

Meeting	Responsible Officer	Item	Resolution	Progress Comment	Date Actioned	Completed
Aug-12	Louise Gee	Matters arising from committees of council	That the Audit (Finance and Risk) Committee recommends to Council to require A501 to: 1. Either a. meet their outstanding rates debt on assessment A501 within 60 days; or b. enter into a suitable payment plan approved by the Chief Executive Officer; and 2. Formalise the lease of Lot 472 Great Northern Highway, Wyndham with the Shire within 90 Days	Correspondence provided to A501 and a suitable payment plan has been entered into, with payments commenced. Draft Lease has been forwarded for the Club's review.	Ongoing	In progress
OCM 24/02/15	Louise Gee	Management of Proposed Reserve - Packsaddle Creek	That item 13.4.7 Management of Proposed Reserve – Packsaddle Creek be deferred to a briefing session.	Matter was discussed at March Briefing Session. Update on situation being sought from Department of Lands so further information can be presented to Council.	19-Sep-16	In progress
OCM 28/04/15	David Klye	Confidential - Legal Claim	That Council: 1. Notes the officer's confidential report and the progress of the General Procedure Claim, 2. Directs the CEO, or their delegate, to legally defend the matter on behalf of the Shire in the abovementioned General Procedure Claim, 3. Approves sufficient provision in the budget to allow for associated legal fees, and 4. Directs the CEO, or their delegate, to provide a report to Council on the status of the matter at the earliest opportunity.	The Claimant has filed a Notice of Discontinuance of Claim with the Court. The Shire has made application to the court for costs. The Court ruled that costs are awarded to the Shire. An account for costs has been forwarded to the claimant.	26-Jun-15	In Progress
OCM 28/07/15	Carl Askew	Mediterranean Fruit Fly Eradication Program	That Council consider entering into a Memorandum of Understanding with DAFWA and industry on the following basis: 1. DAFWA continues to fund and maintain the current medfly surveillance program. 2. SWEK will fund medfly eradication programs from its biosecurity reserve, with a maximum exposure being those funds available in the reserve in excess of \$200,000 i.e. currently approximately \$67,000. 3. If an eradication program reduces the reserve balance to below \$200,000, industry will make good the difference to restore the reserve to a balance of \$200,000 (mechanism yet to be determined). 4. The biosecurity reserve be maintained with a balance for now of a minimum \$200,000, to serve as a form of insurance against future pest or disease incursions. 5. A reference group to be established with members from SWEK, DAFWA and industry. The role of the group would be to recommend expenditure from the reserve and to formulate policy in the event of future pest crises. SWEK Council approval would still be required before the reserve could be accessed for response to threats other than medfly.	Letter sent to DAFWA advising of the decision and requesting advice on how to proceed with the eradication program, including indicative cost, and an invoice. Advice also given that SWEK will be in contact shortly to commence the consideration of entering into a MOU. The baiting program is complete and area freedom was reinstated for the area on 5th October. Industry has been notified. Invoice has been paid. In relation to the MOU, DAFWA have requested for an interim group to be formed to progress this - feedback from industry has been minimal. ORDCCO are interested in assisting where possible and have volunteered to talk with growers to get some industry participation. Incident debrief was held 19 November 2015. Discussions have occurred in early September regarding the establishment of biosecurity reference group. Department of Agriculture currently liaising with stakeholders.	20-Feb-17	On hold

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OCM 25/08/15	Louise Gee	Proposed Gravel Reserves	<p>That Council:</p> <ol style="list-style-type: none"> 1. Requests the Chief Executive Officer to consult with the Darwulah Aboriginal Corporation to obtain written consent for the surrender of the proposed 'King River' gravel area from Lease I837493, and support the realignment of the dedicated road reserve to correspond with the physical location of the constructed King River Road. 2. Requests the Chief Executive Officer to advise the Department of Lands that the Shire of Wyndham East Kimberley: <ol style="list-style-type: none"> a. agrees to proceed with a future act process to facilitate the creation of reserves for the purpose of gravel supply for road building purposes over the sites identified as 'Afghan Cemetery', 'Mount Albany' and 'Parry Creek', and proposed easement to provide legal access to the 'Afghan Cemetery'. b. indemnifies the Minister for Lands against any costs arising from the future act process. 3. Requests the Chief Executive Officer to advise the Department of Lands that the Shire of Wyndham East Kimberley agrees to pay survey costs associated with: <ol style="list-style-type: none"> a. the creation of 'Gravel' reserves over the four areas referred to as 'King River', 'Afghan Cemetery', Mt Albany and 'Parry Creek', b. the creation of an easement to provide access to the area referred to as 'Afghan Cemetery'; and c. the realignment of the dedicated road reserve to correspond with the physical location of the constructed King River Road. 4. That the estimated total survey costs be acknowledged as \$10,600. 	Correspondence sent to DoL advising of Council resolution. Correspondence also sent to Darwulah Aboriginal Corporation in relation to the gravel source along King River Road and the proposed realignment of the dedicated road reserve. The Senior Planning Officer met with Darwulah representatives on 6 October 2015 to discuss the matter. The Senior Planning Officer and Director Infrastructure met again with representatives of the Darwulah Aboriginal Corporation on 18 March 2016. Darwulah Aboriginal Corporation have requested another meeting with the Senior Planning Officer and Shire President. Meeting to be arranged between representatives of Darwulah, the Shire and Department of Lands.	14-Oct-16	In progress
OCM 25/08/15	Louise Gee	Transient Accommodation - Lot 411 Minjiljirra Lane, Kununurra	That Council request the Chief Executive Officer to undertake further investigation as part of the Local Planning Scheme review, to consider the introduction of a new or amended use class to appropriately provide for rural workers accommodation and preparation of a subsequent Local Planning Policy.	Land Use definition for Rural Workers Accommodation included in draft Local Planning Scheme No. 9. Officers have commenced desktop audit of accommodation on rural properties, prior to preparation of draft Local Planning Policy.	15-Aug-16	In progress
OCM 23/02/16	Louise Gee	Dual Naming - Barnett River Gorge	That Council resolve to undertake community consultation in relation to the proposal for dual naming or renaming of the Barnett River Gorge.	Community Consultation commenced 22 April 2016. Comment from relevant organisations also being sought.	19-Sep-16	In progress
OCM 29/03/16	David Klye	Airport Sculpture	<p>That Council:</p> <ol style="list-style-type: none"> 1. That the sculpture be placed airside at a site determined by the CEO in accordance with the discussion at Council on 29 March 2016. 2. Note that on completion of the associated signage the sculpture be installed and a formal unveiling organised that includes representatives from Waringarri Aboriginal Arts and local Aboriginal groups. 	The sculpture has been installed. The sign has been delivered and arrangements are being made to install the sign .	20-Feb-17	In progress
OCM 29/03/16	Louise Gee	Request for extension of Development Approval - Lot 507 Chestnut Ave - 2	<p>That Council:</p> <ol style="list-style-type: none"> 3. Request the Chief Executive Officer to investigate alternate options for expansion of the Child Care facility on lot 506, Chestnut Drive; and 4. Request the Chief Executive Officer to investigate alternate options for the construction of a new Kununurra Neighbourhood House facility. 5. Request the Chief Executive Officer to bring the report on future expansion of child care facilities to Council at a future Briefing Session. 	Priority focus has been given to the finalisation of lease negotiations with Kununurra Neighbourhood House. Discussions have commenced with the Ewin Centre to discuss proposed extensions to the childcare centre.	19-Apr-17	In progress
OCM 26/04/16	Carl Askew	Intent to Review Local Laws	That Council undertake a review of all of its Local Laws in accordance with the <i>Local Government Act 1995</i> s.3.16 and give statewide and local public notice of its intent to undertake a review.	Advertising has taken place and review is under way.	26-May-16	In progress
OCM 28/06/16	Carl Askew	Recording of Council, Committee and Elector Meetings	<p>That Council:</p> <ol style="list-style-type: none"> 1. Adopt the draft policy (as per Attachment 1) for Recording of Council, Committee and Electors Meetings for public advertising for a period of 28 days; 2. Subject to the feedback received in the public advertising period proceed with the acquisition of a wireless audio recording system at a cost of approximately \$35,000 with the inclusion video recording 	Public advertising xcompleted. Seeking quotes for audio and video recording systems. Allocation being made in 2017/18 draft budget. Investigations current being undertaken into software and hardware. Policy to go back to Council in July	19-Jul-16	In progress

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OCM 28/06/16	David Klye	Ivanhoe Crossing	That Council; 1. Request a regulatory review of the crossing by Main Roads Western Australia with a view to implementing; a. A speed limit of 10 km/h on the crossing, b. The Installation of "Give Way" signs on the crossing, c. Prohibition of stopping on the crossing other than for stopping at the passing bay to allow the passage of oncoming vehicles. 2. Notes that establishment of the speed limit referred to in the decision above may necessitate the establishment of step down limits on both sides of Ivanhoe Crossing. 3. Prohibit the use of the crossing by pedestrians. 4. Prohibit the public from alighting from vehicles on the crossing. 5. Designate Ivanhoe crossing as a single lane crossing. 6. Install signage advising of risks associated with, fast flowing water and strong currents, a slippery or slippery when wet road surface, unprotected edges and drop offs and to drive into the water slowly. 7. Erect appropriate signage to advise and manage the implementation of decisions 1, 3, 4, 5, 6 and 7 above including the meaning and use of the depth markers on the crossing, at an estimated cost of \$6,500 which shall be charged to the Ivanhoe Crossing Reconstruct account. 8. Notes that the additional signage referred to in decisions 1, 3, 4, 5, 6 and 7 above will cost an estimated \$6,500 which shall be funded from the 2015/16 forecast budget surplus. 9. Request the CEO to formally acknowledge and thank the representatives from Water Corporation, Department of Parks and Wildlife and Main Roads Western Australia for their attendance at the public forum and for assisting the Shire in its community consultation.	Awaiting Main Roads Western Australia response to a request for speed limit assessment of the crossing. Acknowledgement and thank you letters sent to representatives from Water Corporation, Department of Parks and Wildlife and Main Roads Western Australia for their attendance at the public forum and for assisting the Shire in its community consultation. Main Roads Regional manager to provide advice and assistance with the warning and advisory signs. Final layout of signage currently under consideration. Signage to be installed prior to opening the crossing when the water level at the crossing allows.	29-Jun-16	In progress
OCM 28/06/16	David Klye	Disposal of Asset; Weed Harvester	That Council authorise the disposal of the Shire's Weed Harvester (Boat Licence C1471, Plant Number P485) by tender in accordance with the Local Government Act 1995 Section 3.58 with the funds going into the Foreshore Reserve.	The tender for the sale of the Weed Harvester was advertised on 15 February with a closing date of 3 March. It is expected that the outcome of the tender will be presented to Council's March ordinary meeting. Tenders received, the matter will be presented to Council for determination.	29-Jun-16	In progress
OCM 28/06/16	David Klye	Roadwise	That Council; 1. Approve the installation of two (2) Headlights Save Lives signs on each of the following roads: • Kalumburu Road, • Parry Creek Road, and • Duncan Road. 2. Note that the cost of the sign boards will be met by the Roadwise program. 3. Note that the cost of the posts, hardware, installation and ongoing maintenance of the signs will be funded by the Shire from the appropriate maintenance accounts. 4. Elects not to install Roadwise Entry signage at this time.	Roadwise coordinator notified of Council's decision. Awaiting production and delivery of signs for installation.	29-Jun-16	In progress
OCM 5/10/2016	Carl Askew	Motion from Cr Perry 13.1 Review of System of Representation	Minute No: 5/10/16-11513 Commissioner resolved: That the incoming Council, to be elected in October 2017, consider a review of its system of representation, exploring whether the current system of no wards in the Shire of Wyndham East Kimberley serves the best interests of their diverse communities.	Deferred until new Council in place	05-Oct-16	On Hold
OCM 5/10/2016	Vernon Lawrence	16.2. - Authority to issue a rental garnishee on A1099	Minute No: 5/10/16-11516 Commissioner resolved: That the Council requests the CEO or their delegate, to advise the Shire's debt collection agent to: 1. Serve notice to the lessee of Assessment A1099 in accordance with section 6.60 of the Local Government Act 1995 requiring the lessee to pay to the Shire the rent due that they would otherwise pay under the lease/tenancy agreement as it falls due in satisfaction of the rates and charges; 2. Provide to the lessor a copy of the notice with an endorsement that the original has been given to the lessee.	1st letter has been issued in accordance with section 6.60 of Local Government Act 1995. The mortgage holder (CBA) has proceeded with action on this property. Officers expect the outstanding amounts will be paid once the property has been disposed of by the bank. Advice has subsequently been received that the property was to settle on 31/05/2017 and funds should be received shortly.	03-Feb-17	In progress

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OCM 22/11/16	Vernon Lawrence	Update on the Recovery of Outstanding Rates - Assessments A2574, A2569 and A411	That Council, with reference to Matters Behind Closed Doors Item 8.2 "Update on the Recovery of Outstanding Rates - Assessments A2574, A2569 and A411", notes: 1. The further investigations and actions undertaken regarding options for the recovery of outstanding rates for Assessments A2574, A2569, and A411 in accordance with relevant legislation; and 2. That a further updated report will be included in the next Audit (Finance and Risk) Committee Agenda.	This matter was considered at the Audit (Finance and Risk) Committee on 22 May 2017 and will be followed up again at the 21 August 2017 meeting.	27-Feb-17	In progress
OCM 22/11/16	Vernon Lawrence	Update on Request to Revest Rates Assessments A5594 and A5595 Back to the Crown	That Council, with reference to Matters Behind Closed Doors Item 8.3 "Update on Request to Revest Rates Assessments A5594 and A5595 Back to the Crown": 1. Authorise the CEO, or their delegate, to request lawyers acting for the Shire to conduct negotiations with the ratepayer on the following basis: a. That the ratepayer will fund the cost of any works required by the Department of Environment Regulation for the investigation and any remediation required to their property; b. Recognising that the Shire will be required to undertake investigations and potential remediation of Parcel 69070 Pearse Street road reserve (Pin # 11413027) and offer the ratepayer an arrangement whereby the consultants costs could be shared; c. That the Shire will execute the Deed of Settlement and Transfer of Land only upon the ratepayer undertaking the investigations and remediating, or funding the investigations and remediation of their land, to the satisfaction of the Department of Environment Regulation. 2. Authorise expenditure in advance for an additional purpose in the 2016/17 budget of \$20,000, being to initiate the investigations and possible remediation process for Parcel 69070 Pearse Street road reserve (Pin # 11413027) and source these funds from savings (or additional revenue) identified in the 2016/17 Mid-Year Budget Review.	Debt Collection agency has sent letter to owners lawyers 20 April 2017. An expression of interest has been received to acquire one of the properties. The enquirer has been advised that the current process needs to be completed before the Shire can consider any other actions. The process is proceeding and there nothing further to report.	23-Mar-17	In progress
OCM 22/11/16	Carl Askew	Additional flight options from East Kimberley Regional Airport	That Council: 1. Provide in principle support for a trial of an air service proposed by East Kimberley Marketing Group between Kununurra and Melbourne for forty (40) return services between May and October 2017 and authorise the CEO to enter into negotiations with the East Kimberley Marketing Group and their partners on the basis of the following: a. Consideration of a supporting financial package comprising: i. Waiver of Passenger Service Fees for screening and terminal usage. ii. Operational subsidy to maximum of \$200,000 (acknowledging an additional contribution from the local community of at least \$100,000). iii. Marketing campaign funded and professionally resourced to promote the commencement and for the duration of the trial service. b. Advise the East Kimberley Marketing Group that Landing Fees should be met for flights as they comprise a contribution towards the asset management and maintenance of the runway and other airside infrastructure. c. Further negotiate with East Kimberley Marketing Group regarding pricing structure, landing fees, marketing, key performance indicators, underwriting and "claw back" mechanism and Council's assistance with the proposed trial. 2. Refer the cost of the trial for consideration in both the Mid-Year Budget Review 2016-17 and Annual Budget 2017-18.	Potentially occurring in 2018. EKMG negotiating with Airline and partners	14-Dec-16	In progress
OCM 20/12/16	Carl Askew	Review of Risk Management, Legislative Compliance and Internal Controls	That Council endorses the proposed Audit (Finance & Risk) Committee recommendation to: 1. Note the results of the Chief Executive Officer's review on the appropriateness and effectiveness of the Shire's systems and procedures in relation to risk management, internal control and legislative compliance; and 2. Note that the implementation of the improvements outlined will continue in a staged approach. 3. Quarterly report to Council on the progress of the recommendations from the review	Report going to Council at July OCM	11-Jan-17	In progress
OCM 20/12/16	David Klye	Review of Ron Hodnett Drive Access	That Council: 1. Close Ron Hodnett Drive at its intersection with Chestnut Avenue and at its intersection with the service lane off the end of Agate Lane in accordance with section 3.50 of the Local Government Act 1995. 2. Consider the allocation of \$6,000 at the mid-year budget review for the construction of mountable kerbing to the road closure at the intersection of Ron Hodnett Drive and the service lane off the end of Agate Lane in accordance with Council's Road Construction Policy CP/OPS 3655.	Statutory public notice was published on 23 February 2017	11-Jan-17	In progress
OCM 20/12/16	David Klye	Proposed closure of Jandami Lane	That Council approves: 1. The closure of a 3.2 km section of Jandami Lane as shown on Attachment 1 – Jandami Lane, section proposed for closure November 2016, in accordance with section 3.50 of the Local Government Act 1995, until the long term future of the lane is finalised, 2. A Shire application to the Department of Lands to relinquish the 3.2 km section of Jandami Lane road reserve, 3. The disposal of the road reserve, road and drainage assets on the 3.2 km section of Jandami Lane, as an exempt disposition in accordance with section 30(2)(c) of the Local Government (Functions and General) Regulations 1996 noting that the section of road and drainage has a written down value of \$1.9M as at 31/10/2016. 4. The permanent closure of a 3.2 km section of Jandami Lane, in accordance with section 3.50 of the Local Government Act 1995, when necessary to facilitate the transfer of that part of the road reserve to another party, and 5. The removal from the Shire's asset register of the 3.2 km section of Jandami Lane, when that section of the lane is permanently closed.	Dept of Lands advised on 9 January 2017. Statutory public notice was published on 23 February 2017	09-Jan-17	In progress

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OCM 20/12/16	Vernon Lawrence	Request for write off of penalty interest; waiver of penalty interest; and for a self supporting loan - rates debtor A501	That Council authorises the CEO to advise rates debtor A501 that: 1. The outstanding interest on rates and service charges will be written off on the condition: a. that the rates and services debt is fully paid by 30 June 2017 b. a lease with the Shire has been executed inclusive of a business plan by 30 June 2017 2. the Shire will consider an application for a rates concession for the 2017/18 if the above conditions are met	Letter sent to rate payer advising of Council decision on 15/02/2017. Followup phone made 23/03/2017 with no answer. Follow-up email sent 24/03/2017. Lease negotiation being undertaken. This debtor has been contacted by the Commissioner, CEO and Director Corporate Services to follow up on progress with settling the outstanding amounts.	24-Mar-17	In progress
OCM 31/01/17	David Kiye	Council Policy Review - Roadside Advertising	That Council: 1. Rescind Minute No: 20/12/2016-11576 2. Adopt the draft policy CP/OPS-3658 Roadside Advertising Signage (Attachment 1) effective from 2 February 2017 3. Establish and maintain a roadside advertising signage register to: a. ensure that roadside advertising signage is up to date and accurate; and, b. ensure that roadside advertising signage is maintained in an acceptable and safe condition in accordance with the Shire's policy CP/OPS-3658 Roadside Advertising Signage. 4. In accordance with section 6.16 of the Local Government Act 1995, apply an application fee to cover the cost of processing an application for business roadside advertising signage and for directional signage. The fee to cover the cost of processing an application for signage shall be included in the Shire's 2016/17 Fees and Charges schedule at \$120.00 per application. 5. In accordance with section 6.16 of the Local Government Act 1995, apply an annual fee to cover the cost of managing signage and maintaining the business roadside advertising register. The annual fee to cover the cost of managing signage and maintaining the register shall be included in the Shire's 2016/17 Fees and Charges schedule at \$85.00 per annum per sign. 6. In accordance with section 6.16 of the Local Government Act 1995, apply a fee to cover the cost of purchasing and installing roadside advertising signage. The fee to cover the cost of purchasing and installing roadside advertising signage shall be included in the Shire's 2016/17 Fees and Charges schedule at "Actual Costs +15%" which will be a Full Cost Recovery fee. 7. In accordance with section 6.19 of the Local Government Act 1995, give local public notice of its intention to apply a fee to process an application, to manage signage and maintain the business roadside advertising register and to apply a fee to purchase and install roadside advertising signage. 8. Assess existing roadside advertising signs onto the roadside advertising signage register and apply the new annual fee to those signs.	Updated policy loaded to website and current policies folders. Public notice expected to be made in March 2017. Register being established. Accounts for annual fees are currently being prepared.	16-Feb-17	In progress
OCM 31/01/17	David Kiye	Council Policy Review - Directional Signage Policy	That Council adopt the amended draft Policy CP/OPS-3655 - Directional Signage as attached, noting the addition to the policy of the paragraph; "A maximum of two (2) directional signage locations per business shall be permitted within a township. Directional signs existing on 1 January 2017 shall be permitted to remain."	Updated policy loaded to website and current policies folders. Public notice expected to be made in March 2017. Register being established. Public notice published on 10/3/17, Establishment of register in progress. Accounts for annual fees are currently being prepared.	16-Feb-17	In progress
OCM 28/02/17	David Kiye	Annual General Electors motion 3 - Ivanhoe Crossing	That Council: 1. Install steel plates supported by rock to the 15 southern most culverts at Ivanhoe Crossing, and 2. reaffirms its decision No.11414 of 28 June 2016, regarding management of Ivanhoe crossing, to install appropriate signage at Ivanhoe crossing.	Steel plares and signage to be installed when the water level allows.	03-Mar-17	In progress
OCM 28/02/17	David Kiye	Annual General Electors motion 4 - Drainage	That Council seek gazettal of a drainage easement for the remainder of the drain from Ivanhoe Road to Liliy Creek Lagoon through the P1 Reserve at Lot 715 on deposited plan 217490.	Process commenced	03-Mar-17	In progress

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OCM 28/02/17	David Klye	Execute Lease for Navigational Aids at East Kimberley Regional Airport	That Council; 1. Approve the execution of a lease with Airservices Australia for three sites containing navigational aids at East Kimberley Regional Airport for a period of five (5) years from 1 May 2017. 2. Authorises the Chief Executive Officer and the Shire President (Commissioner) to execute the lease with Airservices Australia for land at East Kimberley Regional Airport, with amendment to item 14.1a the tenant may with consent of the landlord sublease the site, with consent not being unreasonably withheld.	The Lease documents are currently with Airservices for execution.	03-Mar-17	In progress
OCM 28/02/17	David Klye	Air Conditioning Plant Replacement - East Kimberley Regional Airport	1. That the Air Conditioning Plant Replacement at East Kimberley Regional Airport include the heavy equipment being installed in a low prominence ground level location close to the Terminal. 2. The Officer's report be redacted and added to the minutes without budget figures.	Air conditioning plant procurement proceeding Redacted report included in minutes of 17 February ordinary Council meeting.	03-Mar-17	In progress
OCM 28/03/17	Louise Gee	Community Lease - Ord River Sports Club	That Council authorise the Chief Executive Officer to offer a 21 year lease to the Ord River Sports Club for Lot 2313 Chestnut Avenue Kununurra as detailed in Attachment 1, subject to the following:- a. All outstanding roof works being completed by the Ord River Sports Club. b. Certification by a suitably qualified consultant that all roof works have been completed in accordance with the Pritchard Francis Ord River Sports Club Roof Structural Condition Report dated 24 May 2016. c. The approval of the Minister of Lands.	Section 18 Consent received 5 April 2017 from Minister for Lands. Lease documents will now be forwarded to the Ord River Sports Club for signing, compliant on roof works being completed and certified. Documents are to be returned to Council for execution. The ORSC is currently in the process of applying for a Council loan of \$50,000 to replace the buildings existing roof to fully rectify all existing issues and will be in contact with the Shire when 3 quotes have been sourced for the works. The ORSC have been contacted regarding the timelines for the Council Loan regarding funds from the 2016/17 budget.	19-Apr-17	In progress
OCM 28/03/17	Louise Gee	Policy Review - CP/PMG 3780 Leasing of Council Managed Reserve Land - Community	That Council advertise for community comment the revised <i>CP/PMG 3780 Leasing of Council Managed Reserve Land - Community</i> for 28 days as outlined in Attachment 1.	The Policy was advertised for 28 days with one submission received from the Kununurra Neighbourhood House focussed on the use of income received from sub-leases. A recommendation has been tabled in a report for the June 2017 OCM.	19-Apr-17	In progress
OCM 28/03/17	Louise Gee	Unnamed Creek Crossing, Victoria Highway	That Council resolve to undertake community consultation in relation to the proposal for naming an unnamed creek crossing on the Victoria Highway, previously signposted as "Philchowski's Crossing" to Gulberang Creek	Further information being sought prior to advertising.	19-Apr-17	In progress
OCM 26/04/17	Louise Gee	Community Lease - Ord River Magpies	That Council authorise the Chief Executive Officer to offer a 10 year lease to the Ord River Magpies Football Club for Part Lot 504 on Plan 61898, Part Reserve 29799, 199 Coolibah Drive Kununurra, subject to the approval of the Minister of Lands.	Lease has been forwarded to Ord River Magpies with no response received with a formal written request re the lease to follow.	10-Apr-17	In progress
OCM 26/04/17	Vernon Lawrence	Schedule of Fees and Charges 2017/18	1. That Council adopts the proposed Fees and Charges for 2017/18 outlined in Attachment 1 to be effective from either 1 July 2017 or 1 January 2018, whichever date is indicated in Attachment 1. 2. Requests the Chief Executive Officer to give local public notice of the Council's intention to impose the Schedule of Fees and Charges 2017/2018, to apply from 1 July 2017, in accordance with section 6.19 of the Local Government Act 1995. 3. Pursuant to section 6.16 of the Local Government Act 1995, adopts the fees and charges for 2017/18 outlined in Attachment 1, effective from 1 January 2018 relating to Aerodromes: a. Fixed wing aircraft – MTOW - All fixed wing aircraft – per tonne pro rata - \$29.30 (including GST) and All fixed wing aircraft – one landing fee is applicable per one hour session of training circuits or one hour maintenance check flights - \$29.30 (including GST) b. Fixed wing aircraft – General Aviation (GA) - All fixed wing aircraft – per tonne pro rata - \$20.20 (including GST) and All fixed wing aircraft – one landing fee is applicable per one hour session of training circuits or one hour maintenance check flights - \$20.20 (including GST) c. Rotary Wing Aircraft - All fixed wing aircraft – per tonne pro rata - \$15.20 (including GST) and All fixed wing aircraft – one landing fee is applicable per one hour session of training circuits or one hour maintenance check flights - \$15.20 (including GST) 5. Pursuant to section 67 of the Waste Avoidance and Resources Recovery Act 2007, imposes the following charges for the 2017/18 financial year effective from 1 July 2017: A. An annual waste receptacle charge of \$307.00 for one (1) service per week of verge collection waste from a 240 Litre mobile garbage bin; B. An annual waste receptacle charge of \$507.00 for each additional service one (1) per week of verge collection waste from one (1) 240 Litre mobile garbage bin; C. An annual waste receptacle charge of \$507.00 for one (1) service per week of verge collection waste from a 240 Litre mobile garbage bin;	Fees and Charges adopted and come into effect on 1 July 2017 or 1 January 2018 where applicable. Those fees and charges that are required to be adopted at the same time as when the budget is adopted will be tabled at the July OCM.	04-May-17	In progress

Meeting	Responsible Officer	Item	Resolution	Progress Comment	Date Actioned	Completed
OCM 26/04/17	Vernon Lawrence	Schedule of Fees and Charges 2017/18	<p>6. That Council pursuant to section 53 of the Cemeteries Act 1986 adopts the fees and charges for the Seven Mile Cemetery, Nine Mile Cemetery, Afghan Cemetery, Pioneer Cemetery, Gully Cemetery, Kununurra Cemetery, and other cemetery associated fees as specified in Attachment 1.</p> <p>7. Pursuant to Regulation 53 of the Building Regulations 2012, a Swimming Pool Inspection Levy of \$14.36 is set on each owner or occupier of land on which there is a swimming pool, for the 2017/18 financial year.</p> <p>8. Pursuant to Section 6.51(1) and subject to Section 6.51(4) of the Local Government Act 1995 and Regulation 70 of the Local Government (Financial Management) Regulations 1996, imposes an interest rate of 9% for rates (and charges) and costs of proceedings to recover such charges that remain unpaid after becoming due and payable (excluding eligible pensioners and seniors).</p> <p>9. Pursuant to Section 6.45 of the Local Government Act 1995 and Regulation 68 of the Local Government (Financial Management) Regulations 1996, imposes an interest rate of 5.5% where the owner has elected to pay rates and service charges through an instalment option (excluding eligible pensioners and seniors).</p> <p>10. Pursuant to Section 6.45 of the Local Government Act 1995 and Regulation 67 of the Local Government (Financial Management) Regulations 1996, imposes an instalment administration charge of \$11.80 per instalment after the initial instalment is paid.</p> <p>Pursuant to Section 6.45 of the Local Government Act 1995 and Regulation 67 of the Local Government (Financial Management) Regulations 1996, impose a flat fee of \$59.70 plus administration charge of \$9.80 per instalment of payment arrangement on any ratepayer who wishes to negotiate a special payment arrangement.</p>	Fees and Charges adopted and come into effect on 1 July 2017 or 1 January 2018 where applicable. Those fees and charges that are required to be adopted at the same time as when the budget is adopted will be tabled at the July OCM.	04-May-17	In progress
OCM 26/04/17	Vernon Lawrence	2017/18 Budget - Strategic Rating Policy, Rates Modelling, Advertising and Community Engagement	<p>1. Endorse the revised Council Policy CP/FIN-3200 Strategic Rating;</p> <p>2. Endorse the 2017/18 Rating Model as follows, with the intention of seeking public submissions thereon and thereafter striking the rates as part of the 2017/18 Budget adoption, subject to receiving Ministerial approval where required by legislation;</p> <p>Rating Category Total Properties Total Rateable Value of Properties Proposed Minimum Payment Rate in the Dollar (cents) % of Properties on Minimum Payments Proposed Rates Revenue Budget 2016/17</p> <p>GRV - Residential 1,687 48,988,374 1,112 9.53 3.00% 4,681,188</p> <p>GRV - Other Vacant 124 821,650 1,112 14.30 78.23% 176,540</p> <p>GRV - Commercial 186 14,850,154 1,112 12.40 11.83% 1,850,408</p> <p>GRV - Industrial 177 9,121,530 1,112 11.44 3.95% 1,047,391</p> <p>UV - Rural Residential 185 51,149,000 1,112 1.00 0.00% 511,490</p> <p>UV - Pastoral 24 6,203,351 1,112 5.44 4.17% 337,624</p> <p>UV - Commercial/Industrial 59 14,368,560 1,112 0.69 45.76% 117,218</p> <p>UV - Rural Agriculture 1 80 75,530,309 1,112 0.97 1.25% 733,659</p> <p>UV - Rural Agriculture 2 109 57,381,000 1,112 0.69 0.00% 395,929</p> <p>UV - Mining 68 1,671,154 1,112 28.21 47.06% 494,051</p> <p>UV - Mining Vacant 47 472,250 310 14.11 48.94% 69,551</p> <p>UV - Other 2 526,000 1,112 0.65 0.00% 3,419</p> <p>TOTALS 2,748 281,083,332 \$10,418,443</p> <p>Add Ex-Gratia Rates \$5,420</p> <p>\$10,423,863</p> <p>3. That Council endorses for advertising for a minimum of twenty-one (21) days and seeks public submissions on:</p> <p>a. Council Policy CP/FIN-3200 Strategic Rating (Attachment 2) that outlines the principles which underpin the proposed 2017/18 rating model, including the Object of and Reasons for Differential Rates;</p>	Rates advertised for community comment. Submissions have been received and put up to the June OCM. Landgate has revised values of UV properties and this has had an impact on the rates in the dollar in the UV categories. Suggested changes to the rate in the dollar have been made in a report to the June OCM.	04-May-17	In Progress

Meeting	Responsible Officer	Item	Resolution	Progress Comment	Date Actioned	Completed
OCM 26/04/17	David Klye	Provision Of An Offsite Tip Shop For The Shire Of Wyndham East Kimberley Landfill Sites	<ol style="list-style-type: none"> 1. Accept the Tender from East Kimberley Job Pathways for the provision of offsite tip shops at Kununurra and Wyndham for the disposal of recycled items from the Shire of Wyndham East Kimberley landfill sites. 2. Notes that a specific agreement is being drawn up by the Shire's lawyers to provide for the unique nature of the proposed agreement. 3. Authorises the CEO and the Commissioner, on behalf of the Shire, to execute an agreement with East Kimberley Job Pathways for the provision of offsite tip shops at Kununurra and Wyndham for the disposal of recycled items from the Shire of Wyndham East Kimberley landfill sites for three years plus two optional one year extensions at zero cost. 	The Shire's lawyer is preparing a formal agreement for signature. East Kimberley Job Pathways have been provided interim approval to commence work.	28-Apr-17	In progress
OCM 26/04/17	David Klye	Legal Claim Finalised	<ol style="list-style-type: none"> 1. That Ord River Contracting withdrew its General Procedure Claim against the Shire on 17 October 2016; 2. The Court made an order on 7 December 2016 in Kununurra awarding costs of \$15,398 to the Shire; 3. The latest offer from Ord River Contracting in relation to the matter of costs, reject the offer and instruct our lawyers to pursue costs as awarded by the court in December 2016. 	Ord River Contracting have failed to pay the Shire's costs awarded on 7 Dec 2016. The Shire's lawyer has been instructed to recover the debit from Ord River Contracting.	28-Apr-17	In progress
OCM 26/04/17	David Klye	RFT10 16/17 - Lake Argyle Road Redevelopment Stage 2	<ol style="list-style-type: none"> 1. Accept the tender submitted by JAB Management Pty Ltd Trading as JAB Industries of 15 Eucalyptus Close, Kununurra WA 6743, for Tender T10-16/17 - Stage 2 Lake Argyle Road Improvements, in accordance with the tender documentation and for the fixed lump sum price of \$708,405.38 excluding GST; and 2. Enter into a contract with JAB Management Pty Ltd Trading as JAB Industries of 15 Eucalyptus Close, Kununurra WA 6743, for Tender T10-16/17 - Stage 2 Lake Argyle Road Improvements, in accordance with the tender documentation and for the fixed lump sum price of 	Contract documents are being prepared. Project delayed due to a DER delay with clearing permit. Contract documents are with the preferred tenderer for signing.	28-Apr-17	In progress
OCM 23/05/17	Louise Gee	Community Lease Kununurra Dragon Boat Club	That Council authorise the Chief Executive Officer to offer a 10 year lease to the Kununurra Dragon Boat Club for Part Reserve 41812 on Plan 217491, Part Lot 668 Old Darwin Road Kununurra, subject to the approval of the Minister of Lands.	Draft lease being reviewed prior to forwarding to Kununurra Dragon Boat Club Inc.	01-May-17	In progress
OCM 23/05/17	Louise Gee	Third Party Appeal Rights in Planning	That Council requests the Chief Executive Officer advise the Western Australian Local Government Association (WALGA) that the Shire of Wyndham East Kimberley supports the current WALGA position of no Third Party Appeal Rights, and enclose the feedback as provided in	Advice sent to WALGA.	31-May-17	Completed.
OCM 23/05/17	Louise Gee	Temporary Caravan Park Licence - Circus Royale	That Council grant a temporary caravan park licence to Circus Royale for 14 short stay sites at the Kununurra Agricultural Grounds from 14 June 2017 to 18 June 2017 and 14 short stay sites at the Wyndham Town Oval from 18 June 2017 to 21 June 2017 subject to the following conditions: <ol style="list-style-type: none"> 1. Only event participants and staff associated with the Circus are to be accommodated in the park. 2. The following minimum ablution facilities are to be available for the duration of the licence: 2 toilets, 1 hand basin, and 1 shower. 3. All wastewater (including sullage water) is to be collected and removed from site to be disposed of at an approved wastewater dump point. 4. Rubbish bins are to be sealed and provided within 90 metres of every site. All rubbish to be removed from site. 	Temporary Caravan Park Licence issued.	06-Jun-17	Completed
OCM 23/05/17	Louise Gee	Dodnun Community Layout Plan	That Council: <ol style="list-style-type: none"> 1. Endorses the Dodnun Layout Plan 1 subject to the recommendations of the Dodnun Drinking Water Source Protection Plan being incorporated into the layout plan. 2. Authorises the Chief Executive Officer to execute the amended documentation when the recommendations of the Dodnun Drinking Water Source Protection Plan have been incorporated into the Dodnun Layout Plan 1 	Advice sent to Department of Planning.	07-Jun-17	Completed.
OCM 23/05/17	Louise Gee	Corporate Business Plan 2017/18 - 2020/21	That Council endorse the draft Shire of Wyndham East Kimberley 2017/18 - 2020/21 Corporate Business Plan for community consultation.	Community consultation has been initiated.	08-Jun-17	Completed
OCM 23/05/17	Louise Gee	Proposed Road Closure - Portion of Old Darwin Road, Kununurra	That Council: <ol style="list-style-type: none"> 1. Close an approximately 3.5ha portion of Old Darwin Road in Kununurra as depicted on the plan shown at Attachment 2. 2. In accordance with section 58(1) of the Land Administration Act 1997, requests the Minister of Lands to permanently close an approximately 3.5ha portion of Old Darwin Road in Kununurra as depicted on the plan shown at Attachment 2. 	Advice and supporting information sent to Department of Lands to progress road closure.	07-Jun-17	Completed.
OCM 23/05/17	Vernon Lawrence	Draft Budget 2017/18 - Endorse the Draft Budget 2017/18 for purpose of Community consultation.	The Council endorse the Draft Budget 2017/18 for the purposes of community consultation.	Draft budget is out for community consultation together with the Corporate Business Plan.	June	In Progress
OCM 23/05/17	Vernon Lawrence	Review of Council Policy CP/CS-3281 Customer Service	That Council to adopt the revised Customer Service Policy CP/CS-3281	Policy now active.	May	Complete
OCM 23/05/17	Vernon Lawrence	Review of Council Policy CP/CS-3280 Complaints Management	That Council adopt the revised Complaints Management Policy CP/CS-3280.	Policy now active.	May	Complete