

Meeting	Responsible Officer	Item	Resolution	Progress Comment	Date Actioned	Completed
Mar-18	Carl Askew, Chief Executive Officer	Visitor Centre Lease 2018	That Council: 1. Notes that the current lease with Australia's North West (ANW) for Tourism House will expire in December 2018 in accordance with Item 4 of the Schedule in the Lease Agreement; 2. Advises Australia's North West (ANW) that the Shire intends to allow the current lease for Tourism House to expire in December 2018; 3. Refer for consideration in the 2018/19 Budget and Long Term Financial Plan future options for an ongoing financial contribution to ANW towards marketing tourism in the region, and in particular the East Kimberley; 4. Advises the Kununurra Visitor Centre that, at the expiry of the current lease to Australia's North West, the Shire intends to offer and enter into a lease directly with the Kununurra Visitor Centre for use of portion of Tourism House in accordance with Council Policy CP/PMG-3780 Leasing of Council Managed Reserve Land - Community, excluding any commercially leased or vacant portions of the building. 5. Make contact with the existing tenants of Tourism House and advise them of Council's intention to allow the current lease with Australia's North West (ANW) for Tourism House to expire in December 2018 in accordance with Item 4 of the Schedule in the Lease Agreement.	Advice delivered to ANW and the Kununurra Visitors Centre	01-Apr-18	Completed
Mar-18	Carl Askew, Chief Executive Officer	Development of Ord Biosecurity Group	That Council 1. Acknowledges the proposal from Ord Land and Water Inc. to update the Biosecurity Plan for the Ord Irrigation Area. 2. Supports in principle the proposal, subject to the involvement of relevant industry representatives, State Government agencies, and cross-border integration with the Northern Territory Regional Biosecurity Emergency Response Plan currently being developed by the NT Government. 3. Refers the request for consideration in the 2018/19 Budget an allocation of up to \$15,000 to assist in the update of the Biosecurity Plan for the Ord Irrigation Area, with a preference that Ord Land and Water obtains matching funding from State Government agencies and other sources if possible. 4. Supports Ord Land and Water as the coordinator for the development and implementation of the updated Biosecurity Plan, in partnership with industry representatives and State Government. 5. Considers through the budget process the request for a small percentage (7.5%) of the rates raised from Rural Ag 1 and Rural Ag 2 properties for the ongoing management and delivery of the operational plan developed for the Ord, subject to the involvement of relevant industry representatives and State Government agencies, and with the intention of supporting Ord Land and Water to secure matching State funding. 6. Retains the current Biosecurity Reserve for any emergency plant, pest or disease response as required and approved by Council.	Advice delivered to the Ord Land and Water Inc	13-Apr-18	In progress
Mar-18	Carl Askew, Chief Executive Officer	Compliance Audit Return 2017	That Council 1. Note the 2017 Compliance Audit Return has been completed 2. Authorise the Shire President and CEO to certify the 2017 Compliance Audit Return 3. Authorise the Chief Executive Officer to submit the 2017 Compliance Audit Return to the Department of Local Government by 31 March 2018.	Compliance Audit Return Submitted to the Department Local Government	31-Mar-18	Completed
Mar-18	Carl Askew Chief Executive Officer	Kimberley Regional Group Governance Agreement 2018	That Council endorse the Kimberley Regional Group Governance Agreement 2018 and authorise the Shire President and CEO to execute the Agreement on behalf of the Shire of Wyndham East Kimberley.	Advice given to the Secretariat	13-Apr-18	Completed
Mar-18	Nick Kearns, Director Planning and Community Development	Reach Beyond Temporary Caravan Park	That Council grant a temporary caravan park licence to Reach Beyond Australia for 7 Short Stay Sites at the property known as Reach Beyond Australia, Lot 579 Packsaddle Road, Kununurra from 14 May 2018 to 13 August 2018 subject to the following conditions: 1. Only staff and volunteers employed to work at Reach Beyond are to be accommodated in the park. 2. The following minimum ablution facilities are to be available for the duration of the licence: a. Male: 1 toilet, 1 hand basin, 1 shower b. Female: 1 toilet, 1 hand basin, 1 shower 3. Ablutions are to be appropriately lit at night. 4. All wastewater (including sullage water) is to be collected and removed from the site to be disposed of at an approved wastewater collection point. 5. Rubbish bins are to be sealed and provided within 90 metres of every site. All rubbish to be removed from site. 6. One fire extinguisher for every 6 sites or a fire hose reel of an appropriate length to reach all sites with unobstructed access must be provided.	Licence issued	17-Apr-18	Completed

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Mar-18	Director Infrastructure	Road Dedication - Moonamang Road Extension	That Council: 1. Supports the dedication of Lot 604 on Deposited Plan 410818 as road, being the extension of Moonamang Road to the Western Australia and Northern Territory border, pursuant to Section 56 of the Land Administration Act 1997.  2. in accordance with Section 56(4) of the Land Administration Act 1997, indemnifies the Minister for Lands against any claim for compensation in an amount equal to the amount of costs and expenses reasonably incurred, excluding costs associated with survey, in considering and granting the dedication.	Letter issued supporting the extension of Moonamang Road.	01-May-18	In Progress
Mar-18	Nick Kearns, Director Planning and Community Development	Development Application - Lots 13, 14 & 15 Bandicoot Drive, Kununurra - Mixed Use Development	That Council grant consent for the use and development of a medical centre, multiple dwellings (17 dwellings), accommodation units ancillary to the medical centre (3 accommodation units) and a pylon sign at Lots 13, 14 & 15 (57, 59 & 61) Bandicoot Drive, Kununurra subject to the following conditions:  1. All development shall be in accordance with the attached approved plan(s) and subject to any modifications required as a consequence of any conditions of this approval. The endorsed plans shall not be modified or altered without the prior written approval of the local government.  2. Prior to applying for a Building Permit, amended plans shall be submitted to and approved by the local government. The plans shall include: (c) Revised siting of Dwellings 1 and 10 to comply with the required 6.3 metre setback. (d) Privacy screening along the first floor balconies facing the north-east to protect the amenity of future residents.  3. Prior to applying for a Building Permit, a landscaping plan shall be prepared and submitted for approval to the local government. The plan shall include: (e) The location, number and type of proposed trees and shrubs; (f) Any lawns to be established; (g) The areas to be reticulated or irrigated; (h) Details of any verge treatments Prior to the occupation of the development, the landscaping shall be completed and thereafter maintained at all times to the satisfaction of the local government.  4. A Traffic Impact Assessment is to be prepared and submitted to the local government within three (3) months of the occupation of the building detailing traffic to and from the site and car parking within the site. A revised Traffic Impact Assessment is to be undertaken after twelve (12) months of operation and submitted to the local government. The revised Traffic Impact Assessment shall include recommendations to address any car parking deficiencies or other traffic issues which may have arisen during operation of the site.  5. Prior to the occupation of the development, areas set aside on the endorsed plan(s) for vehicle parking and access (including driveways and vehicle crossings) shall be constructed, sealed, kerbed, drained and maintained to the satisfaction of the local government.	Approval issued	06-Apr-18	Completed
Mar-18	Nick Kearns, Director Planning and Community Development	Community Grants Scheme Policy Review	That Council: 1. adopts the revised Council Policy CP/COM 3582 - Community Grant Scheme 2. delegates authority to the Chief Executive Officer to allow an extension of time to lodge grant acquittals for annual and rates assistance grants.	Revised policy adopted	27-Mar-18	Completed
Mar-18	Nick Kearns, Director Planning and Community Development	CSRFF Small Grants Applications	That Council endorses the Community Sport and Recreation Facilities Fund (CSRFF) application from Nine Mile Aboriginal Corporation to construct a half basketball court at Guda Guda (Nine Mile) community.	Application endorsed	27-Mar-18	Completed
Mar-18	Vernon Lawrence, Director Corporate Services	Review of Council Policies CP/FIN-3212 Rates and Charges Debt Collection, CP/FIN-3214 Sundry Debt Collection and CP/FIN-3210 Notice of Discontinuance (Rates and Debtors)	That Council:  1. Adopt the revised Council Policy CP/FIN-3214 Sundry Debt Collection.  2. Adopt the revised Council Policy CP/FIN-3212 Rates and Charges Debt Collection.  3. Rescind Council Policy CP/FIN-3210 Notice of Discontinuance.	Policy Implemented	28-Mar-18	Completed

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Mar-18	Vernon Lawrence, Director Corporate Services	2017/18 Mid Year Budget Review Report	That Council: 1. Receives the 2017/18 Mid-Year Budget Review Financial Statements as detailed in Attachment 2 for the period ended 31 December 2017; 2. Approves the revised 2017/18 Year End Forecast position and the associated budget amendments as detailed in Attachments; 3. Approves the transfer of the unused Capital Works funds and restricted Operational Works funds to their relevant reserves as detailed in Attachment 1 and 2; and 4. Approves the retention of unused, unrestricted Operational Works funds to be made available as follows: • Street Lighting - \$50,000; • School Bus Turning Circles - \$75,000; • Asset Management Reserve - \$47,754.	Mid Year Budget Adjustments implemented	March - April 2018	Completed
Mar-18	Vernon Lawrence, Director Corporate Services	Review of CP-FIN 3211 Fees and Charges Pricing Policy.	That Council adopt the revised Council Policy CP-FIN 3211 Fees and Charges Pricing	Policy Implemented	28-Mar-18	Completed
Mar-18	Simon Hawes, Senior Ranger Emergency Services Coordinator	Appointment of the Bush Fire Control Officer for the Shire of Wyndham East Kimberley	That Council 1. Remove Robert Dario as an authorised Fire Control Officer with the Shire of Wyndham East Kimberley. 2. In accordance with section 38(1) of the Bush Fires Act 1954 appoints Carly Watson, Ranger, as a Fire Control Officer as of 27 March 2018. 3. In accordance with section 38(2)(a) of the Bush Fires Act 1954, give notice of the appointment made in part two of this resolution in a newspaper circulating in the local district.			
Mar-18	Director Infrastructure	Road Condition Report Updates - SMS Alerts	That Council support the introduction of a system of SMS Alerts to assist the Shire in alerting community members who register to use the service about matters such as road opening/closures, as an additional support to the existing arrangements and use of physical signage, the Road Conditions page of the Shire's website and posting to the Shire Facebook page.	SMS technology approved by Council, IT looking at implementation.	01-May-18	In Progress
Mar-18	Director Infrastructure	Weaber Plain Road - Speed Review	That Council endorse the recommendation from Main Roads WA that the speed limit on Weaber Plain Road between Cocus Way and Teal Road be maintained at 80km/h.	Endorsed by Council in March 2018.	01-Mar-18	Complete
Mar-18	Vernon Lawrence, Director Corporate Services	T14-17/18 PRE-QUALIFIED SUPPLIER PANEL - PROVISION OF ELECTRICAL SERVICES	That Council: 1. Accepts the appointment of: a. C & S Jolly Electrics ATF the Jolly Family Trust of Lot 147 Whimbrel Road, Kununurra WA 6743; b. Upland Nominees Pty Ltd T/A Ord River Electrics of 14 Poinsettia Way, Kununurra WA 6743; c. TST Electrical Pty Ltd of Lot 120 Weaber Plain Road, Kununurra WA 6743; and d. Vision Power Pty Ltd ATF the Vision Power Unit Trust T/A Visions Power of 29 Gwendoline Crossing, Broome WA 6725. to the pre-qualified supplier panel T14-17/18 provision of electrical services, for the term of three (3) years, in accordance with the request for application documentation and the submitted schedule of rates. 2. Delegates the formation of the Contracts to the Chief Executive Officer, subject to any variations (of a minor nature) prior to entry to Contract.	Pre-qualified supplier panel implemented	28-Mar-18	Completed
Mar-18	Stuart Dyson, Director Infrastructure	RFT 11 17/18 - STAGE 3 LAKE ARGYLE ROAD IMPROVEMENTS	1. Accepts the Tender submitted by Roadline Contracting Pty Ltd of 13 McDaniel Road, Broome WA 6725, for Tender T11-17/18 - Stage 3 Lake Argyle Road Improvements, as the most advantageous Tender to form a Contract, for the fixed lump sum price of \$1,118,765.44 (Pricing Tables 1 and 2) excluding GST; 2. Endorses the transfer of \$137,469.77 from the Capital Works Reserve to "Lake Argyle Road - Widening (GL 1041202460)" for the award of Tender T11-17/18 - Stage 3 Lake Argyle Road Improvements Tables 1 and 2 works; and 3. Delegates the formation of the Contract to the Chief Executive Officer, subject to any variations (of a minor nature) prior to entry to Contract.	Endorsed by Council in March 2018.	01-Mar-18	Complete

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Mar-18	Stuart Dyson, Director Infrastructure	T15 17/18 KALUMBURU AREA ROADWORKS (SUPERVISION)	That Council,  1. Accepts the Tender submitted by Wajot Civil Pty Ltd ATF the W & J Thomson Family Trust T/A Pro Earth Civil of 183 Falls Road, Lesmurdie WA 6076, for Tender T15-17/18 Kalumburu Area Roadworks (Supervision), as the most advantageous Tender to form a Contract, for the estimated contract value of \$145,000 (excluding GST) in accordance with the submitted schedule of rates.  2. Delegates the formation of the Contract to the Chief Executive Officer, subject to any variations (of a minor nature) prior to entry to Contract.  3. Should a Contract not be formed within 30 business days with Wajot Civil Pty Ltd ATF the W & J Thomson Family Trust T/A Pro Earth Civil, that the Chief Executive Officer may form a Contract with the next most advantageous Tenderer.	Endorsed by Council in March 2018.	01-Mar-18	Complete
Mar-18	Stuart Dyson, Director Infrastructure	T18 17/18 KALUMBURU AREA ROADWORKS (WET PLANT AND LABOUR HIRE)	That Council,  1. Accepts the Tender submitted by Incarta Pty Ltd T/A Broome Contracting of 10 McDaniel Road, Broome, WA 6725, for Tender T18-17/18 Kalumburu Area Roadworks (Plant and Labour), as the most advantageous Tender to form a Contract, in accordance with the submitted schedule of rates.  2. Delegates the formation of the Contract to the Chief Executive Officer, subject to any variations (of a minor nature) prior to entry to Contract.  3. Should a Contract not be formed within 30 business days with Incarta Pty Ltd T/A Broome Contracting of 10 McDaniel Road, Broome, WA 6725, authorise the Chief Executive Officer to form a Contract with the next most advantageous Tenderer.	Endorsed by Council in March 2018.	01-Mar-18	Complete
Mar-18	Director Infrastructure	LEASE OF AIRPORT LAND FOR TEMPORARY AVIATION ACTIVITY	That Council, subject to no significant matters of concern with the Lease being raised by Councillors or Officers to the CEO, Wednesday 28 March 2018; 1. Endorses the report on the proposed lease of airport land; 2. Gives local public notice of the proposed disposition of the land by lease in accordance with s3.58 of Local Government Act; and 3. On the basis of no public objection being received to the proposed disposition of the land, delegates to the Chief Executive Officer authority to determine the Lease.	Advertising closes on the 19/04/18	01-May-18	In progress