SHIRE OF WYNDHAM EAST KIMBERLEY

Ordinary Council Meeting: Unconfirmed Minutes

Tuesday 28 July 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
UNCONFIRMED MINUTES
KUNUNURRA COUNCIL CHAMBERS
TO BE HELD ON TUESDAY 28 JULY 2026 AT 5:00PM

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

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The Shire President declared the Meeting open at 5.02 pm.

2. ANNOUNCEMENTS

2.1. ANNOUNCEMENTS BY THE PRESIDING MEMBER

I'd like to acknowledge that this afternoon we had the pleasure of welcoming nine new Australian citizens at our Citizenship Ceremony. On behalf of Council, I again congratulate each of our new citizens on this significant milestone and warmly welcome them as Australian citizens and valued members of the East Kimberley community.

Since our last Ordinary Council Meeting, the Chief Executive Officer and I also attended the Kimberley Regional Group meeting, where we met with other Kimberley local governments to discuss regional priorities and opportunities for collaboration.

We were also pleased to welcome Senator Glenn Sterle, Senator Dorinda Cox and Ms Divina D'Anna MLA to Kununurra to participate in a forum focused on anti-social behaviour. The forum brought together key agencies and stakeholders from across our East Kimberley community to discuss the challenges facing the East Kimberley and opportunities to work collaboratively towards practical solutions.

Organisers of the Brown Water Classic acknowledgement, well done to all involved.

Turning to tonight's agenda, Council will be considering a range of important matters, including recommendations from the East Kimberley Regional Airport Committee, a minor review of our Strategic Community Plan 2023–2033, proposed amendments to airport and Shire fees and charges, the monthly financial reports, planning and community development matters, a review of the Directional Signage Policy, and ongoing heavy vehicle access arrangements for Boab Metals.

Later in the meeting, Council will also consider three confidential items relating to the routine and reactive air-conditioning services contract, a request to write off debt for the Wyndham Community Club, and an organisational structure review.

2.2. DELEGATE'S REPORTS FROM COMMITTEES OF COUNCIL

Nil

3. ATTENDANCE / APOLOGIES

Cr D Menzel	Shire President (Presiding Member)
Cr T Chafer	Deputy Shire President
Cr K Bond	Councillor
Cr C Cane	Councillor
Cr M Dear	Councillor
Cr V Goulden	Councillor
Cr S Martin	Councillor
Cr S Timms	Councillor
Cr B Robinson	Councillor

V Lawrence	Chief Executive Officer
Nick Allen	Director Planning and Community Development
A Bell	Director Corporate Services
N Bray	Minute Taker

Leave of Absence

Nil

Apology

P Webb	Director Infrastructure & Strategic Projects

Absent

Nil

4. DECLARATION OF INTEREST

Type	Item #	Councillor/Officer	Description of Interest
Impartiality	9.1.1	Cr K Bond	Member of East Kimberley Marketing Group Board
Impartiality	9.1.1	Cr B Robinson	Member of East Kimberley Marketing Group Board
Direct Financial	9.5.2	Cr M Dear	Shareholder of Boab Metals Limited
Direct Financial	9.5.2	Cr S Timms	Shareholder of Boab Metals Limited
Direct Financial	9.5.2	Cr T Chafer	Shareholder of Boab Metals Limited

5. PUBLIC QUESTION TIME

Nil

5.1. RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE

Nil

5.2. PUBLIC QUESTION TIME

Nil

6. CONFIRMATION OF MINUTES

PURPOSE

To formally confirm the accuracy of the Minutes from the Ordinary Council Meeting held on 23 June 2026, ensuring they represent a true and correct record of Council's proceedings in accordance with Section 5.22 of the *Local Government Act 1995*.

OFFICER'S RECOMMENDATION / COUNCIL DECISION

Minute Number: 28/07/2026 - 119495
Moved: Cr B Robinson
Seconded: Cr S Timms

That Council confirms the Minutes of the Ordinary Council Meeting held on 23 June 2026.

Carried: 9/0
For: Cr D Menzel, Cr T Chafer, Cr C Cane, Cr K Bond, Cr M Dear, Cr V Goulden, Cr S Martin, Cr B Robinson, Cr S Timms.
Against: Nil

7. PRESENTATIONS

7.1. PETITIONS

Nil

7.2. PRESENTATIONS

Nil

7.3. DEPUTATIONS

Nil

8. METHOD OF DEALING WITH AGENDA BUSINESS

<u>**OFFICER'S RECOMMENDATION / COUNCIL DECISION**</u>

Minute Number: 28/07/2026 - 119496
Moved: Cr D Menzel
Seconded: Cr B Robinson

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

1. **Matters Considered by Committees of Council**
   a. **9.1.1. East Kimberley Regional Airport Committee Held 24 July 2026**

2. **Office of the CEO items**
   a. **9.2.2. Standing Item - Use Of The Common Seal**

3. **Corporate Services**
   a. **9.3.2. List Of Accounts Paid From Municipal Fund and Trust Fund**
   b. **9.3.3. Monthly Financial Report**

4. **Infrastructure**
   a. **9.5.1. POL-4008 Directional Signage - Policy Review**

Carried: 9/0
For: Cr D Menzel, Cr T Chafer, Cr K Bond, Cr C Cane, Cr M Dear, Cr V Goulden, Cr S Martin, Cr B Robinson, Cr S Timms.
Against: Nil

9. OFFICER REPORTS

9.1. MATTERS CONSIDERED BY COMMITTEES OF COUNCIL

9.1.1. EAST KIMBERLEY REGIONAL AIRPORT COMMITTEE HELD 24 JULY 2026

AUTHOR:	Executive Officer to the CEO
RESPONSIBLE OFFICER:	Vernon Lawrence, Chief Executive Officer
FILE NO:	N/a
DISCLOSURE OF INTERESTS:	As per item 4 – 2 impartiality interests were declared by Cr K bond & Cr B Robinson
COUNCIL'S ROLE IN THE MATTER:	Leader - plan and provide direction through policy and practices
VOTING REQUIREMENT:	Simple Majority

All recommendations resolved En Bloc at Item 8 – Method of Dealing with Agenda Business

COMMITTEE RECOMMENDATION 1 / COUNCIL DECISION

Minute Number: 28/07/2026 - 119497
Moved: Cr D Menzel
Seconded: Cr B Robinson

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

Carried: 9/0
For: Cr D Menzel, Cr T Chafer, Cr K Bond, Cr C Cane, Cr M Dear, Cr V Goulden, Cr S Martin, Cr B Robinson, Cr S Timms.
Against: Nil

COMMITTEE RECOMMENDATION 2 / COUNCIL DECISION

Minute Number: 28/07/2026 - 119498
Moved: Cr D Menzel
Seconded: Cr B Robinson

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

Carried: 9/0
For: Cr D Menzel, Cr T Chafer, Cr K Bond, Cr C Cane, Cr M Dear, Cr V Goulden, Cr S Martin, Cr B Robinson, Cr S Timms.
Against: Nil

COMMITTEE RECOMMENDATION 3 / COUNCIL DECISION

Minute Number: 28/07/2026 - 119499
Moved: Cr D Menzel
Seconded: Cr B Robinson

That Council:

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

2. **Consider the Fees and Charges Schedule be amended to reflect the charges for landing fees for aircraft over 5,700 kilograms, passenger screening fees and**

passenger handling fees for the period 1 January 2027 to 30 June 2027 remain the same as the fees and charges for the period 1 July 2026 to 31 December 2026.

Carried: 9/0
For: Cr D Menzel, Cr T Chafer, Cr K Bond, Cr C Cane, Cr M Dear, Cr V Goulden, Cr S Martin, Cr B Robinson, Cr S Timms.
Against: Nil

COMMITTEE RECOMMENDATION 4 / COUNCIL DECISION

Minute Number: 28/07/2026 - 119500
Moved: Cr D Menzel
Seconded: Cr B Robinson

That Council:

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

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

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

Carried: 9/0
For: Cr D Menzel, Cr T Chafer, Cr K Bond, Cr C Cane, Cr M Dear, Cr V Goulden, Cr S Martin, Cr B Robinson, Cr S Timms.
Against: Nil

PURPOSE

To consider the recommendations from the East Kimberley Regional Airport Committee made at its meeting held on 22 July 2026.

BACKGROUND / PREVIOUS CONSIDERATIONS BY COUNCIL OR COMMITTEE

The background and details supporting the recommendations are contained within the Minutes of the 22 July 2026 East Kimberley Regional Airport Committee meeting and confidential attachments to the Agenda/Minutes.

COMMENTS

Various - detailed within the Minutes of the East Kimberley Regional Airport Committee meeting made held on 22 July 2026.

STATUTORY IMPLICATIONS

Various - detailed within the Minutes of the East Kimberley Regional Airport Committee meeting made held on 22 July 2026.

POLICY IMPLICATIONS

Various - detailed within the Minutes of the East Kimberley Regional Airport Committee meeting made held on 22 July 2026.

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 East Kimberley Regional Airport Committee meeting made held on 22 July 2026.

FINANCIAL IMPLICATIONS

Various - detailed within the Minutes of the East Kimberley Regional Airport Committee meeting made held on 22 July 2026.

Current and Future Asset Considerations

Various - detailed within the Minutes of the East Kimberley Regional Airport Committee meeting made held on 22 July 2026.

COMMUNITY ENGAGEMENT

Various - detailed within the Minutes of the East Kimberley Regional Airport Committee meeting made held on 22 July 2026.

ATTACHMENTS

Nil

9.2. OFFICE OF THE CEO

9.2.1. STRATEGIC COMMUNITY PLAN 2023-2033 DESKTOP (MINOR) REVIEW

AUTHOR:	Strategic Performance Advisor
RESPONSIBLE OFFICER:	Vernon Lawrence, Chief Executive Officer
ASSESSMENT NO:	Nil
FILE NO:	CM.10.18
DISCLOSURE OF INTERESTS:	Nil
COUNCIL'S ROLE IN THE MATTER:	Leader - plan and provide direction through policy and practices
VOTING REQUIREMENT:	Absolute Majority

OFFICER'S RECOMMENDATION / COUNCIL DECISION

Minute Number: 28/07/2026 - 119501
Moved: Cr K Bond
Seconded: Cr M Dear

That Council:

1) **Adopts the proposed changes to the *Strategic Community Plan 2023–2033 (2026 Review)*, included as Attachment 1, following the minor desktop review undertaken in accordance with section 5.56(1) of the *Local Government Act 1995*.**

2) **Requests that the Chief Executive Officer provide local public notice of the adoption of the reviewed Community Strategic Plan 2023-2033 as per Section 19D of the *Local Government (Administration) Regulations 1996*.**

Carried: 9/0
For: Cr D Menzel, Cr T Chafer, Cr K Bond, Cr C Cane, Cr M Dear, Cr V Goulden, Cr S Martin, Cr B Robinson, Cr S Timms.
Against: Nil

PURPOSE

To seek Council's consideration and adoption of proposed changes arising from the minor review of the Strategic Community Plan as presented at attachment 1.

BACKGROUND / PREVIOUS CONSIDERATIONS BY COUNCIL OR COMMITTEE

All local governments are required to plan for the future of their district under Section 5.56 (1) of the Local Government Act 1995 (the Act). Regulations under Section 5.56 (2) of the Act outline the minimum requirements to achieve this. The minimum requirement of the plan is the development of a Strategic Community Plan (SCP) and a Corporate Business Plan (CBP).

The Integrated Planning and Reporting Framework (IPRF), the overarching umbrella which encompasses both the SCP and CBP, is a set of strategic and operational documents that the Shire is required by legislation to prepare these with the involvement of the community.

The IPRF ensures Council decisions look to the long-term future and consider the community's aspirations to deliver the best results possible with the resources available. The framework is also designed to have a stronger focus on place shaping and wellbeing while requiring a greater level of community engagement.

The primary aims of the Integrated Planning and Reporting Framework include to:

- articulate the community's vision, outcomes and priorities and desired outcomes
- allocate resources to achieve the vision, striking a considered balance between aspirations and affordability
- monitor and report on progress

The Strategic Community Plan
The Strategic Community Plan is the highest level integrated strategic corporate planning document, setting out the long-term vision of the community for the next 10 years.

COMMENTS

The 2025/26 desktop review of the Strategic Community Plan 2023–2033 was undertaken as a minor review, informed by updated evidence and community feedback from the 2024 and 2026 Community Scorecards. The proposed changes retain the Plan's long-term vision and strategic direction while improving clarity, readability and communication. The updated 2026 Plan remains aligned with the requirements of the Local Government Act 1995 and strengthens the expression of key themes including sustainability, community-driven leadership and advocacy.

The updated Plan proposed for adoption is provided at Attachment 1. A more detailed version, included at Attachment 2, provides additional context for each goal outcome including Shire role and why the outcome matters to the community.

The following section summarises the proposed refinements to each goal of the SCP at attachment 1 arising from the review. The minor review sought to improve clarity, readability and alignment with the Shire's Integrated Planning and Reporting Framework, while retaining the 2023 Plan's overall intent.

Goal 1 – Safe Communities
The review confirmed that Goal 1 remains the community's number one priority, with community safety continuing to be a significant concern within the Shire. Updated evidence, including feedback from the 2026 Community Scorecard and the development of the draft Community Safety Plan 2025–2030, highlighted ongoing issues relating to crime, anti-social behaviour, youth offending, family wellbeing, alcohol and other drug-related harm, and the safety of public places.

The goal background, Shire role, outcome descriptions and objectives have been refined to better reflect contemporary community safety challenges and the importance of prevention, early intervention, partnerships and place-based responses. The four existing goal outcomes have been retained, with wording updated to improve clarity and strengthen the focus on community awareness and action, safer and more active public spaces, positive outcomes for families, children and young people, and reduced alcohol and other drug-related harm.

Strategy wording has also been refined to improve alignment with the draft Community Safety Plan 2025–2030, contemporary crime prevention approaches and community feedback, while maintaining the existing strategic direction of the Goal. Once the SCP update is adopted, the draft

Community Safety Plan will be updated to maintain consistent outcome, strategy and objective wording.

Goal 2– Healthy Communities

The review confirmed that Goal 2 remains relevant, with the goal title and overarching intent retained. However, refinements have been made to better reflect contemporary health and wellbeing challenges and the factors that contribute to healthy, active and connected communities across the East Kimberley. Community feedback and supporting evidence highlighted the importance of access to health and community services, quality sport and recreation facilities, strong community groups and clubs, and opportunities for social participation and inclusion. The goal background, Shire role, outcome descriptions and objectives have been updated to strengthen recognition of the relationship between physical health, mental wellbeing, social connection and community resilience. While the three existing goal outcomes have been retained, their descriptions have been expanded to provide greater clarity regarding the Shire's role in advocating for improved health services, providing and maintaining recreation infrastructure, and supporting the sustainability of local community organisations. The review also introduces a stronger focus on preventative health, partnership-based service delivery, participation, accessibility and reducing barriers experienced by vulnerable and remote populations, while maintaining the existing strategic direction of the Goal.

Goal 3 – Access to Housing

The review confirmed that Goal 3 remains relevant and no changes are proposed to the goal title or overarching objective. Minor refinements have been made to the background information, strategies and objectives to better reflect current housing challenges, including housing affordability, housing diversity, ageing in place, disability access and key worker accommodation. The amendments strengthen the Shire's advocacy and partnership role in improving housing availability, accessibility and suitability across the East Kimberley while maintaining the existing strategic direction of the Goal.

Goal 4 – Access to Education

The review confirmed that Goal 4 remains relevant, with the goal title and overarching intent retained. However, refinements have been made to better reflect contemporary education challenges and community expectations regarding early childhood education, training, lifelong learning and workforce development. Community feedback and supporting evidence highlighted ongoing concerns about childcare availability, limited access to tertiary and vocational education, workforce skill shortages, and the need for more flexible and inclusive education pathways. The goal background, Shire role, outcome descriptions and strategies have been updated to strengthen the focus on education as a key contributor to wellbeing, workforce participation, economic opportunity and long-term community resilience. While the two existing goal outcomes have been retained, refinements have been made to improve clarity and better reflect the importance of access to quality early childhood education and a broader range of education and training opportunities across all life stages. Strategy wording has also been refined to strengthen the Shire's advocacy role, improve alignment with community feedback and current evidence, and better support implementation through the Corporate Business Plan while maintaining the existing strategic direction of the Goal.

Goal 5 – Access to Employment

Goal 5 has been updated to better reflect the interconnected relationship between economic development, local employment opportunities and workforce participation. The review confirmed that the existing goal remains relevant, with evidence and community feedback highlighting ongoing concerns regarding business growth, workforce shortages, limited local employment opportunities, barriers to participation and the need for stronger economic diversification. The goal background, Shire role and outcome descriptions have been updated to align with contemporary economic development priorities and the Shire's Economic Development Strategy. While the two existing goal outcomes have been retained, their descriptions have been expanded to provide greater clarity regarding the Shire's role in supporting business development, attracting investment, promoting local employment opportunities and enabling participation in the local economy. Strategy wording has also been refined to strengthen the distinction between economic development and workforce participation, improve alignment with community feedback and again this will better support implementation through the Corporate Business Plan.

Goal 6 – Accessible Places

The review confirmed that Goal 6 remains relevant; however, refinements have been made to better reflect contemporary community expectations regarding connectivity, accessibility, placemaking and town centre vitality. Community feedback and supporting evidence highlighted concerns about declining access to shops and services, ageing infrastructure, limited walkability, town centre amenity and reduced commercial activity, particularly in Wyndham. The goal background, Shire role, outcome descriptions and strategies have been updated to place greater emphasis on connected and accessible places, town centre revitalisation, active transport, placemaking and support for local service provision. While the existing goal outcomes have been retained, their descriptions have been expanded to provide greater clarity regarding the Shire's role in maintaining infrastructure, improving accessibility, activating public spaces, supporting local businesses and advocating for investment. Strategy wording has also been refined to strengthen alignment with community feedback, improve recognition of the relationship between access, town centre quality and economic activity, and better support implementation through the Corporate Business Plan.

Goal 7 – Connecting to the World

The review confirmed that Goal 7 remains relevant, with the goal title and overarching intent retained. However, refinements have been made to better reflect the importance of transport and digital connectivity in supporting liveability, service access, economic participation and community resilience in a remote region. Community feedback and supporting evidence highlighted significant concerns regarding road condition, transport reliability and regional connectivity, while telecommunications and internet services has shown improvement, they remain areas requiring ongoing improvement in coverage, reliability and performance, particularly in Wyndham. The goal background, Shire role, outcome descriptions and strategies have been updated to strengthen the distinction between transport and communications connectivity and provide greater clarity regarding the Shire's role in maintaining local transport infrastructure, advocating for investment in regional transport networks, and supporting improved telecommunications services. While the two existing goal outcomes have been retained, their descriptions have been expanded to improve alignment with community expectations, contemporary service needs and the opportunities presented by improved connectivity. Strategy wording has also been refined to strengthen the focus on advocacy, regional access, digital connectivity and reducing the impacts of remoteness while maintaining the existing strategic direction of the Goal.

Goal 8 – Connecting Cultures

The review confirmed that Goal 8 remains relevant, with the goal title and overarching intent retained. However, refinements have been made to better reflect the important role that community participation, volunteering, arts, culture and heritage play in strengthening social connection, wellbeing and community identity across the East Kimberley. Community feedback and supporting evidence highlighted the value residents place on local events, community groups, volunteering opportunities, cultural activities and the recognition of Aboriginal culture and heritage, while also identifying challenges relating to volunteer capacity, participation barriers and the need for a more coordinated approach to arts and cultural development. The goal background, Shire role, outcome descriptions and strategies have been updated to provide greater clarity regarding the Shire's role in leading, supporting, funding, partnering and advocating for community participation and cultural initiatives. While the two existing goal outcomes have been retained, their descriptions have been expanded to better articulate the importance of active and resilient community groups, volunteer support, cultural participation, Aboriginal partnerships and the preservation and celebration of local heritage. Strategy wording has also been refined to strengthen alignment with community feedback, contemporary volunteering and cultural development principles, and the proposed development of an Arts and Culture Strategy, while maintaining the existing strategic direction of the Goal.

Goal 9 – Conserving Country

The review confirmed that Goal 9 remains highly relevant, with the goal title and overarching intent retained. However, refinements have been made to better reflect contemporary expectations regarding environmental stewardship, climate resilience and the management of natural assets across the East Kimberley. Community feedback and supporting evidence highlighted strong support for protecting waterways, managing invasive weeds, reducing litter and waste, improving the condition and accessibility of natural areas, and responding to the impacts of climate change. The goal background, Shire role, outcome descriptions and strategies have been updated to strengthen the distinction between natural environment management and climate resilience, while providing greater clarity regarding the Shire's role in delivering environmental services, managing local reserves and town-based Crown land, partnering with Traditional Owners and government agencies, and advocating for investment in environmental and climate-related initiatives. While the two existing goal outcomes have been retained, their descriptions have been expanded to provide greater focus on healthy country, natural places, climate-responsive infrastructure and sustainable practices. Strategy wording has also been refined to improve alignment with community feedback, current policy directions and the practical role of local government in protecting and enhancing the region's environmental assets while supporting long-term resilience.

Goal 10 – Community-driven Leadership

The review confirmed that Goal 10 remains highly relevant, with the goal title and overarching intent retained. However, refinements have been made to better reflect contemporary community expectations regarding engagement, communication, transparency, partnerships and advocacy. Community feedback and supporting evidence highlighted strong support for the Shire's role in representing local priorities, building partnerships and providing opportunities for community participation, while also identifying growing expectations for clearer communication, regular reporting, transparent decision-making and visible outcomes.

The goal background, Shire role, outcome descriptions and strategies have been updated to strengthen the focus on community-driven leadership through engagement, collaboration, advocacy and innovation. While the four existing goal outcomes have been retained, refinements have been made to improve clarity and readability, including shorter outcome titles and updated descriptions that better reflect contemporary governance practice and community expectations. Strategy wording has also been refined to place greater emphasis on community participation, transparent communication, collaborative partnerships, evidence-based advocacy and continuous improvement, while maintaining the existing strategic direction of the Goal. These changes better align the Goal with community feedback, evolving policy frameworks and the Shire's emerging advocacy, governance and performance reporting initiatives.

Focus Areas

As this is a minor review, it is recommended that the existing goal groupings and order be retained for consistency. This maintains alignment between the SCP Focus Areas and the Community Vision.

The summary text for each Focus Area has been updated to better reflect the Goals and Goal Outcomes within each Focus Area:

- Liveability - How people experience life in the East Kimberley.
- Connectivity - How people, places, services and opportunities are connected.
- Sustainability - How communities lead and steward the region's future. How we protect and strengthen the East Kimberley for future generations.

STATUTORY IMPLICATIONS

Section 1.3 of the Local Government Act 1995 requires the Shire in carrying out its functions as a local government to use its best endeavours to meet the needs of current and future generations through the integration of environmental protection, social advancement and economic prosperity.

Section 5.56 of the Local Government Act 1995 requires the Shire to produce a ‘Plan for the Future’ for the district. The Local Government (Administration) Regulations 1996, state that a “Strategic Community Plan and Corporate Business Plan, together form a ‘Plan for the Future’ of a district”.

The requirements for the preparation, consideration, consultation and advertising of a Strategic Community Plan are detailed in regulations 19C and 19D of the Local Government (Administration) Regulations 1996. In summary, the requirements of the SCP are:

- Has a minimum 10-year timeframe
- States community aspirations, vision and goals/objectives
- Developed or modified through engagement with the community, and this is documented
- Has regard to current and future resource capacity
- Has regard to demographic trends
- Has regard to strategic performance indicators and the ways of measuring its strategic performance

POLICY IMPLICATIONS

The Shire’s Community Engagement Policy has guided the delivery of community and stakeholder engagement design for the review of the SCP.

The Western Australian Government’s Advisory Standard for Integrated Planning and Reporting (IPR) has set the minimum standard for the review of the SCP.

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

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

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

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

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

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

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

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

RISK IMPLICATIONS

Risk: Failure to provide effective advocacy for the Shire and the Region to develop projects, support industry and provide opportunities for all.

Control: Strategic Community Plan identifies significant community issues and projects for Council and staff to advocate for.

Risk: Failure to provide community services which meet the needs and expectations of the community to support social cohesion and participation.

Control: Strategic Community Plan identities the needs and expectations of the community to support social cohesion and participation.

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

Control: The Strategic Community Plan, based on extensive community engagement, assists Council and staff understanding of the needs and aspirations of the community.

FINANCIAL IMPLICATIONS

The Plan identifies priority projects that will require significant capital investment. The Corporate Business Plan and Long-Term Financial Plan will be updated to reflect estimated costs and proposed funding sources for future years.

Current and Future Asset Considerations

The SCP identifies future capital infrastructure investment priorities by setting out the community's long-term aspirations, supported by 10 goals and associated outcomes to guide the Shire's planning and decision-making.

COMMUNITY ENGAGEMENT

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

As the review is a minor review the basis of the plan remains the community engagement undertaken as part of the 2022/23 major review. The 2022/23 review began with the Catalyse Pty Ltd Community Satisfaction (Scorecard) Survey. This provided a broad data set that considered social and demographic. Based on this information more issue and area specific engagement was developed and undertaken. The methods and number of engagements achieved in the 2022/23 review is outlined in the table below:

Method	participation
Catalyse Survey	338
Community Vision Survey	203
Pop-up sessions	148
Drop-in sessions	81
Workshops	67
Social media interactions	595
Feedback on the draft Plan	55
TOTAL	1,487

The 2025/26 minor review was initially informed by the 2024 Community Scorecard survey. The draft 2025 document was then reviewed against the 2026 Community Scorecard survey, conducted by Catalyse Pty Ltd, which received 402 resident responses. The 2026 Scorecard results and associated comments helped inform the minor review, with a summary of community input included in the background for each goal.

Engagement will take place in accordance with the Community Engagement Guidelines and will include:

- Local public notice of the adoption of the Community Strategic Plan 2023-2033 (2026 Review)
- Public displays of the new SCP at libraries and other events to be included with the community engagement for the 2026/27 CBP.

ATTACHMENTS

1. SCP 2026-2036 [**9.2.1.1**]
2. SCP Goal Outcome Detail [**9.2.1.2**]

9.2.2. STANDING ITEM - USE OF THE COMMON SEAL

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

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

OFFICER'S RECOMMENDATION

Minute Number: 28/07/2026 - 119502
Moved: Cr K Bond
Seconded: Cr M Dear

That Council receives the report on the application of the Shire of Wyndham East Kimberley Common Seal for the period 6 December 2025 to 6 March 2026.

Carried: 9/0
For: Cr D Menzel, Cr T Chafer, Cr K Bond, Cr C Cane, Cr M Dear, Cr V Goulden, Cr S Martin, Cr B Robinson, Cr S Timms.
Against: Nil

PURPOSE

For Council to receive this report on the application of the Shire of East Kimberley Common Seal for the period 6 December 2025 to 6 March 2026.

COMMENTS

There was 1 document for the time period of 6 December 2025 to 6 March 2026 with the Shire of Wyndham East Kimberley Common Seal applied as per the table below:

Date of Use	Document
9 December 2025	Section 70A Notification – Loit 109 Kestrel Place

STATUTORY IMPLICATIONS

Local Government Act 1995 9.49A. Execution of documents

POLICY IMPLICATIONS

Nil

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 10.4: 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 manage a governance framework which transparently embraces good governance practices

Control: Maintain a formal policy and procedure for the use of the Common Seal, including a register.

FINANCIAL IMPLICATIONS

Nil

Current and Future Asset Considerations

Nil

COMMUNITY ENGAGEMENT

No Community engagement is required

ATTACHMENTS

Nil

9.2.3. EAST KIMBERLEY REGIONAL AIRPORTS - FEES AND CHARGES

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

OFFICER'S RECOMMENDATION

Minute Number: 28/07/2026 - 119503
Moved: Cr T Chafer
Seconded: Cr V Goulden

That Council:

1. **Note the request from the Department of Transport to consider maintaining the current airport fees and charges in support of the Regional Airfare Zone Cap;**

2. **Note that the Shire Administration estimates that the approximate loss of airport revenue is to be no more than $100,000;**

3. **Note that the Shire Administration advises that no change is required to the Annual Budget to accommodate this request;**

4. **Endorse the Fees and Charges Schedule be amended to reflect no increase for the period 1 January 2027 to 30 June 2027 for the following fees and charges:**
   a) **landing fees for aircraft over 5,700 kilograms:**
   b) **passenger screening fees: and**
   c) **passenger handling fees**

5. **Notes that local public notice of the amendment must be given in accordance with section 6.19 of the Local Government Act 1995 before the amendment is introduced and takes effect.**

Carried: 9/0
For: Cr D Menzel, Cr T Chafer, Cr K Bond, Cr C Cane, Cr M Dear, Cr V Goulden, Cr S Martin, Cr B Robinson, Cr S Timms.
Against: Nil

PURPOSE

For the Council to consider the Department of Transport request to keep the current fees and charges on landing fees for aircraft over 5,700 kilograms, passenger screening fees and passenger handling fees to remain the same as they currently are for the remainder of the financial year.

BACKGROUND / PREVIOUS CONSIDERATIONS BY COUNCIL OR COMMITTEE

This item was brought to the Airport Committee to discuss. The Airport Committee resolved to recommend to Council that it consider the request.

That Council:

1. **Note the Annual Budget for the 2026-2027 financial year for the East Kimberley Regional Airport and Wyndham Airport.**
2. **Consider that the Fees and Charges Schedule be amended to reflect the charges for landing fees for aircraft over 5,700 kilograms, passenger screening fees and passenger handling fees for the period 1 January 2027 to 30 June 2027 remain the same as the fees and charges for the period 1 July 2026 to 31 December 2026.**

COMMENTS

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

The East Kimberley community receives significant benefits under the RAZC .The program provides cap priced airfares for residents between Kununurra and Perth. The service provided by both airlines that service the flights between Kununurra and Perth is well utilised by the residents of the East Kimberley. The assistance that the Shire can provide in support of this request will help to maintain its viability thereby delivering significant benefits to our local community.

The Administration further considers that it has developed a very good working relationship with the Department of Transport who have supported the Shire in its capital investments for our airports, that supporting this request will enhance that relationship.

STATUTORY IMPLICATIONS

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

POLICY IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

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

Focus Area: CONNECTION
Focus Area: SUSTAINABILITY

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

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

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

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

RISK IMPLICATIONS

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

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

FINANCIAL IMPLICATIONS

The loss of revenues for the airport is estimated based on some assumptions. I am assuming that the volumes of passengers and the aircraft movements are the same as the 2025/26 financial year. I have not tried to isolate the landing fees and charges that are not caught up in this reduction out of the data in order to provide a “worst case scenario” for the reduction in revenue. That being said, the number of aircraft movements for which there will be no change to the fee structure is estimated at approximately 60% but because of the weight differential the difference in income is considered to be not material. For passenger handling and screening charges the data is difficult to separate and the reduction for non RPT passengers is considered to be minor.

For passenger handling and security fees the the change in price is $1 per person for both handling and security. We can further assume that the number of passengers is the same as for the same period in the prior year (52,895 passengers). Based on proportions against the total passengers for the last financial year and the total estimated revenue the amount of revenue that will be forgone for passenger handling fees is $$43,397 and passenger screening fees is $22,672. This gives a total of $66,069.

Using the same principles for landing fees with the number of aircraft movements in total being 5,054 for the same period last year and the change to the fees and charges in this instance is $1.50 per ton. The landing fees forgone is estimated to be $46,397.

The total amount is estimated on a “worst case scenario” basis to be $112,447. For purposes of this report the Administration estimates that at least 10% of this amount relates to fees and charges for which there will be no change. Consequently, the Administration believes that the amount of revenue forgone will be no more than $100,000. The Administration further considers that the amounts provided for in the Annual Budget do not need to change due to the fact the budget is drawn up on a very conservative basis.

Current and Future Asset Considerations

Nil

COMMUNITY ENGAGEMENT

Engagement will take place in accordance with the Community Engagement Guidelines and will include:

- Local public notice as required before the amendment takes effect, in accordance with Section 6.19 of the *Local Government Act 1995 (WA)*

ATTACHMENTS

Nil

9.3. CORPORATE SERVICES

9.3.1. FEES AND CHARGES 2026/27 AMENDMENTS

AUTHOR:	Strategic Performance Advisor
RESPONSIBLE OFFICER:	Alexandra Bell, Director Corporate Services
ASSESSMENT NO:	N/A
FILE NO:	FM.08.15
DISCLOSURE OF INTERESTS:	Nil
COUNCIL'S ROLE IN THE MATTER:	Regulator - enforce state legislation and local laws
VOTING REQUIREMENT:	Absolute Majority

OFFICER'S RECOMMENDATION

Minute Number: 28/07/2026 - 119504
Moved: Cr K Bond
Seconded: Cr S Martin

That Council:

1. **Amends the following fees and charges in the Schedule of Fees and Charges for 2026/27:**
   a. **Fee 254, Car Bodies, to "No Charge"**
   b. **Fee 397, Aquatic Membership (child) - 6 Months, to "$148.00"**
   c. **Building Permit Fees 505, 507, 508, 509, 510, 511, to "Calculation (minimum fee $121.00)"**
   d. **Demolition Permit Fees 514, 515, to "Calculation (minimum fee $121.00 per storey)"**
   e. **Other Building Fees 516, 517, 518, 519, 529, to "$121.00".**

2. **Notes that local public notice of the amendment must be given in accordance with section 6.19 of the Local Government Act 1995 before the amendment is introduced and takes effect; and**

3. **Authorises the Chief Executive Officer to give effect to this amendment following completion of the required local public notice process.**

Carried: 9/0
For: Cr D Menzel, Cr T Chafer, Cr K Bond, Cr C Cane, Cr M Dear, Cr V Goulden, Cr S Martin, Cr B Robinson, Cr S Timms.
Against: Nil

PURPOSE

To seek Council approval to amend 15 fees and charges in the 2026/27 Schedule of fees and Charges for 2026/27. These comprise changes to statutory building fees resulting from the Commerce Regulations Amendment (Fees and Charges) Regulations 2026, together with two corrections to Shire imposed fees where the adopted amounts do not reflect the intended fee.

BACKGROUND / PREVIOUS CONSIDERATIONS BY COUNCIL OR COMMITTEE

Council adopted the Schedule of Fees and Charges for 2026/27 at its meeting May 2026 Ordinary Council Meeting.

The Shire adopts a Schedule of Fees and Charges each financial year to prescribe the fees and charges that apply to services provided by the local government. Some fees are determined by Council under the Local Government Act 1995, while others are prescribed by State legislation and must be applied by local governments when undertaking delegated statutory functions.

Following adoption of the 2026/27 Schedule of Fees and Charges, a small number of amendments have been identified. These comprise changes to statutory building fees resulting from the Commerce Regulations Amendment (Fees and Charges) Regulations 2026, together with two corrections to Shire imposed fees where the adopted amounts do not reflect the intended fee.

On 10 June 2026, the Commerce Regulations Amendment (Fees and Charges) Regulations 2026 were published. The regulations amend a range of fees administered under legislation overseen by the Department of Energy, Mines, Industry Regulation and Safety, including prescribed fees under the Building Regulations 2012 and the Building Services (Registration) Regulations 2011. These fees commenced on 1 July 2026. As these fees are prescribed by State legislation, local governments are required to apply the revised statutory fees from their commencement date.

The Schedule of Fees and Charges also requires amendment to correct the two Shire imposed fees to ensure the adopted schedule accurately reflects Council's intended charges.

COMMENTS

The proposed amendments to the Schedule of Fees and Charges comprise two categories of changes.

The first category updates the Building Services section of the Schedule to align with the Commerce Regulations Amendment (Fees and Charges) Regulations 2026. These are statutory fees prescribed by State legislation. The Shire has no discretion to determine or vary these fees and is required to apply the prescribed amounts when performing relevant building approval and regulatory functions. Updating the Schedule ensures compliance with the legislative requirements and maintains consistency with the fees prescribed across Western Australia.

The second category comprises amendments to two Shire imposed fees:
- Aquatic Membership (Child) - 6 Months.
- Car Bodies - Waste Fee.

These amendments are administrative corrections. Following adoption of the 2026/27 Schedule of Fees and Charges, it was identified that the adopted fee amounts did not reflect the intended charges due to an error in the schedule preparation process and a subsequent review of the appropriate fee. The proposed amendments will correct these fees to the intended values, ensuring the Schedule accurately reflects the fees to be charged.
The proposed amendments do not introduce any new fees or alter the basis on which the fees are applied. They ensure the Schedule of Fees and Charges remains accurate, compliant with legislative requirements, and reflects Council's intended fees for the 2026/27 fiscal year.

Fee	Fee Group	Fee description	Fee
254	Disposal Charges	Car Bodies	No Charge
397	Aquatic Memberships	Aquatic Membership (child) - 6 Months	$148.00
505	Building Permit Fees	Building Permit Application Certified Class 1 -10 (0.19% of the estimated value of work)	Calculation (minimum fee $121.00)
507	Building Permit Fees	Building Permit Application Certified Class 1B, 2 -9 (0.09% of the estimated value of work)	Calculation (minimum fee $121.00)
508	Building Permit Fees	Building Permit Application Uncertified Class 1A & 10 (0.32% of the estimated value of work)	Calculation (minimum fee $121.00)
509	Building Permit Fees	Amended Building Permit. Note: Fees calculated on amended value	Calculation (minimum fee $121.00)
510	Building Permit Fees	Building Approval Certificate Application (for a building in respect of which unauthorised work has been carried out) (0.38% of the estimated value of work	Calculation (minimum fee $121.00)
511	Building Permit Fees	Building Approval Certificate Application (for existing building where unauthorised work has not been carried out)	Calculation (minimum fee $121.00)
514	Demolition Permit	Demolition Permit Application - Class 1 - 10	Calculation (minimum fee $121.00 per storey)
515	Demolition Permit	Demolition Permit Application - Class 2 - 9	Calculation (minimum fee $121.00 per storey)
516	Other Building Fees	Application Extension of Time (Building or Demolition Permit)	$121.00
517	Other Building Fees	Application for Occupancy Permit (completed building)	$121.00
518	Other Building Fees	Application for Temporary Occupancy Permit (incomplete building)	$121.00
519	Other Building Fees	Application for Modification of Occupancy Permit (additional use of building on a temporary basis)	$121.00
520	Other Building Fees	Application for Replacement Occupancy Permit (permanent change of use/classification)	$121.00

STATUTORY IMPLICATIONS

- Section 6.19 of the *Local Government Act 1995 (WA)* requires a local government to give local public notice before introducing fees or charges after adoption of the annual budget, including notice of the intention to do so and the proposed commencement date

- Section 6.16 of the *Local Government Act 1995* requires that the imposition or amendment of fees and charges be determined by an absolute majority of Council.

- Section 6.16(1) of the *Local Government Act 1995* provides that a local government may impose and recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed.

- Section 6.16(3), a local government provides that fees and charges are to be imposed when adopting the annual budget but may also be imposed during a fiscal year and amended from time to time.

POLICY IMPLICATIONS

This matter relates to the following Shire Policy:

- POL-2006 Fees and Charges Pricing - The amendments update the Schedule of Fees and Charges to reflect changes to statutory building fees prescribed by State legislation and correct two Shire imposed fees to ensure the adopted schedule accurately reflects Council's intended pricing. The amendments support the policy's objective of maintaining an accurate, transparent and legislatively compliant schedule of fees and charges.

STRATEGIC IMPLICATIONS

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

Focus Area: SUSTAINABILITY

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

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

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

RISK IMPLICATIONS

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

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

FINANCIAL IMPLICATIONS

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

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

Current and Future Asset Considerations

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

COMMUNITY ENGAGEMENT

Engagement will take place in accordance with the Community Engagement Guidelines and will include:

- Local public notice as required before the amendment takes effect, in accordance with Section 6.19 of the *Local Government Act 1995 (WA)*

ATTACHMENTS

Nil

9.3.2. 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

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

OFFICER'S RECOMMENDATION / COUNCIL DECISION

Minute Number: 28/07/2026 - 119505
Moved: Cr K Bond
Seconded: Cr M Dear

That Council receives the List of Accounts Paid for the period 1 to 30 June 2026 totalling $8,396,680.40 as presented at Attachment 1.

Carried: 9/0
For: Cr D Menzel, Cr T Chafer, Cr K Bond, Cr C Cane, Cr M Dear, Cr V Goulden, Cr S Martin, Cr B Robinson, Cr S Timms.
Against: Nil

PURPOSE

To present the List of Accounts 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)*.

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

FINANCIAL IMPLICATIONS

Payments totalling $8,396,680.40 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 June 2026 [**9.3.2.1**]

9.3.3. 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

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

OFFICER'S RECOMMENDATION / COUNCIL DECISION

Minute Number: 28/07/2026 - 119506
Moved: Cr K Bond
Seconded: Cr M Dear

That Council:

1. **Receives the Monthly Financial Report for the period ended 30 June 2026, as presented in Attachment 1, and**

2. **Notes the Statement of Financial Activity and Statement of Financial Position for the period ended 30 June 2026.**

Carried: 9/0
For: Cr D Menzel, Cr T Chafer, Cr K Bond, Cr C Cane, Cr M Dear, Cr V Goulden, Cr S Martin, Cr B Robinson, Cr S Timms.
Against: Nil

PURPOSE

To present the Monthly Financial Report for the period ended 30 June 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 June 2026 [**9.3.3.1**]

9.4. PLANNING AND COMMUNITY DEVELOPMENT

9.4.1. KUNUNURRA RACE CLUB COMMUNITY GRANT - CHANGE OF PURPOSE

AUTHOR:	Manager Community Development
RESPONSIBLE OFFICER:	Nick Allen, Director Planning and Community Development
ASSESSMENT NO:	N/A
FILE NO:	GS.05.65
DISCLOSURE OF INTERESTS:	Nil
COUNCIL'S ROLE IN THE MATTER:	Funder - provide funds or other resources
VOTING REQUIREMENT:	Simple Majority

OFFICER'S RECOMMENDATION / COUNCIL DECISION

Minute Number: 28/07/2026 - 119507
Moved: Cr T Chafer
Seconded: Cr V Goulden

That Council approves the Kununurra Race Club's request to change the purpose of the $9,100 funding approved under Round 1 of the 2025/26 Community Grant Program, from a Switchboard Power Upgrade to the installation of an Automated Reticulation System.

Lost: 5/4
For: Cr T Chafer, Cr V Goulden, Cr S Martin, Cr S Timms.
Against: Cr D Menzel, Cr K Bond, Cr C Cane, Cr M Dear, Cr B Robinson

FORESHADOWED MOTION / COUNCIL DECISION

Minute Number: 28/07/2026 - 119508
Moved: Cr B Robinson
Seconded: Cr M Dear

That Council

1. **Does not approve the Kununurra Race Club's request to change the purpose of the $9,100 funding approved under Round 1 of the 2025/26 Community Grant Program;**

2. **Requests the amount of $9,100 be carried forward to the 26/27 Grant Program; and**

3. **Directs the Chief Executive Officer to invite the Kununurra Race Club to reapply.**

Carried: 9/0
For: Cr D Menzel, Cr T Chafer, Cr K Bond, Cr C Cane, Cr M Dear, Cr V Goulden, Cr S Martin, Cr B Robinson, Cr S Timms.
Against: Nil

PURPOSE

This report seeks Council's consideration of the Kununurra Race Club's request to change the purpose of funding approved under Round 1 of the 2025/26 Community Grants Program.

BACKGROUND / PREVIOUS CONSIDERATIONS BY COUNCIL OR COMMITTEE

Previous Considerations
OCM 25/11/2025 - 119334

At the November Ordinary Council Meeting 2025, Council approved the allocation of $9,100 towards the Kununurra Race Club (KRC) 'Switchboard Power Upgrade' project under the Community Grants Program 2025/26, Round 1. In May 2026 the KRC reached out to the Shire to request a change of purpose (attachment 1). The request was made after the KRC was notified by the Shire that the power upgrades would be included in the 2028 Solar Eclipse Funding as part of an overall plan to improve the infrastructure at Drovers Precinct (racing and rodeo grounds).

The KRC would like to reallocate the Shire funds towards the installation of automatic reticulation for the race track.

COMMENTS

KRC provided the following reasons in support of the proposed reticulation project:

The Kununurra racetrack is the only turf track north of Geraldton, giving it a point of difference from the Broome and Darwin tracks.

The track is currently watered manually by volunteers, which involves:

- driving around the track to operate three sets of sprinklers at a time;
- returning every 30 to 60 minutes to turn on the next set and turn off the previous set;
- repeating this process three times a week during the dry season; and
- spending between 2.5 and 10 hours on each watering cycle, depending on conditions.

Automating the watering system would allow KRC to direct volunteer effort to other areas of the club and reduce the risk of volunteer burnout.

At the time this report was prepared, the Community Grant Program Guidelines were silent on the process to be followed where a successful applicant sought to change the approved purpose of grant funding. In the absence of a specific administrative process, the request has been referred to Council for consideration.

Following discussion at Council briefing, the Guidelines have since been reviewed and amended for the 2026/27 Community Grant Program. The revised Guidelines will provide that where a community group is unable to proceed with the approved project or wishes to substantially change the purpose for which funding was awarded, the grant funds must be surrendered and returned to the Shire. The group may then submit a new application through a future Community Grant funding round for consideration alongside other eligible applications.

As the KRC request relates to funding approved under the 2025/26 Guidelines, officers consider it appropriate for Council to determine the request under the arrangements applying at the time the original grant was awarded.

The proposed reticulation project is consistent with the objectives of the Community Grant Program and would support improved management of the racecourse, reduce reliance on volunteer labour and contribute to the ongoing sustainability of the club. Officers therefore recommend that Council supports the requested change of purpose.

STATUTORY IMPLICATIONS

Nil

POLICY IMPLICATIONS

POL-3002 Community Grant Program is applicable to the consideration of this matter.

STRATEGIC IMPLICATIONS

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

Focus Area: LIVEABILITY

Goal 2: Healthy communities - Encouraging active, healthy lifestyles
Goal 8: Connecting our cultures - Celebrating our rich culture and heritage

Goal Outcome 2.2: Access to sport and recreation facilities and services - Sport and recreation facilities and services are accessible and well maintained
Goal Outcome 2.3: Access to community groups and clubs - Access to strong supportive community groups and clubs

Goal Outcome 8.1: Community participation - Active and resilient community groups and volunteers

Strategy 2.2: The Shire will collaborate with a wide range of stakeholders to advocate and provide accessible facilities that support a range of sporting and recreational activities
Strategy 2.3: Shire will support and build the capacity of community groups and clubs through community grants programs, advice and management of Shire reserves and facilities
Strategy 8.1: Support an increase in community participation in community groups and volunteering

RISK IMPLICATIONS

Risk: Failure to facilitate community development initiatives which create opportunities positive outcomes for community members and supports not-for-profit organisations to be sustainable.

Control: Implement the Community Grant Program to support community led initiatives through financial assistance.

FINANCIAL IMPLICATIONS

Nil

Current and Future Asset Considerations

Nil

COMMUNITY ENGAGEMENT

No community engagement is required.

ATTACHMENTS

1. AP-106597 Race Club- Request Change of Purpose [**9.4.1.1**]

9.4.2. PLANNING SCHEME AMENDMENT 3 - LOT 328 MULLIGAN'S LAGOON ROAD, KUNUNURRA

AUTHOR:	Manager Planning and Regulatory Services
RESPONSIBLE OFFICER:	Nick Allen, Director Planning and Community Development
ASSESSMENT NO:	A8093
FILE NO:	A8093P
DISCLOSURE OF INTERESTS:	Nil
COUNCIL'S ROLE IN THE MATTER:	Regulator - provide physical infrastructure and essential services
VOTING REQUIREMENT:	Simple Majority

OFFICER'S RECOMMENDATION / COUNCIL DECISION

Minute Number: 28/07/2026 - 119509
Moved: Cr B Robinson
Seconded: Cr K Bond

That Council:

1. **Pursuant to section 75 of the Planning and Development Act 2005 and Part 5, r.35 of the Planning and Development (Local Planning Schemes) Regulations 2015, resolves to adopt amendment No.3 to modify Shire of Wyndham East Kimberley Local Planning Scheme No.9 (LPS9) to designate Additional Use 16 (A16) and 17 (A17) over Lot 328 Mulligans Lagoon Road, Kununurra and amending Schedule 1 – Additional Uses in LPS9 to include the following provisions, below:**

No.	Description of Land	Additional Uses	Conditions
A16	**Lot 328 Mulligan's Lagoon Road, Kununurra**	**Holiday Accommodation (Chalet)**	**The additional use shall be considered an 'A' use - the use is not permitted unless the local government has exercised its discretion by granting development approval after giving special notice in accordance with the advertising requirements of clause 64 of the deemed provisions.**

and

No.	Description of Land	Additional Uses	Conditions
A17	**Lot 328 Mulligan's Lagoon Road, Kununurra**	**Caravan Park Car Park**	**1.The additional use shall be considered a 'D' use – the use is not permitted unless the local government has exercised its discretion by granting development approval. 2. The purpose of the additional use is to facilitate a 'major event' within the Shire. 3. The proposed caravan and camping sites are to comply with the provisions of the Caravan Parks and Camping Grounds Act 1995. 4. In considering an application for development approval, the local government may consider the following matters in addition to those which it may have regard to under the Scheme: • Whether the use is connected to and will facilitate the major event within the Shire; • The need, considering the capacity in local housing and current tourism accommodation; • Occupancy limitations; • Provision of suitable setbacks and siting of development in the manner that considers surrounding land uses; • Measures to manage visual amenity impacts; • Site rehabilitation plans; • Transitioning plans; • Rubbish disposal; • Servicing including: • wastewater disposal (ensure temporary onsite wastewater facilities and amenities are available for**

			all proposed guests); • water and drainage • and power; and • Toilet and other facilities. 5. The local government is to be satisfied that the proponent has identified appropriate strategies to manage issues by siting of land use in the context of surrounding existing and proposed land uses; and providing adequate screening measures such as fencing. 6. The additional use shall [effectively] start from 08 July 2028. 7. The additional use shall cease after the 05 August 2028. 8. Any development approval issued by the local government for the additional use shall be no later than 08 July 2028. 9. Non-conforming use rights do not apply to the additional use. 10. After 05 August 2028, all structures that had been used for the additional use shall be removed unless separate development approval is granted for uses consistent with the zoning.

2. **Modify the scheme maps accordingly.**

3. **The amendment is a ‘Standard’ amendment under the provisions of the Planning and Development (Local Planning Schemes) Regulations 2015, for the following reasons:**
   a) **The amendment is of a scale that will have minimal impact on the land in the scheme area that is subject to the amendment;**
   b) **The amendment does not result in any significant environmental, social, economic or governance impacts in the land in the scheme area, and**
   c) **The amendment is not considered to be a complex or basic amendment.**

4. **Refer the amendment to the Environmental Protection Authority to determine if formal environmental assessment is required.**

5. **Advertise the amendment in accordance with Part 5, r.47 of the Planning and Development (Local Planning Schemes) Regulations 2015.**

6. **Advises the proponent that Mulligans Lagoon Road is not an all-weather road and year round access cannot be guaranteed and that the road is not proposed to be upgraded to an all-weather seal.**

Carried: 9/0
For: Cr D Menzel, Cr T Chafer, Cr K Bond, Cr C Cane, Cr M Dear, Cr V Goulden, Cr S Martin, Cr B Robinson, Cr S Timms.
Against: Nil

PURPOSE

For Council to consider a request to amend the Local Planning Scheme.

BACKGROUND / PREVIOUS CONSIDERATIONS BY COUNCIL OR COMMITTEE

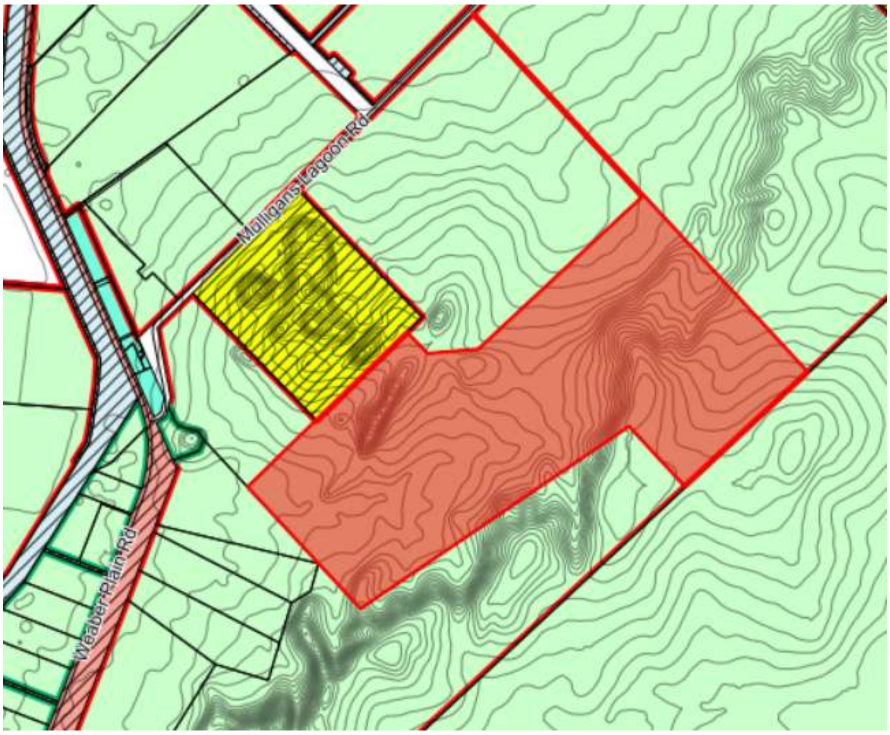
The Shire has received a request to change the local planning scheme at Lot 328 Mulligans Lagoon Road, Kununurra, which is owned and managed by Wirrum Pty Ltd (formerly KREAC). The effect of the change would be to introduce additional uses on the land to enable an application to be lodged for development approval for low-impact tourist accommodation.

The subject land is located approximately 10 kilometres from the Kununurra Town Centre. The land is an irregularly shaped lot, generally wrapping around and adjoining several farming properties as well as a Crown Reserve. It is included in the Agriculture – State or Regional Significance Zone under local planning scheme 9 (LPS9).

The effect of the amendment would be to introduce a time-limited temporary accommodation option – aligned with the 2028 Solar Eclipse – that would enable the use of caravan park (including camping) and for car park – as well as to enable development approval for holiday accommodation (chalet).

An amending schedule is included in the documentation provided by the proponent, which adds A16 and A17 into Schedule 1 – Additional Uses – as well as a minor change to the local planning scheme maps to add the new notation for the additional uses.

The map below shows the land (in red) relative to other properties at this location on Mulligans Lagoon Road. The land coloured yellow is a Crown Reserve.



A copy of the request is provided at Attachment 1.

COMMENTS

Local Planning Scheme 9

LPS9 was gazetted on 19 February 2019, and at the time of its adoption, 15 additional uses were included, of which, 6 are for similar tourist accommodation uses, and no changes have been made to the additional use schedule since its gazettal.

The proposal aligns with the current local planning strategy, which aims to facilitate small scale tourism uses, similar to what is proposed, and the draft update to the local planning strategy will similarly aim to enable these types of uses – particularly in association with the 2028 solar eclipse. Nevertheless, the scale and approach applied to the changes requested, should ensure that the integrity of the agricultural land surrounding is maintained – noting that irrespective of these changes to the schedule, a separate application for development approval will be required.

The land is unaffected by any special control areas, which would limit the proposal, although road access to the land may be impacted in the wet.

Buffer and land use compatibility considerations

The applicant has submitted an addendum to the report submitted with the request for the purpose of addressing concerns that the proposal could inhibit the ability to develop nearby and adjoining land, as that would relate to buffers. The addendum is provided at Attachment 2.

The report addendum notes that the subject site falls outside the buffer for the Kununurra Cotton Gin. The proposal would also not prevent an application being lodged for a change of land use on nearby or adjoining land, noting that, the proposal for the inclusion of the additional uses on this land would be subject to a separate application for development approval, which would be subject to public notice.

State Planning Policies

The land is located within a designated bushfire prone area. Consequently, a Bushfire Management Plan will need to be prepared in accordance with State Planning Policy No. 3.7: Planning in Bushfire Prone Areas and the associated Guidelines for Planning in Bushfire Prone Areas – to accompany an application for development approval.

In line with the Planning and Development Act, in adopting a scheme amendment, the Shire will need to give due regard to any State Planning Policy which affects its district. It is considered that the Scheme Amendment adequately addresses and satisfies the following State planning policies, being *2.5 Rural Planning* and *2.9 Water*.

The proponent has given regard to the State Government's Position Statement: *Planning for Tourism and Short-term Rental Accommodation Guidelines,* and it is acknowledged that minor changes to land use classifications may need to be made prior to adoption and approval as they relate to short-term and tourist accommodation – neither of which would detract from the merits of the proposal. The Position Statement: *Dark Sky and Astrotourism* has also been considered.

Summary

The proposal would also support the Shire's intentions to introduce more additional uses into zones outside Kununurra which will enable applications for development approval for short-term (tourist) accommodation – camping and caravans – and similarly limited in time.

The proposal is not included in the buffer for the Kununurra Cotton Gin and would not prevent other applications or requests for development on land adjoining or nearby and any development application on this land would be subject to public notice and submissions would be invited. The land, nevertheless, may not be suitable to access year round and it would be prudent for Council to advise the proponent of this.

Based on the above it is considered that the proposal achieves consistency with the state and local planning framework and that, at this stage, no modifications are considered necessary. Therefore, it is recommended that Council resolves to proceed to advertise the amendment without modification as outlined in the Officers Recommendation.

STATUTORY IMPLICATIONS

Planning and Development Act 2005
Planning and Development (Local Planning Scheme) Regulations 2015
Local Planning Scheme No. 9
Environmental Protection Act 1986

The Planning and Development Act 2005 (Act) and Planning and Development (Local Planning Schemes) Regulations 2015 (Regulations) set out the statutory process for adopting and amending a local planning scheme. The Act allows a local government to resolve to amend a local planning scheme upon request.

In addition, the resolution must specify whether the amendment is a complex, standard or basic amendment as defined by the Regulations, including reasons for the specification. The different amendment types incur different statutory timeframes for the following processes to occur. The proposed amendment is considered a ‘standard amendment’.

Regulation 50(3) of the Regulations allows Council to adopt a standard scheme amendment for advertising and referral to relevant public authorities.

Should Council resolve to proceed the amendment is required to be forward to the Western Australian Planning Commission (WAPC) and Minister for Planning for final approval.

Scheme amendment 3 has been selected in light of amendment 2 (Short term rental accommodation), which has been lodged with the Department of Planning, Lands and Heritage for approval.

POLICY IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

The proposal supports the Shire’s Economic Development Strategy by adding to options for tourist accommodation, that can be activity and culturally based and will support initiatives associated with the 2028 solar eclipse, as well as the ‘reimagining Kununurra’ (Town Centre) strategy. It also supports the East Kimberley Tourism Strategy, as that relates to building on the supply of visitor accommodation, as well as with regard to Events Tourism and Indigenous Tourism.

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 council decisions consider efficient and effective use of resources, including the disposal of excess resources, and comply with statutory requirements.

FINANCIAL IMPLICATIONS

Nil

Current and Future Asset Considerations

The proposal has been referred to the Shire’s Infrastructure Directorate for review.

COMMUNITY ENGAGEMENT

The regulations require that a local planning scheme amendment be adopted by a resolution of Council prior to the proposal being advertised for public comment. Consequently, no engagement has been undertaken to date.

If Council resolves under regulation 35 to adopt an amendment to a local planning scheme, the local government must advertise the amendment in line with regulation 47.

Section 81 of the Planning and Development Act 2005 requires the referral of an amendment to the Environmental Protection Authority to determine if it should be assessed.

ATTACHMENTS

1. Attachment 1 - Scheme Amendment No. 3 Report V2 [**9.4.3.1**]
2. Attachment 2 - Scheme Amendment No. 3 Report Addendum 1 [**9.4.3.2**]

9.5. INFRASTRUCTURE

9.5.1. POL-4008 DIRECTIONAL SIGNAGE - POLICY REVIEW

AUTHOR:	Manager Engineering and Assets
RESPONSIBLE OFFICER:	Paul Webb, Director Infrastructure and Strategic Projects
FILE NO:	{file-number}
DISCLOSURE OF INTERESTS:	Nil
COUNCIL'S ROLE IN THE MATTER:	Leader - plan and provide direction through policy and practices
VOTING REQUIREMENT:	Simple Majority

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

OFFICER'S RECOMMENDATION

Minute Number: 28/07/2026 - 119510
Moved: Cr K Bond
Seconded: Cr M Dear

That Council:

1. **Rescinds Policy POL-4008 Direction Signage (Version 4.0); and**
2. **Adopts Policy POL-4008 Direction Signage (Version 5.0) as attached**

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

PURPOSE

To seek Council's strategic direction regarding the future management of business-specific directional signage within town centres and whether Council supports further investigation of a gradual phase-out of such signage.

BACKGROUND / PREVIOUS CONSIDERATIONS BY COUNCIL OR COMMITTEE

At its Ordinary Council Meeting held on 23 February 2016, Council repealed the former Traffic Signs – Directional Signage Policy and adopted Policy CP/OPS-3655 Directional Signage (now known as POL-4008 Directional Signage). As part of that decision, Council requested the Chief Executive Officer investigate options for the Shire to charge an annual fee for the provision of business directional signage.

Subsequently, at its Ordinary Council Meeting held on 26 July 2016, Council resolved to establish and maintain a business directional signage register, introduce fees associated with the administration and maintenance of business directional signage and accept existing business directional signs onto the register.

POL-4008 Directional Signage currently recognises business directional signage as a legitimate signage category and establishes requirements relating to signage numbers, installation and maintenance.

While the policy framework established annual fees and a signage register, administration of the register and associated annual fee collection has not been consistently maintained over time due to staffing transitions and competing operational priorities.

The Shire has recently commenced a review of existing business directional signage and engaged Wunan to assist with auditing and maintenance activities.

COMMENTS

The Shire's directional signage network currently includes signage for government facilities, emergency services, community facilities, tourism attractions, public amenities and individual businesses.

This report relates specifically to business directional signage identifying individual commercial operators. It does not propose changes to signage associated with government facilities, emergency services, community facilities, tourism attractions or public amenities.

Historically, business directional signage played an important role in assisting visitors to locate businesses within the Shire. However, visitor navigation behaviour has changed significantly, with digital mapping applications and online navigation platforms now commonly used as the primary means of locating businesses and services.

At the same time, the management of business directional signage requires ongoing administration, auditing, maintenance and replacement. The current audit being undertaken is intended to establish a clearer understanding of the extent and condition of the existing signage network and its future management requirements.

The continued provision of business-specific directional signage also raises broader considerations regarding visual amenity, signage proliferation and the effectiveness of the Shire's overall wayfinding network. Many local governments and road authorities have progressively moved towards generic service symbols, tourism signage and precinct-based wayfinding signage rather than signage identifying individual businesses.

Administration is not proposing the immediate removal of existing business directional signage. Rather, this report seeks Council's views on whether the concept of a gradual phase-out of business directional signage warrants further investigation.

Should Council indicate support, Administration would undertake consultation with affected businesses and report back to Council with options and recommendations for future consideration.

STATUTORY IMPLICATIONS

Local Government Act 1995
Section 2.7(1) provides that Council governs the local government's affairs and is responsible for the performance of the local government's functions.

There are no statutory implications arising directly from this report.

POLICY IMPLICATIONS

POL-4008 Directional Signage currently permits business directional signage and establishes the framework for its management, installation and maintenance.

Any future proposal to progressively phase out business directional signage would require amendments to POL-4008 Directional Signage and would be subject to a separate report to Council.

STRATEGIC IMPLICATIONS

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

Focus Area: LIVEABILITY

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

Goal Outcome 6.1: Towns are easy to get around safely and sustainably - Places are connected by safe, accessible, well maintained roads, footpaths, cycle ways and trails

Strategy 6.1: Increase the use of active transport with improved paths, cycleways and end-of-trip facilities and improve road safety and connectivity

RISK IMPLICATIONS

Risk: Community and business dissatisfaction arising from any future proposal to reduce or remove business directional signage.

Control: Council direction is being sought prior to undertaking further investigation. Any future proposal would be subject to stakeholder consultation and further consideration by Council.

FINANCIAL IMPLICATIONS

There are no direct financial implications arising from this report.

The current business directional signage framework provides for application and annual fees associated with the installation and management of business directional signage. These fees were established on a cost recovery basis to offset the costs associated with administering the signage register and maintaining signage infrastructure.

Should Council ultimately determine to phase out business directional signage, there would be a corresponding reduction in fee and charge revenue associated with the program. However, the revenue generated is relatively minor due to the limited number of new applications received annually and the cost recovery nature of the existing fee structure.

Any future financial implications associated with consultation, signage audits, replacement signage or implementation measures would be reported to Council as part of a future report.

Current and Future Asset Considerations

Business directional signage forms part of the Shire's roadside infrastructure network and requires ongoing inspection, maintenance and replacement throughout its lifecycle.
Any future change to the management of business directional signage may reduce the number of signage assets requiring ongoing maintenance and replacement by the Shire.

COMMUNITY ENGAGEMENT

No community engagement has been undertaken in relation to this report.

Should Council support further investigation of the concept, consultation with affected businesses and stakeholders would be undertaken prior to any future proposal being presented to Council.

ATTACHMENTS

1. POL-4008 Directional Signage V5.0 - Clean Copy [**9.5.1.1**]
2. POL-4008 Directional Signage V5.0 - Tracked Changes [**9.5.1.2**]

9.5.2. BOAB HAULAGE - CONCESSIONAL ROAD ACCESS

AUTHOR:	Director Infrastructure and Strategic Projects
RESPONSIBLE OFFICER:	Paul Webb, Director Infrastructure and Strategic Projects
ASSESSMENT NO:	N/A
FILE NO:	RD.08.1
DISCLOSURE OF INTERESTS:	As per item 4 – 3 Direct Financial interests were declared by Cr M Dear, Cr S Timms & Cr T Chafer
COUNCIL'S ROLE IN THE MATTER:	Provider - provide physical infrastructure and essential services
VOTING REQUIREMENT:	Simple Majority

Cr M Dear, Cr S Timms & Cr T Chafer left the room at 5:32pm.

OFFICER'S RECOMMENDATION

Minute Number: 28/07/2026 - 119511
Moved: Cr B Robinson
Seconded: Cr S Martin

That Council:

1. **Approve ongoing conditional use of concessional vehicles by Boab Metals Limited on the following roads:**
   a. **Moonamang Road from SLK 0 to the Northern Territory Border;**
   b. **Weaber Plain Road from the intersection of Mills Road to the connection of Moonamang Road;**
   c. **Mills Road from the intersection with Weaber Plain Road to the intersection with Ivanhoe Road; and**
   d. **Ivanhoe Road from the intersection with Mills Road to the intersection with Victoria Highway.**

   Subject to the following conditions:
   i. **Applications are subject to Main Roads Western Australia Operating Conditions – Restricted Access Vehicles Prime Mover Trailer Combinations, including applicable Low Volume Road Conditions.**
   ii. **Route approval and operating conditions remain subject to approval by Main Roads Western Australia.**
   iii. **Boab Metals Limited shall provide an annual contribution towards maintenance of the approved route, calculated using the Shire's adopted methodology and based on haulage volumes reported to the Department of Mines, Industry Regulation and Safety.**
   iv. **Boab Metals Limited shall provide an annual contribution towards route improvements and upgrades of the approved route using the Shire's adopted methodology and based on haulage volumes, with the contribution amount determined through annual review and agreement between the parties.**
   v. **Contributions are to be paid prior to commencement of haulage for the applicable review period.**
   vi. **Number plates of all prime movers and trailers operating under this approval shall be provided to the Shire, with approval letters issued by the Shire to be carried in each vehicle for the duration of the approval.**

vii. The approval shall be subject to annual review of haulage volumes, road condition, road consumption impacts and agreed industry contributions.
viii. The Shire may suspend or revoke the approval where approval conditions are breached, Main Roads Western Australia approval is withdrawn, the route becomes unsafe, or extraordinary deterioration of the route occurs.

Carried: 9/0
For: Cr D Menzel, Cr T Chafer, Cr K Bond, Cr C Cane, Cr M Dear, Cr V Goulden, Cr S Martin, Cr B Robinson, Cr S Timms.
Against: Nil

PURPOSE

To consider ongoing approval for concessional loading operations by Boab Metals Limited on nominated Shire roads, subject to annual review of haulage volumes, road condition and industry contributions.

BACKGROUND / PREVIOUS CONSIDERATIONS BY COUNCIL OR COMMITTEE

Council at its Ordinary Meeting held on 28 November 2023 (resolution 118939) conditionally supported applications to Main Roads Western Australia for concessional loading access on the following roads:

- Moonamang Road from SLK 0 to the Northern Territory Border;
- Weaber Plain Road from the intersection of Mills Road to the connection of Moonamang Road;
- Mills Road from the intersection with Weaber Plain Road to the intersection with Ivanhoe Road; and
- Ivanhoe Road from the intersection with Mills Road to the intersection with Victoria Highway.

Council endorsed the application subject to compliance with Main Roads Western Australia operating conditions and approval requirements.

Subsequently, Council approved concessional loading operations subject to annual approval and associated industry contributions.

Boab Metals Limited has requested longer-term certainty of access to support ongoing mining operations and provide confidence to investors and stakeholders. The proposed approach replaces annual approval with an ongoing approval framework subject to annual review of haulage volumes, road condition and industry contributions.

COMMENTS

Boab Metals Limited utilises the approved route for haulage associated with operations at the Sorby Hills Project.

The approved route forms part of the Shire’s Restricted Access Vehicle Network and contains sections that remain below the desirable standard for long-term concessional loading operations. Existing deficiencies include pavement depth limitations, intersection geometry constraints, pavement deformation and edge wear associated with heavy vehicle movements.

The Shire supports economic development within the East Kimberley and recognises the importance of providing reasonable access to strategic freight routes. At the same time, the Shire has an obligation to manage road assets responsibly and ensure the safety of all road users.

The Shire uses the WALGA methodology for estimating the incremental cost impact of additional freight on sealed local roads. This methodology utilises Equivalent Standard Axles (ESA) to estimate the additional maintenance liability attributable to the haulage task.

The calculated maintenance liability provides the basis for annual discussions with the operator regarding an appropriate contribution towards maintenance and future route improvements. The final contribution amount is established through agreement between the parties and considered by Council.

The proposed arrangement provides certainty of access for the operator while allowing the Shire to annually review actual haulage volumes reported to the Department of Mines, Industry Regulation and Safety, assess road condition, and adjust contributions where appropriate.

Funds received from industry contributions are intended to support future renewal, upgrade, design, survey and safety improvement works associated with the approved haulage route.

STATUTORY IMPLICATIONS

Local Government Act 1995, Subdivision 5 - Certain provisions about thoroughfares

Road Traffic Act 1974, Part VI, Miscellaneous, 5.84 Liability for damage to roads etc.

National Transport Commission (Road Transport Legislation- Restricted Access Vehicle Regulations) Regulations 2006.

POLICY IMPLICATIONS

POL-4010 Asset Management.

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 10.3: 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 adequately manage the impacts of heavy haulage on the Shire road network may result in accelerated pavement deterioration, increased maintenance liabilities, reduced road safety outcomes and unfunded asset consumption.

Control: Annual review of haulage volumes, road condition and industry contributions, together with compliance with Main Roads Western Australia operating conditions and ongoing asset monitoring.

FINANCIAL IMPLICATIONS

Industry contributions will continue to be reviewed annually based on haulage volumes and estimated road consumption impacts using the Shire’s adopted methodology.

The annual review process ensures contributions remain aligned with the level of network consumption while supporting long-term planning for maintenance and future route improvements.

Current and Future Asset Considerations

Heavy haulage operations generate additional asset consumption beyond normal traffic loading. Annual review of haulage volumes and road condition enables the Shire to monitor asset impacts and seek appropriate industry contributions towards maintenance, renewal and upgrade requirements associated with the approved route

COMMUNITY ENGAGEMENT

No community engagement is required.

ATTACHMENTS

Nil

Cr M Dear, Cr S Timms & Cr T Chafer re-enters the room at 5:33pm.

10. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

11. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

12. QUESTIONS FROM MEMBERS WITHOUT NOTICE

Nil

13. URGENT BUSINESS (BY DECISION OF THE MEETING)

Nil

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

<u>PROCEDURAL MOTION / COUNCIL DECISION</u>

Minute Number: 28/07/2026 - 119512
Moved: Cr D Menzel
Seconded: Cr B Robinson

That Council:

1. **Closes the meeting to members of the public at 5:34pm, in accordance with section 5.23(2)(e) of the *Local Government Act 1995*, to consider matters for which the meeting may be closed to the public.**

Carried: 9/0
For: Cr D Menzel, Cr T Chafer, Cr K Bond, Cr C Cane, Cr M Dear, Cr V Goulden, Cr S Martin, Cr B Robinson, Cr S Timms.
Against: Nil

14.1 REQUEST FOR TENDER RFT15-25/26: PROVISION OF ROUTINE AND REACTIVE AIR-CONDITIONING SERVICES

AUTHOR:	Director Infrastructure and Strategic Projects
RESPONSIBLE OFFICER:	Paul Webb, Director Infrastructure and Strategic Projects
FILE NO:	CM.16.532
DISCLOSURE OF INTERESTS:	Nil
COUNCIL'S ROLE IN THE MATTER:	Provider - provide physical infrastructure and essential services
VOTING REQUIREMENT:	Absolute Majority

MATTER IS BEING CONSIDERED BEHIND CLOSED DOORS

This item is to be considered behind closed doors as per the *Local Government Act 1995*:
Section 5.23. (4)(c)

OFFICER'S RECOMMENDATION

Minute Number: 28/07/2026 - 119513
Moved: Cr B Robinson
Seconded: Cr M Dear

That Council:

1. **Accepts the tender submitted by Kimberley Kool Refrigeration & Air-conditioning Pty Ltd, ABN 83 083 860 691, for RFT15-25/26 – Provision of Routine and Reactive Air-Conditioning Services, as the most advantageous compliant tender, in accordance with the submitted schedule of rates, for an initial period of three (3) years, with two (2) possible twelve (12) month extension options.**

2. **Delegates the formation of the Contract to the Chief Executive Officer, subject to any variations of a minor nature prior to entry into the Contract.**

3. **Authorises the Chief Executive Officer to approve the two (2) possible twelve (12) month extension options following the expiry of the initial contract term, subject to satisfactory contract performance by Kimberley Kool Refrigeration & Air-conditioning PL.**

Carried: 9/0
For: Cr D Menzel, Cr T Chafer, Cr K Bond, Cr C Cane, Cr M Dear, Cr V Goulden, Cr S Martin, Cr B Robinson, Cr S Timms.
Against: Nil

14.2 WYNDHAM COMMUNITY CLUB - REQUEST TO WRITE-OFF DEBT

AUTHOR:	Manager Community Development
RESPONSIBLE OFFICER:	Nick Allen, Director Planning and Community Development
ASSESSMENT NO:	A501D
FILE NO:	CP.07.18
DISCLOSURE OF INTERESTS:	Nil
COUNCIL'S ROLE IN THE MATTER:	Regulator - enforce state legislation and local laws
VOTING REQUIREMENT:	Absolute Majority

MATTER IS BEING CONSIDERED BEHIND CLOSED DOORS

This item is to be considered behind closed doors as per the *Local Government Act 1995*:
Section 5.23. (4) (b)

OFFICER'S RECOMMENDATION

Minute Number: 28/07/2026 - 119514
Moved: Cr K Bond
Seconded: Cr M Dear

That Council

1. **Decline the request from the Wyndham Community Club for write-off of the outstanding debt of $72,552.14, and request the Club to provide to the Shire by 30 November 2026;**
   a) **An independent financial audit;**
   b) **A current constitution approved by the Department of Local Government, Industry Regulation and Safety;**
   c) **Public Liability Insurance to the value of $20 million; and**
   d) **A Business and Strategic Plan**

2. **Receive a further report following the completion of above actions to enable an informed decision on the request for write off of outstanding debt**

3. **Note the findings of the June 2026 structural and environmental health assessments including the estimated $395,000 in building repair and renewal works.**

Carried: 9/0
For: Cr D Menzel, Cr T Chafer, Cr K Bond, Cr C Cane, Cr M Dear, Cr V Goulden, Cr S Martin, Cr B Robinson, Cr S Timms.
Against: Nil

Director Allen and Director Bell left the room and did not return to the meeting at 5:36pm

14.3 ORGANISATIONAL STRUCTURE REVIEW

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

MATTER IS BEING CONSIDERED BEHIND CLOSED DOORS

This item is to be considered behind closed doors as per the *Local Government Act 1995*:
Section 5.23. (4) (b)

OFFICER'S RECOMMENDATION

Minute Number: 28/07/2026 - 119515
Moved: Cr B Robinson
Seconded: Cr T Chafer

That Council:

1. **Receives the confidential business case briefing provided by the Chief Executive Officer in respect to the Shire of Wyndham East Kimberley's Organisational Structure Review 2026 – 2027 and note the contents thereof;**

2. **Endorse Option 3 in the attached Organisation Structure Review 2026 – 2027 business case as the preferred option;**

3. **Authorise the Chief Executive Officer to implement the necessary changes in accordance with the *Local Government Act 1995*, applicable industrial instruments, contractual obligations and the Shire's organisational change processes as soon as practicable;**

4. **Notes that the Organisational Structure Review 2026 – 2027 will not require any changes to the Annual Budget for the 2026 – 2027 financial year; and**

5. **Request the Chief Executive Officer to report back to Council following implementation of Option 3 on the progress of the transition and the achievement of the organisational outcomes identified within the Organisational Structure Review 2026 – 2027.**

Carried: 9/0
For: Cr D Menzel, Cr T Chafer, Cr K Bond, Cr C Cane, Cr M Dear, Cr V Goulden, Cr S Martin, Cr B Robinson, Cr S Timms.
Against: Nil

<u>PROCEDURAL MOTION / COUNCIL DECISION</u>

Minute Number: 28/07/2026 - 119516
Moved: Cr D Menzel
Seconded: Cr S Timms

That Council reopens the meeting to the public at 5.47pm.

Carried: 9/0
For: Cr D Menzel, Cr T Chafer, Cr K Bond, Cr C Cane, Cr M Dear, Cr V Goulden, Cr S Martin, Cr B Robinson, Cr S Timms.
Against: Nil

15. CLOSURE

Cr D Menzel declared the meeting closed at 5:51 pm