget. Most fees and charges increase through the annual review process by the proposed increase.

Fees and charges should be set at levels that both encourage high community participation and support sustainable financial operations for the Shire.

Attachment 1 includes a comparison between the proposed fees and charges for 2026/27 and the currently adopted fees and charges for 2025/26.

Current and Future Asset Considerations

Fees and charges contribute to the funding of Shire assets. Increased costs associated with asset maintenance and service delivery have been taken into account during the annual review process.

COMMUNITY ENGAGEMENT

If a local government intends to impose fees or charges separately from the adoption of the annual budget, section 6.19 of the *Local Government Act 1995* requires local public notice to be given prior to implementation.

Accordingly, engagement will be undertaken in accordance with the Community Engagement Guidelines and will include:

- Local public notice of Council's intention to impose the Schedule of Fees and Charges for the financial year.
- Update all advertised fees and charges following adoption

ATTACHMENTS

1. Proposed- Schedule-of- Fees-and- Charges-202627 [9.3.3.1]

9.3.4. 2026/27 BUDGET - DIFFERENTIAL GENERAL RATES AND MINIMUM PAYMENTS AND CONSIDERATION OF PUBLIC SUBMISSIONS

AUTHOR:	Director Corporate Services
RESPONSIBLE OFFICER:	Vernon Lawrence, Chief Executive Officer
FILE NO:	FM.05.26
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:	Absolute Majority

OFFICER'S RECOMMENDATION 1 / COUNCIL DECISION

Minute Number: 26/05/2026 - 119441

Moved: Cr T Chafer

Seconded: Cr M Dear

That Council:

1. Notes no submission were received in relation to the proposed Differential General Rates and Minimum Payments and Strategic Rating Policy; and (subject to submissions)
2. Notes that Budget efficiencies have been identified as part of the 2026/27 Budget process and these efficiencies will be included in the Annual Budget presented to Council for adoption.

Carried: 9/0

For: Cr D Menzel, Cr T Chafer, Cr K Bond, Cr C Cane, Cr M Dear, Cr V Goulden, Cr S Martin, Cr B Robinson, Cr S Timms.

Against: Nil

OFFICER'S RECOMMENDATION 2

Moved: Cr B Robinson

Seconded: Cr T Chafer

That Council:

1. Notes the updated 2026/27 Rating Model based on the final UV valuation roll received from Landgate; and
2. Requests the CEO to seek approval from the Minister for Local Government, under section 6.33(3) of the *Local Government Act 1995*, for the Shire of Wyndham East Kimberley to impose a rate in the dollar that exceeds twice the lowest differential general rate (UV - Rural), for the following categories:
 - a. UV – Mining & Exploration

b. UV – Pastoral**c. GRV**

Differential Rating Category	Total Properties	Total Rateable Value of Properties	Proposed Minimum Payment	Proposed Rate in the Dollar	% of Properties on Minimum Payments	Proposed Rates Revenue Budget 2026/27
GRV	2,236	68,971,529	2,100.00	0.136185	17%	\$9,736,380
UV - Rural	457	211,974,279	2,100.00	0.011932	5%	\$2,562,220
UV - Pastoral	21	6,482,176	2,100.00	0.104265	0%	\$675,864
UV - Mining and Exploration	98	3,116,440	2,000.00	0.288855	45%	\$949,710
TOTALS	2,812	290,544,423				
Total Budgeted Rates Revenue Raised						13,924,174

AMENDED MOTION**Minute Number: 26/05/2026 - 119442****Moved: Cr B Robinson****Seconded: Cr T Chafer**

That the motion be amended by substituting the Differential Rating table and total budgeted rates revenue with the following:

Differential Rating Category	Total Properties	Total Rateable Value of Properties	Proposed Minimum Payment	Proposed Rate in the Dollar	% of Properties on Minimum Payments	Proposed Rates Revenue Budget 2026/27
GRV	2,236	68,971,529	2,100.00	0.135537	17%	\$9,693,935
UV - Rural	457	211,974,279	2,100.00	0.010375	16%	\$2,242,547
UV - Pastoral	21	6,482,176	2,100.00	0.103769	0%	\$672,649
UV - Mining and Exploration	98	3,116,440	2,000.00	0.287480	45%	\$945,608
TOTALS	2,812	290,544,423				
Total Budgeted Rates Revenue Raised						13,554,739

Carried: 9/0

For: Cr D Menzel, Cr T Chafer, Cr K Bond, Cr C Cane, Cr M Dear, Cr V Goulden, Cr S Martin, Cr B Robinson, Cr S Timms.

Against: Nil

THE AMENDED MOTION BECAME THE SUBSTANTIVE MOTION.

SUBSTANTIVE MOTION / COUNCIL DECISION

Minute Number: 26/05/2026 - 119443

Moved: Cr B Robinson

Seconded: Cr T Chafer

That Council:

1. Notes the updated 2026/27 Rating Model based on the final UV valuation roll received from Landgate; and
2. Requests the CEO to seek approval from the Minister for Local Government, under section 6.33(3) of the *Local Government Act 1995*, for the Shire of Wyndham East Kimberley to impose a rate in the dollar that exceeds twice the lowest differential general rate (UV - Rural), for the following categories:
 - d. UV – Mining & Exploration
 - e. UV – Pastoral
 - f. GRV

Differential Rating Category	Total Properties	Total Rateable Value of Properties	Proposed Minimum Payment	Proposed Rate in the Dollar	% of Properties on Minimum Payments	Proposed Rates Revenue Budget 2026/27
GRV	2,236	68,971,529	2,100.00	0.135537	17%	\$9,693,935
UV - Rural	457	211,974,279	2,100.00	0.010375	16%	\$2,242,547
UV - Pastoral	21	6,482,176	2,100.00	0.103769	0%	\$672,649
UV - Mining and Exploration	98	3,116,440	2,000.00	0.287480	45%	\$945,608
TOTALS	2,812	290,544,423				
Total Budgeted Rates Revenue Raised						13,554,739

Carried: 9/0

For: Cr D Menzel, Cr T Chafer, Cr K Bond, Cr C Cane, Cr M Dear, Cr V Goulden, Cr S Martin, Cr B Robinson, Cr S Timms.

Against: Nil

PURPOSE

For the Council to consider public submissions received in relation to the proposed rates in the dollar and minimum payments in accordance with section [6.36\(4\) of the Local Government Act 1995](#). For Council to further endorse the proposed 2026/27 rate model following the updating of all unimproved property (UV) valuations to take effect from 1 July 2026 and seek Ministerial approval for the implementation of the proposed differential rates in accordance with section 6.33(3) of the *Local Government Act 1995*.

BACKGROUND/ PREVIOUS CONSIDERATIONS BY COUNCIL/ COMMITTEE

Rates revenue accounts for approximately 42% of the Shire's total operating revenue in the adopted 2024/25 Budget. The *Local Government Act 1995* enables local governments to impose differential general rates and minimum payments on rateable land to meet their financial requirements and strategic objectives.

The Shire has long utilised differential rates and minimums to equitably distribute the rates burden. The 2026/27 rate model continues this approach, ensuring strategic alignment with the Corporate Business Plan. Council adopted a revised Strategic Rating Policy (POL-2018) in April 2026 following a strategic rating review undertaken by an external consultant. The policy incorporates the DLGSC's key values of Objectivity, Fairness and Equity, Consistency, Transparency, and Administrative Efficiency

COMMENTS

All statutory entitlements for pensioner and other concession holders will apply. The objects of the proposed differential rates were to ensure an equitable distribution of the rating burden across land uses, having regard to land use, property characteristics, capacity to pay, and cost of service provision. The reasons include achieving financial sustainability, aligning with the Strategic Rating Policy, and ensuring each rating category contributes fairly to total revenue.

Valuation Changes

Landgate issued updated Unimproved Value (UV) valuation rolls. Key changes by area include:

- UV Rural – The Shire has been notified that there has been an average overall change of approximately 19.58% increase across the category, bringing the total valuation to \$211,974,279.

These valuation changes have been incorporated into the updated rating model. In developing the 2026/27 differential rates, Council were briefed on both overall revenue requirements and equity between rating categories. While the rating model generally seeks to apply a consistent percentage increase in rates outcomes across categories, adjustments were made to the UV – Rural rate in the dollar to moderate the impact of the significant increase in unimproved valuations within the category while recognising the increase in the valuation of rural properties. This approach was recommended to maintain fairness and affordability for affected ratepayers while supporting the Shire's overall revenue requirements.

BUDGET EFFICIENCIES

The following measures have been applied in the 2026/27 Budget process to contain operating costs and reduce pressure on rate increases:

Workforce and Operational Efficiency

- Effective enterprise agreement negotiations and salary budgeting to improve overall employee cost efficiency
- Reviewing positions upon vacancy for operational necessity
- Increasing in-house works capacity with quality second-hand equipment (e.g., sweepers, jet patcher, roller, water cart, excavator)
- Optimising work schedules and resourcing

Project and Procurement Management

- Effective structuring and negotiation of capital grant projects to recover officer time spent on project delivery, reducing pressure on the operational budget
- Reviewing procurement and customer service processes
- Using local suppliers where possible to minimise mobilisation/freight costs

Digital and Systems Integration

- Progressing digital systems to improve workflow efficiency
- Integrating payroll, records, and finance to streamline operations and eliminate manual duplication
- Leveraging the Shire intranet as a centralised hub for documents, communication, and workflows
- Modernising ICT systems to enhance operational efficiency
- Developing Power BI dashboards to provide timely, data-driven reports for decision-making
- Investigating AI and automation to reduce repetitive tasks and improve process efficiency
- Introducing and connecting systems to support integrated planning, reporting, and internal communications across the organisation

Process Improvement and Governance

- Engaging a Business Analyst to map and optimise organisational processes
- Enabling the EMT to focus on strategic priorities
- Continuously improving workflows and eliminating workarounds across operational and administrative processes
- Strengthening organisational planning and governance to ensure resources are deployed efficiently and effectively

Submissions received

No submissions had been received in response to the advertised Proposed Differential Rates and Minimum Payments for 2026/27.

Rate setting process

The rate setting process is governed by Council Policy POL-2018 Strategic Rating, which outlines how rates are calculated using the property valuation (GRV or UV) and the applicable rate in the dollar. The Shire applies differential rates and minimum payments to reflect land use and equity considerations.

Natural growth, based on increases in the number of rateable properties or improvements, was minimal in 2025/26, with only no additional properties identified.

The GRV category was unaffected by valuation changes, with the adopted rating approach generally reflecting the Shire's overall targeted increase in rates revenue.

UV categories experienced valuation movements requiring adjustments to the rate in the dollar to ensure rate outcomes remained equitable across categories. In particular, the UV – Rural category experienced a substantial increase in valuations of approximately 19.58%. As rates are regarded as a “wealth tax” the Administration would be justified in applying the percentage increase in the rate in the dollar on the new valuations. This would increase rates for this category relative to the other categories significantly. Without adjustment, this valuation movement would have resulted in disproportionately high rate increases for rural properties. Council are recommended to moderate the UV – Rural rate in the dollar recommended to council to achieve a more equitable outcome relative to other rating categories while still supporting the Shire's overall revenue objectives and recognising the increase in property values.

The rate setting considers CPI (4.2%) and LGCI (3.8%), alongside regional factors and affordability, as well as current geopolitical circumstances. The Shire aims to align actual rate increases with cost pressures while maintaining fairness and financial sustainability.

Other Factors

The Shire acknowledges its rates are comparatively high, driven largely by unavoidable structural and geographic challenges. To mitigate future increases, the Shire continues to prioritise cost efficiency in service delivery.

Major capital projects continue to attract significant external funding support, reducing reliance on municipal funds while improving community infrastructure and liveability outcomes. Current projects include the Kununurra Leisure Centre Aquatic Redevelopment, including the new 50-metre pool, the completion of the Celebrity Tree Park All Abilities Playground, Wyndham Port and community infrastructure upgrades, the housing development on Water Lily Place, and the Kununurra Town Centre Revitalisation initiative. Investment in plant and equipment to self-perform renewal works is progressing, with a business case underway to quantify potential savings. This approach supports a more sustainable rating strategy over time.

Asset management capacity continues to improve, with backlogs being addressed as funding and resourcing allow. Rates in the broader Kimberley region have been reviewed and, in context, the Shire's rating levels are considered fair and reasonable.

Summary

The proposed rating model balances financial sustainability, equity between rating categories, and affordability considerations. The 2026/27 rating model was developed broadly around a 5.0% increase in the rate in the dollar across rating categories, with modifications made to the UV – Rural category to moderate the impact of significant valuation increases and maintain equitable rating outcomes.

The resulting rating model is considered appropriate, reasonable, and aligned with the Shire's strategic and statutory obligations.

STATUTORY IMPLICATIONS

[Local Government Act 1995](#)

Section 5.63
Section 6.33
Section 6.35
Section 6.36
Section 6.45
Section 6.47
Section 6.51

[Local Government \(Financial Management\) Regulations 1996](#)

Regulation 23(b)
Regulation 52A
Regulation 56(4)(b)

POLICY IMPLICATIONS

The proposed differential general rates and minimum payments in the rate model are based on the principles outlined in Council Policy *POL-2018 Strategic Rating*.

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 10.3: Advocacy - Strong and consistent advocacy for local needs and priorities

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

RISK IMPLICATIONS

Risk: Failure to adequately resource and manage funding requirements which meet the needs of the Shire's service delivery requirements and strategic objectives.

Control: Implementation of the Long-Term Financial Plan (LTFP), Strategic Rating Policy, and robust budget planning processes including regular updates and audit review.

FINANCIAL IMPLICATIONS

The final 2026/27 rating model is projected to raise \$13,598,655 in total rates revenue, based on updated valuation data provided by Landgate.

Adjustments to the rate in the dollar have been made across differential categories to reflect valuation changes, equity considerations, and the Shire's overall revenue requirements.

The Shire continues to balance financial sustainability with affordability, ensuring rate increases broadly align with cost pressures. As in prior years, a portion of rising operating costs has been absorbed rather than fully passed on to ratepayers.

COMMUNITY ENGAGEMENT

In accordance with section 6.36 of the Local Government Act 1995, public notice was given on 1 May 2026 for a 21-day submission period closing at 4:00pm on 22 May 2026:

- *Kimberley Echo* newspaper
- Noticeboards at Coles, IGA, and Wyndham Post Office
- Shire website and Facebook page
- Media release and public display at the Civic Centre and library noticeboards in Kununurra and Wyndham

No submissions were received by the closing time.

ATTACHMENTS

1. Attachment 1 - SWEK 2627 Rates Model [9.3.4.1]

9.3.5. POL-2005 RATES EXEMPTIONS FOR CHARITABLE ORGANISATIONS (NON-RATEABLE LAND) - POLICY REVIEW AND RENAMING TO POL-2005 RATES EXEMPTIONS (S6.26)

AUTHOR:	Director Corporate Services
RESPONSIBLE OFFICER:	Alexandra Bell, Director Corporate Services
FILE NO:	CM.11.2
DISCLOSURE OF INTERESTS:	Nil
COUNCIL'S ROLE IN THE MATTER:	Leader - plan and provide direction through policy and practices
VOTING REQUIREMENT:	Simple Majority

Resolved En Bloc at Item 8 – Method of Dealing with Agenda Business

OFFICER'S RECOMMENDATION / COUNCIL DECISION

Minute Number: 26/05/2026 - 119444

Moved: Cr T Chafer

Seconded: Cr K Bond

That Council:

- 1. Rescinds Policy POL-2005 Rates Exemptions for Charitable Organisations (Non-Rateable Land (Version 4.0); and**
- 2. Adopts the revised Policy POL-2005 Rates Exemptions (s6.26) (Version 1.0), as attached.**

Carried: 9/0

For: Cr D Menzel, Cr T Chafer, Cr K Bond, Cr C Cane, Cr M Dear, Cr V Goulden, Cr S Martin, Cr B Robinson, Cr S Timms.

Against: Nil

PURPOSE

To present to Council the reviewed and updated POL-2005 Rates Exemptions (s6.26) Policy for consideration

BACKGROUND / PREVIOUS CONSIDERATIONS BY COUNCIL OR COMMITTEE

POL-2005 Rates Exemptions for Charitable Organisations (Non-Rateable Land) was originally adopted by Council on 18 March 2014 and was last reviewed by Council on 29 July 2025.

A review has now been undertaken to ensure the policy remains current, fit for purpose and aligned with the statutory framework for determining whether land is rateable under section 6.26 of the *Local Government Act 1995 (WA)*. The review also considered the Shire's current application and assessment processes, evidentiary requirements, review periods and delegations relevant to determining whether land is not rateable.

COMMENTS

The policy title has been updated from POL-2005 Rates Exemptions for Charitable Organisations (Non-Rateable Land) to POL-2005 Rates Exemptions (s6.26). The revised title more accurately reflects the scope of section 6.26, which applies to several categories of land that are not rateable, not only land used exclusively for charitable purposes.

The policy has been updated to provide clearer guidance on:

- the categories of land that may be determined to be not rateable;
- the assessment of charitable land under section 6.26 of the *Local Government Act 1995*;
- the relevance of charitable and disqualifying purposes under the *Charities Act 2013*;
- the importance of assessing the actual use of the land, rather than only the nature or objects of the applicant organisation;
- application and supporting documentation requirements;
- review periods and reassessment requirements;
- treatment of land that becomes, or ceases to be, rateable during a financial year; and
- objection and review rights.

The policy clarifies that land will only qualify as not rateable where it meets the relevant statutory criteria. For charitable land, the primary consideration is whether the land itself is used exclusively for charitable purposes. The status or charitable objects of an organisation may be relevant, but they are not determinative unless the use of the land also satisfies the legislative requirements.

The review has removed operational and administrative content that is more appropriately managed through forms, procedures and internal work instructions. This supports a clearer Council policy while allowing administrative processes to be updated as required.

The policy does not create new statutory powers or alter existing rights and obligations. It supports the consistent, transparent and lawful application of the *Local Government Act 1995* and the *Charities Act 2013*.

Implementation impacts are minor and will be managed within existing resources. Adoption will require updating the Shire's policy register and ensuring related forms, procedures and correspondence remain aligned with the revised policy.

STATUTORY IMPLICATIONS

The following statutory provisions are directly relevant to the policy:

Section 6.26 of the *Local Government Act 1995 (WA)* provides that all land is rateable unless it is exempt, and identifies categories of land that are not rateable, including land used exclusively for charitable purposes.

Section 6.52 of the *Local Government Act 1995 (WA)* allows rates and service charges to be apportioned between owners when land is sold or disposed of during a financial year.

Section 6.53 of the *Local Government Act 1995 (WA)* provides for the treatment of land that becomes, or ceases to be, rateable land during a financial year.

Section 6.76 of the *Local Government Act 1995 (WA)* provides grounds for objection to entries in the rate record, including where a person considers land has been wrongly treated as rateable or not rateable.

Section 11 of the *Charities Act 2013 (Cth)* defines disqualifying purposes, including purposes involving unlawful activities or promoting or opposing a political party or candidate.

Section 12 of the *Charities Act 2013 (Cth)* defines charitable purposes, including purposes such as advancing health, education, social or public welfare, religion, culture, reconciliation, human rights, public safety, animal welfare, the natural environment and other public benefit purposes.

The policy does not create new statutory powers. It provides guidance for the consistent and lawful assessment of whether land is not rateable under section 6.26 of the *Local Government Act 1995 (WA)*.

POLICY IMPLICATIONS

This report recommends the rescission of POL-2005 Rates Exemptions for Charitable Organisations (Non-Rateable Land) Version 4.0 and the adoption of the revised and retitled POL-2005 Rates Exemptions Version 5.0.

The review has been undertaken in accordance with the Shire's policy review process and supports alignment with current legislation, adopted delegations and the Shire's document management framework.

Upon adoption, the revised policy will replace the previous version in the Shire's policy register, with the superseded policy archived in accordance with the Shire's records management requirements.

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

The review of POL-2005 Rates Exemptions supports transparent, consistent and accountable decision-making. A clear policy assists the Shire to apply statutory rating exemptions fairly, protect rating revenue where land remains rateable, and maintain community confidence in the administration of rating functions.

RISK IMPLICATIONS

Risk: Inconsistent or incorrect application of section 6.26 of the *Local Government Act 1995 (WA)* may result in unlawful rating decisions, revenue loss, inequitable treatment of ratepayers, or review proceedings.

Control: The revised policy establishes clearer criteria, application requirements and decision-making processes to support consistent, transparent and legislatively compliant determinations.

Risk: Applications may be assessed based on the nature of the applicant organisation rather than the actual use of the land.

Control: The revised policy clarifies that land use is the central consideration when determining whether land is not rateable, particularly for land claimed to be used exclusively for charitable purposes

FINANCIAL IMPLICATIONS

The determination that land is not rateable has a direct impact on the Shire's rating revenue.

The policy itself does not create new exemptions. It supports the consistent application of existing legislative provisions and ensures that any rating revenue impacts are assessed, justified and compliant.

There is no direct additional financial cost arising from adoption of the revised policy. Implementation will be managed within existing resources and will be limited to updating the policy register, aligning related procedures and communicating the revised policy to relevant staff.

Current and Future Asset Considerations

There are no direct current or future asset implications arising from the officer's recommendation.

COMMUNITY ENGAGEMENT

Community engagement is not required. Applicants and affected ratepayers will continue to receive written notification of determinations and information about relevant objection and review rights.

ATTACHMENTS

1. POL-2005 Rates Exemptions (s6.26) V1.0 - Draft New [9.3.5.1]
2. POL-2005 Rates Exemptions for Charitable Organisations (Non- Rateable Land) V4.0 - Current [9.3.5.2]

9.3.6. POL-2006 FEES AND CHARGES PRICING - POLICY REVIEW

AUTHOR:	Director Corporate Services
RESPONSIBLE OFFICER:	Alexandra Bell, Director Corporate Services
FILE NO:	FM.08
DISCLOSURE OF INTERESTS:	Nil
COUNCIL'S ROLE IN THE MATTER:	Regulator - enforce state legislation and local laws
VOTING REQUIREMENT:	Simple Majority

Resolved En Bloc at Item 8 – Method of Dealing with Agenda Business

OFFICER'S RECOMMENDATION / COUNCIL DECISION

Minute Number: 26/05/2026 - 119445

Moved: Cr T Chafer

Seconded: Cr K Bond

That Council:

1. Rescinds Policy POL-2006 Fees and Charges Pricing Version 9.0; and
2. Adopts Policy POL-2006 Fees and Charges Pricing Version 10.0, as attached.

Carried: 9/0

For: Cr D Menzel, Cr T Chafer, Cr K Bond, Cr C Cane, Cr M Dear, Cr V Goulden, Cr S Martin, Cr B Robinson, Cr S Timms.

Against: Nil

PURPOSE

To present the revised Policy POL-2006 Fees and Charges Pricing to Council for adoption.

BACKGROUND / PREVIOUS CONSIDERATIONS BY COUNCIL OR COMMITTEE

POL-2006 Fees and Charges Pricing provides the framework for setting and reviewing fees and charges. The Policy was most recently reviewed on 25 March 2025 (Resolution number 119170).

COMMENTS

The revised Policy does not impose, amend, waive, discount, concede or write off any fee or charge. Fees and charges will continue to be imposed through the annual budget process or by separate Council resolution where required.

The revised Policy:

- clarifies the legislative basis for fees and charges
- separates Council's policy position from operational pricing detail
- removes fee-by-fee pricing tables from the Policy

- strengthens controls for statutory and regulatory fees
- reflects the section 6.18 requirement that fees and charges must not be inconsistent with another written law
- requires GST status to be confirmed when preparing or amending the Schedule of Fees and Charges
- clarifies pricing bases, including full cost recovery plus approved mark-up; and
- requires records supporting the Schedule of Fees and Charges to be retained.

The detailed service-by-service pricing basis is better managed through the annual fees and charges review and the Annual Schedule of Fees and Charges.

STATUTORY IMPLICATIONS

Local Government Act 1995 (WA)

- Section 2.7(2)(b) provides that Council is responsible for determining the local government's policies.
- Section 6.16 provides for the imposition and recovery of fees and charges.
- Section 6.17 sets out the matters Council must consider when determining a fee or charge.
- Section 6.18 provides that fees and charges must not be inconsistent with another written law.
- Section 6.19 requires local public notice before introducing fees and charges after adoption of the annual budget.

Local Government (Financial Management) Regulations 1996 (WA)

- Regulation 5 requires the Chief Executive Officer to assist Council to review fees and charges regularly and at least once each financial year.

POLICY IMPLICATIONS

Adoption of Version 10.0 will replace Policy POL-2006 Fees and Charges Pricing Version 9.0. POL-2020 Waiver of Fees and Charges was adopted by Council at the April 2026 Ordinary Council Meeting and should be read together with this Policy.

The Schedule of Fees and Charges and Delegations Register are scheduled to be presented to Council in May 2026. The Annual Budget is scheduled to be presented to Council in June 2026. The revised Policy does not amend the adopted Schedule of Fees and Charges and does not change any current fee, charge, waiver, concession, discount or delegation.

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 10.2: Collaborative partnerships - Collaborative partnerships that build capacity and increase opportunities

Strategy 10.2: Support collaboration and partnerships to deliver key outcomes for our community

RISK IMPLICATIONS

Failure to manage the appropriateness and effectiveness of the Shire's systems and procedures in relation to risk management, internal control and legislative compliance.

Control: Adoption of a revised policy that documents Council's pricing principles, statutory controls, annual review expectations and governance requirements for fees and charges.

FINANCIAL IMPLICATIONS

There are no direct financial implications arising from adoption of the revised Policy. The Policy supports financial sustainability by improving cost awareness, statutory fee checks, subsidy identification and alignment between fees charged and services delivered.

Current and Future Asset Considerations

The revised Policy recognises that fees and charges may need to consider asset use, depreciation, renewal and replacement costs where lawful and materially relevant.

COMMUNITY ENGAGEMENT

No community engagement is required.

ATTACHMENTS

1. POL-2006 Fees and Charges Pricing V10.0 - Draft New [9.3.6.1]
2. POL-2006 Fees and Charges Pricing V9.0 - Current [9.3.6.2]

9.3.7. POL-2007 RATES AND CHARGES DEBT COLLECTION - POLICY REVIEW

AUTHOR:	Director Corporate Services
RESPONSIBLE OFFICER:	Alexandra Bell, Director Corporate Services
FILE NO:	FM.11.230
DISCLOSURE OF INTERESTS:	Nil
COUNCIL'S ROLE IN THE MATTER:	Regulator - enforce state legislation and local laws
VOTING REQUIREMENT:	Simple Majority

Resolved En Bloc at Item 8 – Method of Dealing with Agenda Business

OFFICER'S RECOMMENDATION / COUNCIL DECISION

Minute Number: 26/05/2026 - 119446

Moved: Cr T Chafer

Seconded: Cr K Bond

That Council:

- 1. Rescinds Policy POL-2007 Rates and Charges Debt Collection (Version 6.1); and**
- 2. Adopts the revised Policy POL-2007 Rates and Charges Debt Collection (Version 7.0), as attached.**

Carried: 9/0

For: Cr D Menzel, Cr T Chafer, Cr K Bond, Cr C Cane, Cr M Dear, Cr V Goulden, Cr S Martin, Cr B Robinson, Cr S Timms.

Against: Nil

PURPOSE

For Council to consider the reviewed POL-2007 Rates and Charges Debt Collection Policy.

BACKGROUND / PREVIOUS CONSIDERATIONS BY COUNCIL OR COMMITTEE

POL-2007 Rates and Charges Debt Collection was originally adopted by Council on 27 May 2014 and was last reviewed by Council on 27 October 2020, with administrative reference updates made in November 2023. A review has now been undertaken to ensure the policy remains current, fit for purpose and aligned with the statutory framework for the collection and recovery of rates and service charges.

The review also considered the Shire's current rates recovery practices, special payment arrangement processes, financial hardship framework and the delegations relevant to debt recovery and write-off functions. The revised policy is presented to Council as part of the Shire's ongoing policy review process and supports lawful, consistent and proportionate administration of rates and service charge debt recovery.

COMMENTS

The reviewed policy sets out the Shire's approach to the collection and recovery of outstanding rates and service charges.

The policy has been updated to provide clearer guidance on:

- payment options, including instalments and special payment arrangements;
- when rates and service charges become due and payable;
- overdue interest and recovery costs;
- reminder notices, legal recovery and recovery from lessees;
- action available where rates or service charges remain unpaid for three or more years;
- treatment of eligible pensioners and seniors;
- financial hardship considerations; and
- write-off of rates and service charges under adopted delegations.

The review has removed unnecessary legislative extracts and operational detail, so the policy remains focused on Council's governance position. Operational steps, system processes, templates and workflow requirements will continue to be managed through administrative procedures.

The policy does not create new statutory powers or alter existing rights and obligations. It supports the consistent application of the *Local Government Act 1995 (WA)*, the *Local Government (Financial Management) Regulations 1996 (WA)* and the *Rates and Charges (Rebates and Deferrals) Act 1992 (WA)*.

The policy continues to require recovery action to be proportionate, having regard to the amount outstanding, age of the debt, recovery costs and relevant ratepayer circumstances. Financial hardship applications will continue to be managed under POL-2016 Financial Hardship - Rates and Sundry Debtors.

Implementation impacts are minor and will be managed within existing resources. Adoption will require updating the Shire's policy register and ensuring related procedures, forms and correspondence remain aligned with the revised policy.

STATUTORY IMPLICATIONS

[Local Government Act 1995 \(WA\)](#)

- Section 6.45 allows rates and service charges to be paid by a single payment or by instalments and allows an additional charge and interest component to apply to instalment options.
- Section 6.49 allows a local government to accept payment of a rate or service charge under an agreement with the ratepayer.
- Section 6.50 provides that rates and service charges become due and payable on the date determined by the local government, which must not be earlier than 35 days after the rate notice issue date.
- Section 6.51 allows a local government, by absolute majority and at the time of imposing a rate or service charge, to impose interest on overdue rates, service charges and recovery costs, subject to the prescribed maximum rate.
- Section 6.56 allows a local government to recover unpaid rates or service charges, and the costs of proceedings for recovery, in a court of competent jurisdiction.
- Section 6.60 allows a local government to require a lessee to pay rent to the local government to satisfy overdue rates or service charges.

- Section 6.64 allows a local government to take action where rates or service charges on rateable land have remained unpaid for at least three years, including taking possession of the land and leasing, selling or transferring the land.

Local Government (Financial Management) Regulations 1996 (WA)^v

- Regulations 58 to 60 of the prescribe restrictions on payment by instalments and how a ratepayer elects to pay by instalments.
- Regulations 66 to 71 prescribe when the right to pay by instalments may cease, how instalment charges and interest are applied, the maximum overdue interest rate, and how overdue interest is calculated.

Rates and Charges (Rebates and Deferments) Act 1992 (WA)

- Parts 3 and 4 provide for rebates and deferments for eligible registered persons, including eligible pensioners and seniors, which must be considered where applicable before recovery action is taken.

POLICY IMPLICATIONS

Adoption of the revised policy will replace the current version of POL-2007 Rates and Charges Debt Collection in the Shire's Document Register. The policy should be read in conjunction with POL-2016 Financial Hardship - Rates and Sundry Debtors and the Shire's adopted delegations.

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 10.2: Collaborative partnerships - Collaborative partnerships that build capacity and increase opportunities

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: Failure to develop appropriate, meaningful policies which enable the administration to perform in an effective and efficient way.

Control: Regular review of Council Policies to ensure they remain relevant, compliant and fit for purpose.

Risk: Inconsistent or incorrect application of rates recovery provisions may result in legislative non-compliance, financial loss, inequitable treatment of ratepayers or legal challenge.

Control: The reviewed policy clarifies statutory references and recovery processes to support consistent and lawful administration.

FINANCIAL IMPLICATIONS

Recovery of outstanding rates and service charges has a direct financial impact on Shire revenue and cashflow.

The revised policy supports the consistent and lawful recovery of outstanding rates and service charges, while recognising the need for proportionate recovery action and appropriate consideration of financial hardship.

There is no direct additional financial cost arising from adoption of the revised policy. Implementation will be managed within existing resources and will be limited to updating the policy register, aligning related procedures and communicating the revised policy to relevant staff.

Current and Future Asset Considerations

This policy does not directly impact the Shire's assets. Where statutory recovery powers relating to land in arrears are exercised, any asset or property implications will be managed in accordance with the relevant statutory process and the Shire's asset and property governance frameworks.

COMMUNITY ENGAGEMENT

No community engagement is required.

ATTACHMENTS

1. POL-2007 Rates and Charges Debt Collection V6.1 - Current [9.3.7.1]
2. POL-2007 Rates and Charges Debt Collection V7.0 - Draft New [9.3.7.2]

9.3.8. POL-2016 FINANCIAL HARDSHIP – RATES AND SUNDRY DEBTORS - POLICY REVIEW

AUTHOR:	Director Corporate Services
RESPONSIBLE OFFICER:	Alexandra Bell, Director Corporate Services
FILE NO:	CM.02.11
DISCLOSURE OF INTERESTS:	Nil
COUNCIL'S ROLE IN THE MATTER:	Regulator - enforce state legislation and local laws
VOTING REQUIREMENT:	Simple Majority

Resolved En Bloc at Item 8 – Method of Dealing with Agenda Business

OFFICER'S RECOMMENDATION / COUNCIL DECISION

Minute Number: 26/05/2026 - 119447

Moved: Cr T Chafer

Seconded: Cr K Bond

That Council:

1. Rescinds Policy POL-2016 Financial Hardship – Rates and Sundry Debtors (Version 1.1)
2. Adopts Policy POL-2016 Financial Hardship – Rates and Sundry Debtors (Version 2.0) as attached.

Carried: 9/0

For: Cr D Menzel, Cr T Chafer, Cr K Bond, Cr C Cane, Cr M Dear, Cr V Goulden, Cr S Martin, Cr B Robinson, Cr S Timms.

Against: Nil

PURPOSE

To present the revised Policy POL-2016 Financial Hardship – Rates and Sundry Debtors to Council for adoption.

BACKGROUND / PREVIOUS CONSIDERATIONS BY COUNCIL OR COMMITTEE

POL-2016 Financial Hardship – Rates and Sundry Debtors guides the Shire's approach to supporting ratepayers and sundry debtors experiencing financial hardship. This Policy was adopted by Council on 18 April 2023 by Resolution 118816, Item 12.4.1 and administratively updated on 8 November 2023.

A review has now been undertaken to improve clarity, strengthen legislative alignment and clarify the Shire's approach to hardship assessment, payment arrangements, concessions, write-offs, deferments, debt recovery, confidentiality and reporting.

COMMENTS

The revised Financial Hardship – Rates and Sundry Debtors Policy does not introduce an automatic entitlement to financial relief. It provides a clearer framework for assessing hardship requests while preserving the Shire's ability to recover debts where recovery action is lawful and appropriate.

The amendments are primarily directed at improving clarity, strengthening legislative alignment and supporting consistent and compassionate application of the Policy.

Key improvements include:

- clearer separation between rates and service charges, sundry debts, fees and charges
- clearer wording around payment arrangements, concessions, write-offs, deferrals, interest and debt recovery
- confirmation that hardship requests relating to rates and service charges are assessed by reference to the owner's statutory liability under the *Local Government Act 1995 (WA)*
- strengthened provisions for applicants experiencing family and domestic violence, vulnerability or communication barriers
- improved internal review, confidentiality, recordkeeping and de-identified reporting provisions
- removal of duplicated and COVID-era transitional wording.

These amendments are intended to improve transparency and support more consistent and defensible decision-making when responding to ratepayers and sundry debtors experiencing financial hardship.

STATUTORY IMPLICATIONS

[Local Government Act 1995 \(WA\)](#)

- Section 6.12(1)(b) provides that a local government may waive or grant concessions in relation to money owed to it, subject to section 6.12(2) and any other written law. This is relevant to hardship requests involving sundry debts, fees and charges.
- Section 6.12(1)(c) provides that a local government may write off money owed to it. This is relevant where hardship results in consideration of writing off a sundry debt.
- Section 6.12(2) provides that section 6.12(1)(a) and section 6.12(1)(b) do not apply to money owing in respect of rates and service charges. Rates and service charge concessions must therefore be considered under section 6.47.
- Section 6.44(1) provides that the owner for the time being of land on which a rate or service charge has been imposed is liable to pay the rate or service charge.
- Section 6.47 provides that a local government may resolve by absolute majority to waive a rate or service charge or grant other concessions in relation to a rate or service charge, subject to the *Rates and Charges (Rebates and Deferrals) Act 1992 (WA)*.
- Section 6.49 provides that a local government may accept payment of a rate or service charge in accordance with an agreement made with the person.
- Section 6.56(1) provides that unpaid rates and service charges may be recovered in a court of competent jurisdiction.

[Local Government \(Financial Management\) Regulations 1996 \(WA\)](#)

- Regulation 69A limits the circumstances in which a concession may be granted under section 6.47 of the *Local Government Act 1995 (WA)*.

- Regulations 19A, 19B, 70 and 71 prescribe and regulate interest on money owed to the local government, including overdue rates, service charges and sundry debts.

[Rates and Charges \(Rebates and Deferments\) Act 1992 \(WA\)](#)

- Sections 40 and 44 provide for rebates to registered persons and deferred payment of rates by eligible pensioners.

POLICY IMPLICATIONS

This report recommends adoption of the revised Policy POL-2016 Financial Hardship – Rates and Sundry Debtors. The Policy operates alongside the Shire's rating, sundry debt, and waiver framework, including:

- POL-2007 Rates and Charges Debt Collection
- POL-2009 Sundry Debt Collection
- POL-2020 Waiver of Fees and Charges.

The Shire's Delegations Register and supporting administrative forms, procedures, website content and reporting templates may require review following adoption

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 10.2: Collaborative partnerships - Collaborative partnerships that build capacity and increase opportunities

Strategy 10.2: Support collaboration and partnerships to deliver key outcomes for our community

RISK IMPLICATIONS

Risk: Failure to manage the appropriateness and effectiveness of the Shire's systems and procedures in relation to risk management, internal control and legislative compliance.

Control: Adoption of a revised POL-2016 Financial Hardship – Rates and Sundry Debtors Policy that provides clearer assessment principles, statutory alignment, authorised decision-making, confidential recordkeeping, and periodic reporting.

FINANCIAL IMPLICATIONS

There is no immediate budget impact arising from adoption of the revised Policy.

The Policy may affect the timing of cash receipts where payment arrangements or temporary suspension of recovery action are approved. Any waiver, concession or write-off must be separately

authorised under the relevant statutory power, Council resolution, adopted budget or valid delegation.

Implementation will be managed within existing resources and may require minor updates to forms, procedures, website content and internal guidance.

Current and Future Asset Considerations

There are no direct current or future asset implications.

COMMUNITY ENGAGEMENT

No community engagement is required.

ATTACHMENTS

1. POL-2016 Financial Hardship - Rates and Sundry Debtors V2.0 - Draft New [9.3.8.1]
2. POL-2016 Financial Hardship – Rates and Sundry Debtors V1.1 - Current [9.3.8.2]

9.4. PLANNING AND COMMUNITY DEVELOPMENT

9.4.1. ANNUAL COMMUNITY GRANTS 2025/2026 - ROUND 2

AUTHOR:	Manager Community Development
RESPONSIBLE OFFICER:	Nick Allen, Director Planning and Community Development
FILE NO:	GS.05.67
DISCLOSURE OF INTERESTS:	Nil
COUNCIL'S ROLE IN THE MATTER:	Funder - provide funds or other resources
VOTING REQUIREMENT:	Absolute Majority

OFFICER'S RECOMMENDATION / COUNCIL DECISION

Minute Number: 26/05/2026 - 119448

Moved: Cr B Robinson

Seconded: Cr D Menzel

That Council:

1. Rescinds point b) of Council Resolution 28/04/2026 – 119431:
“Approves the reallocation of the \$20,000 to Round Two of the 2025/26 Community Grants Program, increasing the total funding pool from \$39,700 to \$59,700 to support a broader range of community-led initiatives in accordance with Policy POL-3002 Community Grant Program.”
2. Approves the reallocation of the \$20,000 to provide Club Business Continuity Assistance for the Kununurra Gymnastics Club equipment store at the East Kimberley College, to assist with the short-term relocation of club activities during renovations of the Kununurra Leisure Centre
3. Approves the allocation of Community Grant Program 2025/26 Round 2 funding for the purpose stated in the applications as follows:

• Kununurra Motocross Club	\$ 6,500
• Kununurra Speedway Club	\$20,000
• Kununurra Picture Gardens	\$10,000
• East Kimberley Fishing Club	\$15,000
4. Authorises the Chief Executive Officer to enter into funding agreements with the successful applicants.

Carried: 9/0

For: Cr D Menzel, Cr T Chafer, Cr K Bond, Cr C Cane, Cr M Dear, Cr V Goulden, Cr S Martin, Cr B Robinson, Cr S Timms.

Against: Nil

PURPOSE

Council is requested to consider the applications received under the Community Grant Program 2025/26 Round 2 and determine the allocation of funding to successful applicants in accordance with POL-3002 Community Grant Program Policy.

BACKGROUND / PREVIOUS CONSIDERATIONS BY COUNCIL OR COMMITTEE

Previous Considerations

OCM 29/07/2025	Item 12.3.3 Resolution Number 119248
OCM 29/07/2025	Item 12.3.4 Resolution Number 119249
OCM 25/11/2025	Item 12.3.2 Resolution Number 119334
OCM 28/04/2026	Item 14.1 Resolution Number 119431

The Shire's Community Grant Program supports not for profit community organisations and groups that provide sporting, cultural, environmental, and community services within the Shire. This support is to foster high-quality programs, community events, facilities and services that provide benefit to the community in alignment with the Council's Strategic Community Plan.

The Community Grant Program consists of five funding streams which are Events and Programs, Facilities, Quick Grants (up to \$1,000), Leadership Grant, and Rates Assistance Grant. The Events and Programs and the Facilities grants are open once per year generally in August after budget adoption.

At OCM on 25 November 2025, seven grants were awarded to the value of \$66,300 resulting in a surplus of \$39,700. At the meeting, Council also endorsed the release of a second round of grants (Round 2) to the value of the surplus.

At OCM on 28 April 2026, Council approved the allocation of returned funds from The Taste of the Kimberley event, that has been cancelled for 2026, into the Community Grant Funding account for a total round 2 budget of \$59,700.

COMMENTS

Five applications were received for Round 2. The applications were assessed individually by the Assessment Panel comprised of three officers. The Panel then met as a group to discuss and prioritise the applications. The Assessment Matrix can be found at Attachment 1.

Facilities Grant Applications

Three applications were received under the Facilities Grant from:

- Kununurra Motocross Club
- Kununurra Speedway Club
- Kununurra Gymnastics Club

Kununurra Motocross Club

The KMC is a not-for-profit community club that provides a safe and welcoming place for motocross riders and families to practice, compete and connect. The club has operated in Kununurra for many years and supports riders across a broad range of ages and backgrounds, from young children through to adults. The club is run by volunteers and relies on community support, membership fees, canteen income and donations to maintain and improve facilities. The club aims to provide a safe, compliant and user-friendly venue that encourages participation, promotes social connection and supports active recreation in Kununurra.

The project is the upgrade of unsafe and non-compliant electrical infrastructure through the installation of new switchboards, underground cabling and lighting to connect the canteen and

ablation block to one generator supply, improving safety, compliance, functionality and energy efficiency across the facility. The application is well written with a detailed quote provided.

Ranked equal two from five

Funding request: \$6,500

Funding recommendation: \$6,500

Kununurra Speedway Club

The KMC is a longstanding community club that attracts families and motor sport enthusiasts. They run training, race meets and junior programs. As part of the clubs Strategic Plan developed in 2025, the club identified the upgrade of the current canteen facilities as a priority, as it is integral to raising revenue for club sustainability. The Shire had advised that the food preparation area needed to be improved. The application is strong and provides evidence of need, support and a detailed budget with quotes. The total project cost is \$55,000 with the club contributing \$15,000 in cash, and \$10,000 Horizon Power Grant.

Ranked equal two from five.

Funding request: \$20,000

Funding Recommendation: \$20,000

Kununurra Gymnastics Club

The KGC provides recreational gymnastics opportunities for children and young people in Kununurra. The Club has experienced consistent participation and strong community demand, offering inclusive programs that cater to a wide range of abilities and backgrounds. Gymnastics is particularly valuable in regional settings as it supports foundational movement skills that benefit participation across all sports. The club operates from the Kununurra Leisure Centre (KLC).

The project is the purchase, modifications and fit out of two (2) sea containers to provide storage at the East Kimberley College (EKC) to support relocation of gymnastics programs to the EKC gym during the closure and refurbishment of the KLC, which is anticipated to be approximately 12 months. The KGC will conduct club activities in the EKC gym however there is no room for storage of the significant specialised equipment. The sea containers will be located on Department of Education land close to the gym and ensure that programs can continue.

The KGC and EKC partnered to apply for a grant to the 'Community Use of School Sporting Facilities Program', provided by the Department of Creative Industries, Tourism and Sport (DCITS), and were successful in gaining funding for the sea containers and fitout, as well as and acoustic upgrades to the school gymnasium. However, there is still a funding shortfall of \$20,000 for the supply (\$6,000) of the sea containers (\$6,000) and fit out (\$50,592). A User Agreement (UA) has been signed by both parties which allows KGC sole access to the sea containers for two years. At the expiration of the UA the sea containers will become the property of the EKC.

To be eligible for a Facilities Grant, the building must be on land owned or managed by the Shire. Officers propose that the Shire financial support be contingent on the EKC agreeing, via a Memorandum of Understanding or similar binding document, to prioritise the use of the sea containers for any other community group or use that may emerge in the future.

Ranked four from five.

Funding request: \$20,000

Funding Recommendation: \$20,000

Events and Programs Grants

Two applications were received under the Events and Programs Grant from:

- Kununurra Picture Gardens
- East Kimberley Fishing Club

Kununurra Picture Gardens

The KPG have requested funding for the organisations 'Strategic Capacity Building and Funding Development Program' to contract an experienced consultant to research, develop and submit funding applications for the replacement of the ageing ablution block to being fully wheelchair accessible and compliant with the current building code. The application includes fully costed drawings and a clear program timeline. The club has a comprehensive strategic plan and a proven track record of delivering successful projects. However, they have received funding for a grant writer previously and should be able to capitalise on previous research and funding applications (eg Lotterywest funded the new state of the art projector).

Ranked one from five.

Funding request: \$15,000

Funding recommendation: \$10,000

East Kimberley Fishing Club (EKFC) – Brown Water Classic 2026

The EKFC is delivering the Brown Water Classic on the weekend of July 24 to 26, 2026. The event has been held for more than 10 years, however this year it is being coordinated by the newly established EKFC, a not-for-profit incorporated organisation. It is a recreational fishing event for the whole community historically attracting 300-plus attendees with free entry for kids. It draws participants from around the region and interstate. The total project cost has been estimated at \$44,600 including \$31,990 of volunteer and in-kind sponsorship. The club has requested \$15,000 however the application does not include an itemised budget breakdown or quotes resulting in a lack of evidence to support the stated expenditure.

Ranked five from five.

Funding request: \$15,000

Funding recommendation: \$10,000

Summary

The total value of projects received for Round 2 was \$259,600 (including volunteer hours, in-kind and donated materials and services) with funding request of \$76,500 for a budget of \$59,700 resulting in a shortfall of \$6,800 allocated to the two streams (Events and Programs, and Facilities).

Table 1: Round 2 Funding Requests

	Request	Recommended
Kununurra Motocross Club	\$6,500	\$6,500
Kununurra Speedway Club	\$20,000	\$20,000
Kununurra Gymnastics Club	\$20,000	\$20,000
Kununurra Picture Gardens	\$15,000	\$10,000
East Kimberley Fishing Club	\$15,000	\$10,000
Totals	\$76,500	\$66,500
Budget		\$59,700
Shortfall		\$6,800

The total budget for the Community Grant Program 2025/26 is \$430,000. As at 5 May 2026, \$314,289 had been paid (invoiced by organisations), \$46,100 committed but not paid (to be invoiced by organisations), leaving a balance of \$360,389. Therefore, there is adequate budget to cover the shortfall leaving \$3,111 for any Quick Grant or Leadership Grants requests to the end of the financial year.

Table 2: Community Grant Program 2025/26 Budget

Grant Stream	Paid	To Be Paid
Events and Programs	\$219,077	\$25,000
Facilities	\$20,000	\$9,100
Rates Assistance	\$67,012	\$12,000
Quick Grant	\$8,200	
Leadership Grant	-	
TOTALS	\$314,289 (A)	\$46,100 (B)
TOTAL AWARDED (A+B)	\$360,389	
BUDGET	\$430,000	
BALANCE	\$69,611	
ROUND 2	\$66,500	

STATUTORY IMPLICATIONS

The Community Grant Program is administered in accordance with the *Local Government Act 1995* and the [Local Government \(Functions and General\) Regulations 1996](#).

[Local Government Act 1995](#)

Section 6.8 provides Council with the authority to expend municipal funds for the purpose of carrying out its functions.

POLICY IMPLICATIONS

The applications have been assessed in accordance with POL-3002 Community Grant Program Policy, the Community Grant Program Guidelines and associated assessment criteria.

STRATEGIC IMPLICATIONS

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

Focus Area: LIVEABILITY

Goal 8: Connecting our cultures - Celebrating our rich culture and heritage

Goal Outcome 2.3: Access to community groups and clubs - Access to strong supportive community groups and clubs

Strategy 2.3: Shire will support and build the capacity of community groups and clubs through community grants programs, advice and management of Shire reserves and facilities

RISK IMPLICATIONS

Risk: Failure to facilitate community development initiatives which support positive social outcomes for community members, including; health, aged care, youth services and Indigenous services.

Control: Applications were assessed against established eligibility and assessment criteria by an internal assessment panel to ensure transparency, consistency and alignment with Council objectives. Funding agreements and acquittal requirements will be used to monitor expenditure and project delivery.

FINANCIAL IMPLICATIONS

Nil

Current and Future Asset Considerations

The recommended funding allocations include support for upgrades and improvements to community infrastructure assets utilised by local sporting and community organisations. These upgrades are expected to improve functionality, compliance, safety and ongoing community access. Ongoing maintenance and operational responsibility for funded assets remains with the respective organisations unless otherwise agreed.

COMMUNITY ENGAGEMENT

Community Grant Program guidelines and funding opportunities were publicly advertised through the Shire's website and social media platforms. Applicants were provided with the opportunity to seek assistance from Shire officers during the application period.

ATTACHMENTS

1. Annual Grants Assessment Matrix 2025-26 round 2 **[9.4.1.1]**

9.5. INFRASTRUCTURE

9.5.1. POL-4014 PLANT MOBILISATION IN EMERGENCY - RESCIND POLICY

AUTHOR:	Director Infrastructure and Strategic Projects
RESPONSIBLE OFFICER:	Paul Webb, Director Infrastructure and Strategic Projects
FILE NO:	CM.11.2
DISCLOSURE OF INTERESTS:	Nil
COUNCIL'S ROLE IN THE MATTER:	Provider - provide physical infrastructure and essential services
VOTING REQUIREMENT:	Simple Majority

Resolved En Bloc at Item 8 – Method of Dealing with Agenda Business

OFFICER'S RECOMMENDATION / COUNCIL DECISION

Minute Number: 26/05/2026 - 119449

Moved: Cr T Chafer

Seconded: Cr K Bond

That Council:

1. Rescinds POL-4014 Plant Mobilisation in Emergency.

Carried: 9/0

For: Cr D Menzel, Cr T Chafer, Cr K Bond, Cr C Cane, Cr M Dear, Cr V Goulden, Cr S Martin, Cr B Robinson, Cr S Timms.

Against: Nil

PURPOSE

The purpose of this report is to seek Council approval to rescind POL-4014 Plant Mobilisation in Emergency on the basis that the Policy duplicates existing legislative and operational emergency management frameworks and is inconsistent with the governance principles established under POL-1023 Document Management.

BACKGROUND / PREVIOUS CONSIDERATIONS BY COUNCIL OR COMMITTEE

POL-4014 Plant Mobilisation in Emergency was adopted by Council to provide guidance regarding emergency response, mobilisation of plant and equipment and emergency-related operational decision making.

A governance review of the Policy identified that the matters addressed within the Policy are already governed through:

- the *Emergency Management Act 2005*;
- State Emergency Management Policies and Plans;
- the Shire's Local Emergency Management Arrangements (LEMA);

- the SWEK Local Recovery Plan; and
- operational administrative procedures and delegated authority.

The SWEK Local Recovery Plan confirms that the Local Recovery Plan forms part of the Shire's Local Emergency Management Arrangements and has been prepared in accordance with the *Emergency Management Act 2005*.

COMMENTS

A governance review of POL-4014 Plant Mobilisation in Emergency identified that the Policy duplicates existing legislative and operational emergency management frameworks, including:

- the Emergency Management Act 2005;
- the Shire's Local Emergency Management Arrangements (LEMA); and
- the SWEK Local Recovery Plan.

The Policy primarily addresses operational matters relating to emergency response and mobilisation of resources, which are administrative functions managed under established emergency management arrangements and the operational responsibilities of the Chief Executive Officer.

POL-1023 Document Management defines Council Policies as instruments establishing strategic or statutory governance direction and states that policies must not encroach on the CEO's responsibilities under section 5.41 of the Local Government Act 1995.

Rescinding the Policy will reduce duplication within the Shire's governance framework and ensure emergency management arrangements continue to be managed through the appropriate legislative and operational instruments.

STATUTORY IMPLICATIONS

[Local Government Act 1995](#)

Section 2.7(2)(b) provides that a function of Council is to determine the policies of the local government.

Section 5.41 provides that the Chief Executive Officer is responsible for the day-to-day management of the local government.

[Emergency Management Act 2005](#)

Section 41 requires local governments to prepare Local Emergency Management Arrangements.

The SWEK Local Recovery Plan forms part of the Shire's Local Emergency Management Arrangements.

POLICY IMPLICATIONS

POL-4014 Plant Mobilisation in Emergency will be rescinded if Council adopts the Officer's Recommendation.

Emergency management arrangements will continue to operate under applicable legislation, the Shire's Local Emergency Management Arrangements and associated operational procedures.

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: Duplication and overlap between Council policy documents and operational emergency management frameworks may create ambiguity regarding governance and operational responsibilities during emergency events.

Control: Emergency management responsibilities and operational response arrangements will continue to be managed through established legislative frameworks, the Shire's Local Emergency Management Arrangements, the Local Recovery Plan and internal operational procedures.

FINANCIAL IMPLICATIONS

There are no direct financial implications associated with rescinding the Policy.

Emergency expenditure provisions available under the Local Government Act 1995 and existing emergency management arrangements remain unchanged.

Current and Future Asset Considerations

Nil

COMMUNITY ENGAGEMENT

Community engagement is not considered necessary as rescission of the Policy does not reduce emergency management capability, statutory obligations or community service levels.

Emergency management arrangements will continue to operate under legislated and adopted emergency management frameworks.

ATTACHMENTS

1. POL-4014 Plant Mobilisation in Emergency V3.0 - To Be Rescinded [9.5.1.1]

9.5.2. POL-4010 ASSET MANAGEMENT - POLICY REVIEW

AUTHOR:	Director Infrastructure and Strategic Projects
RESPONSIBLE OFFICER:	Paul Webb, Director Infrastructure and Strategic Projects
FILE NO:	CM.11.2
DISCLOSURE OF INTERESTS:	Nil
COUNCIL'S ROLE IN THE MATTER:	Provider - provide physical infrastructure and essential services
VOTING REQUIREMENT:	Simple Majority

Resolved En Bloc at Item 8 – Method of Dealing with Agenda Business

OFFICER'S RECOMMENDATION / COUNCIL DECISION

Minute Number: 26/05/2026 - 119450

Moved: Cr T Chafer

Seconded: Cr K Bond

That Council:

1. Rescinds POL-4010 Asset Management Version 4.1 adopted 22 November 2023; and
2. Adopts POL-4010 Asset Management Version 5.0 as attached.

Carried: 9/0

For: Cr D Menzel, Cr T Chafer, Cr K Bond, Cr C Cane, Cr M Dear, Cr V Goulden, Cr S Martin, Cr B Robinson, Cr S Timms.

Against: Nil

PURPOSE

The purpose of this report is for Council to consider the adoption of the revised POL-4010 Asset Management Policy.

BACKGROUND / PREVIOUS CONSIDERATIONS BY COUNCIL OR COMMITTEE

POL-4010 Asset Management establishes Council's strategic position regarding the sustainable management of the Shire's infrastructure assets and the principles that guide asset management practices across the organisation.

The Policy was last reviewed administratively in November 2023 to update document references following the adoption of POL-1014 Policy Management.

A review of the Policy has now been undertaken to:

- align the document with the Shire's current corporate policy template and document management framework;

- improve governance alignment with current legislative and integrated planning requirements;
- ensure consistency with current policy drafting standards; and
- maintain alignment with contemporary asset management practices.

The review has been undertaken in consultation with the relevant operational areas.

COMMENTS

The revised Policy maintains the existing strategic intent of the current Policy while improving document structure, governance clarity and legislative alignment.

The review primarily focused on:

- aligning the Policy structure to the requirements of POL-1023 Document Management;
- clarifying governance responsibilities between Council and Administration;
- strengthening alignment with the Integrated Planning and Reporting Framework;
- updating legislative references and terminology; and
- improving readability and consistency with contemporary policy drafting standards.

The revised Policy continues to support the Shire's commitment to sustainable service delivery through effective lifecycle management of infrastructure assets.

The review also identified several operational statements within the current Policy that may be more appropriately addressed within operational asset management plans and procedures. These matters have been discussed with the responsible operational area to ensure the Policy maintains an appropriate strategic governance focus while preserving the technical intent of the document.

A tracked changes version and clean version of the revised Policy have been prepared in accordance with POL-1023 Document Management requirements.

STATUTORY IMPLICATIONS

The review of POL-4010 Asset Management has been undertaken with consideration to the following legislation:

[Local Government Act 1995](#)

- Section 2.7 – Role of Council
- Section 5.41 – Functions of the Chief Executive Officer
- Section 5.56 – Planning for the Future

[Local Government \(Administration\) Regulations 1996](#)

- Regulation 19DA – Corporate Business Plan requirements

The Policy also supports the State Government's Integrated Planning and Reporting Framework by providing strategic direction for the sustainable management of the Shire's assets.

POLICY IMPLICATIONS

This report relates to the review and adoption of POL-4010 Asset Management.

No additional policy implications have been identified.

STRATEGIC IMPLICATIONS

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

Focus Area: LIVEABILITY

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: Failure to maintain contemporary asset management governance frameworks may result in inconsistent asset management practices, reduced alignment between strategic and financial planning processes, governance and compliance gaps, and reduced long-term financial sustainability.

Control: These risks are mitigated through the ongoing review of the Asset Management Policy, integration of asset management planning with long-term financial planning processes, and the continued implementation of supporting Asset Management Plans and operational procedures.

FINANCIAL IMPLICATIONS

There are no direct financial implications associated with adoption of the revised Policy.

The Policy supports long-term financial sustainability by establishing strategic principles for lifecycle asset management and integration with long-term financial planning processes.

Current and Future Asset Considerations

The Policy establishes Council's strategic position regarding the sustainable management, renewal and replacement of Shire infrastructure assets.

The Policy supports the ongoing development and implementation of Asset Management Plans and informs future asset investment and renewal priorities.

COMMUNITY ENGAGEMENT

No external community engagement was undertaken as part of this review.

Internal consultation was undertaken with relevant operational staff responsible for asset management and infrastructure planning.

ATTACHMENTS

1. POL-4010 Asset Management V5.0 - Draft New **[9.5.2.1]**
2. POL-4010 Asset Management V4.1 - Current **[9.5.2.2]**

10. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

11. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

12. QUESTIONS FROM MEMBERS WITHOUT NOTICE

Nil

13. URGENT BUSINESS (BY DECISION OF THE MEETING)

Nil

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

OFFICER'S RECOMMENDATION

Minute Number: 26/05/2026 - 119451

Moved: Cr D Menzel

Seconded: Cr B Robinson

That Council:

- 1. Closes the meeting to members of the public at 5:25 pm, in accordance with section 5.23(2)(e) of the *Local Government Act 1995*, to consider matters for which the meeting may be closed to the public.**

Carried: 9/0

For: Cr D Menzel, Cr T Chafer, Cr K Bond, Cr C Cane, Cr M Dear, Cr V Goulden, Cr S Martin, Cr B Robinson, Cr S Timms.

Against: Nil

14.1 Foreshore Lease and Licence for Reserve 41812 - Adjacent to Kimberleyland Holiday Park

AUTHOR:	Manager Planning and Regulatory Services
RESPONSIBLE OFFICER:	Nick Allen, Director Planning and Community Development
ASSESSMENT NO:	A1091P
FILE NO:	PR.02.4
DISCLOSURE OF INTERESTS:	Nil
COUNCIL'S ROLE IN THE MATTER:	Regulator - enforce state legislation and local laws
VOTING REQUIREMENT:	Simple Majority

OFFICER'S RECOMMENDATION

Minute Number: 26/05/2026 - 119452

Moved: Cr K Bond

Seconded: Cr B Robinson

That Council:

1. Offers Kimberleyland Waterfront Holiday Park a 21 year lease over a portion of Reserve 51637, Lots 504 and 505 on Deposited Plan 417422 and a licence over a portion of Reserve 48112, Lot 503 and 506 on Deposited Plan 417422, subject to:
 - (a) Consent from the Minister for Lands;
 - (b) Local public notice of the proposed disposition being given in accordance with the *Local Government Act 1995*; and
 - (c) Lease rent to be in accordance with a current market rental valuation.
2. Authorises the Chief Executive Officer to negotiate the lease arrangement, finalise and affix the common seal.

Carried: 9/0

For: Cr D Menzel, Cr T Chafer, Cr K Bond, Cr C Cane, Cr M Dear, Cr V Goulden, Cr S Martin, Cr B Robinson, Cr S Timms.

Against: Nil

MATTER IS BEING CONSIDERED BEHIND CLOSED DOORS

This item is to be considered behind closed doors as per the *Local Government Act 1995*:
[Section 5.23. \(2\) \(e\)](#)

PURPOSE

For Council to consider a property related matter.

PROCEDURAL MOTION / COUNCIL DECISION

Minute Number: 26/05/2026 - 119453

Moved: Cr D Menzel

Seconded: Cr K Bond

That Council reopens the meeting to the public at 5:26pm.

Carried: 9/0

For: Cr D Menzel, Cr T Chafer, Cr C Cane, Cr M Dear, Cr V Goulden, Cr S Martin, Cr S Timms.

Against: Nil

15. CLOSURE

Cr D Menzel declared the meeting closed at 5:28pm.