

SHIRE OF WYNDHAM EAST KIMBERLEY

Ordinary Council Meeting: Agenda

Tuesday 23 June 2026



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.**

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**SHIRE OF WYNDHAM EAST KIMBERLEY
ORDINARY COUNCIL MEETING AGENDA
KUNUNURRA COUNCIL CHAMBERS
TO BE HELD ON TUESDAY 23 JUNE 2026 AT 5:00PM**

- 1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS**
- 2. ANNOUNCEMENTS**
 - 2.1. ANNOUNCEMENTS BY THE PRESIDING MEMBER**
 - 2.2. DELEGATE'S REPORTS FROM COMMITTEES OF COUNCIL**
- 3. ATTENDANCE / APOLOGIES**
- 4. DECLARATION OF INTEREST**
- 5. PUBLIC QUESTION TIME**
 - 5.1. RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE**
 - 5.2. PUBLIC QUESTION TIME**
- 6. CONFIRMATION OF MINUTES**
- 7. PRESENTATIONS**
 - 7.1. PETITIONS**

7.1.1. OPPOSITION TO THE PROPOSED YOUTH NIGHT SPACE FACILITY AT LOT 235 IVANHOE ROAD

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:	Advocator - advocate and support initiatives on behalf of the community
VOTING REQUIREMENT:	Simple Majority

OFFICER'S RECOMMENDATION

That Council:

- 1. Receives the petition submitted by members of the community opposing the proposed location of a Youth Night Safe House at Lot 235 Ivanhoe Road, Kununurra; and**
- 2. Notes the concerns raised by petitioners regarding the suitability of the proposed location.**

PURPOSE

The purpose of this report is to present to Council a petition received from community members regarding the proposed location of a Youth Night Safe House at Lot 235 Ivanhoe Road, Kununurra, and to seek Council's consideration of the matters raised.

BACKGROUND / PREVIOUS CONSIDERATIONS BY COUNCIL OR COMMITTEE

At the Ordinary Council Meeting held on 28 April 2026, Council considered a petition opposing the proposed location of a Youth Night Safe House within the Kununurra industrial area and resolved to receive the petition, note the concerns raised and convey those concerns to the relevant government agencies.

Subsequent to Council's consideration of that petition, Administration received a further petition containing 78 signatures from ratepayers, industry support operators, farmers and members of the Ivanhoe Road community regarding an alternative proposed location at Lot 235 Ivanhoe Road, Kununurra.

The petition acknowledges support for the establishment of a Youth Night Safe House within Kununurra but objects to the proposed siting of the facility within the Ivanhoe agricultural precinct.

A copy of the petition is included as an attachment to this report.

COMMENTS

The petition raises concerns regarding the suitability of Lot 235 Ivanhoe Road as the location for a Youth Night Safe House.

Key issues identified by petitioners include the absence of supporting infrastructure such as footpaths, street lighting and safe pedestrian access; proximity to high-speed traffic and heavy haulage vehicles operating within the agricultural area; the presence of irrigation channels and associated infrastructure; potential impacts on agricultural operations; and concerns regarding community safety.

Petitioners also express concern regarding the level of community consultation undertaken to date and request that alternative locations be investigated which are closer to the town centre, support services and existing community infrastructure.

As previously reported to Council, the proposed Youth Night Safe House is not a Shire-led initiative. The establishment, operation and management of the facility are the responsibility of the relevant State Government agencies and service providers. The Shire does not have jurisdiction or regulatory authority to determine the location or operation of the facility.

The Shire has previously provided feedback to the responsible agencies highlighting the importance of extensive community consultation, particularly with landowners and stakeholders directly affected by the proposal. The Shire has also advocated for ongoing review mechanisms to assess the effectiveness of any future facility and identify potential impacts on surrounding communities.

Council's role in this matter is limited to advocacy and representing the views of the community. Presentation of the petition provides an opportunity for Council to formally acknowledge the concerns raised and ensure they are conveyed to the relevant decision-makers.

STATUTORY IMPLICATIONS

Under the *Local Government Act 1995*, Council is responsible for representing the interests of the community.

The proposed Youth Night Safe House is not a Shire-led project and no application requiring Council determination has been received by the Shire.

Any approvals associated with the proposal remain the responsibility of the relevant State Government agencies and statutory authorities.

POLICY IMPLICATIONS

No direct 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 10.3: Advocacy – Strong and consistent advocacy for local needs and priorities.

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: There is a risk of community dissatisfaction if Council is perceived as not adequately representing community concerns regarding the proposed location of the Youth Night Safe House.

Control: This risk is mitigated through formal acknowledgement of the petition, transparent communication regarding Council's role and limitations in the matter, and continued advocacy to the relevant government agencies on behalf of the community.

FINANCIAL IMPLICATIONS

There are no direct financial implications associated with the presentation of this petition.

Current and Future Asset Considerations

Nil. The proposed facility is not a Shire asset and would not be owned or managed by the Shire.

Current and Future Asset Considerations

Nil

COMMUNITY ENGAGEMENT

The petition itself represents community feedback received by the Shire.

No separate community engagement has been undertaken by the Shire in relation to the proposal, noting the project is being led by external agencies.

Any future consultation regarding the proposed facility would be the responsibility of the relevant State Government agencies and project proponents.

ATTACHMENTS

1. Lot 235 Petition - Proposed Youth Night Safe House [7.1.1.1]

7.2. PRESENTATIONS

7.3. DEPUTATIONS

8. METHOD OF DEALING WITH AGENDA BUSINESS

9. OFFICER REPORTS

9.1. MATTERS CONSIDERED BY COMMITTEES OF COUNCIL

9.1.1. CONSIDERATION OF RECOMMENDATIONS CONTAINED WITHIN THE MINUTES OF THE AUDIT (FINANCE AND RISK) COMMITTEE OF 25 MAY 2026

AUTHOR:	Executive Officer to the CEO
RESPONSIBLE OFFICER:	Alexandra Bell, Director Corporate Services
FILE NO:	GN.05.2
DISCLOSURE OF INTERESTS:	Nil
COUNCIL'S ROLE IN THE MATTER:	Leader - plan and provide direction through policy and practices
VOTING REQUIREMENT:	Simple Majority

COMMITTEE RECOMMENDATION 1

That Council notes the management progress updates as per confidential attachments 1 & 2 on actions arising from the 2025 statutory compliance reviews undertaken in accordance with Regulation 17 of the *Local Government (Audit) Regulation 1996* and Regulation 5(2)(c) of the *Local Government (Financial Management) Regulations 1996*.

COMMITTEE RECOMMENDATION 2

That Council receives the Quarterly Financial Report for the period ended 31 March 2026.

COMMITTEE RECOMMENDATION 3

That Council notes the report relating to the exercise of Delegation 1.2.26 – Defer, Grant Discounts, Waive or Write Off Debts for the period 1 January 2026 to 30 April 2026.

COMMITTEE RECOMMENDATION 4

That Council:

1. Notes the workplace health and safety update; and
2. Requests the Chief Executive Officer to continue reporting progress on identified workplace health and safety corrective actions through the Audit, Risk and Improvement Committee until the actions are closed.

COMMITTEE RECOMMENDATION 5

That Council note the report on legal fees expended to 30 April 2026.

COMMITTEE RECOMMENDATION 6

That Council:

- 1. Receives the draft Risk and Opportunity Management Framework included at Attachment 1;**
- 2. Notes that the Audit, Risk and Improvement Committee has reviewed the draft Framework, with specific consideration of the proposed approach to Risk Appetite and Risk Tolerance, and has provided advice and feedback on the draft content, including the proposed Council Risk Appetite Statement; and**
- 3. Notes that the draft Framework will be further refined having regard to the Committee's feedback prior to being presented to Council for formal consideration.**

COMMITTEE RECOMMENDATION 7

That Council notes the attached 5-year Blackspot Program, as a list of priority projects for Blackspot funding, with each project to be considered individually through the annual budget process subject to application and approval by Main Roads Western Australia.

COMMITTEE RECOMMENDATION 8

That Council:

- 1. Rescinds the existing Road Development Policy (Version 4.1); and**
- 2. Adopts POL-4017 Construction Standards – Shire Works and Subdivision Developments (Version 1.0), as attached.**

COMMITTEE RECOMMENDATION 9

That Council:

- 1. Note the sustained wastewater and potable water servicing constraints impacting development in Kununurra and Wyndham.**
- 2. Authorises the Chief Executive Officer to formally seek written clarification from the Water Corporation regarding current system capacity, upgrade triggers, capital allocation timing and servicing strategies for the East Kimberley region.**

COMMITTEE RECOMMENDATION 10

That Council:

1. Approves the renewed rates exemption applications as listed at Attachment 1 for Assessment Nos A6004, A2048, A6002, A7771, A5209, A2047, A7698, A74, A798, A4990, A5101, A5685, A5697, A5732, A8044, A5102, A5725, A5726, A5744, A7090, A1100, A2793, A8071, A5211, A5312, A2547, A1815 and A6903.
2. Notes that the Chief Executive Officer will maintain and update the Shire's rate records to reflect Council's decision in accordance with section 6.39 of the *Local Government Act 1995 (WA)* and regulation 55 of the *Local Government (Financial Management) Regulations 1996 (WA)*.

COMMITTEE RECOMMENDATION 11

That Council:

1. Notes the progress update on the review of properties currently recorded as exempt or not rateable under section 6.26 of the *Local Government Act 1995 (WA)* as listed in Attachment 1.
2. Notes that relevant ratepayers have been contacted as part of the review process and that responses received will continue to be assessed against section 6.26 of the *Local Government Act 1995 (WA)*.

COMMITTEE RECOMMENDATION 12

That Council note the procurement and contract management compliance review for the period 1 December 2025 to 28 February 2026 and the control improvements implemented or underway.

PURPOSE

To consider the recommendations from the Audit Risk and Improvement Committee made at its meeting held on 25 May 2026.

BACKGROUND / PREVIOUS CONSIDERATIONS BY COUNCIL OR COMMITTEE

The background and details supporting the recommendations are contained within the agenda papers and unconfirmed minutes of the Audit, Risk and Improvement Committee meeting held on 25 May 2026, including associated attachments where applicable.

COMMENTS

Various - detailed within the Minutes of the 25 May 2026 Audit Risk and Improvement Committee meeting and associated with the Agenda/Minutes.

STATUTORY IMPLICATIONS

Various - detailed within the Minutes of the 25 May 2026 Audit Risk and Improvement Committee meeting and associated with the Agenda/Minutes.

POLICY IMPLICATIONS

Various - detailed within the Minutes of the 25 May 2026 Audit Risk and Improvement Committee meeting and associated with the Agenda/Minutes.

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

Various - detailed within the Minutes of the 25 May 2026 Audit Risk and Improvement Committee meeting and associated with the Agenda/Minutes.

FINANCIAL IMPLICATIONS

Various - detailed within the Minutes of the 25 May 2026 Audit, Risk and Improvement Committee meeting and associated with the Agenda/Minutes.

Current and Future Asset Considerations

Various - detailed within the Minutes of the 25 May 2026 Audit, Risk and Improvement Committee meeting and associated with the Agenda/Minutes.

COMMUNITY ENGAGEMENT

Various - detailed within the Minutes of the 25 May 2026 Audit, Risk and Improvement Committee meeting and associated with the Agenda/Minutes.

ATTACHMENTS

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

OFFICER'S RECOMMENDATION

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

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 - June 2026 [9.2.1.1]

9.2.2. 2026 COUNCIL AND COMMITTEE MEETING DATES - REVIEWED DATES

AUTHOR: Executive Officer to the CEO
RESPONSIBLE OFFICER: Vernon Lawrence, Chief Executive Officer
FILE NO: GN.05
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

That Council:

1. Adopts the amended Council and Committee meeting dates for the remainder of 2026 as detailed in the table below:

MONTH	AUDIT, RISK AND IMPROVEMENT COMMITTEE BRIEFING	AUDIT, RISK AND IMPROVEMENT COMMITTEE	EAST KIMBERLEY REGIONAL AIRPORT COMMITTEE	COUNCIL BRIEFING SESSIONS	ORDINARY COUNCIL MEETINGS
June	-	-	24th	9th	23rd Kununurra
July	-	-	-	14th	28th Kununurra
August	10th	24th	-	11th	25th Wyndham
September	-	-	30th	8th	22nd Kununurra
October	-	-	-	13th	27th Kununurra
November	9th	23rd	-	10th	24th Wyndham
December	-	-	9th	-	15th Kununurra

2. Notes that all Committee and Council Meetings commence at 5:00pm at the respective Council Chambers.
3. Notes that the previously adopted Wyndham Meet and Greet sessions scheduled for August and November 2026 will cease following the reinstatement of Ordinary Council Meetings in Wyndham.
4. Authorises the Chief Executive Officer to give public notice, by way of advertising the amended Ordinary Council Meeting dates, times and places of meeting.

PURPOSE

For Council to consider amending the adopted remaining 2026 Council and Committee meeting dates to recommence Ordinary Council Meetings in Wyndham for the August and November meeting cycles, following the installation of live-streaming infrastructure in Wyndham.

BACKGROUND / PREVIOUS CONSIDERATIONS BY COUNCIL OR COMMITTEE

At the Ordinary Council Meeting held on 25 November 2025, Council adopted the 2026 Council and Committee meeting dates, including designated Wyndham Meet and Greet dates.

At the time of adoption, Ordinary Council Meetings continued to be scheduled in Kununurra due to the requirements of the *Local Government (Administration) Regulations 1996* relating to the live-streaming of Ordinary Council Meetings and the absence of suitable live-streaming infrastructure in Wyndham.

The Shire has now completed the installation of the required live-streaming infrastructure within the Wyndham Council Chambers, enabling Ordinary Council Meetings to recommence in Wyndham.

COMMENTS

The amended schedule reflects the remaining 2026 Council and Committee meeting dates only, with previously completed meeting dates omitted for administrative clarity.

Administration is recommending that the August and November 2026 Ordinary Council Meetings be held in Wyndham following the successful installation and commissioning of live-streaming infrastructure within the Wyndham Council Chambers.

The reinstatement of Ordinary Council Meetings in Wyndham enables the Shire to meet the legislative requirements for the live streaming of Council Meetings while also supporting greater accessibility and visibility of Council decision-making within the Wyndham community.

As a result of the reinstatement of Ordinary Council Meetings in Wyndham, the previously scheduled Wyndham Meet and Greet sessions are no longer considered necessary and are proposed to cease.

While the standalone Wyndham Meet and Greet sessions will cease, Councillors will continue to attend Wyndham with sufficient time allocated to allow informal engagement opportunities with community members in conjunction with Ordinary Council Meetings held in Wyndham.

Council Briefing Session dates continue to be included within the adopted meeting schedule to support transparency and provide clarity regarding the progression of matters prior to formal consideration at an Ordinary Council Meeting.

In accordance with Policy POL-1000 Council Briefing Sessions, Council Briefing Sessions are conducted to allow Councillors to receive information and ask questions prior to matters being formally considered at an Ordinary Council Meeting. No decisions are made at Council Briefing Sessions.

All meetings will continue to commence at 5.00pm.

STATUTORY IMPLICATIONS

[Local Government Act 1995](#)

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

Publication of meeting details (Act s. 5.25(1)(g))

Part 2A Electronic broadcasting and video or audio recording of council meetings (Act s. 5.23A)

14H. Class 1 local governments and class 2 local governments to broadcast council meetings publicly

14I. Local governments to make recordings of council meetings

14J. Informing members of public of broadcasting or recording

POLICY IMPLICATIONS

Policy POL-1000 Council Briefing Sessions applies to this report.

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

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

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 comply with legislative requirements relating to the broadcasting and conduct of Ordinary Council Meetings.

Control: Ensure that adequate live-streaming infrastructure, governance processes and meeting procedures are in place to support compliant Council meetings across both Shire locations.

FINANCIAL IMPLICATIONS

Minor expenditure associated with public advertising and operational meeting requirements can be accommodated within the 2025/26 Annual Budget.

Current and Future Asset Considerations

Nil

COMMUNITY ENGAGEMENT

In accordance with the *Local Government (Administration) Regulations 1996*, details regarding the amended 2026 Council and Committee Meeting dates and locations will be advertised on the Shire's website, social media platforms and public notice boards.

ATTACHMENTS

Nil

9.2.3. WHOLE-OF-SHIRE ADVOCACY FRAMEWORK AND AGENDA

AUTHOR:	Economic Development Manager
RESPONSIBLE OFFICER:	Vernon Lawrence, Chief Executive Officer
FILE NO:	TBA
DISCLOSURE OF INTERESTS:	Nil
COUNCIL'S ROLE IN THE MATTER:	Advocator - advocate and support initiatives on behalf of the community
VOTING REQUIREMENT:	Simple Majority

OFFICER'S RECOMMENDATION

That Council:

1. Endorses the Whole-of-Shire Advocacy Framework provided in Attachment 1.
2. Endorses the Advocacy Agenda provided in Attachment 2, comprising:
 - a) Advocacy Priorities; and
 - b) Broader Advocacy Opportunities.
3. Notes that the Advocacy Framework establishes a whole-of-Shire approach to advocacy, including a consistent methodology for identifying, assessing, prioritising, governing, communicating and reviewing advocacy matters.
4. Notes that the Advocacy Agenda is considered a live document and may be updated through the annual review process, Council direction, or in response to significant funding, policy, partnership or advocacy opportunities.
5. Notes the initial Advocacy Priorities as:
 - a) Safe and Thriving Families;
 - b) Housing Supply and Affordability;
 - c) Kununurra Reimagined: Town Centre and Foreshore Revitalisation;
 - d) Wyndham Liveability, Recreation and Tourism Renewal; and
 - e) Critical Infrastructure.
6. Notes that Administration will report to Council quarterly on advocacy activity and progress.
7. Notes that Administration will develop supporting advocacy materials for the Advocacy Priorities, including a dedicated webpage, printed collateral, project-specific materials and implementation plans.

PURPOSE

To seek Council endorsement of the Whole-of-Shire Advocacy Framework and initial Advocacy Agenda.

The Framework establishes a coordinated, evidence-based and whole-of-organisation approach to advocacy. It guides how the Shire identifies, prioritises, governs, communicates and reviews advocacy matters, rather than operating as a simple list of projects.

BACKGROUND / PREVIOUS CONSIDERATIONS BY COUNCIL OR COMMITTEE

The Shire works collaboratively with other levels of government, regional partners, industry and the community to advocate for investment, policy reform and partnership action that supports long-term community, economic, social, cultural and environmental outcomes.

Advocacy is particularly important in the Shire due to the scale of infrastructure needs, regional service gaps, land and housing constraints, high delivery costs, community safety issues, economic development opportunities and the Shire's limited capacity to directly fund.

The Shire's advocacy activity has previously supported significant public investment and policy outcomes across the district, including projects such as the Kununurra All-Abilities Playground, Kununurra Aquatic Centre, East Kimberley Regional Airport runway extension, Kununurra Town Centre and Foreshore planning, Wyndham Boating infrastructure, Kununurra Leisure Centre upgrades, Water Lily Place accommodation, and First Point of Entry policy change for Wyndham Port.

In 2025, Council considered the 2026 Advocacy Agenda, which identified immediate advocacy priorities across a number of key focus areas including housing, community safety, economic development, liveability and local government sustainability. That report noted that the Advocacy Agenda was a live document and that a coordinated, Whole-of-Shire advocacy plan would be developed and presented to Council for consideration.

The Whole-of-Shire Advocacy Framework now responds to that direction. It builds on the previous Advocacy Agenda by introducing a more structured framework for advocacy, including:

- clear definitions and scope;
- advocacy principles;
- two advocacy streams;
- evidence standards;
- evaluation and prioritisation criteria;
- governance roles and responsibilities;
- a distinction between Advocacy Priorities and Broader Advocacy Opportunities;
- communication and campaign requirements; and
- monitoring, reporting and review processes.

COMMENTS

STRATEGIC ALIGNMENT

The Strategic Community Plan 2023–2033 identifies strong and consistent advocacy for local needs and priorities as a key role of the Shire. The Corporate Business Plan 2025–2029 includes Project 12: Advocacy and Public Investment, which seeks to:

“Attract government investment for critical infrastructure, services and facilities through a coordinated, whole-of-Shire approach to advocacy and grant funding.”

The proposed Framework gives effect to this direction by establishing a consistent approach to advocacy across the organisation.

The Economic Development Strategy 2026–2036 and associated engagement also identified leadership and advocacy as important enabling roles for the Shire. Key themes included housing

supply and affordability, liveability, community safety, land release, critical infrastructure, investment attraction, partnerships and the need to translate strategy into action.

WHOLE-OF-SHIRE ADVOCACY FRAMEWORK

The Framework strengthens the Shire’s advocacy approach by moving beyond a static list of projects to a coordinated system for identifying, assessing, prioritising, governing and reviewing advocacy matters.

It recognises that advocacy matters differ in scale, maturity and type. Some matters require direct investment in infrastructure, facilities or assets. Others require policy change, agency coordination, service reform, community support or partnership action.

The Framework separates advocacy into two dimensions:

1. **Advocacy Agenda categories** — Advocacy Priorities and Broader Advocacy Opportunities, which relate to priority, readiness and level of organisational focus.
2. **Advocacy streams** — Direct Investment and Strategic Community and Policy Advocacy, which describe the type of advocacy response required.

This means an Advocacy Priority may be either a direct investment project or a strategic policy/community advocacy matter. Similarly, a Broader Advocacy Opportunity may be a smaller project seeking external funding, a larger project requiring further planning, or a policy issue where the Shire’s role is to monitor, support, partner or elevate concerns.

INITIAL ADVOCACY PRIORITIES

The initial Advocacy Priorities are:

Advocacy Priority	Summary	Advocacy Type
Safe and Thriving Families	Youth safety, family support, childcare, Closing the Gap outcomes, early years and education, youth diversion, community safety, policing, alcohol and drug responses, and coordinated service delivery.	Strategic Community and Policy Advocacy
Housing Supply and Affordability	Housing supply, affordability, worker accommodation, GROH utilisation, land release, infrastructure constraints and housing-enabling services.	Strategic Community and Policy Advocacy, Direct Investment
Kununurra Reimagined: Town Centre and Foreshore Revitalisation	Town centre, foreshore, Celebrity Tree Park, Swim Beach, public amenity, shade, safety, activation and tourism/economic opportunities.	Direct Investment
Wyndham Liveability, Recreation and Tourism Renewal	Wyndham playground, Bastion upgrades, trails, foreshore amenity, town centre improvements, recreation facilities, visitor infrastructure and equitable investment in Wyndham.	Direct Investment

Critical Infrastructure	Wastewater treatment plant upgrades, landfill, cemetery infrastructure, land supply and other essential enabling infrastructure required for housing, public health, growth, environmental management and service continuity.	Direct Investment and Strategic Community and Policy Advocacy
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Supporting advocacy asks, evidence, target stakeholders, funding pathways and campaign materials will be further developed for each priority following Council endorsement.

BROADER ADVOCACY OPPORTUNITIES AND EMERGING PRIORITIES

The Broader Advocacy Opportunities list will capture matters with strategic merit that are not currently identified as Advocacy Priorities. This may include smaller projects seeking funding, lower-urgency matters, projects requiring further planning or evidence, and issues where the Shire’s role is to monitor, support, partner or advocate to another responsible agency.

Responsibility for progressing Broader Advocacy Opportunities will remain with the relevant service units, project teams and subject matter experts, unless otherwise determined by the CEO or Council.

The Advocacy Agenda will be treated as a live document. Tourism and financial sustainability are likely to become stronger advocacy themes as further planning is completed, including development of a Tourism Strategy, completion of the Kununurra Foreshore Masterplan and detailed work on visitor infrastructure, activation, investment opportunities and long-term financial sustainability.

STATUTORY IMPLICATIONS

Not applicable. The endorsement of the Whole-of-Shire Advocacy Framework does not replace statutory planning, procurement, budgeting, asset management, community engagement or project approval processes.

Any future project delivery, financial commitment, land transaction, procurement process or statutory approval will be progressed in accordance with relevant legislation, regulations and Council policies.

POLICY IMPLICATIONS

The Framework provides a consistent internal approach to advocacy and supports implementation of the Strategic Community Plan 2023-2033 and Corporate Business Plan 2025-2029.

It will also support implementation of relevant Shire strategies and plans, including the Economic Development Strategy, long-term financial planning, asset management planning, tourism planning, town centre and foreshore planning, and other adopted Council priorities.

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 10.3: The Shire will influence decisions of others in a way that recognises and prioritises the needs of our local community

RISK IMPLICATIONS

Risk: Advocacy activity is reactive, inconsistent, insufficiently evidenced or not aligned with Council's highest priorities.

Control: Endorse and implement the Whole-of-Shire Advocacy Framework, including evaluation criteria, governance arrangements, reporting and review processes.

Risk: Failure to provide effective advocacy for the Shire and region to secure investment, influence policy and support community outcomes.

Control: Maintain a Council-endorsed Advocacy Agenda and focus organisational effort on agreed Advocacy Priorities.

Risk: Inclusion of a matter in the Advocacy Agenda may be perceived as a Council commitment to fund, deliver or operate that matter.

Control: The Framework confirms that inclusion in the Advocacy Agenda does not commit Council to fund, deliver or operate a project. Any financial contribution, delivery role or operational commitment will be subject to separate Council decision-making and budget processes.

FINANCIAL IMPLICATIONS

There are no direct financial implications arising from endorsement of this report.

The Framework provides a method for prioritising and coordinating advocacy activity. Individual advocacy matters may have financial implications, including officer time, business case development, project planning, co-contributions, grant submissions, operational costs or future asset management requirements.

Where an advocacy matter requires a Council financial contribution, delivery commitment or ongoing operational allocation, a separate Council decision will be required through the annual budget process, long-term financial planning process or an individual Council report.

Current and Future Asset Considerations

There are no direct asset implications arising from endorsement of this report.

Individual advocacy matters may result in future infrastructure, facilities or assets being planned, funded or delivered. Any future asset implications, including renewal, maintenance, depreciation, operating costs and whole-of-life costs, will be considered through separate project planning, asset management and Council decision-making processes.

COMMUNITY ENGAGEMENT

Engagement has taken place in accordance with the Community Engagement Guidelines and included:

- 2026 Community Survey
- 2025 Economic Development Strategy engagement activities

No additional community engagement is required to endorse the Framework and initial Advocacy Agenda. The Framework has been informed by existing strategic planning, previous Council advocacy priorities and engagement undertaken through related projects and strategies, including the Economic Development Strategy.

Further community and stakeholder engagement will occur as individual Advocacy Priorities and Broader Advocacy Opportunities are progressed. This may include engagement with Traditional Owners, Aboriginal community-controlled organisations, State and Federal agencies, regional partners, industry, community organisations, service providers and the broader community where appropriate.

ATTACHMENTS

1. Advocacy Framework FINAL [9.2.3.1]
2. Advocacy Agenda June 2026 FINAL [9.2.3.2]

9.2.4. ANNUAL BUDGET 2026-27

AUTHOR:	Chief Executive Officer
RESPONSIBLE OFFICERS:	Vernon Lawrence, Chief Executive Officer Liam Moore, Manager Finance
FILE NO:	FM.05.24
DISCLOSURE OF INTERESTS:	Nil
COUNCIL'S ROLE IN THE MATTER:	Leader - Planning and providing direction through policy and practices. Provider - Providing physical infrastructure and essential services. Funder - Providing funds or other resources Regulator - Undertaking responsibility for the enforcement of statutory requirements.
VOTING REQUIREMENT:	Absolute Majority for all recommendations

OFFICER'S RECOMMENDATION 1

That Council notes *Council Policy POL-2018 Strategic Rating (Attachment 1)* and further notes the following rating categories for 2026/27 rating and budgeting purposes:

1. GRV - Includes all GRV valued land within the town site.
2. UV Rural - Includes all UV valued land located outside the gazetted town site other than land that is zoned Pastoral or land that is used mainly forming purposes and encompasses mining leases, petroleum exploration permits and general purpose mining leases.
3. UV Pastoral - Includes all UV valued land located outside the gazetted town site which is used or capable of use primarily for pastoral purposes. Properties such as these have the characteristics of a commercial operation in an undeveloped and sparsely populated area.
4. UV Mining and Exploration - Includes all UV valued land located outside the gazetted town site which is used primarily for mining, exploration and prospecting purposes, and encompasses mining leases, petroleum exploration permits, prospecting licences and general purpose mining leases.

OFFICER'S RECOMMENDATION 2

That Council:

1. Notes that no submissions were received in relation to the proposed Differential General Rates and Minimum Payments.
2. Pursuant to sections 6.32, 6.33, 6.34 and 6.35 of the *Local Government Act 1995* and the revised *Council Policy POL-2018 Strategic Rating*, imposes differential general rates and minimum payments on Gross Rental Value properties and Unimproved Value properties for the 2026/27 financial year as follows:

As per Ordinary Council Meeting 26 May 2026 (Minute No: 26/05/2026 - 119443):

Rating Category	General Rate in the Dollar \$	Minimum Payments
GRV	0.135537	\$2,100
UV - Rural	0.010375	\$2,100
UV - Pastoral	0.103769	\$2,100
UV - Mining and Exploration	0.287480	\$2,000

OFFICER'S RECOMMENDATION 3

That Council, pursuant to section 66 of the *Waste Avoidance and Resource Recovery Act 2007*, adopt a general rate for the Waste Management Charge to be imposed on all rated properties for the 2026/27 financial year at a rate in the dollar of:

Rating Category	Cent in the Dollar
GRV	0.0001
UV - Rural	0.0001
UV - Pastoral	0.0001
UV - Mining and Exploration	0.0001

OFFICER'S RECOMMENDATION 4

That Council, pursuant to section 66 of the *Waste Avoidance and Resource Recovery Act 2007* and Part 5 of the *Local Government (Financial Management) Regulations 1996*, adopt a minimum payment to apply to the Waste Management Charge imposed on all rated properties in accordance with for the 2026/27 financial year of:

Rating Category	Minimum Payment
GRV	\$200

UV - Rural	\$200
UV - Pastoral	\$200
UV - Mining and Exploration	\$200

OFFICER'S RECOMMENDATION 5

That Council, pursuant to section 6.45 of the *Local Government Act 1995* and in accordance with Regulation 64(2) of the *Local Government (Financial Management) Regulations 1996*, nominates the following instalment options for the payment of rates and service charges for the 2026/27 financial year:

1. **Option 1 (Full Payment)**
Full amount of rates and charges including all arrears, to be paid on or before 31 August 2026, or 35 days after the date of issue appearing on the rate notice, whichever is the later.
2. **Option 2 (Two Instalments)**
 - i. First instalment to be made on or before 31 August 2026, or 35 days after the date of issue appearing on the rate notice, whichever is later, including all arrears and half of the current rates and service charges; and
 - ii. Second instalment to be made on or before 8 January 2027, or 4 months after the due date of the first instalment, whichever is later.
3. **Option 3 (Four Instalments)**
 - i. First instalment to be made on or before 31 August 2026, or 35 days after the date of issue appearing on the rate notice, whichever is later, including all arrears and a quarter of the current rates and service charges;
 - ii. Second instalment to be made on or before 30 October 2026, or 2 months after the due date of the first instalment, whichever is later;
 - iii. Third instalment to be made on or before 8 January 2027, or 2 months after the due date of the second instalment, whichever is later; and
 - iv. Fourth instalment to be made on or before 12 March 2027, or 2 months after the due date of the third instalment, whichever is later.

OFFICER'S RECOMMENDATION 6

That Council:

1. Pursuant to section 6.46 of the *Local Government Act 1995* and Regulation 26 of the *Local Government (Financial Management) Regulations 1996*, adopt a Rates Payment Incentive Scheme prize draw for the 2026/27 financial year with a total value of \$9,000 budgeted for and provided from municipal funds, noting that government departments and agencies, elected members, and employees of the Shire are ineligible and will be excluded from the draw; and
2. Note that following a representation from a community member, the format for the Prize Draw has not been determined at this time and a report on how the Prize Draw will operate for the 2026/27 financial year will be presented to Council at the August 2026 Ordinary Council Meeting.

OFFICER'S RECOMMENDATION 7

That Council:

1. Pursuant to section 6.16 of the *Local Government Act 1995*, adopt the amended Schedule of Fees and Charges for 2026/27 outlined in Attachment 2 to be effective from either 1 July 2026 or 1 January 2026, whichever date is indicated in Attachment 2.

OFFICER'S RECOMMENDATION 8

That Council:

1. Pursuant to section 6.45 of the *Local Government Act 1995* and Regulation 68 of the *Local Government (Financial Management) Regulations 1996*, impose an interest rate of 5.5% where the owner has elected to pay rates and service charges through an instalment option (excluding eligible pensioners and seniors).
2. Pursuant to section 6.45 of the *Local Government Act 1995* and Regulation 67 of the *Local Government (Financial Management) Regulations 1996*, impose an instalment administration charge where the owner has elected to pay rates and service charges through an instalment option of \$15.00 per instalment after the initial instalment is paid.
3. Resolve that the requirement to pay an additional charge (including an amount by way of interest) where payment of a rate or service charge is made by instalments does not apply to a person who is considered to be suffering financial hardship in accordance with *Council Policy POL-2018 Financial Hardship - Rates and Sundry Debtors*.

OFFICER'S RECOMMENDATION 9

That Council:

1. Pursuant to section 6.51(1) and subject to section 6.51(4) of the *Local Government Act 1995* and Regulation 70 of the *Local Government (Financial Management) Regulations 1996*, impose an interest rate of 11.0% per annum for rates and service charges and costs of proceedings to recover such charges that remain unpaid after becoming due and payable (excluding eligible pensioners and seniors); and
2. Resolve that the requirement to pay interest on overdue rates and services charges does not apply to a person who is considered to be suffering financial hardship in accordance with *Council Policy POL-2016 Financial Hardship - Rates and Sundry Debtors*.

OFFICER'S RECOMMENDATION 10

That Council:

1. Pursuant to section 6.13 of the *Local Government Act 1995* impose an interest rate of 11.0% per annum to be applied to any amount of money (other than rates and service charges) which is owed to Shire and has been owed for a period of 35 days in accordance with *Council Policy POL-2009 Sundry Debt Collection*.
2. Resolve that the requirement to pay interest on any amount of money (other than rates and services charges) which is owed to the Shire does not apply to a person who is considered to be suffering financial hardship in accordance with *Council Policy POL-2016 Financial Hardship - Rates and Sundry Debtors*.

OFFICER'S RECOMMENDATION 11

That Council:

1. Notes that the revised *Council Policy POL-1001 Elected Member Allowances and Entitlements* (version 15.0) adopted at the 28 April 2026 Ordinary Meeting of Council (Minute No. 28/04/2026 - 119414, current version is V15.0) provides for the maximum Salaries and Allowances Tribunal (SAT) determination levels so that:
 - a. The President's Annual Meeting Attendance Fee is 100% of the yearly maximum Salaries and Allowances Tribunal (SAT) determination.
 - b. The Elected Members Annual Meeting Attendance Fee is 100% of the yearly maximum Salaries and Allowances Tribunal (SAT) determination.
 - c. The President's Annual Allowance is 100% of the yearly maximum Salaries and Allowances Tribunal (SAT) determination.
 - d. The Deputy President's Annual Allowance is 25% of the President's Allowance.
 - e. The Elected Members will receive an Annual ICT Allowance of 100% of the maximum Salaries and Allowances Tribunal (SAT) determination.
3. Pursuant to section 5.99 of the *Local Government Act 1995*, adopt the following annual fees for payment of elected members in lieu of individual meeting attendance fees:
 - a. President \$36,112
 - b. Councillors \$26,931
4. Pursuant to section 5.98(5) of the *Local Government Act 1995*, adopt the following annual local government allowance to be paid in addition to the annual meeting allowance:
 - a. President \$73,435
5. Pursuant to section 5.98A(1) of the *Local Government Act 1995*, adopt the following annual local government allowance to be paid in addition to the annual meeting allowance:
 - a. Deputy President \$18,359.00
6. Notes Council Policy *POL-1001 Elected Member Allowances and Entitlements V15.0* at Attachment 6 provides for the payment of superannuation contributions on Elected Member Fees and that Council further notes that a

provision of \$39,080 has been made in the budget in line with this Council Policy.

OFFICER'S RECOMMENDATION 12

That Council, pursuant to Regulation 34(5) of the *Local Government (Financial Management) Regulations 1996*, approves the materiality level for monthly reporting to be set at +/- 10% and +/- \$75,000 at financial statement level.

OFFICER'S RECOMMENDATION 13

That Council adopt the Significant Accounting Policies contained within the Municipal Fund Budget for 2026/27 as contained in Attachment 3 to this agenda, subject to any changes to relevant Regulations or Accounting Standards.

OFFICER'S RECOMMENDATION 14

That Council:

1. Note that the loan of \$1.5 million approved by Council at the July 2025 Special Council Meeting approving the 2025/2026 Annual budget was not applied for; and
2. Pursuant to section 6.2(4)(d) of the Local Government Act 1995, approve as part of the Annual Budget, the Shire to secure loan finance in the amount of \$2 million from the Western Australian Treasury Commission for the purposes of supporting the construction of affordable accommodation at Water Lily Place.

OFFICER'S RECOMMENDATION 15

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

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

PURPOSE

The purpose of this report is to consider the Municipal Fund Budget for the 2026/27 Financial Year together with the supporting schedules, including the imposition of Differential Rates and Minimum Payments, adoption of the Fees and Charges, setting of Elected Members Fees for the year and other consequential matters arising from the Budget papers.

BACKGROUND/ PREVIOUS CONSIDERATIONS BY COUNCIL/ COMMITTEE

Introduction

The Shire of Wyndham East Kimberley uses an integrated planning and reporting framework to guide its strategic direction and resource allocation for delivering services and projects that align with the community's needs and aspirations. The framework which is partially implemented consists of four key documents: the Strategic Community Plan, the Corporate Business Plan, the Asset Management Plan and the Long Term Financial Plan. The Asset Management Plan and the Long Term Financial Plan have not been formalised through Council as yet but Shire Officers have a good working knowledge of the material and have implemented the principles that underly these documents.

The Annual Municipal Fund Budget (Annual Budget) is a crucial part of the framework that shows how the Shire will use its financial resources to implement the actions and outcomes identified in the Corporate Business Plan that support the community vision and goals of the new Strategic Community Plan 2023-2033. The Annual Budget is prepared through a comprehensive review process of current service levels and obligations under funding agreements. Input from the community and Council have been considered in forming the Annual Budget. The budget also considers items that are raised in the bi-annual community survey and allocates funds accordingly where appropriate.

The Budget sets out the financial resources that the Shire can rely on to fund the expenditure necessary to meet the service obligations that the community expects. It is evident that the supply of funds is never sufficient to meet all the needs of the Community. Priorities need to be established, and difficult decisions need to be made. These decisions need to be made in the context of what the Shire's legal obligations for service delivery are, what its critical asset management responsibilities are, what the Council and the Community regards as important and the ability of the Shire to fund these various matters in a sustainable manner.

The 2026/27 Budget process commenced in February 2026. The process is a comprehensive one involving the CEO, Directors, Managers and Responsible Officers in all departments of the Shire. It includes a detailed analysis of the current year revenue and expenditure for both operating and capital items, forecasting the 30 June 2026 budget position, and determining the funding requirements to maintain service levels and asset renewal obligations for the 2026/27 financial year where possible.

Decisions of Council relevant to the 2026/27 budget process

Council has passed several decisions relating to the preparation of the Annual Budget 2026/27. These can be found at the links below:

Ordinary Council Meeting – Tuesday April 28th, 2026:

9.2.6. POL-1001 Elected Member Allowances and Entitlements – Policy Review

9.3.3. POL-2018 Strategic Rating – Policy Review

9.3.7. 2026/27 Rates Model

Ordinary Council Meeting – Tuesday May 26th, 2026

9.3.3. Schedule of Fees and Charges 2026/27

9.3.4. 2026/27 Budget – Differential General Rates and Minimum Payments and Consideration of Public Submissions

STATUTORY IMPLICATIONS

The 2026/27 Budget has been prepared in accordance with the requirements of the *Local Government Act 1995*, the *Local Government (Financial Management) Regulations 1996*, and other relevant legislation detailed in the links below:

Local Government Act 1995, Part 5 Administration, Division 5 - Annual reports and planning

5.56. Planning for the future

Local Government (Administration) Regulations 1996

Part 5 - Annual reports and planning Division 3 - Planning for the future

19DA. Corporate business plans, requirements for (Act s. 5.56)

Local Government Act 1995

5.63. Some interests need not be disclosed

Part 2 – Constitution of local government, Division 2 – Local governments and councils of local government

2.7. Role of council

Part 6 - Financial management, Division 2 - Annual Budget

6.2. Local government to prepare annual budget

6.11. Reserve accounts

6.12. Power to defer, grant discounts, waive or write off debts

6.13. Interest on money owing to local governments

Local Government Act 1995

Part 6, Division 5 – Financing local government activities

Subdivision 2 - Fees and Charges

6.16 Imposition of fees and charges

6.17 Setting level of fees and charges

6.18. Effect of other written laws

6.19. Local government to give notice of fees and charges

Division 6 - Rates and service charges

Subdivision 2 - Categories of rates and service charges

6.33. Differential general rates

6.34. Limit on revenue or income from general rates

6.35. Minimum payment

6.36. Local government to give notice of certain rates

6.45. Options for payment of rates or service charges

6.46. Discounts

6.47. Concessions

6.50. Rates or service charges due and payable

6.51. Accrual of interest on overdue rates or service charges

Local Government (Financial Management) Regulations 1996

Part 2 – General financial management

5. CEO's duties as to financial management

Part 3 - Annual Budget

26. Discounts for early payment etc., information about required

Part 5 – Rates and service charges

52A. CHARACTERISTICS PRESCRIBED FOR DIFFERENTIAL GENERAL RATES (ACT S. 6.33)

53. Amount prescribed for minimum payment (Act s. 6.35(4))

Waste Avoidance and Resource Recovery Act 2007

Part 6, Division 3 – Local laws and local government rates, fees and charges

66. Local government may impose waste collection rate

67. Local government may impose receptacle charge

68. Fees and charges fixed by local government

Cemeteries Act 1986

Part VII – Financial provisions

53. Fees and charges

There are also numerous other sections of the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996* that deal with specific parts of the Annual Budget. Where relevant the sections and/or regulations have been specifically mentioned in the officer's recommendations.

POLICY IMPLICATIONS

The following Council Policies are relevant in the adoption of the annual budget and have been reviewed as required as part of the budget process:

- *POL-2018 Strategic Rating*
- *POL-2005 Rates Exemptions for Charitable Organisations (Non Rateable Land)*
- *POL-2006 Fees and Charges Pricing*
- *POL-1001 Elected Member Allowances and Entitlements*
- *POL-2016 Financial Hardship - Rates and Sundry Debtors*
- *POL-3002 Community Grants Program*

FINANCIAL IMPLICATIONS

The Annual Municipal Fund Budget is the mechanism by which the Shire allocates resources to fulfil its service level obligations. The budget identifies the sources of revenue, which include the ability to impose rates, and how those funds are allocated to its operations and capital works program.

The proposed budget aims to raise \$31.55 million in operating revenue and \$28.8 million in capital grants and other capital income. A net amount of \$43.3 million will be transferred from the Shire's Reserves and contract liabilities in support of both the capital works program and operations. This revenue together with existing cash resources and new loans of \$2 million will fund \$39.8 million in operating expenses, \$79.3 million in capital works and \$1 million in debt repayments.

Detailed financial implications are outlined in the Comments section of this report and in the 2026/27 Budget at Attachment 3 to this report.

STRATEGIC IMPLICATIONS

The Annual Budget is a crucial part of the Framework that shows how the Shire will use its financial resources to implement the actions and outcomes identified in the Corporate Business Plan that support the community vision and goals of the new Strategic Community Plan 2023-2033.

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 LTFP and Annual Budget.

Risk: Failure to manage and implement an effective, forward planned capital works program which meets the safety and functional requirements of the community.

Control: Long Term Financial Plan, Asset Management Strategy, Asset Management Policy and Forward Capital Works Programs.

Risk: Failure to manage the disbursement of funds to meet the needs of the Shires forward planning requirements, including the Strategic Community Plan, Corporate Business Plan, Long Term Financial Plans and Annual Budget.

Control: Corporate Business Plan Review, Mid Year Budget Review, Monthly Management accounts, Monthly Financial Report to Council.

COMMUNITY ENGAGEMENT

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

28 April 2026 - Ordinary Council Meeting

Council endorsed the Rates Model that determined the proposed Rate In the Dollar, endorsed the revised Council Policy *POL-2018 Strategic Rating* and Community Engagement Plan for the purposes of seeking public submissions (Minute Number: 28/04/2026 - 119428). Local Public Notice to Impose Differential General Rates and Minimum Payments were endorsed to advertise seeking Public Submissions from 1 May 2026. The closing date for Public Submissions was 23 May 2026.

In accordance with the Community Engagement Plan, advertising occurred in the following manner in order to seek public submissions on the proposed rate in the dollar:

- Local Public Notice in the Kimberley Echo newspaper on 7 May 2026;
- A copy of the Notice to Impose Differential General Rates and Minimum Payments for 2026/27 placed on the Coles Kununurra noticeboard on 1 May 2026;
- A copy of the Notice to Impose Differential General Rates and Minimum Payments for 2026/27 placed on the IGA Kununurra noticeboard on 1 May 2026;
- A copy of the Notice to Impose Differential General Rates and Minimum Payments for 2026/27 placed on the Wyndham Post Office noticeboard on 1 May 2026;
- A copy of the Notice to Impose Differential General Rates and Minimum Payments posted on the Shire's Facebook page and website on 1 May 2026;

- A copy of the Notice to Impose Differential General Rates and Minimum Payments for 2026/27, including Council Policy *POL-2018 Strategic Rating* placed on the Shire's website, public notice boards at the Libraries in both Kununurra and Wyndham on 1 May 2026.

26 May 2026 - Ordinary Council Meeting

Council did not have to consider any public submissions received. They endorsed a rating model incorporating a 4.5% average yield rate in the dollar increase on all rate categories, and a minimum payment of \$2,100 on all rate categories other than UV Mining and Exploration which was set at \$2,000.

COMMENTS

General

As outlined in the Background section of this report, in preparing the Annual Budget there are many factors that the Shire needs to take into consideration. This includes aligning with strategic documents, economic considerations, opportunities for improvement, our legislative responsibilities, community feedback and aligning with other regional local governments.

With respect to the economic considerations the Shire considered data from both the Consumer Price Index (4.2%) as well as the Local Government Cost Index (3.1%) at the time the rate in the dollar was determined. Council determined that an average yield of 4.5% was appropriate in the circumstances.

Budget Efficiencies

There is an increasing cost of maintaining Shire infrastructure and providing services. This cannot be offset by having rate increases alone. It is essential to evaluate Shire expenditure and processes to ensure that there are budget efficiencies. Shire officers critically evaluate the expenditure estimates for efficiencies and possible savings, and to prioritise expenditure. The process of identifying efficiency gains is ongoing and Shire officers continue to seek to provide better value for money for the rates the community pays. The current funding environment for local governments makes this even more important and officers have worked diligently to ensure that the 2026/276 budget when finalised will reflect efficiency gains that have been identified which include:

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

Budget Timing

The Shire is adopting its budget prior to it having audited financial information for the 2025/26 year. This is to ensure that at the start of the financial year there is a budget in place and that the priorities for the full financial year can be addressed from the start of the year. It is therefore necessary to estimate the financial position at 30 June 2026 as the starting point for the 2026/27 Municipal Fund Budget. In estimating the 30 June 2026 forecasts Shire Officers have monitored the financial performance throughout the financial year and documented any significant variances from the budget position and used this data to project end of year balances and consequently the opening funding requirements and funding capacity for 2026/27 year. Council should note that in estimating the forecast data a conservative approach has been taken.

These projections remain estimates and are subject to change as actual data is captured. The results for the 2025/26 financial year end is estimated to be finalised in November 2026 with the finalisation of the annual audit. It is likely that there will be differences between the actual audited results reported and the projected data used in the 2025/26 Budget which may impact the final end of year surplus (or deficit) identified in the Statement of Financial Activity. Once the Annual Financial Report is finalised, differences between the actual data and the budget data will be determined and the 2026/27 budget data amended to reflect the necessary changes if material. This will be reported to Council at the appropriate time.

Budget Analysis

The documents contained in Attachment 3 provide the details for the Statutory Annual Budget. They include the following:

- Statement of Comprehensive Income by Nature and Type
- Statement of Cash Flows
- Statement of Financial Activity
- Notes to the financial statements

Attachment 4 details the Capital Works Budget including the following:

- Forecasts for 2025/26
- Carry forward amounts
- New and total budgeted expenditure
- Works type
- Funding sources

These documents reflect the overall picture of the proposed budget. The details supporting the data have been presented to Council in working papers presented at budget briefings.

Statement of Comprehensive Income

The Statement of Comprehensive Income shows budgeted Operating Revenue of \$31,107,689; Operating Expenditure of \$39,784,178; Non Operating Grants of \$68,990,497 resulting in a Net result of \$60,314,008. This is an increase on the prior year net result mainly due to an increase in Non-Operating Grants (Capital Grants) to fund the capital works program.

Statement of Cash Flows

The Cash Flow Budget for 2026/27 estimates a net cash provided by operations of \$5,724,143 and a cash balance at the end of the 2026/27 financial year of \$5,740,524. This is a reduction of \$44,660,485 over the brought forward cash balance. This is mainly as a result of the timing of capital expenditure relating to major project works that is estimated to be delivered during 2026/27.

Statement of Financial Activity

The Statement of Financial Activity shows a forecast surplus for the 2025/26 financial year of \$5,855,840. This represents in the main differences in the budget timing on both operational and capital transactions. Items include the early receipt of Financial Assistance grants, not receiving all the capital grants, the capital works program not all being completed and the consequential net movement out of reserves.

OPERATING BUDGET

Operating Revenue

The following are comments relating to the changes in each operating revenue category, comparing the 2026/27 Municipal Fund Budget to the 2025/26 Municipal Fund Budget and to the 2025/26 forecast of actual expenditure provided below.

Operating Revenue By Category	2026/27 Proposed Budget \$	2025/26 Forecast \$	2025/26 Adopted Budget \$
Rates	13,554,739	12,665,827	12,672,051
Operating Grants	5,640,799	4,025,607	5,434,000
Fees and Charges	10,340,151	9,692,178	9,702,000
Interest Earnings	1,064,000	1,329,887	829,000
Other Revenue	508,000	626,409	469,200
Total	31,107,689	28,339,908	29,106,251

Rates Revenue

Council adopted the rating model for 2026/27 at the 26 May 2026 Ordinary Council Meeting. The Administration applied for Ministerial approval of the Differential Rates and Minimum Payments to comply with Local Government Regulations. At the time of writing this report this approval had not been secured.

The proposed Rates for the budget process were modelled within the guidelines in Council's Strategic Rating Policy. In determining the amount of rates to be raised the Shire applied the

principles set out in the policy by ensuring that the setting of the Minimum Rate and calculation of the General Rate (Rate-in-the-Dollar) only recovers an amount (referred to as the Budget Deficiency), which is considered essential to the running of Shire's activities and ensuring the Shire's long term financial sustainability.

The budgeted rate revenue of \$13,554,739 consists of gross rate revenue only. This amount of rate revenue is an overall increase in rate revenue of \$888,912 over 2025/26 actual rate revenue or 7% over the 2025/26 budget. The Shire does not budget for interim rates received. While the Shire expects to receive some interim rates it cannot predict with any certainty the timing and extent of any amounts that may be received. The components of the 7% increase is due to natural growth, a change to the minimum rates, a change in the valuation of the UV category of properties and a general rate increase of 4.5% endorsed by Council.

Rates Incentive Prizes

The propose to continue to provide for the rates incentive prizes which are still intended to be split into two prize draws pools, one of \$6,000 for those that pay their rates in full on or before the 1st instalment date, and one of \$3,000 for those that pay their rates in full via an instalment option or are up to date with their agreed payment plan. A community member has suggested that we change the prize away from a cash prize to an alternative that links to the beautification of the town. The Administration believes this is a good idea but has not been able to formalise this at this time for Council to endorse the process. This will be done after the budget has been approved and the process will be brought to Council at an Ordinary Council Meeting for endorsement. The process that will remain the same is that the Chief Executive Officer and Director Corporate Services will conduct the draw, using the dedicated software program within the rating system. Government Departments, Shire Councillors and Shire employees will remain ineligible and will be excluded from the draw.

Operating Grants, Contributions & Subsidies

The majority of Operating Grants and Subsidies is estimated to be \$5,640,799 for the 2026/27 financial year the major portion of which is the Commonwealth Financial Assistance Grants (FA Grants). The Budget has been framed on the basis that the 2026/27 allocation of FA Grants will be in even payments during the 2026/27 financial year, and no advance payments will be received prior to 30 June 2026. The Shire is however expecting an advance payment before 30 June 2026. The amount forecast for the 2026/27 financial year is \$4.9 million.

Because the accounting standards require the Shire to recognise FA Grants revenue in the year in which they are received, the amount reflected for the 2025/26 financial year is \$3,219,812 as approximately half of the FA Grant was received as an advance payment in the 2024/25 financial year. The reason the Shire does not budget for the advance payment of the FA Grants is that the expenditure is meant to be for the 2026/27 financial year and following base accounting principles of we should match the income and expenditures to the same accounting period.

Fees and Charges

The setting of the Fees and Charges is completed in accordance with the Council Policy *POL-2006 Fees and Charges Pricing* which was reviewed and endorsed by council at the 26 May Ordinary Council Meeting.

Each year all fees and charges imposed by Council are reviewed as part of the budget process to ensure compliance requirements are met, cost recoveries are in place, and market rates are comparable. At the May 2026 Ordinary Council Meeting Council resolved to apply a 4.0% average increase to fees and charges for 2026/27 and this is reflected in the Schedule of Fees and Charges. In keeping with past practice, the proposed Schedule of Fees and Charges was adopted prior to the

adoption of the annual budget so that the amended Fees and Charges could be advertised and affected parties advised.

The fees and charges become effective from 1 July 2026 or from 1 January 2027 where it relates to Aerodromes. Council is being requested to re-adopt the Schedule of Fees and Charges for the 2026/27 financial year as there have been minor changes made since the previous adoption.

The setting of the Fees and Charges was completed in accordance with Council Policy *POL-2006 Fees and Charges Pricing*. The intent of the Policy acknowledges that there are competing priorities between community service obligations, full cost recovery in a “user pays” environment and ensuring that the community is not unduly burdened. Where there is not a full cost recovery fee in place, the shortfall is made up by the ratepayers in general from municipal funds. Therefore, the Policy seeks to ensure that the Shire’s Fees and Charges are determined utilising key principles that ensure fair and reasonable charging to the community for the goods and services that the Shire provides, thereby achieving an appropriate balance between these competing principles.

The major portion of fees and charges relate to fee income from our airport operations, fee income from our waste facilities and fee income from our Kununurra Leisure Centre.

Interest Earnings

Budgeted interest earnings for 2026/27 are \$1,064,000, an increase of \$235,000 from the 2025/26 budget. The 2025/26 forecast of \$1,329,887 is a reflection of relatively high cash investment rates being maintained during the financial year as well as good cash management relating to grants received for the Shires Capital Works Program. The estimate for the 2026/27 financial year is a conservative one that recognises higher reserve balances because of the utilisation of our grant funding in delivering the projects and projected possible lower future interest rates.

Other Revenue

The majority of the revenue for the Other Revenue category relates to the Emergency Services Levy (ESL). Local Governments are required to collect ESL on behalf of the Department of Fire and Emergency Services (DFES) (\$480,000). This is billed to all ratepayers as part of the Annual Rates Notices and there is a matching expense when this amount is paid to DFES.

Operational Expenditure

The table below details the summarised operational expenditure proposed for 2026/27 and the forecast expenditure for the 2025/26 financial year against budget.

Operating Expenditure By Category	2026/27 Proposed Budget \$	2025/26 Forecast \$	2025/26 Adopted Budget \$
Employee Costs	16,548,424	14,279,296	15,161,428
Materials and contracts	9,212,737	8,356,236	8,117,018
Utility Charges	1,738,800	1,527,410	1,524,200
Depreciation	9,175,341	9,286,663	9,189,530
Finance Costs	277,591	359,909	301,774
Insurance	700,266	647,020	690,184

Other Expenditure	2,131,021	1,968,753	1,991,550
Total	39,784,178	36,425,287	36,975,684

Employee Costs

Employee Costs incorporate salaries and allowances, superannuation, workers compensation insurance, safety and protective clothing, training, fringe benefits tax, and other employee costs associated with recruitment and reallocation. The Shire negotiated a new Enterprise Agreement during the 2025/26 financial year. The agreement simplified and increased the allowance structure as part of the attraction and recruitment process. The agreement provides for a 3% increase in base salary each year for the duration of the agreement.

The 2026/27 Employee Costs budget of \$16,548,424 is based on 124 Full Time Equivalent (FTE's) (2025/26 - 116 FTE's) and incorporates a 3% CPI wage increase for employees. The increase in FTE's is primarily due to the increase infrastructure that the Shire is busy constructing. An additional project manager has been added to the staff whose remuneration is funded from the project grant funding. Once the projects are finalised the position will cease to exist. An additional 6.5 FTE's have been budgeted for in our recreational facilities. With the new 50 meter swimming pool coming online and more supervision required at both the new swimming pool and the splash park. A 0.5 FTE is required in the administration of the organisation, and this has been provided for.

All other areas remain with their current FTE's and the Administration expects that with some more good recruiting the service levels of their organisation can be improved without further staff increases.

Materials and Contracts

Materials and Contracts expenditure incorporates the majority of operating costs for the Shire other than employee costs. The total budgeted amount for 2026/27 of \$9,212,737 has increased by \$985,519 (11.98%) from the 2025/26 budget. The increase in materials and contracts main contributor is the work that is becoming necessary for the Shire to modernise its IT platform and Cyber Security capability. The expenditure is for both licencing fees for new software and costs related to moving from old platforms to new platforms.

Another area that increases beyond what would be expected is in the recreation services area where a higher level of service has been provided for the new 50 meter swimming pool in anticipation of the facility being open to the community in August 2026. While these amounts have been provided for the administration is reasonably confident that the increase in operational costs will not materialise to the extent provided for.

For the balance of the services provided they are broadly in line with our current service levels and expected increase in costs.

Utility Charges

Utility charges comprising Electricity, Water and Gas are based on forecast unit charges together with any growth in usage. The budget for 2026/27 is \$1,738,800, an increase of \$211,390 (13.9%) over the forecast expenditure. This is based on an analysis of the actual expenditure for the 2025/26 financial year and allowing for a 10% increase over the 2025/26 forecast expenditure plus an additional amount for the new swimming pool infrastructure coming online.

Depreciation

Depreciation is an accounting process which recognises the consumption of the Shire's property, plant and equipment including infrastructure assets such as roads, drains and footpaths that have occurred during the financial year. The depreciation charge is also a reflection of what the Shire should be spending on renewing its asset base annually in order to preserve the service potential of that asset base. The calculation of the depreciation charge is determined by establishing the "fair value" of the asset then estimating what its useful life and its remaining useful life is.

The depreciation charge for 2026/27 has been calculated to be \$9,175,341, which is similar to the prior year. The only major addition to assets has been the Celebrity Tree Park All Abilities Playground. The depreciable portions of this infrastructure will not make a material impact on the depreciation for the financial year and consequently the estimate for the 2026/27 financial year is not expected to be materially different. As this item does not have a cash impact any changes to the depreciation amount will not have an impact on the budget bottom line.

Insurance Expenses

Insurance rates increased by an average of 8% over the forecast for the 2025/26 financial year. The Shire's claims history in the past four years has been good, and the Shire continues to look for value in its risk mitigation processes. It should be noted that the 2025/26 budgeted amount of \$700,266 is not the entire insurance cost for the year as some insurance costs have been included in the cost of providing services and workers compensation insurance budgeted at \$366,289 has been included in Employee Costs.

Interest Expenses

Interest expenses relate to loan agreements with Western Australian Treasury Corporation (WATC). Note 7 of the 2026/27 Statutory Budget (refer Attachment 3) details the Shire's ongoing loan commitments. New borrowings of \$1,500,000 were scheduled to be taken out in the 2024/25 financial year in support of the accommodation facility at Water Lily Place. This did not happen due to the project being delayed. A new loan is budgeted to be taken out in the 2026/27 financial year for \$2,000,000 to support the Water Lily Place project. The increase is due to price escalation for the project.

Other Expenses

Other Expenses relate to a number of items the more significant of which are:

- Members Allowances and Entitlements including superannuation \$424,780
- Annual Community Grants Scheme \$480,000
- Marketing Tourism \$300,000
- Emergency Services Levy Payment to DFES \$480,000

Reserves and Contract Liabilities

In accordance with section 6.11 of the *Local Government Act 1995*, a local government is required to establish and maintain a reserve account where it wishes to set aside money for use for a specific purpose in a future financial year. The local government is also required to disclose where a change of the purpose of the use of money is proposed.

The Shire is required to quarantine grant funding received but not expended into Contract Liabilities. The movement from Contract Liabilities during the 2025/26 year was \$9,221,476 and the movement into contract liabilities is \$29,615,369. For the 2026/27 financial year no funds are estimated to move into Contracts Liabilities and \$40,192,577 will be transferred from contract Liabilities in support of the capital works program. The balance on Contract Liabilities for the 2025/26 and 2026/27 are \$42,246,195 and \$2,053,618 respectively.

The 2026/27 Budget includes transfers to Reserves of \$629,627 and transfers from Reserves of \$4,466,986 leaving a budgeted total Reserves closing balance of \$10,240,956. Shire Officers are requesting the establishment of a new reserve being the Strategic Projects Reserve. The purpose for this reserve will be to provide funding to ensure that for key strategic projects the documentation required to meet funding criteria can be funded timeously. The funds for this reserve (\$369,000) have been quarantined from the interest income received from the cash management of grant income received during the 2025/26 financial year. An assessment of a transfer for the 2026/27 financial year will be made as part 2027/28 budget process.

Capital Works Program

The Capital Works Program remains amongst the largest capital works programs undertaken by the Shire. In “normal years” the capital works program is developed with the aim of primarily ensuring that the Shire renews its assets as they fall due in order that they continue to maintain the current service levels being delivered. There is another aspect to our capital works program which is the construction of infrastructure that underpins liveability and economic development.

With respect to the renewal process the Shire cannot maintain a renewal program that sustainably manages its assets until such time it is generating operating surpluses. This is particularly the case when we have the number of large projects we are undertaking. For the Shire to be able to generate operating surpluses it will require a combination of significant economic growth in the Shire as well as a change to the funding model provided by State and Federal Governments. With respect to the construction of new infrastructure the Shire relies heavily on grant, reserve and loan funds to deliver the projects. This capital works program is contingent on all of these factors.

The planned Capital Works Program for 2026/27 will cost \$80.2 million. Significant asset upgrades, renewals and the construction of new assets form part of our capital works program. The major projects include the Kununurra Leisure Centre is being upgraded to serve as an evacuation facility in the event of an emergency, the floating pontoon and boat ramps in Wyndham are being significantly upgraded, a Community Hub in Wyndham is a new facility that will act as a hub for the community as well as being available in emergency situations, the upgrade to the intersection of Weaber Plain and Mulligan Lagoon Roads and the Water Lily Place residential accommodation consisting of 14 units as affordable housing will be constructed. All of these projects have elements of renewal works, upgrade works and new works. The total renewal expenditure in the 2026/27 capital works program is \$20.3 million. While this meets the theoretical amount required to preserve our asset base, the actual works do not reflect a balanced renewal program across all of our asset categories. Upgrade works comprise \$16.1 million and new assets to be constructed are estimated at \$43.7 million.

The funding of the Capital Works Program is from a combination of current municipal funds, loans, grant funding and reserves. The capital works program will be supported by grant funding and contract liabilities totalling \$69.9 million (86.1%), \$2 million (2.5%) from loans, \$4.5 million (5.6%) from reserves and the remainder of the capital works program is funded by municipal funds of \$4.7 million (5.9%).

The Capital Works Program for 2026/27 is guided by Council and community priorities with the focus on completing existing projects with the only new works being undertaken where grant funding is available. Proposed investments will focus on the following areas:

- Renewal and expansion of transport infrastructure including road resealing and upgrades and drainage;
- Replacement and Upgrade of the Kununurra Leisure Centre and Swimming Pool;
- The construction of affordable accommodation at Water Lily Place;

- Replacement of the floating pontoon, boat ramps and associated infrastructure at the Wyndham foreshore;
- The construction of the Community Hub in Wyndham;
- The development of the required plans and documentation for the revitalisation of the town centre in Kununurra and the Kununurra foreshore area;
- Re-establishing the tree canopy in both the Wyndham and Kununurra town sites;
- Road and footpath upgrades

Details of the Capital Works Program are provided in Attachment 4. The following are some of the more significant project expenditure for 2026/27:

Recreation and Community Facilities

- Kununurra Leisure Centre Aquatic Pool Upgrade - \$1,617,404
- Kununurra Leisure Centre – Evacuation Centre upgrade - \$15,164,503
- Wyndham Floating Pontoon and Boat Launching Facility - \$14,741,252
- Wyndham Multi Purpose Community Hub - \$19,379,182
- Wyndham Pool Shade Sails - \$671,706

Airports

- East Kimberley Regional Airport - Cabin Baggage Screening - \$1,800,000
- East Kimberley Regional Airport - TV Screens - \$150,000

Roads and Drainage Infrastructure

- Weaber Plain / Mulligans Lagoon Roads Intersection - \$5,000,000
- Road resealing Program - \$2,000,000
- Barytes Road Upgrade - \$7,131,109
- Various road works including resealing - \$3,716,029

Footpaths

- Footpath Renewal Wyndham - \$150,000

Other

- Plant, furniture and equipment - \$2,595,000
- Water Lily Place development - \$5,376,636
- Kununurra Town Revitalisation and Foreshore Project - \$2,063,954

Setting of materiality for monthly reporting

The *Local Government Act 1995* and associated regulations require the Council to set the materiality level at which explanations are required for variances between year to date budget and year to date actual figures. The materiality level established for 2025/26 was +/- 10% and +/- \$50,000 at a financial statement level. It is the officer's recommendation that the materiality level of +/-10% or \$50,000 at statement level be retained and adopted for 2026/27 financial year.

Summary

Council is being requested to adopt the 2026/27 Annual Budget and attached schedules as provided at Attachment 3. In addition to this separate Officer recommendations are included relating to the following:

1. Strategic Rating Policy and rating categories incorporated in the rate model for adoption
2. Differential Rates and Minimum Payments
3. Waste Management Charges
4. Waste Management Minimum Charges

5. Dates for payment of rates in full or by instalments
6. Rates Incentive Scheme prizes
7. Schedule of Fees and Charges
8. Rates instalment interest and administration charges
9. Interest on outstanding rates and service charges
10. Interest on monies other than rates or service charges
11. Elected Member annual fees and allowances
12. Materiality levels for Monthly Financial Reporting
13. Significant Accounting Policies

ATTACHMENTS

1. POL-2018 Strategic Rating V3.0 [**9.2.4.1**]
2. Schedule of Fees and Charges 2026-27 [**9.2.4.2**]
3. Statutory Budget V2 [**9.2.4.3**]
4. Capital Works Program 2026-2027 [**9.2.4.4**]
5. POL-1001 Elected Member Allowances and Entitlements V15.0 [**9.2.4.5**]
6. Ministerial Approval [**9.2.4.6**]

9.2.5. QUARTERLY PROGRESS REPORT - JANUARY TO MARCH 2026 (Q3)

AUTHOR:	Strategic Performance Advisor
RESPONSIBLE OFFICER:	Vernon Lawrence, Chief Executive Officer
ASSESSMENT NO:	N/A
FILE NO:	CM.10.21
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

That Council receives the Corporate Business Plan Quarterly Progress and Performance Report for January to March 2026 covering the third quarter of 2025/26 (Q3) at Attachment 1.

PURPOSE

For the Council to receive the January to March 2026 Quarterly Progress and Performance Report covering the third quarter of 2025/26.

BACKGROUND / PREVIOUS CONSIDERATIONS BY COUNCIL OR COMMITTEE

The Shire produces Quarterly Progress and Performance Reports to provide an update of progress made in the applicable quarter towards the services and projects in the Corporate Business Plan (CBP) and the achievement of the strategic goals set out in the Strategic Community Plan (SCP). Performance reporting assists with continuous improvement and the achievement of community outcomes and improvements to Shire services.

COMMENTS

The attached progress report provides commentary on the Shire's services, actions and projects for the first quarter of this financial year. It is important to note that this is "as of 31 March" i.e. a snapshot in time of the status at the end of the first quarter and that at the time of reporting the status of a project may have since changed.

There are 31 planned activities for year one (2025/26) of the Shire's Corporate Business plan. These activities have been broken down into 41 tasks. The attached report summarises tasks by activity and provides a progress update for the end of the quarter.

Shire officers recommend that Council receive the attached report to monitor the Shire's performance and resource allocation. The report also updates the community on progress against the Corporate Business Plan and will be published on the Shire website.

STATUTORY IMPLICATIONS

The *Local Government Act 1995* provides a framework for the operations of local governments in Western Australia. *Section 1.3 (2)* states:

This Act is intended to result in:

- a) Better decision making by local governments;*
- b) Greater community participation in the decisions and affairs of local governments;*
- c) Greater accountability of local governments to their communities; and*
- d) More efficient and effective government.*

The Shire's Corporate Business Plan and quarterly progress reports are in line with the Western Australian Government's Integrated Planning and Reporting Framework which requires planning and reporting on local government activities.

POLICY IMPLICATIONS

The Quarterly Progress and Performance Reports support the following policy objectives:

POL-3000 - Community Engagement Policy

- 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 - 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 make Council decisions which allow for efficient and effective use of operational resources to deliver services which meet the needs of the community and region, comply with statutory requirements and promote economic and social development.

Control: Ensure that the Corporate Business Plan captures Council direction and decisions and directs the organisation to deliver those services and projects. The organisation will report to Council at the end of each quarter to monitor the implementation of operational priorities and activities and report on the achievement of the Corporate Business Plan and Strategic Community Plan goals.

Risk: Failure to create and maintain an organisational culture which promotes a safe and positive work environment, fosters employee satisfaction, motivates employees to perform and increases organisational effectiveness.

Control: The Corporate Business Plan Progress and Performance Reports provide a mechanism for tracking progress of actions and projects. Regular reporting of progress to CEO, Directors and Council will ensure that performance is monitored and managed through the Integrated Planning and Reporting Framework.

Risk: Failure to manage the disbursement of funds to meet the needs of the Shire's forward planning requirements, including the Strategic Community Plan, Corporate Business Plan, Long Term Financial Plans and Annual Budget.

Control: The Corporate Business Plan Progress and Performance Reports provide a mechanism for Council to track progress of disbursement of funds to projects that meet the needs of the Shire's forward planning requirements.

FINANCIAL IMPLICATIONS

The attached quarterly report includes a financial summary.

Current and Future Asset Considerations

The CBP includes the development of capital infrastructure as these assets are completed, they will be added to the Shire's asset register and depreciation schedule.

COMMUNITY ENGAGEMENT

The Shire provides the community and Council with reports and updates regarding the achievements against the Corporate Business Plan on an ongoing basis. Some of these mechanisms include:

- Quarterly Progress Reports are made available on the Shire's website.
- Ongoing Council reports.
- Newsletters.
- Website updates.
- Media releases.

ATTACHMENTS

1. 202526 Q3 Progress Report [9.2.5.1]

9.2.6. KUNUNURRA TOWN CENTRE MASTERPLAN AND REVITALISATION STRATEGY

AUTHOR:	Manager Economic Development
RESPONSIBLE OFFICER:	Vernon Lawrence, Chief Executive Officer
FILE NO:	LP.02.69
DISCLOSURE OF INTERESTS:	Nil
COUNCIL'S ROLE IN THE MATTER:	Partner - Collaboration with external stakeholders to deliver service and projects. Provider - provide physical infrastructure and essential services
VOTING REQUIREMENT:	Simple Majority

OFFICER'S RECOMMENDATION

That Council:

- 1. Endorses the Kununurra Town Centre Masterplan (Attachment 1), Revitalisation Strategy (Attachment 2) and Business Case (Confidential Attachment 4);**
- 2. Notes the Kununurra Reimagined Communications Report (Confidential Attachment 3);**
- 3. Notes the Administration will submit the documents to the Minister for Regional Development and work with the Kununurra Collaboration on public investment advocacy.**

PURPOSE

To seek endorsement of the Kununurra Town Centre Masterplan, Revitalisation Strategy and Business Case.

BACKGROUND / PREVIOUS CONSIDERATIONS BY COUNCIL OR COMMITTEE

Council previously resolved to progress Master Planning of the Kununurra Town Centre as a key strategic initiative to support economic development, tourism and community liveability.

In July 2024, Council agreed in principle for the Shire to lead the development of a Town Centre Revitalisation Strategy in collaboration with key partners (Minute Number: 23/07/2024 - 119061). In September 2024, the Shire entered into an MOU titled Kununurra Collaboration. The partners included Kimberley Development Commission, MG Corporation, East Kimberley Chamber of Commerce and Industry and the Shire. The Kununurra Collaboration established a framework for the Parties to work together on a wide range of projects to improve the town and its environs in the coming decades.

In October 2024, the Shire received \$327,500 in funding through Kimberley Development Commission to undertake and deliver:

Town centre revitalisation strategy, including:

- the community's vision
- precinct development
- preliminary concepts
- cost estimates for precincts

- high level prioritisation and phasing

Business Case, including:

- project details
- stakeholder engagement
- risk management
- needs analysis
- strategic alignment
- case studies
- precinct projects and costs
- implementation/next steps

To facilitate this project the Shire formed a Steering Group, consisting of Kimberley Development Commission, MG Corp, the Chamber of Commerce and Industry and the Shire, DevelopmentWA joined the group at a later date.

In February 2025, Council awarded the contract for the preparation of the Kununurra Town Centre Masterplan and Revitalisation Strategy to Hassell Studio following a competitive procurement process (Minute Number 25/02/2025 - 119151).

Since that time, the project has progressed through a structured program of community engagement, technical due diligence and stakeholder engagement through the Steering Group and Shire project team.

Council has also received previous updates on project progress, including engagement outcomes, due diligence studies and early concept directions, through monthly project reporting, Council Briefings and several workshops with consultants over the last 12 months, including presentation of the attached documents at the April 2026 Ordinary Council Meeting (Minute Number: 28/04/2026 - 119411).

The Kununurra Town Centre Masterplan (Attachment 1) and Revitalisation Strategy (Attachment 2) and Business Case (Attachment 4) are now complete and presented for Council endorsement. These documents provide a clear and practical framework to guide the future development of the Kununurra Town Centre. Endorsement enables the Shire to:

- progress detailed design and implementation
- advocate for external funding
- coordinate quick wins and staged delivery with project partners

The Kununurra Town Centre Revitalisation Project Steering Group endorsed the below recommendation at its 14 May 2026 Meeting:

“That the Steering Group:

- 1. Supports the Kununurra Collaboration and Shire Administration presenting the Town Centre Revitalisation Masterplan and Strategy to Council for consideration and potential endorsement at the June Ordinary Meeting of Council; and*
- 2. Supports the Shire identifying Town Centre Revitalisation as a priority advocacy project and developing a targeted advocacy strategy to facilitate future funding, investment, and implementation opportunities.”*

A summary of the Master Plan is shown in the table below.

Precinct	Location Streets /	Primary Focus	Key Projects & Interventions	Indicative Delivery
Precinct 1	White Gum Park, Coolibah Drive, Papuana Street,	Community & Youth	• Revitalise White Gum Park (new community building, play space, cultural interpretation)	By 2030

	Visitor Centre area		<ul style="list-style-type: none"> Establish Youth and Community Precinct (new skatepark, parkour, shaded hang-out spaces, toilets) Streetscape upgrades to Coolibah Drive and Papuana Street (shade, lighting, walkability) Cultural Trail early delivery sections 	
Precinct 2	Konkerberry Drive, Banksia Street, Cotton Tree Avenue	Civic Heart & Main Street Activation	<ul style="list-style-type: none"> Re-define Konkerberry Drive as Kununurra's main street Deliver new Town Square as civic heart Streetscape upgrades (trees, shade, lighting, safer crossings) Parking rationalisation to prioritise pedestrians Support for active frontages and mixed-use development Cultural Trail integration 	By 2035
Precinct 3	Messmate Way, Linear Park, Bandicoot Drive	Green Arrival, Culture & Connectivity	<ul style="list-style-type: none"> Transform Messmate Way into a shaded green arrival avenue Re-imagine Messmate Way Linear Park (landscape, WSUD, storytelling, play) Deliver major sections of the Cultural Trail connecting town centre to foreshore Establish RV parking hub on Bandicoot Drive with amenities Safer pedestrian crossings and improved lighting 	By 2040
Precinct 4	River Fig Avenue, Erythrina Street, Ebony Street	Supporting Streets & Parking	<ul style="list-style-type: none"> Streetscape upgrades (footpaths, trees, lighting, safety) Formalised local and RV parking to reduce pressure on core streets Undergrounding of powerlines to enable tree canopy Improved pedestrian connections into the town centre 	By 2045

COMMENTS

Project Overview

The Kununurra Town Centre Revitalisation is a place-based program to improve the function, safety and usability of the town centre.

The project responds to long-standing issues including limited shade, poor walkability, ageing infrastructure and a lack of community and gathering spaces. These issues have been consistently identified through community engagement. See Attachment 3 Kununurra Reimagined Communications Report.

Kununurra performs a critical role as the primary service centre for the East Kimberley and a gateway to major tourism destinations including Lake Argyle and Purnululu National Park. The performance of the town centre is therefore important to both the local community and the regional economy.

Masterplan and Strategy

The Masterplan establishes a long-term (20 year) spatial framework for the layout, function and development of the town centre.

The Revitalisation Strategy sets out how the Masterplan will be delivered over time, including staging, priorities and implementation pathways.

Together, these documents provide:

- a clear and coordinated direction for future development
- a prioritised list of projects
- guidance for investment and funding
- a framework for staged delivery

Key elements include:

- improved public spaces and community facilities
- safer and more accessible streets
- increased shade and climate-responsive design
- spaces for youth and community use
- integration of cultural storytelling reflecting Miriwoong Country

Business Case (Confidential Attachment)

The Business Case (Attachment 4) provides the justification for the project and will be used to support funding applications. The Business Case supports the Masterplan and Strategy by:

- assessing project costs and benefits
- identifying economic, social and community outcomes
- demonstrating the value of investment

The Business Case confirms that the project delivers positive long-term benefits, including:

- increased tourism expenditure
- support for local business activity
- improved community wellbeing

Due to the inclusion of commercially sensitive financial information, the Business Case is provided as a confidential attachment.

Delivery Approach

The revitalisation program will be delivered in a staged manner.

- Phase 1 (to 2030) focuses on priority projects, enabling works and early improvements.
- Phase 2 (to 2035) builds on these works to complete the broader vision.

In addition to major projects, the Strategy includes:

- short-term activation initiatives
- temporary improvements
- ongoing community engagement

These actions will support early progress, build community confidence and inform longer-term outcomes.

Enabling Infrastructure

The Strategy identifies the need for early investment in enabling infrastructure to support delivery of the Masterplan.

Key enabling works include:

- undergrounding of power
- drainage upgrades

These works address existing constraints within the town centre and enable future projects to be delivered efficiently and in a staged manner as funding becomes available.

Delivering these works early will:

- reduce duplication of works
- improve construction efficiency
- support staged delivery of projects, including quick wins such as tree planting and staged delivery of the cultural trail

Immediate Priorities

Following Council endorsement, Administration will develop a range of digital and printed materials to support communication and advocacy for the project. Administration will also work with the project Steering Group to undertake coordinated advocacy activities to support delivery of the Masterplan and Strategy.

While there are currently no suitable grant opportunities available, Administration will monitor funding programs and seek external funding as opportunities arise, with a focus on early activation initiatives and Phase 1 priorities.

The Lake Kununurra Foreshore Masterplan, funded through the Federal Regional Precincts and Partnerships Program (rPPP), is currently being finalised and is expected to be completed in late 2026/27. The Foreshore Masterplan will be presented to Council for endorsement upon completion.

STATUTORY IMPLICATIONS

Not applicable at this stage.

Statutory approvals will be required at later stages of project delivery, including planning, building and infrastructure approvals.

POLICY IMPLICATIONS

In addition to POL-3000 Community Engagement, this matter aligns with and has implications for the Shire's policies relating to strategic planning and reporting, asset management, financial management and budgeting, procurement, and partnership engagement.

The Kununurra Town Centre Masterplan and Kununurra Town Centre Revitalisation Strategy will inform future infrastructure investment, asset lifecycle planning, and prioritisation through the annual budget and long-term financial planning processes and will be implemented in accordance with the Shire's procurement and governance frameworks.

The Kununurra Reimagined Communications Report and Kununurra Town Centre Revitalisation Business Case further support these outcomes by informing stakeholder engagement approaches and future funding and investment decisions.

STRATEGIC IMPLICATIONS

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

Focus Area: CONNECTION

Goal 6: Accessible places - Places that are connected, accessible and well maintained

Goal Outcome 6.2: Access to services - Attractive and resilient Town Centres that connect residents and visitors to shops and services

Strategy 6.2: Plan and deliver vibrant, attractive town centres that support services for residents and visitors

RISK IMPLICATIONS

Risk: Failure to make informed and timely decisions regarding the resourcing, funding and prioritisation of the Kununurra Town Centre Masterplan and Kununurra Town Centre Revitalisation Strategy, resulting in delays to implementation, inefficient use of resources, and reduced delivery of intended economic, social and community outcomes.

Control: Council endorsement of the Kununurra Town Centre Masterplan and Kununurra Town Centre Revitalisation Strategy, staged delivery aligned to identified priorities, integration with the annual budget and long-term financial planning processes, and ongoing coordination with project partners to secure external funding and support efficient project delivery.

FINANCIAL IMPLICATIONS

The Masterplan and Strategy do not commit Council to specific capital expenditure.

Future funding requirements for detailed design and implementation will be considered through:

- annual budget processes
- external funding opportunities
- partnership arrangements

The Business Case provides further detail on early stage estimated costs and funding pathways.

Current and Future Asset Considerations

The Masterplan will guide long-term infrastructure investment and asset management within the town centre.

Future asset considerations, including whole-of-life costs and maintenance requirements, have been considered at a strategic level within the Business Case and will be further developed through the next phases of planning, detailed design and implementation, particularly for new asset delivery.

COMMUNITY ENGAGEMENT

Engagement has been undertaken in accordance with the Community Engagement Guidelines and has included a comprehensive, multi-channel approach combining digital, in-person and culturally tailored engagement methods.

This has included:

- over 2,000 survey responses across multiple engagement phases
- community and stakeholder workshops delivered across four consultation visits
- engagement with Miriwoong Elders through dedicated sessions at each stage
- youth and school engagement activities
- local events and pop-ups, including markets and business-facing engagement

- establishment of the Kununurra Reimagined Project Hub at the Shire's Tourism House (Shop 3) as a central engagement and information space
- digital engagement through website, social media, email campaigns and QR code activation

In-person engagement included over 350 registered participants across structured sessions, supported by additional informal engagement through markets, pop-ups and Hub visitation.

The engagement program has achieved strong participation across the community, including Aboriginal participation rates ranging from 8–17% across the project, supported through dedicated Elder engagement and utilising channels such as Waringarri Media.

Overall engagement performance has exceeded typical benchmarks for regional local government projects, reflecting a high level of community awareness, participation and ongoing interest in the project.

This engagement has directly informed the development of the Masterplan and Revitalisation Strategy and identified key community priorities, including safety, shade, accessibility, story-telling and activation of the Town Centre.

ATTACHMENTS

1. Kununurra Town Centre Masterplan [**9.2.6.1**]
2. Kununurra Town Centre Revitalisation Strategy [**9.2.6.2**]
3. Confidential - Kununurra Reimagined Comms Report [**Confidential Supplement 9.2.6.1**]
4. Confidential - Kununurra Town Centre Business Case [**Confidential Supplement 9.2.6.2**]

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

That Council receives the List of Accounts Paid for the period 1 to 31 May 2026 totalling \$5,022,893.33 as presented at Attachment 1.

PURPOSE

To present the List of Accounts Paid and payments made by employees using purchasing cards in accordance with Regulations 13 and 13A of the *Local Government (Financial Management) Regulations 1996 (WA)*.

BACKGROUND / PREVIOUS CONSIDERATIONS BY COUNCIL OR COMMITTEE

In accordance with the Shire's Delegations Register, the Chief Executive Officer has delegated authority to make payments from the municipal fund and trust fund, subject to compliance with Regulation 12 of the *Local Government (Financial Management) Regulations 1996 (WA)*, Council Policy POL-2004 Purchasing and applicable internal purchasing and payment authorisation procedures.

COMMENTS

A list of accounts paid is prepared each month for presentation to Council. The list identifies the payee, payment amount, payment date and sufficient information to identify each transaction. Payments made by employees using purchasing cards are also included in the report.

STATUTORY IMPLICATIONS

- [Section 5.42 of the Local Government Act 1995 \(WA\)](#) provides that a local government may delegate to the CEO the exercise of its powers or the discharge of its duties, other than powers and duties listed in section 5.43.

- [Regulation 5 of the *Local Government \(Financial Management\) Regulations 1996 \(WA\)*](#) requires the CEO to undertake duties relating to the efficient systems and procedures for the proper collection, custody, control and management of local government money.
- [Regulation 11 of the *Local Government \(Financial Management\) Regulations 1996 \(WA\)*](#) requires a local government to develop procedures for the authorisation and payment of accounts.
- [Regulation 12 of the *Local Government \(Financial Management\) Regulations 1996 \(WA\)*](#) restricts payments from the municipal fund or trust fund unless the local government has delegated authority to the CEO to make the payment or the payment is otherwise authorised by Council.
- [Regulation 13 of the *Local Government \(Financial Management\) Regulations 1996 \(WA\)*](#) requires a list of accounts paid by the CEO to be prepared each month and presented to Council at the next ordinary Council meeting after the list is prepared.
- [Regulation 13A of the *Local Government \(Financial Management\) Regulations 1996 \(WA\)*](#) requires a list of payments made by employees using credit, debit or other purchasing cards to be prepared and presented to Council.

POLICY IMPLICATIONS

The 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 Regulations 13 and 13A of the *Local Government (Financial Management) Regulations 1996 (WA)*.

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

FINANCIAL IMPLICATIONS

Payments totalling \$5,022,893.33 were made during the reporting period and are included in the adopted annual budget and relevant approved expenditure accounts.

Current and Future Asset Considerations

Nil

COMMUNITY ENGAGEMENT

No community engagement is required.

ATTACHMENTS

1. List of Accounts Paid May 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

That Council:

- 1. Receives the Monthly Financial Report for the period ended 31 May 2026, as presented in Attachment 1, and**
- 2. Notes the Statement of Financial Activity and Statement of Financial Position for the period ended 31 May 2026.**

PURPOSE

To present the Monthly Financial Report for the period ended 31 May 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

[Section 6.4\(1\) of the *Local Government Act 1995 \(WA\)*](#) requires a local government to prepare an annual financial report for the preceding financial year and any other financial reports as are prescribed.

[Section 6.4\(2\) of the *Local Government Act 1995 \(WA\)*](#) requires financial reports to be prepared in the manner and form prescribed.

[Regulation 34 of the *Local Government \(Financial Management\) Regulations 1996 \(WA\)*](#) requires a local government to prepare a monthly statement of financial activity and present it to Council within two months after the end of the relevant month.

[Regulation 35 of the *Local Government \(Financial Management\) Regulations 1996 \(WA\)*](#) requires a local government to prepare a monthly statement of financial position and present it to Council within two months after the end of the relevant month.

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 section 6.4 of the *Local Government Act 1995 (WA)* and Regulations 34 and 35 of the *Local Government (Financial Management) Regulations 1996 (WA)*.

Controls: Monthly preparation and presentation of the Monthly Financial Report to Council within the prescribed timeframe.

FINANCIAL IMPLICATIONS

Nil

Current and Future Asset Considerations

Nil

COMMUNITY ENGAGEMENT

No community engagement is required in relation to this item.

ATTACHMENTS

1. Financial Report May 2026 [9.3.2.1]

9.4. PLANNING AND COMMUNITY DEVELOPMENT

9.4.1. AMENDMENT TO THE SHIRE OF WYNDHAM EAST KIMBERLEY RESTRICTED BURNING TIMES

AUTHOR:	Acting Senior Ranger and Emergency Services Coordinator
RESPONSIBLE OFFICER:	Nick Allen, Director Planning and Community Development
FILE NO:	ES.10.1
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:	Simple Majority

OFFICER'S RECOMMENDATION

That Council:

1. Approves an amendment to the Shire of Wyndham East Kimberley Restricted Burning Times from the current period of 1 March to 14 January to a new period of 1 April to 31 December.
2. Authorises the Chief Executive Officer to forward the Council resolution and certified Council minutes to the Commissioner of the Department of Fire and Emergency Services for publication in the Government Gazette in accordance with the *Bush Fires Act 1954*.
3. Authorises the Chief Executive Officer to undertake stakeholder engagement, public communication and updates to relevant Shire documentation following gazettal of the amended Restricted Burning Times.

PURPOSE

To seek Council approval to amend the Restricted Burning Times within the Shire of Wyndham East Kimberley as per the Shire Officers' recommendation.

BACKGROUND / PREVIOUS CONSIDERATIONS BY COUNCIL OR COMMITTEE

The Bush Fire Advisory Committee (BFAC) recently reviewed the current Restricted Burning Times applicable within the Shire of Wyndham East Kimberley and resolved to recommend that Council amend the existing dates.

The current Restricted Burning Time is:

- 1 March – 14 January

The BFAC recommendation is to amend the Restricted Burning Time to:

- 1 April to 31 December.

The recommendation was made following discussion regarding regional consistency, seasonal conditions experienced within the Kimberley and the administrative burden placed on landholders and permit issuing officers.

The BFAC considered that the proposed dates more accurately reflect local seasonal conditions and align with the arrangements adopted by neighbouring Kimberley local governments

COMMENTS

The purpose of Restricted Burning Times is to regulate burning activities during periods where there is an increased risk of bushfire escape and spread.

Under the current arrangements, landholders are required to obtain a permit to burn during the Restricted Burning Time unless otherwise exempt under legislation.

The BFAC has recommended the proposed amendment for the following reasons:

Alignment with Other Kimberley Local Governments

The proposed dates are more consistent with neighbouring Kimberley local governments, providing greater regional consistency for pastoral stations, government agencies, utility providers, contractors and landholders operating across multiple local government districts.

Increased Opportunity for Safe Burning Without a Permit

The proposed amendment would provide an additional period during the wet season where landholders may undertake burning activities without requiring a permit, subject to compliance with the Bush Fires Act 1954 and any applicable local requirements.

This recognises that during much of the wet season vegetation moisture levels and weather conditions are generally more conducive to safe burning activities and present a lower risk of bushfire spread.

Reduced Administrative Burden

The amendment is expected to reduce the number of permits required during periods of lower bushfire risk, reducing administrative workload for both permit applicants and permit issuing officers while maintaining appropriate controls during higher risk periods.

Community Awareness

Should Council approve the amendment, a communication program will be undertaken to ensure the community is informed of the changes prior to the commencement of the next burning season.

STATUTORY IMPLICATIONS

The *Bush Fires Act 1954* provides local governments with the ability to establish and amend Restricted Burning Times within their district.

Following Council approval, the legislative process is as follows:

1. Council resolves to amend the Restricted Burning Times.
2. Certified Council minutes are prepared.

3. The Council resolution and certified minutes are submitted to the Commissioner of the Department of Fire and Emergency Services.
4. The Commissioner causes the amended Restricted Burning Times to be published in the Government Gazette.
5. Once gazetted, the amended dates become legally enforceable within the district.
6. The amended dates remain in force until altered through a future Council resolution and subsequent gazettal process.

[Bush Fires Act 1954](#)

Section 17 – Restricted Burning Times

The Act provides for the declaration and amendment of Restricted Burning Times by local government, subject to publication in the Government Gazette.

POLICY IMPLICATIONS

There are no identified policy implications.

Relevant operational documents, permit application forms, public information material and fire management documentation will require updating should Council approve the proposed amendment.

STRATEGIC IMPLICATIONS

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

Focus Area: A Safe, Resilient and Sustainable Community

Goal: To protect the community, environment and assets through effective emergency management, bushfire mitigation and community preparedness.

Goal Outcome: A well-prepared and resilient community with effective bushfire risk management practices that minimise threats to life, property, infrastructure and the environment.

Strategy: Deliver and support emergency management, bushfire prevention and hazard reduction activities that enhance community safety, improve compliance with legislative requirements and strengthen partnerships with stakeholders and land managers across the Shire.

RISK IMPLICATIONS

Risk: Bushfire Management and Community Safety

Potential risks associated with the amendment include:

- Community confusion regarding the change to Restricted Burning Times.
- Landholders undertaking burning activities without understanding their obligations under the *Bush Fires Act 1954*.
- Increased likelihood of escaped burns if community members misinterpret the amendment as removing all legislative requirements relating to burning.
- Reputational risk to the Shire if changes are not effectively communicated to stakeholders and the broader community.

Control:

- Implementation of a comprehensive community engagement and communication program prior to commencement of the amended Restricted Burning Times.
- Direct notification to major permit applicants, pastoral stations, government agencies, utility providers and other regular permit holders.
- Publication of updated Restricted Burning Times through the Shire website, social media platforms and customer service channels.
- Updating all permit application forms, information sheets, procedures and public guidance materials.
- Continued enforcement and compliance activities undertaken by Shire Rangers and Fire Control Officers.
- Ongoing monitoring of seasonal conditions and review of Restricted Burning Times as required.

Risk Rating: Low

The proposed amendment is not expected to increase bushfire risk and may reduce the likelihood of unauthorised burning by providing greater flexibility for landholders to undertake burning activities during lower-risk seasonal conditions. The amendment also aligns the Shire with neighbouring Kimberley local governments, improving consistency across the region.

FINANCIAL IMPLICATIONS

No significant financial implications are anticipated.

Any costs associated with community engagement, stakeholder notification, website updates and public communication can be accommodated within existing operational budgets.

Current and Future Asset Considerations

Nil

COMMUNITY ENGAGEMENT

Engagement has taken place in accordance with the Community Engagement Guidelines and included:

- BFAC meeting held on 18 May 2026

Should Council approve the amendment, the following engagement activities will be undertaken:

Direct Stakeholder Engagement

Notification will be provided to major permit applicants and stakeholders who regularly undertake burning activities, including:

- Pastoral lease holders;
- Agricultural operators;
- Government agencies;
- Utility providers;
- Aboriginal corporations and land managers;
- Major industry stakeholders; and
- Other frequent permit applicants.

Public Communication

The Shire will advise the community of the changes through:

- Shire website updates;
- Shire social media platforms;
- Public notices;
- Customer service enquiries;
- Fire permit application processes; and
- Other communication channels as appropriate.

Internal Communication

Updates will be made to:

- Fire Permit Application Forms;
- Fire Permit Conditions;
- Ranger Services procedures;
- Fire management information sheets;
- Shire website information; and
- Relevant emergency management documentation.

ATTACHMENTS

Nil

9.5. INFRASTRUCTURE

9.5.1. POL-4003 CATTLE GRIDS - POLICY REVIEW

AUTHOR:	Director Infrastructure and Strategic Projects
RESPONSIBLE OFFICER:	Paul Webb, Director Infrastructure and Strategic Projects
ASSESSMENT NO:	N/A
FILE NO:	LE.10.9
DISCLOSURE OF INTERESTS:	NIL
COUNCIL'S ROLE IN THE MATTER:	Advocator - advocate and support initiatives on behalf of the community
VOTING REQUIREMENT:	Simple Majority

OFFICER'S RECOMMENDATION

That Council

- 1. Rescind POL-4003 Cattle Grids (Version 3.1); and**
- 2. Adopt POL-4003 Cattle Grids (Version 4.0) as attached**

PURPOSE

To present the reviewed POL-4003 Cattle Grids to Council for adoption as Version 4.0 following its scheduled review. No amendments to the policy content are recommended.

BACKGROUND / PREVIOUS CONSIDERATIONS BY COUNCIL OR COMMITTEE

POL-4003 Cattle Grids establishes the standards and responsibilities for the installation, construction and maintenance of cattle grids located on Shire-managed public roads. The policy also outlines the respective responsibilities of the Shire and adjoining pastoral landholders regarding construction and ongoing maintenance.

The policy was last updated administratively in November 2023 to align with the Shire's Policy Management framework, with no changes made to the policy intent or operational requirements.

As part of the Shire's policy review program, the policy has been reviewed to ensure it remains current and continues to support the management of cattle grids on the Shire road network.

COMMENTS

The review has determined that the policy remains fit for purpose and continues to provide an appropriate framework for the approval, construction and maintenance of cattle grids on Shire roads.

The policy clearly defines the responsibilities of applicants, interested pastoral landholders and the Shire, while ensuring cattle grids are constructed to recognised engineering standards and maintained to minimise risks to road users.

No legislative changes or operational issues have been identified that warrant amendments to the policy. Accordingly, it is recommended that Council adopt Version 4.0 without changes to the policy content. The version number will be updated to reflect Council's review and adoption.

STATUTORY IMPLICATIONS

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

2.7. Role of council

(1) *The council —*

(a) *governs the local government's affairs; and*

(b) *is responsible for the performance of the local government's functions.*

(2) *Without limiting subsection (1), the council is to —*

(a) *oversee the allocation of the local government's finances and resources; and*

(b) *determine the local government's policies.*

POLICY IMPLICATIONS

Council is requested to adopt POL-4003 Cattle Grids Version 4.0 and rescind Version 3.1.

No changes to the policy provisions are proposed.

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 maintain contemporary governance documentation may result in policies becoming outdated or inconsistent with current operational practices.

Control: The policy has been reviewed in accordance with the Shire's policy review program. Adoption of Version 4.0 ensures the policy remains current and continues to provide an appropriate governance framework.

FINANCIAL IMPLICATIONS

There are no financial implications associated with the adoption of the reviewed policy.

Current and Future Asset Considerations

The policy continues to support the appropriate management and maintenance of cattle grids forming part of the Shire's road infrastructure network. No additional asset implications arise from the recommended review.

COMMUNITY ENGAGEMENT

No community engagement is required.

ATTACHMENTS

1. POL-4003 Cattle Grids V4.0 - Reviewed [9.5.1.1]

9.5.2. POL-4000 MAINTENANCE OF SHIRE ASSETS - RESCIND POLICY

AUTHOR:	Director Infrastructure and Strategic Projects
RESPONSIBLE OFFICER:	Paul Webb, Director Infrastructure and Strategic Projects
ASSESSMENT NO:	N/A
FILE NO:	RD.18.1
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

That Council rescind POL-4000 Maintenance of Shire Assets (Version 3.1).

PURPOSE

The purpose of this report is for Council to review POL-4000 Maintenance of Shire Assets and determine whether the policy remains necessary.

Following review, the policy is considered redundant. The policy confirms that the Shire maintains Shire roads and Shire assets and does not maintain station access roads or private airstrips. This position reflects existing asset ownership, asset management and operational responsibility and does not require a standalone Council policy.

BACKGROUND / PREVIOUS CONSIDERATIONS BY COUNCIL OR COMMITTEE

The Shire has maintained a policy position regarding the maintenance of Shire assets for a number of years.

The previous policy was identified as CP/OPS-3649 Maintenance of Shire Assets. Internal records show that the policy was adopted by Council on 18 November 2014, Resolution No. 10653. The policy was later reviewed or modified on 22 September 2015, Resolution No. 11114.

The current policy is identified as POL-4000 Maintenance of Shire Assets.

COMMENTS

POL-4000 Maintenance of Shire Assets provides that the Shire maintains Shire roads and Shire assets, and that the Shire is not responsible for the maintenance and serviceability of station access roads or private airstrips.

The policy is considered redundant because it does not establish a substantive policy position beyond the normal principle that the Shire is responsible for maintaining assets under its care, control and management, and is not responsible for maintaining private assets.

The Shire's responsibilities for asset maintenance are already guided by asset ownership, the Shire's asset register, the Roads Register, adopted budgets, operational service levels, asset management planning and legislative requirements. A standalone policy is therefore not required to confirm that the Shire maintains its own assets and does not maintain assets that are privately owned or not under its control.

Where works are requested on station access roads, private airstrips, private roads or other non-Shire assets, those requests can be managed through existing operational processes, the Shire's Private Works Policy where applicable, and the Shire's assessment of legal authority, risk, cost recovery, public benefit and available resources.

Rescinding the policy will not change the Shire's operational position. The Shire will continue to maintain Shire roads and Shire assets and will not assume responsibility for private infrastructure unless there is a clear legal, contractual or Council-approved basis to do so.

Rescinding the policy will simplify the Shire's policy framework by removing a document that restates existing operational responsibility rather than providing additional policy direction.

STATUTORY IMPLICATIONS

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

2.7. Role of council

(1) The council —

(a) governs the local government's affairs; and

(b) is responsible for the performance of the local government's functions.

(2) Without limiting subsection (1), the council is to —

(a) oversee the allocation of the local government's finances and resources; and

(b) determine the local government's policies.

POLICY IMPLICATIONS

This report recommends that POL-4000 Maintenance of Shire Assets be rescinded.

The rescission of the policy does not remove or reduce the Shire's responsibility to maintain assets under its care, control or management. It also does not create any obligation for the Shire to maintain station access roads, private airstrips, private roads or other non-Shire assets.

Requests for work on non-Shire assets will continue to be considered under relevant legislation, available resources, operational priorities, the Shire's Private Works Policy where applicable, and any relevant cost recovery 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

RISK IMPLICATIONS

Risk: Rescinding the policy may create uncertainty if it is interpreted as changing the Shire's position on the maintenance of station access roads, private airstrips, private roads or other non-Shire assets.

Control: The Council report clearly states that rescinding the policy does not change operational practice. The Shire remains responsible for maintaining Shire roads and Shire assets only. Any work on non-Shire assets must be separately authorised through appropriate operational, legal, budgetary and policy processes, including the Private Works Policy where applicable.

FINANCIAL IMPLICATIONS

There are no direct financial implications arising from the recommendation to rescind the policy. The Shire will continue to fund the maintenance of Shire roads and Shire assets through the annual budget process.

Works on private or non-Shire assets will not be undertaken unless appropriately authorised and, where applicable, subject to cost recovery through the Shire's approved fees, charges or private works arrangements.

Current and Future Asset Considerations

Rescinding the policy does not alter the Shire's asset management responsibilities. The Shire will continue to maintain assets recorded in its asset registers and roads recorded in the Roads Register, subject to adopted budgets, service levels, risk, condition and operational priorities.

The rescission supports clearer asset management practice by relying on asset ownership, asset register information, road register information, operational responsibility and approved private works processes, rather than retaining a standalone policy that restates existing responsibilities.

COMMUNITY ENGAGEMENT

No community engagement is required.

ATTACHMENTS

1. POL-4000 Maintenance of Shire Assets V3.1 - To Be Rescinded [9.5.2.1]

9.5.3. POL-4004 VEHICLE CROSSOVER SUBSIDY - POLICY REVIEW

AUTHOR:	Director Infrastructure and Strategic Projects
RESPONSIBLE OFFICER:	Paul Webb, Director Infrastructure and Strategic Projects
ASSESSMENT NO:	<Insert Text>
FILE NO:	RD.03.1
DISCLOSURE OF INTERESTS:	Nil
COUNCIL'S ROLE IN THE MATTER:	Advocator - advocate and support initiatives on behalf of the community
VOTING REQUIREMENT:	Simple Majority

OFFICER'S RECOMMENDATION

That Council

2. Rescind POL-4004 Vehicle Crossover Subsidy (Version 4.1); and
3. Adopt POL-4004 Vehicle Crossover Subsidy (Version 5.0) as attached

PURPOSE

The purpose of this report is for Council to review POL-4004 Vehicle Crossover Subsidy and determine whether the policy remains appropriate.

Following review, the policy is considered to remain current, relevant and applicable. No amendments are recommended at this time.

BACKGROUND / PREVIOUS CONSIDERATIONS BY COUNCIL OR COMMITTEE

The Shire has maintained a vehicle crossover subsidy policy for a number of years to provide a consistent framework for considering applications for crossover subsidies.

The policy has been reviewed and is considered to remain fit for purpose.

COMMENTS

The purpose of the Vehicle Crossover Subsidy policy is to provide a clear and consistent approach to the payment of a Shire subsidy for eligible vehicle crossovers.

The policy supports property owners who construct a first crossover between the carriageway and the front property boundary, subject to the crossover being approved, constructed to the required standard and inspected by the Shire.

The existing policy remains relevant because vehicle crossovers connect private property to the public road network and can affect road safety, drainage, pedestrian access, verge condition, public infrastructure, asset maintenance and future road works.

The policy provides that the first crossover constructed between a carriageway and a front property boundary may be eligible for a Shire crossover subsidy. It also provides that the subsidy value is determined by Council and published in the Shire's Schedule of Fees.

The policy also requires applications to be submitted to the Shire and provides that applications may be accepted, accepted with conditions, amended or refused.

The policy remains appropriate as it provides a consistent administrative framework for managing crossover subsidy applications and protects the Shire's interests by requiring compliance with specifications, approvals and inspections.

No changes are recommended.

STATUTORY IMPLICATIONS

[Local Government \(Uniform Local Provisions\) Regulations 1996](#)

12. *Crossing from public thoroughfare to private land or private thoroughfare* — Sch. 9.1 cl. 7(2) (1) (2)

13. a. *Requirement to construct or repair crossing* — Sch. 9.1 cl. 7(3)

POLICY IMPLICATIONS

This report recommends that POL-4004 Vehicle Crossover Subsidy be retained without amendment.

The policy provides a consistent framework for assessing applications for crossover subsidies, including eligibility, construction standards, inspection requirements, applicant responsibilities, damage to Shire infrastructure and subsidy value.

No new policy implications are identified.

STRATEGIC IMPLICATIONS

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

Focus Area: CONNECTION

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: Inconsistent approval, construction or inspection of vehicle crossovers may result in damage to Shire infrastructure, drainage impacts, unsafe access arrangements, reduced service levels, increased maintenance costs or reputational risk.

Control: Retaining POL-4004 Vehicle Crossover Subsidy provides a clear policy framework for managing crossover subsidy applications, construction standards, inspections, applicant responsibilities and recovery of costs where damage or non-compliance occurs.

FINANCIAL IMPLICATIONS

There are no direct financial implications arising from the recommendation to retain the existing policy.

Crossover subsidies are managed in accordance with the policy and the subsidy amount determined by Council through the Shire's adopted Schedule of Fees. The policy also provides that additional inspection costs may be charged to the applicant where works do not meet specification and further inspections are required.

Future financial implications may arise where eligible crossover subsidy applications are approved. These costs will be managed through the annual budget process and the adopted Schedule of Fees and Charges.

Current and Future Asset Considerations

Vehicle crossovers form part of the interface between private land and the public road reserve. Poorly designed or constructed crossovers may affect drainage, road shoulders, verges, footpaths, kerbing, road pavement, underground services and future maintenance or renewal works.

Retaining the policy assists the Shire in ensuring that vehicle crossovers are approved, constructed and inspected in accordance with appropriate standards. This supports road safety, asset protection, drainage management and consistent service delivery.

COMMUNITY ENGAGEMENT

No community engagement is required.

ATTACHMENTS

1. Attachment 1 - POL 4004 Vehicle Crossover Subsidy - Reviewed [9.5.3.1]

- 10. APPLICATIONS FOR LEAVE OF ABSENCE**
- 11. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**
- 12. QUESTIONS FROM MEMBERS WITHOUT NOTICE**
- 13. URGENT BUSINESS (BY DECISION OF THE MEETING)**
- 14. MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC**
- 15. CLOSURE**