

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

David Heyel

Shire President

19/11/2019

Date



SHIRE OF WYNDHAM | EAST KIMBERLEY

MINUTES ORDINARY COUNCIL MEETING

29 October 2019

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.

An audio and/or video record will be made of these proceedings to assist in the taking of minutes.

Signed on behalf of Council



CARL ASKEW

CHIEF EXECUTIVE OFFICER

NOTES

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

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**SHIRE OF WYNDHAM EAST KIMBERLEY
ORDINARY COUNCIL MEETING AGENDA
KUNUNURRA COUNCIL CHAMBERS
HELD ON TUESDAY 29 OCTOBER 2019 AT 5:00PM**

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

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

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

An audio and/or video record will be made of these proceedings to assist in the taking of minutes.

The Shire President declared the Meeting open at 5:02pm.

**2. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE
(PREVIOUSLY APPROVED)**

ATTENDANCE

Cr D Menzel	Shire President	
Cr T Chafer	Deputy Shire President	
Cr N Brook	Councillor	
Cr M Dear	Councillor	
Cr J Farquhar	Councillor	
Cr G Lodge	Councillor	
Cr M McKittrick	Councillor	
Cr D Pearce	Councillor	<i>(via Video Conference – Previously approved by Council, Minute Number 4/09/2019-118097)</i>
Cr A Petherick	Councillor	
C Askew	Chief Executive Officer	
S Dyson	Director Infrastructure	
N Kearns	Director Planning and Community Development	
V Lawrence	Director Corporate Services	
C Cane	Minute Taker	
Felicity Heading	SWEK	
Lincoln Heading	Resident/Returning Officer	
Rebecca Nadge	Reporter – ABC Kimberley	
Elise Van Aken	Reporter – The Kimberley Echo	

3. DECLARATION OF INTEREST

- Financial Interest
NIL
- Impartiality Interest

Councillor/Staff	Item	Title	Description of interest
Cr Mat Dear	12.5.2	Kununurra Townsite Drainage Study	I am General Manager of Ord Irrigation Cooperative
Cr David Menzel	12.5.2	Kununurra Townsite Drainage Study	I am Chairman of the Ord Irrigation Cooperative

- Proximity Interest
NIL

4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

NIL

5. PUBLIC QUESTION TIME

NIL

6. APPLICATIONS FOR LEAVE OF ABSENCE

Cr Petherick has provided a written request for a leave of absence for the 19 November 2019 Ordinary Council Meeting.

OFFICER RECOMMENDATION

That Council approve a leave of absence for Cr Petherick for the 19 November 2019 Ordinary Council Meeting.

Council Decision

Minute Number: 29/10/2019 - 118104

**Moved: Cr T Chafer
Seconded: Cr N Brook**

That Council approve a leave of absence for Cr Petherick for the 19 November 2019 Ordinary Council Meeting.

Carried: 9/0

Cr Menzel has provided a written request for a leave of absence for the 10 December 2019 Ordinary Council Meeting.

OFFICER RECOMMENDATION

That Council approve a leave of absence for Cr Menzel for the 10 December 2019 Ordinary Council Meeting.

Council Decision

Minute Number: 29/10/2019 - 118105

Moved: Cr T Chafer

Seconded: Cr N Brook

That Council approve a leave of absence for Cr Menzel for the 10 December 2019 Ordinary Council Meeting.

Carried: 9/0

7. PETITIONS

NIL

8. CONFIRMATION OF MINUTES

OFFICER'S RECOMMENDATION

That Council confirms the Minutes of the Ordinary Council Meeting held on 24 September 2019.

Council Decision

Minute Number: 29/10/2019 - 118106

Moved: Cr M McKittrick

Seconded: Cr J Farquhar

That Council confirms the Minutes of the Ordinary Council Meeting held on 24 September 2019.

Carried: 9/0

That Council confirms the Minutes of the Special Council Meeting held on 20 October 2019

Council Decision

Minute Number: 29/10/2019 - 118107

Moved: Cr T Chafer

Seconded: Cr J Farquhar

That Council confirms the Minutes of the Special Council Meeting held on 20 October 2019.

Carried: 9/0

Note: The Minutes of the Ordinary Council Meeting held on 24 September 2019 and the Special Council Meeting held on 20 October 2019 are provided under separate cover via www.swek.wa.gov.au

9. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

The Shire President acknowledged a series of visits, meetings and briefings that took place over the month:

25 September 2019 – DPIRD field day on Plantago Trials; In its third year, the trials are looking very positive and has a good partner who is keen to see it progress.

25 September 2019 – Kimberley Economic Forum was held in Derby; The CEO, Cr Pearce and Senior Economic Development Officer represented the Shire and attending the event was very valuable.

1 October 2019 – Department of Foreign Affairs and Trade (DFAT) Delegation; A group of nine (three foreign diplomats representing Cambodia, Samoa and St Vincent and the Grenadines as well as six DFAT Graduates) visited Western Australia (including Perth and Kununurra) from 29 September to 4 October 2019 as part of a wider six-week intensive training program. The objectives of their trip were to showcase Western Australia to the visiting diplomats, as well as to learn more about how the Western Australian Government, business and community contribute to Australia's foreign, trade and development policies and priorities. We met to discuss the Kununurra region and how operations work in such a remote environment.

3 October 2019 – Kununurra PCYC meeting; with PCYC CEO David van Ooran, Shire CEO and Director Planning and Community Development.

4 October 2019 – Senator Dean Smith meeting; with CEO and myself to discuss a wide range of topics but particularly the Productivity Commission enquiry into remote area tax concessions and payments.

8 October 2019 – Council Briefing Session

14 October 2019 – Sod Turning Ceremony - Wunan Health and Wellbeing Centre; Ms Jose Farrer MLA was present and we all got to grab the ceremonial shovel and turn a

sod. There is a ten month building timeframe and I look forward to them meeting that timeframe as it will certainly help to meet and fulfil a need in our community.

14 October 2019 – Commonwealth Department of Industry, Innovation and Science (DIIS); Jacqui Vincent (Director Major Projects Policy), Amanda Wormald (Assistant Manager) – Discussed Statutory Review of the Northern Australia Infrastructure Facility.

16 October 2019 – ‘The Kimberley Express’ function, Melbourne; Cr Brook, the CEO and myself attended the event which was to launch and celebrate the new direct air service between Melbourne and Kununurra. Tourism WA was the lead organisation for organising the event. We managed to distribute 70 show bags full of East Kimberley products. I would especially like to thank Cr Brook for her organising of produce for the event as well as all sponsors in Kununurra and the Kimberley for helping to fill them up with a diverse range of products and brochures from the region. There was around 60 travel agencies represented at the event as well as media. It was well worth attending and to been represented as the lead agency with regard to the direct flights.

19 October 2019 – Local Government Election Count. Thank you to our locals who provided a 30% voting turnout which is slightly above average for the State. I would like to thank and acknowledge our Returning Officer, Lincoln Heading for looking after the proceedings.

20 October 2019 – Special Council Meeting; three of our four new Councillors were sworn in.

21 October 2019 – East Kimberley Air Access Coordination Group (AACG) Meeting; The first meeting of a representative group of all interested parties with regard to the airport. The group is focused mainly on the Melbourne direct flights with the broader interest of progressing plans for the East Kimberley Regional Airport. The meeting was a very good first meeting putting everyone around the table and getting buy in from key partners in that activity.

22 October 2019 – AusIndustry (DIIS); Barry Clarke (Assistant Director – Regional Manager).

29 October 2019 – Cr Dear’s swearing in ceremony was held this evening prior to the Ordinary Council Meeting.

10. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

NIL

11. DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

NIL

12. REPORTS

12.1. MATTERS ARISING FROM COMMITTEES OF COUNCIL

NIL

12.2. CHIEF EXECUTIVE OFFICER

12.2.1. Standing Item - Outstanding Actions from Previous Council Resolutions

DATE:	29 October 2019
AUTHOR:	Executive Officer to the CEO
RESPONSIBLE OFFICER:	Carl Askew, Chief Executive Officer
DISCLOSURE OF INTERESTS:	NIL

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

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

Council Decision

Minute Number: 29/10/2019 - 118108

Moved: Cr M Dear

Seconded: Cr A Petherick

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

Carried: 9/0

PURPOSE

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

NATURE OF COUNCIL'S ROLE IN THE MATTER

Leader - plan and provide direction through policy and practices

BACKGROUND/ PREVIOUS CONSIDERATIONS BY COUNCIL/ COMMITTEE

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

STATUTORY IMPLICATIONS

NIL

POLICY IMPLICATIONS

NIL

FINANCIAL IMPLICATIONS

Not applicable as referenced in individual reports presented to the Council.

STRATEGIC IMPLICATIONS

Strategic Community Plan 2017-2027

Focus Area 4: Civic Leadership

Goal 4.2: Good decision making through engagement with the community

Strategy 4.2.2: Ensure community input informs planning and decision making

Goal 4.3: Ensure a strong and progressive organisation delivering customer focused services

Strategy 4.3.2: Create a culture that encourages innovation, collaboration, best practice and organisational discipline to improve efficiency, effectiveness and productivity

RISK IMPLICATIONS

NIL

COMMUNITY ENGAGEMENT

No community engagement is required.

COMMENTS

An update of actions from the September 2019 Council resolutions are detailed in Attachment 1.

Attachment 2 summarises all other actions that are outstanding from previous Council resolutions.

ATTACHMENTS

Attachment 1 - Council Action Register - September 2019

Attachment 2 - Council Action Register - Outstanding Actions from Previous Council Resolutions

12.2.2. 2020 Ordinary Council Meeting Dates

DATE:	29 October 2019
AUTHOR:	Executive Officer to the CEO
RESPONSIBLE OFFICER:	Carl Askew, Chief Executive Officer
FILE NO:	N/A
DISCLOSURE OF INTERESTS:	NIL

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

1. That Council adopt the proposed meeting dates/times and locations for 2020;

Month	Ordinary Council Meeting	Location of Meeting
January	RECESS	N/A
February	25 February	Wyndham
March	24 March	Kununurra
April	28 April	Kununurra
May	26 May	Wyndham
June	23 June	Kununurra
July	28 July	Kununurra
August	25 August	Wyndham
September	22 September	Kununurra
October	27 October	Kununurra
November	24 November	Wyndham
December	15 December	Kununurra

All meetings will commence at 5.00pm.

2. That Council authorises the Chief Executive Officer to give public notice, by way of advertising of the accepted Ordinary Council Meeting dates, times and place of meeting.

Council Decision

Minute Number: 29/10/2019 - 118109

Moved: Cr N Brook

Seconded: Cr J Farquhar

1. That Council adopt the proposed meeting dates/times and locations for 2020;

Month	Ordinary Council Meeting	Location of Meeting
January	RECESS	N/A
February	25 February	Wyndham
March	24 March	Kununurra
April	28 April	Kununurra
May	26 May	Wyndham
June	23 June	Kununurra
July	28 July	Kununurra
August	25 August	Wyndham
September	22 September	Kununurra
October	27 October	Kununurra
November	24 November	Wyndham
December	15 December	Kununurra

All meetings will commence at 5.00pm.

2. That Council authorises the Chief Executive Officer to give public notice, by way of advertising of the accepted Ordinary Council Meeting dates, times and place of meeting.

Carried: 9/0

PURPOSE

For Council to consider the 2020 Ordinary Council Meeting dates, times and locations.

NATURE OF COUNCIL'S ROLE IN THE MATTER

Leader - plan and provide direction through policy and practices

BACKGROUND/ PREVIOUS CONSIDERATIONS BY COUNCIL/ COMMITTEE

At the October 2018 Ordinary Council Meeting, Council made the following resolution:

COUNCIL DECISION

Minute Number: 30/10/2018 - 115866

Moved: Cr G Lodge

Seconded: Cr T Chafer

1. That Council adopt the proposed meeting dates/times and locations for 2019

Month	Ordinary Council Meeting	Location of OCM
January	RECESS	N/A
February	26 February	Wyndham
March	26 March	Kununurra
April	30 April	Kununurra
May	28 May	Wyndham
June	25 June	Kununurra
July	23 July	Kununurra

August	27 August	Wyndham
September	24 September	Kununurra
October*	20 October Special Council Meeting*	Kununurra
October	29 October	Kununurra
November	19 November	Wyndham
December	10 December	Kununurra

All meetings will commence at 5.00pm.

**Note: Special Council Meeting to be held following Council Elections on Saturday 19 October 2019*

2. That Council authorises the Chief Executive Officer to give public notice, by way of advertising of the accepted Ordinary Council Meeting dates, times and place of meeting.

Carried: 8/0

The Audit (Finance & Risk) Committee meetings were determined and advised separately.

STATUTORY IMPLICATIONS

In accordance with the *Local Government Act 1995*:

5.3. Ordinary and special council meetings

(1) A Council is to hold Ordinary Meetings and may hold special meetings

(2) Ordinary meetings are to be held not more than three months apart.

5.5. Convening council meetings

(1) The CEO is to convene an ordinary meeting by giving each Council member at least 72 hours notice of the date, time and place of the meeting and an agenda for the meeting

In accordance with the *local government (Administration) Regulations 1996, Section 2:*

12 Meetings, public notice of

(1) At least once each year a local government is to give local public notice of the dates on which and the time and place at which —

(a) the ordinary council meetings are to be held in the next 12 months.

POLICY IMPLICATIONS

Council Policy CP/CNC-3140 Council Briefing Sessions

FINANCIAL IMPLICATIONS

Minor expenditure will be incurred to ensure the appropriate statutory advertising occurs. This is provided for in the 2018/19 and to be considered in the 2019/2020 Annual Budget.

STRATEGIC IMPLICATIONS

Strategic Community Plan 2017-2027

Focus Area 4 Civic Leadership

Goal: 4.3: Ensure a strong and progressive organisation delivering customer focused services

Strategy 4.3.1: Be adaptive, responsive with a strong customer focus

RISK IMPLICATIONS

NIL

COMMUNITY ENGAGEMENT

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

Local public notice of the Ordinary Council Meeting dates, times and locations will be given in accordance with the legislative requirements.

COMMENTS

The proposed schedule has taken into account the following events:

- Easter 10 April - 13 April 2019
- ANZAC Day Public Holiday - 27 April 2019
- Ord Valley Muster - 15-24 May 2020
- Local Government Week - usually first week of August (dates have not been confirmed)
- WA Public Holidays
- The Council Briefing Policy states briefings should be on the second Tuesday of the month.

It is common practice in many Councils to take a recess in January due to the Christmas period, when many businesses close down and individuals take holidays (including Shire Councillors and Staff) and this is the case in the East Kimberley due to both the Christmas period and the impact of the wet season. The recess in 2019 did not significantly impact business and would not pose a risk if repeated again in 2020. Any issues raised can be overcome through either a delegation or the convening of a Special Council meeting for that purpose.

Typically the December Council meeting occurs early in the month primarily due to the reasons outlined above, often after school holidays and when many businesses are considering closure and individuals are planning holidays - with many leaving the region during this period.

However when the December meeting is set too early in the month, and depending upon the date of the November meeting, there is a small gap between the two meetings, and the consequential impact on the preparation of reports and agenda. For 2020 the November meeting is proposed for 24 November and the December meeting three weeks later on 15 December, which is later than 2019 and should provide sufficient time for a Council briefing early in December.

The proposed meeting dates/times and locations for the 2020 Audit (Finance & Risk) Committee will be considered by the Committee at their meeting on 4 November 2019 and will take into consideration the adopted Ordinary Council Meeting dates, times and locations for 2020. This will be reported to the December 2019 Ordinary Council Meeting.

Regular Briefing Sessions will continue and will generally occur two weeks prior to each Ordinary Council meeting with the exception of Easter.

ATTACHMENTS

Attachment 1 - CP/CNC-3140 Council Briefing Sessions
Attachment 2 - Draft Council Meeting Schedule 2020

12.2.3. Councillor Committee Representation

DATE:	29 October 2019
AUTHOR:	Executive Officer to the CEO
RESPONSIBLE OFFICER:	Carl Askew, Chief Executive Officer
FILE NO:	GN.05.7
DISCLOSURE OF INTERESTS:	NIL

VOTING REQUIREMENT

Absolute majority

OFFICER'S RECOMMENDATION

That Council endorses the following representation on various Committees of Council as well as representation on external Boards and Committees:

Audit (Finance and Risk) Committee

Representative 1 -
Representative 2 -
Representative 3 -
Proxy -

CEO review and selection panel

Representative 1 -
Representative 2 -
Representative 3 -
Proxy -

Local Emergency Management Committee (LEMC)

Representative 1 -
Representative 2 -
Proxy 1 -

Bush Fire Advisory Committee (BFAC)

Representative 1 -
Representative 2 -
Proxy 1 -

Development Assessment Panels

Representative 1 - Cr D Menzel
Representative 2 - Cr T Chafer
Proxy 1 - Cr M McKittrick
Proxy 2 -

WALGA Kimberley Zone / Regional Collaborative Group

Representative 1 -
Representative 2 -
Proxy 1 -
Proxy 2 - Chief Executive Officer

Kimberley Regional Road Group

Representative 1 -
Proxy 1 -

Kununurra Community Library

Representative 1 -
Proxy 1 -

Disability Access and Inclusion Planning

Representative 1 -
Representative 2 -
Proxy 1 -

SWEK Roadwise Committee

Representative 1 -
Proxy 1 -

Kununurra Visitor Centre

Representative 1 -
Proxy 1 -

Kununurra and Wyndham Alcohol Accord

Representative 1 -
Representative 2 -
Proxy 1 -

Lake Kununurra Foreshore Reference Committee

Representative 1 -
Representative 2 -
Proxy 1 -

East Kimberley Marketing Group

Representative 1 -
Proxy 1 -

Australian Airports Association (AAA)

Representative 1 - Chief Executive Officer
Proxy - Manager Airports

Council Decision

Minute Number: 29/10/2019 - 118110

Moved: Cr J Farquhar

Seconded: Cr T Chafer

That Council endorses the following representation on various Committees of Council as well as representation on external Boards and Committees:

Audit (Finance and Risk) Committee

Representative 1 – Cr Chafer
Representative 2 – Cr McKittrick
Representative 3 – Cr Lodge
Proxy – Cr Farquhar

CEO review and selection panel

Representative 1 – Cr Menzel
Representative 2 – Cr Chafer
Representative 3 – Cr Lodge
Representative 4 – Cr Brook
Proxy – Cr McKittrick

Local Emergency Management Committee (LEMC)

Representative 1 – Cr Dear
Representative 2 – Cr Pearce
Proxy 1 – Cr Chafer

Bush Fire Advisory Committee (BFAC)

Representative 1 – Cr Petherick
Representative 2 – Cr Lodge
Proxy 1 – Cr Pearce

Development Assessment Panels

Representative 1 - Cr D Menzel
Representative 2 - Cr T Chafer
Proxy 1 - Cr M McKittrick
Proxy 2 – Cr Lodge

WALGA Kimberley Zone / Regional Collaborative Group

Representative 1 – Cr Menzel
Representative 2 – Cr Chafer
Proxy 1 – Cr Petherick
Proxy 2 – Chief Executive Officer

Kimberley Regional Road Group

Representative 1 – Cr Pearce
Proxy 1 – Cr Menzel

Kununurra Community Library

Representative 1 – Cr Farquhar
Proxy 1 – Cr Brook

Disability Access and Inclusion Planning

Representative 1 – Cr Dear
Representative 2 – Cr McKittrick

Proxy 1 – Cr Farquhar

SWEK Roadwise Committee

Representative 1 – Cr Dear

Proxy 1 – Cr Lodge

Kununurra Visitor Centre

Representative 1 – Cr Farquhar

Proxy 1 – Cr McKittrick

Kununurra and Wyndham Alcohol Accord

Representative 1 – Cr Chafer

Representative 2 – Cr Dear

Proxy 1 – Cr Lodge

Lake Kununurra Foreshore Reference Committee

Representative 1 – Cr Brook

Representative 2 – Cr Farquhar

Proxy 1 – Cr Pearce

Proxy 2 – Cr Petherick

East Kimberley Marketing Group

Representative 1 – Cr Chafer

Proxy 1 – Cr Brook

Australian Airports Association (AAA)

Representative 1 - Chief Executive Officer

Proxy - Manager Airports

Carried: 9/0

PURPOSE

This report provides for Council to confirm its delegates and representatives to various committees of Council as well as representation on external committees.

NATURE OF COUNCIL'S ROLE IN THE MATTER

Advocator - advocate and support initiatives on behalf of the community and the Kimberley.

BACKGROUND/ PREVIOUS CONSIDERATIONS BY COUNCIL/ COMMITTEE

In accordance with s5.8 of the *Local Government Act 1995* a local government may establish committees of three or more persons to assist the Council and to exercise the powers and discharge the duties of the local government that can be delegated to committees.

In accordance with the *Local Government Act 1995*

- The Shire President is entitled to be a member of any Council appointed committee.

- Each committee must be comprised of at least three elected members and can consist of as many as nine elected members (i.e. the Council).
- In terms of meeting efficiency and effectiveness, previous committee numbers have been 3 (CEO Review Panel) and 3 (Audit) elected members. By convention, at least one deputy member should be appointed to assist each committee so that quorums can be easily maintained.
- These arrangements can be changed at any time by absolute majority decision subject to the requirements of the Local Government Act 1995

Function

The function of a committee is to deliberate upon matters within its authority. In some cases it may be limited to only making recommendations to Council, in others the full authority to make decisions may be delegated. The Council may determine operational procedures for committees through its standing orders local law or by a policy decision.

Membership

Committee members are usually appointed by Council at the first Council meeting following the local government ordinary elections. If a committee has position(s) for Council members and the Mayor or President wishes to be a member of that committee then the local government is to appoint the mayor or president to be a member. The same principle applies if the CEO wishes to be appointed to a committee that has an employee representative.

The Shire is involved with a variety of committees, some of which are statutory requirements and others which are in-house and assist with the decision-making of Council and other committees relating to external stakeholders.

Committee Information:

LEGISLATED

Audit (Finance and Risk) Committee

s7.1A (1) of the *Local Government Act* stipulates that a local government is to establish an audit committee of three or more persons to exercise the powers and discharge the duties conferred on it.

s7.1A (2) of the *Local Government Act* stipulates that the members of the audit committee of a local government are to be appointed by the local government and at least three of the members, and a majority of the members, are to be Council members.

S7.1A (3) and (4) stipulate that the Audit (Finance and Risk) Committee is primarily responsible for the overview of the financial and risk management of the Council and operates in accordance with its Terms of Reference (Attachment 1).

- | | |
|-------------------------|-----------------|
| • Number of Councillors | - Three or Five |
| • Frequency of meetings | - Quarterly |
| • Location of meetings | - Kununurra |

- Responsible officer - Director Corporate Services
- Committee administrator - SWEK

CEO Review and Selection Panel

The CEO is employed by the Council and the performance of the CEO is to be reviewed at least once in relation to every year of employment. Division 4 of the *Local Government Act 1995* s5.36 gives guidance to Councillors on the employment of a CEO and s5.38 indicates that an annual review must take place and this is achieved in accordance with the Panel's Terms of Reference (Attachment 2).

- Number of Councillors - Three
- Frequency of meetings - As required (at least once a year)
- Location of meetings - Kununurra
- Responsible officer - Chief Executive Officer
- Committee administrator - SWEK

Local Emergency Management Committee (LEMC)

The LEMC is established by the respective local government and operates under the provision of the *Emergency Management Act 2005* to plan on behalf of the community. This is a representative committee to provide a network of skills, knowledge and advice to assist the local government in ensuring that the local emergency management arrangements are established for its area.

The LEMC is not an operational response committee and is often confused with the functions of an Incident Management Group or at a larger emergency, the Operations Area Management Group. Members of the LEMC may well be involved with the operational management of an incident as a member of the Incident Management Group or the Local Recovery Coordinating Committee due to the roles they hold in their parent agency. Local government has an important part to play in that it has a legislative responsibility to prepare, plan and have linking arrangements with the appointed agencies.

- Number of Councillors - One
- Number of proxies - One
- Frequency of meetings - Quarterly and as required during times of emergency
- Location of meetings - Alternates between Wyndham and Kununurra
- Responsible officer - Director of Infrastructure (Chairperson)
- Committee administrator - SWEK

Bush Fire Advisory Committee (BFAC)

The function of the Bush Fire Advisory Committee (BFAC) is to provide support and guidance to Bush Fire Brigades in the Shire. It does this in collaboration with DFES and the Department of Parks & Wildlife. The BFAC meets to discuss operational and command and control issues, advise on matters relating to prosecutions under the *Bush Fires Act 1954*, and generally ensure coordination and cooperation between the brigades, agencies and the

Shire in relation to the preparation of firebreaks and other preventative measures, and in the preparedness of each organisation to deal with bush fire incidents.

Chief Bush Fire Control Officer - DFES

Other members include FESA, Department of Environment and Conservation and each of the Captains from the Crossing Falls, Ivanhoe and Packsaddle brigades.

- Number of Councillors - Two
- Number of proxies - One
- Frequency of meetings - Bi-monthly
- Location of meetings - Kununurra
- Responsible officer - Director Infrastructure (Chairperson)
- Committee administrator - SWEK

Development Assessment Panels (DAP's)

Council is obliged to nominate members and alternate members for the Kimberley/Pilbara/Gascoyne (Northern) Joint Development Assessment Panel (DAP) –The Northern DAP was established in line with Part 11A of the *Planning and Development Act 2005*, and administered under the Planning and Development (Development Assessment Panels) Regulations 2011. Its principal purpose is to deal with major planning proposals - all proposals valued over \$10 million, and subject to the applicant nominating (i.e. a voluntary application), optional proposals valued between \$2 million and \$10 million. The DAP only becomes operational once an application has been lodged.

- Number of Councillors - Two
- Number of proxies - Two
- Frequency of meetings - As required
- Location of meetings - Kununurra
- Responsible officer - Director Planning and Community Development
- Committee administrator - Department of Planning

REGIONAL REPRESENTATION

WALGA Kimberley Zone

The Western Australian Local Government Association (WALGA) is the single association for Local Government, representing the political and strategic interests of Local Government at State and Federal levels. The Shire of Wyndham-East Kimberley is a member of WALGA.

Local Governments are grouped into regional bodies called Zones (a geographically based subdivision containing Ordinary Members and is incorporated within a country or metropolitan constituency. The Kimberley Country Zone Membership is made up of the Shire of Wyndham/East Kimberley, Shire of Halls Creek, Shire of Broome, Shire of Derby/West Kimberley, Shire of Christmas Island and Shire of Cocos (Keeling) Islands.

The roles/functions of a Zone are primarily as follows:

- select a State Council representative;
- consider the State Council agenda;
- provide direction/feedback to their State Councillor;
- develop/advocate positions on regional issues affecting Local Government;
- progress regional Local Government initiatives;
- identify relevant issues for action by WALGA;
- networking and sharing information; and
- contributing to policy development through Policy Units and Policy Forums.

Zones:

- have an integral role in shaping the political and strategic direction of Local Government as a tier of government;
- are responsible for bringing relevant local and regional issues to the State decision making table;
- are a key player in developing policy and legislative initiatives for Local Government; and
- have direct relationships with the State Council of the Association, Policy Units and Policy Forums and the Secretariat of the Association.

Every Zone has at least one representative on State Council (the Kimberley Zone has 1 – the Zone Chair who is also the State Council representative and the Deputy Zone Chair who is the Deputy State Council Representative). Each representative is primarily responsible for ensuring that the Association is governed in the best interests of all member Local Governments. Representatives are also required to advocate the viewpoints and interests of their Zone on issues under consideration by State Council.

Kimberley Regional Group (KRG)

In September 2010 as part of the Western Australian State Government's Local Government reform agenda, the four Kimberley Shires (Shire of Wyndham/East Kimberley, Shire of Halls Creek, Shire of Broome and the Shire of Derby/West Kimberley) formed the Kimberley Regional Collaborative Group (RCG), formalised with the signing of an agreement with the State Government. The Group was formed with a view to adopting a regional approach to strategic and community planning and facilitating the harmonisation of core functions and services across participating local governments.

The RCG was due to terminate on 30 June 2015. In preparation for this, the Kimberley Shires formed a Kimberley Regional Group (KRG) for the purpose of governing and undertaking shared regional initiatives. The KRG has a Kimberley Local Government Governance Agreement between the four Kimberley Shires, which provides the legal framework for the establishment, membership and operation of the Kimberley Regional Group. This agreement was originally signed in February 2014, with the latest version being signed in August 2019.

The KRG have developed and are implementing a Kimberley Strategic Community Plan 2014-2024 and Kimberley Regional Business Plan 2018-2022. The RCG and Kimberley Zone meetings are held at the same time and the committee representatives are the same. Travel is required to each of the zones for the quarterly meetings as well as to Darwin and Perth for conferences generally held once a year.

- Number of Councillors - Two
- Number of proxies - Two
- Frequency of meetings - Quarterly
- Meeting location - Alternates between zone locations
- Responsible officer - Chief Executive Officer
- Committee administrator - Zone Secretariat (currently Broome Shire)

Kimberley Regional Road Group

Is a regional grouping of the Shires of Broome, Wyndham East Kimberley, Halls Creek and Derby-West Kimberley to work on regional road issues. Funding is made from the state Government towards regionally significant projects which Councils must make submissions for funding. Funding submissions cover Black Spot funding, Aboriginal Access Roads funding, direct funding towards administrative costs and Regional Projects funding.

- Councillor representation - One
- Number of proxies - One
- Frequency of meetings - Bi-annually
- Meeting location - Rotated through Shire locations
- Responsible officer - Director Infrastructure
- Committee administrator - Main Roads WA

LOCAL REPRESENTATION

Kununurra Community Library

The Kununurra Community Library Committee provides advice on policy with respect to the running of the jointly managed Kununurra Community Library.

- Number of Councillors - One
- Number of proxies - One
- Frequency of meetings - Bi-annually
- Location of meetings - Kununurra
- Responsible officer - Director Planning and Community Development
- Committee administrator - SWEK

Community and Civic Events

The Community and Civic Events Committee has not met in the previous two years and the Administration have overseen the planning and support for all Shire community and civic events within the municipality, such as Australia Day and Australian Citizenship ceremonies.

There are several other significant events that occur in the such as the Ord Valley Muster, Stars on the Bastion and Anzac Day that may require either support of the Administration and/or Council backing or may have community and civic impacts. Depending upon the event, Council liaison is through the Shire President and to all Councillors as required and this process has worked well to date.

- It is therefore recommended that no appointments be made to this Group and that the current practice of engaging with the Shire President and/or Council continue.

Disability Access and Inclusion Planning

Under the Disability Services Act 1993 the Shire must have and maintain a Disability Access and Inclusion Plan. The objective of the Committee is to oversee and advise on the implementation, review and evaluation of this plan. The committee meets annually to conduct this internal evaluation. The Plan must be formally reviewed and revised every five years with the most recent review taking place in 2014.

- Number of Councillors - Two
- Number of proxies - One
- Frequency of meetings - Annually
- Location of meetings - Kununurra
- Responsible officer - Director Planning and Community

Development

- Committee administrator - SWEK

SWEK RoadWise Committee

The WALGA RoadWise Program supports Local Governments, community groups, private businesses and individuals to become involved in local road safety issues. RoadWise achieves this by supporting local road safety committees, providing access to resources and training, and increasing knowledge, which all contribute to building the capacity of local committees to make an effective contribution to improving road safety in their own areas.

- Number of Councillors - One
- Number of proxies - One
- Frequency of meetings - Quarterly
- Location of meetings - Kununurra
- Responsible officer - Director Infrastructure
- Committee administrator - WALGA RoadWise

East Kimberley Visitor Centre

Tourism is a major economic sector for the Shire and it is important that Council understands the needs and requirements of the sector that impact many areas of Council's work. SWEK is also the owner of Tourism House and therefore has a financial interest in the building.

- Number of Councillors - One
- Number of proxies - One

- Frequency of meetings - Monthly
- Location of meetings - Kununurra
- Responsible officer - Chief Executive Officer
- Committee administrator - East Kimberley Visitor's Centre Manager

Kununurra and Wyndham Alcohol Accord

The Kununurra and Wyndham Alcohol Accord is a voluntary group comprising representatives from Industry, Local and State Government and WA Police. The Accord's aim is to address issues associated with the sale and consumption of alcohol. Over the last couple of years the Accord's primary focus has been in relation to liquor restrictions, the installation of a Take Away Management System (TAMS) and the potential for a Banned Drivers Register (BDR).

- Number of Councillors - Two
- Proxy - One
- Frequency of meetings - Bi-monthly
- Location of meetings - Kununurra
- Responsible officer - Director Planning and Community Development
- Committee administrator - Kununurra and Wyndham Alcohol Accord

Lake Kununurra Foreshore Reference Committee

The Lake Kununurra Foreshore Reference Committee was endorsed at the 21 February 2012 Ordinary Council Meeting. The purpose of the committee is to implement the Lake Kununurra and Aquatic Use Plan (adopted by Council on 16 August 2011) to ensure a coordinated approach to the management of Lake Kununurra and its foreshore.

- Number of Councillors - Two
- Proxy - One
- Frequency of meetings - Quarterly
- Location of meetings - Kununurra
- Responsible officer - Director Planning and Community Development
- Committee administrator - SWEK

East Kimberley Marketing Group

The East Kimberley Marketing Group was formed as a result of industry forums held in Kununurra during late 2013 and early 2014 when tourism operators came together to try and work out the best way of giving tourism a boost in the region. The East Kimberley Marketing Group's focus is on delivering actions aligned with the SWEK East Kimberley Tourism Action Plan 2022 and more specifically Part B – Operational Marketing Plan.

- Number of Councillors - One
- Proxy - One
- Frequency of meetings - Monthly

- Location of meetings - Kununurra
- Responsible officer - Chief Executive Officer
- Committee administrator - East Kimberley Marketing Group

OFFICER REPRESENTATION

Australian Airport Association (AAA)

The AAA is the national voice that represents the interests of over 250 airports and aerodromes Australia wide - from the local country community landing strip to major international gateway airports. Airport members represent vital infrastructure crucial to the communities in which they operate and for the overall national economy.

The AAA facilitates cooperation among airport members and their many and varied partners in Australian aviation, whilst contributing to an air transport system that is safe, secure, environmentally responsible and efficient for the benefit of all Australians and visitors.

- Officer - Chief Executive Officer
- Proxy - Manager Airports
- Frequency of meetings - Annual
- Location of meetings - Various locations throughout Australia
- Responsible officer - Chief Executive Officer

At the 28 November 2017 Ordinary Council Meeting, the Council resolved the following:

COUNCIL DECISION

Minute Number: 28/11/2017 – 117832

Moved: Cr Chafer

Seconded: Cr Farquhar

That Council endorses the following representation on various Committees of Council as well as representation on external Boards and Committees:

Audit (Finance and Risk) Committee

Representative 1- Cr McKittrick

Representative 2- Cr Chafer

Representative 3- Cr Lodge

Proxy - Cr Farquhar

CEO review and selection panel

Representative 1 - Cr Menzel

Representative 2 - Cr Lodge

Representative 3 - Cr Brook

Proxy 1 - Cr McKittrick

Local Emergency Management Committee (LEMC)

Representative 1 - Cr Menzel

Representative 2 - Cr Dear

Proxy 1 - Cr Pearce

Proxy 2 - Cr Chafer

Bush Fire Advisory Committee (BFAC)

Representative 1 - Cr Petherick

Representative 2 - Cr Lodge

Proxy 1 - Cr Farquhar

Proxy 2 - Cr Pearce

Development Assessment Panels

Representative 1 - Cr Menzel

Representative 2 - Cr Chafer

Proxy 1 - Cr McKittrick

Proxy 2 - Nil

WALGA Kimberley Zone / Regional Collaborative Group

Representative 1 - Cr Menzel

Representative 2 - Cr Chafer

Proxy 1 - Cr Brook

Proxy 2 - Cr Petherick

Kimberley Regional Road Group

Representative 1 - Cr Pearce

Proxy 1 - Cr Menzel

Kununurra Community Library

Representative 1 - Cr McKittrick

Proxy 1 - Cr Farquhar

Community and Civic Events

Representative 1 - Cr Farquhar

Representative 2 - Cr Brook

Representative 3 - Cr Petherick

Disability Access and Inclusion Planning

Representative 1 - Cr Dear

Representative 2 - Cr McKittrick

Proxy 1 - Nil

SWEK Roadwise Committee

Representative 1 - Cr Dear

Proxy 1 - Cr Lodge

Kununurra Visitor Centre

Representative 1 - Cr Farquhar

Proxy 1 - Cr McKittrick

Kununurra and Wyndham Alcohol Accord

Representative 1 - Cr Chafer

Representative 2 - Cr Lodge

Proxy 1 - Cr Petherick

Proxy 2 - Cr Dear

Lake Kununurra Foreshore Reference Committee

Representative 1 - Cr Brook

Representative 2 - Cr Pearce

Proxy 1 - Cr Menzel

Proxy 2 - Nil

East Kimberley Marketing Group

Representative 1 - Cr Chafer

Proxy 1 - Cr Brook

Australian Airports Association (AAA)

Representative 1 - Chief Executive Officer

Proxy - Manager East Kimberley Regional Airport

Carried 9/0

STATUTORY IMPLICATIONS

5.8. Establishment of committees

A local government may establish* committees of 3 or more persons to assist the council and to exercise the powers and discharge the duties of the local government that can be delegated to committees.

** Absolute majority required.*

5.9. Committees, types of

(1) In this section —

other person means a person who is not a council member or an employee.

(2) A committee is to comprise —

- (a) council members only; or
- (b) council members and employees; or
- (c) council members, employees and other persons; or
- (d) council members and other persons; or
- (e) employees and other persons; or

- (f) other persons only.

5.10. Committee members, appointment of

- (1) A committee is to have as its members —
 - (a) persons appointed* by the local government to be members of the committee (other than those referred to in paragraph (b)); and
 - (b) persons who are appointed to be members of the committee under subsection (4) or (5).

** Absolute majority required.*

(2) At any given time each council member is entitled to be a member of at least one committee referred to in section 5.9(2)(a) or (b) and if a council member nominates himself or herself to be a member of such a committee or committees, the local government is to include that council member in the persons appointed under subsection (1)(a) to at least one of those committees as the local government decides.

(3) Section 52 of the *Interpretation Act 1984* applies to appointments of committee members other than those appointed under subsection (4) or (5) but any power exercised under section 52(1) of that Act can only be exercised on the decision of an absolute majority of the council.

(4) If at a meeting of the council a local government is to make an appointment to a committee that has or could have a council member as a member and the mayor or president informs the local government of his or her wish to be a member of the committee, the local government is to appoint the mayor or president to be a member of the committee.

(5) If at a meeting of the council a local government is to make an appointment to a committee that has or will have an employee as a member and the CEO informs the local government of his or her wish —

- (a) to be a member of the committee; or
- (b) that a representative of the CEO be a member of the committee,

the local government is to appoint the CEO or the CEO's representative, as the case may be, to be a member of the committee.

[Section 5.10 amended: No. 16 of 2019 s. 18.]

5.11A. Deputy committee members

(1) The local government may appoint* a person to be a deputy of a member of a committee and may terminate such an appointment* at any time.

** Absolute majority required.*

-
- (2) A person who is appointed as a deputy of a member of a committee is to be —
 - (a) if the member of the committee is a council member — a council member; or

- (b) if the member of the committee is an employee — an employee; or
- (c) if the member of the committee is not a council member or an employee — a person who is not a council member or an employee; or
- (d) if the member of the committee is a person appointed under section 5.10(5) — a person nominated by the CEO.

(3) A deputy of a member of a committee may perform the functions of the member when the member is unable to do so by reason of illness, absence or other cause.

(4) A deputy of a member of a committee, while acting as a member, has all the functions of and all the protection given to a member.

[Section 5.11A inserted: No. 17 of 2009 s. 20.]

5.11. Committee membership, tenure of

(1) Where a person is appointed as a member of a committee under section 5.10(4) or (5), the person's membership of the committee continues until —

(a) the person no longer holds the office by virtue of which the person became a member, or is no longer the CEO, or the CEO's representative, as the case may be; or

(b) the person resigns from membership of the committee; or

(c) the committee is disbanded; or

(d) the next ordinary elections day,

whichever happens first.

(2) Where a person is appointed as a member of a committee other than under section 5.10(4) or (5), the person's membership of the committee continues until —

(a) the term of the person's appointment as a committee member expires; or

(b) the local government removes the person from the office of committee member or the office of committee member otherwise becomes vacant; or

(c) the committee is disbanded; or

(d) the next ordinary elections day,

whichever happens first.

5.12. Presiding members and deputies, election of

(1) The members of a committee are to elect a presiding member from amongst themselves in accordance with Schedule 2.3, Division 1 as if the references in that Schedule —

(a) to "office" were references to "office of presiding member"; and

- (b) to “council” were references to “committee”; and
- (c) to “councillors” were references to “committee members”.

(2) The members of a committee may elect a deputy presiding member from amongst themselves but any such election is to be in accordance with Schedule 2.3, Division 2 as if the references in that Schedule —

- (a) to “office” were references to “office of deputy presiding member”; and
- (b) to “council” were references to “committee”; and
- (c) to “councillors” were references to “committee members”; and
- (d) to “mayor or president” were references to “presiding member”.

POLICY IMPLICATIONS

There are no policy implications associated with this report.

FINANCIAL IMPLICATIONS

There are no financial implications associated with this item other than the commitment of human resources and time to attend/administer the respective committees.

STRATEGIC IMPLICATIONS

Strategic Community Plan 2017-2027

Focus Area 4: Civic Leadership

Goal: 4.1: Effective representation through advocacy at a regional, state and national level

Strategy 4.1.2: Actively represent the community and provide input to decision making at the regional, state and federal levels that impact the Shire

Strategy 4.1.3: Identify and contribute to collaborative and partnership initiatives that benefit the community

RISK IMPLICATIONS

NIL

COMMUNITY ENGAGEMENT

The Shire of Wyndham-East Kimberley’s Community Engagement Policy has been considered in relation to this item.

No community engagement is required.

COMMENTS

The endorsement of Committee memberships is an operational function of the organisation and a requirement of the Local Government Act 1995. There is one recommended change to the arrangements from 2017 and that is to not appoint to the Community and Civic Events Group for the reasons outlined in the report.

As a general rule each Committee has one representative and one proxy, unless it is a requirement of the respective group to have two nominees (such as the WALGA Zone or the Development Assessment Panel) and in such cases the number of proxies may also be varied.

ATTACHMENTS

Attachment 1 - Audit (Finance and Risk) Committee Terms of Reference

Attachment 2 - CEO Review and Selection Panel Terms of Reference

12.3. PLANNING AND COMMUNITY DEVELOPMENT

NIL

12.4. CORPORATE SERVICES

12.4.1. Budget Adjustments 2019-20

DATE:	8 October 2018
AUTHOR:	Director Corporate Services
RESPONSIBLE OFFICER:	Vernon Lawrence, Director Corporate Services
FILE NO:	FM 05.15
DISCLOSURE OF INTERESTS:	NIL

VOTING REQUIREMENT

Absolute Majority

OFFICER'S RECOMMENDATION

That Council;

1. Adopt the recommendation to transfer from the Asset Management Reserve an amount of \$122,000 for the purposes of:
 - replacing the shed at the Wyndham Depot in the amount of \$90,000; and
 - Acquiring new plant for the Wyndham Depot in the amount of \$32,000.

Council Decision

Minute Number: 29/10/2019 - 118111

Moved: Cr T Chafer

Seconded: Cr M McKittrick

That Council:

1. Adopt the recommendation to transfer from the Asset Management Reserve an amount of \$122,000 for the purposes of:
 - replacing the shed at the Wyndham Depot in the amount of \$90,000; and
 - Acquiring new plant for the Wyndham Depot in the amount of \$32,000.

PURPOSE

The purpose of this report is to consider the recommendation to fund the acquisition of two additional assets from the Asset Management Reserve.

NATURE OF COUNCIL'S ROLE IN THE MATTER

Advocator - advocate and support initiatives on behalf of the community and the Kimberley

Funder - provide funds or other resources

Leader - plan and provide direction through policy and practices

Provider - provide physical infrastructure and essential services

Regulator - enforce state legislation and local laws

BACKGROUND/ PREVIOUS CONSIDERATIONS BY COUNCIL/ COMMITTEE

The 2019-20 Budget was considered by Council at the Ordinary Council Meeting on 25 June 2019. At the time all known projects that could have been funded given the availability of funds were provided for. However, situations arise that provide opportunities for the Shire that are not funded in the budget. Items may not have been included in the budget a number of reasons. The project had not progressed sufficiently to be included as part of the budget process, the expenditure may have been pushed out to a future period on the basis of priorities or there was material uncertainty with respect to the scope of the project or the funding required.

Council has the ability to approve funding for projects outside of the budget process. The rationale for the funding is provided in the **Comments** section below.

COUNCIL DECISION

Minute Number: 25/06/2019-118048

Moved: Cr T Chafer

Seconded: Cr M Dear

Pursuant to the provisions of section 6.2 of the Local Government Act 1995 and Part 3 of the Local Government (Financial Management) Regulations 1996, that Council adopt the Municipal Fund Budget as contained in Attachment 1 of this agenda, for the Shire of Wyndham East Kimberley for the 2019/20 financial year which includes the following:

- 1. Statement of Comprehensive Income by Nature and Type***
- 2. Statement of Comprehensive Income by Program***

3. *Statement of Cash Flows;*
4. *Rate Setting Statement showing a net amount required to be raised from rates of \$10,428,335;*
5. *Notes to and forming Part of the Budget;*
6. *Fees and Charges Schedule.*

Carried 9/0

STATUTORY IMPLICATIONS

Local Government Act 1995

Part 2 – Constitution of local government

Division 2 – Local governments and councils of local government

2.7. Role of council

(1) The council —

- (a) governs the local government's affairs; and*
- (b) is responsible for the performance of the local government's functions.*

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

- (a) oversee the allocation of the local government's finances and resources; and*
- (b) determine the local government's policies.*

Local Government Act 1995

Part 6, Division 2 – Annual Budget

6.2. Local government to prepare annual budget

(1) During the period from 1 June in a financial year to 31 August in the next financial year, or such extended time as the Minister allows, each local government is to prepare and adopt, in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the 30 June next following that 31 August.*

** Absolute majority required.*

Local Government Act 1995

Part 6 - Financial management

Division 4 - General financial provisions Division

6.11. Reserve accounts

(1) Subject to subsection (5), where a local government wishes to set aside money for use for a purpose in a future financial year, it is to establish and maintain a reserve account for each such purpose.

(2) Subject to subsection

(3), before a local government —

- (a) changes* the purpose of a reserve account; or*
- (b) uses* the money in a reserve account for another purpose, it must give one month's local public notice of the proposed change of purpose or proposed use. * Absolute majority*

required. (3) A local government is not required to give local public notice under subsection (2) —

(a) where the change of purpose or of proposed use of money has been disclosed in the annual budget of the local government for that financial year; or

(b) in such other circumstances as are prescribed.

(4) A change of purpose of, or use of money in, a reserve account is to be disclosed in the annual financial report for the year in which the change occurs.

(5) Regulations may prescribe the circumstances and the manner in which a local government may set aside money for use for a purpose in a future financial year without the requirement to establish and maintain a reserve account.

6.2. Local government to prepare annual budget

(1) During the period from 1 June in a financial year to 31 August in the next financial year, or such extended time as the Minister allows, each local government is to prepare and adopt*, in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the 30 June next following that 31 August.

* Absolute majority required.

(2) In the preparation of the annual budget the local government is to have regard to the contents of the plan for the future of the district made in accordance with section 5.56 and to prepare a detailed estimate for the current year of —

(a) the expenditure by the local government; and

(b) the revenue and income, independent of general rates, of the local government; and

(c) the amount required to make up the deficiency, if any, shown by comparing the estimated expenditure with the estimated revenue and income.

(3) For the purposes of subsections (2)(a) and (b) all expenditure, revenue and income of the local government is to be taken into account unless otherwise prescribed.

(4) The annual budget is to incorporate —

(a) particulars of the estimated expenditure proposed to be incurred by the local government; and

(b) detailed information relating to the rates and service charges which will apply to land within the district including —

(i) the amount it is estimated will be yielded by the general rate; and

(ii) the rate of interest (if any) to be charged by the local government on unpaid rates and service charges; and

(c) the fees and charges proposed to be imposed by the local government; and

(d) the particulars of borrowings and other financial accommodation proposed to be entered into by the local government; and

(e) details of the amounts to be set aside in, or used from, reserve accounts and of the purpose for which they are to be set aside or used; and

(f) particulars of proposed land transactions and trading undertakings (as those terms are defined in and for the purpose of section 3.59) of the local government; and

(g) such other matters as are prescribed.

(5) Regulations may provide for —

(a) the form of the annual budget; and

(b) the contents of the annual budget; and

(c) the information to be contained in or to accompany the annual budget.

Local Government (Financial Management) Regulations 1996

Part 2 – General financial management

5. CEO's duties as to financial management

(1) Efficient systems and procedures are to be established by the CEO of a local government —

(g) to assist in the preparation of budgets, budget reviews, accounts and reports required by the Act or these regulations.

(2) The CEO is to —

(b) assist the council to undertake reviews of fees and charges regularly (and not less than once in every financial year).

6.8. Expenditure from municipal fund not included in annual budget

- 1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —
- a) is incurred in a financial year before the adoption of the annual budget by the local government; or
 - b) is authorised in advance by resolution*;
 - c) is authorised in advance by the mayor or president in an emergency.

* Absolute majority required.

(1a) In subsection (1) — **additional purpose** means a purpose for which no expenditure estimate is included in the local government's annual budget.

2) Where expenditure has been incurred by a local government —

- a) pursuant to subsection (1)(a), it is to be included in the annual budget for that financial year; and
- b) pursuant to subsection (1)(c), it is to be reported to the next ordinary meeting of the council
- c) [Section 6.8 amended by No. 1 of 1998 s. 19.]

Local Government (Financial Management) Regulations 1996 32. Amounts which may be excluded when calculating budget deficiency (Act s. 6.2(3))

A local government may exclude from the calculation of the budget deficiency —

- a) money borrowed or to be borrowed, to the extent that it is proposed in the annual budget to remain unspent at the end of the financial year; and
- b) reserves, to the extent that they are proposed in the annual budget to remain unspent at the end of the financial year; and
- c) in relation to a land transaction or trading undertaking, assets and liabilities, to the extent to which they are proposed in the annual budget to remain restricted to the purposes of the land transaction or trading undertaking at the end of the financial year; and
- d) any proposed amounts of depreciation of non-current assets; and
- e) assets from grants or gifts or non-cash revenue or expenditure; and
- f) current liabilities which, by their nature, are restricted, to the extent that they are proposed in the annual budget to remain uncleared at the end of the financial year; and

- g) any other current assets which, by their nature, are restricted, to the extent that they are proposed in the annual budget to remain unused at the end of the financial year.*

POLICY IMPLICATIONS

NIL

FINANCIAL IMPLICATIONS

The financial implications of approving an allocation from the Asset Management Reserve of \$122,000 for the acquisition of additional Plant costing \$32,000 and an amount of \$90,000 for the replacement of the Wyndham Depot Shed are as follows:

- The Asset Management Reserve from a forecast of \$537,429 to an estimated \$415,429
- Property, Plant and Equipment will increase by \$122,000
- Depreciation will increase by an estimated \$3,800 in the 2019/20 financial year and by \$7,600 in subsequent years.

STRATEGIC IMPLICATIONS

Strategic Community Plan 2017 to 2027

Focus Area: 4: Civic Leadership

Goal 4.4: Sustainably maintain the Shire's financial viability

Strategy 4.4.3: Adequately plan for and fund asset maintenance and renewal to deliver planned services

Strategy 4.4.4: Apply best practice financial management to ensure long term sustainability

RISK IMPLICATIONS

Risk: Failure to comply with legislative requirements leading to damage of reputation and/or financial loss.

Control: Annual financial audit.

Risk: Inability to deliver levels of service expected by the community.

Control: Current budget and service levels.

Risk: Failure to undertake proactive maintenance leading to damaged infrastructure

Control: Proactive maintenance included in Depot Maintenance Works program.

COMMUNITY ENGAGEMENT

No community engagement is required.

COMMENTS

The replacement of the shed at the Wyndham Depot has become necessary as the existing shed did not provide a safe working environment. The existing shed structure is unclad and the Wyndham Depot staff require a covered secure structure to store equipment and perform maintenance tasks. This can be achieved by either cladding the existing structure or erecting a new structure on the same footprint. In the case of a new structure Shire Officers determined the minimum size of the shed required by considering the floor size, height and internal configuration (12m x 8m x 3.6m) amongst other specifications. They also determined the specifications for the materials that need to be used in undertaking the works for each option (refer Attachment 1 for details).

The Shire went to the market requesting costing for two options namely:

- Option 1: Demolition of the existing shed structure and the design, supply and installation of a replacement shed structure; and/or
- Option 2: The renewal of the existing shed structure.

The Shire received tenders from 6 respondents, prices ranged from \$84k to \$182k for Option 1 and \$60k to \$187k for Option 2. Shire officers concluded that Option 1 was the preferred one for the following reasons:

1. The structural integrity of the existing shed is not known and it does not comply with current building standards and compliance;
2. None of the Contractors will provide structural engineering certification for the existing shed;
3. The likelihood of variations once works commence on the old shed is high;

Based on the above, Officers are recommending proceeding with Option 1 based on a lump sum price of \$88,807. The preferred tenderer (refer Confidential Attachment 1) is a local indigenous company and their price for the new shed is not materially different from cladding the old shed structure.

The second item is to acquire a new Kubota Diesel Tractor for the Wyndham Depot. There is currently a gap in the plant that the Depot requires to effectively and efficiently carry out works. This will allow manual works to be automated and allow smaller works to be done quickly and cost effectively without using larger plant.

ATTACHMENTS

Attachment 1 - Tender Specification

Attachment 2 - Kubota Diesel Tractor

Confidential Attachment 1 - Shed Preferred Option

12.4.2. List of Accounts Paid From Municipal Fund and Trust Fund

DATE:	29 October 2019
AUTHOR:	Creditors Officer
RESPONSIBLE OFFICER:	Vernon Lawrence, Director Corporate Services
FILE NO:	FM.09.25
DISCLOSURE OF INTERESTS:	NIL

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council receives the listing of accounts paid from the Municipal and Trust funds, being:

Municipal EFT 135998 - 136211 (04/09/2019 - 25/09/2019)	\$	2,004,908.77
Trust EFT 501871 - 501888 (29/08/2019 - 25/09/2019)	\$	8,492.40
Payroll - (11/09/2019 - 25/09/2019)	\$	492,843.17
Direct bank debits (02/09/2019 - 30/09/2019)	\$	76,334.92
Total	\$	2,582,579.26

Council Decision

Minute Number: 29/10/2019 - 118112

Moved: Cr Dear

Seconded: Cr Chafer

That Council receives the listing of accounts paid from the Municipal and Trust funds, being:

Municipal EFT 135998 - 136211 (04/09/2019 - 25/09/2019)	\$	2,004,908.77
Trust EFT 501871 - 501888 (29/08/2019 - 25/09/2019)	\$	8,492.40
Payroll - (11/09/2019 - 25/09/2019)	\$	492,843.17
Direct bank debits (02/09/2019 - 30/09/2019)	\$	76,334.92

Total	\$	2,582,579.26
		Carried: 9/0

PURPOSE

To present the listing of accounts paid from the Municipal Fund and Trust Fund in accordance with the requirements of the *Local Government (Financial Management) Regulations 1996*.

NATURE OF COUNCIL'S ROLE IN THE MATTER

Regulator - enforce state legislation and local laws.

BACKGROUND/ PREVIOUS CONSIDERATIONS BY COUNCIL/ COMMITTEE

In accordance with Council's Delegations Register 2019/20 which was adopted by Council on 27 August 2019, the Council has delegated to the CEO the exercise of its power under Regulations 12 and 13 of the *Local Government (Financial Management) Regulations 1996* to make payments from Municipal Fund and Trust Fund.

STATUTORY IMPLICATIONS

Local Government Act 1995 – Section 5.42

Local Government (Financial Management) Regulations 1996 – Regulations 5, 11, 12, 12(1)(a) and 13.

POLICY IMPLICATIONS

Sub-delegation 12 "Payments from the Municipal Fund and Trust Fund" applies subject to compliance with *Council Policy CP/FIN-3204 Purchasing*.

FINANCIAL IMPLICATIONS

There are no financial implications arising out of the preparation of this report. The financial implications arising from the payments made from the Municipal and Trust funds have been provided for in the 2019/20 Adopted Budget and any subsequent amendments thereto. This report provides for the ongoing management of the Shire's funds by providing the Council with sufficient information to monitor and review those payments made.

STRATEGIC IMPLICATIONS

Strategic Community Plan 2017-2027.

Focus Area 4: Civic Leadership

Goal 4.4: Sustainably maintain the Shire's financial viability

Strategy 4: Apply best practice financial management to ensure long term sustainability.

RISK IMPLICATIONS

Risk: Failure to comply with legislative requirements leading to damage of reputation and/or financial loss.

Controls: Annual Financial Audit. Annual Compliance Return to Department of Local Government, Sport and Cultural Industries.

COMMUNITY ENGAGEMENT

No community engagement is required.

COMMENTS

In accordance with statutory requirements, each payment from the Municipal Fund or the Trust Fund is to be noted on a list compiled each month showing: the payee's name; amount of payment; date of payment, and sufficient information to identify the transaction. The list is to be presented to the Council at the next Ordinary meeting of the Council following the preparation of the list and is to be recorded in the minutes of the meeting at which it is presented.

ATTACHMENTS

Attachment 1 - List of Accounts Paid September 2019

12.4.3. Interim Monthly Financial Report September 2019

DATE:	29 October 2019
AUTHOR:	Coordinator Financial Operations
RESPONSIBLE OFFICER:	Vernon Lawrence, Director Corporate Services
FILE NO:	FM.09.25
DISCLOSURE OF INTERESTS:	Nil

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council receives the Interim Monthly Financial Report for the period ended 30 September 2019.

Council Decision

Minute Number: 29/10/2019 - 118113

Moved: Cr N Brook

Seconded: Cr J Farquhar

That Council receives the Interim Monthly Financial Report for the period ended 30 September 2019.

Carried: 9/0

PURPOSE

For Council to receive the Interim Monthly Financial Report for the period ended 30 September 2019.

NATURE OF COUNCIL'S ROLE IN THE MATTER

Regulator - enforce State legislation and local laws

BACKGROUND/ PREVIOUS CONSIDERATIONS BY COUNCIL/ COMMITTEE

Council is to prepare monthly financial reports as required by section 34 of the *Local Government (Financial Management Regulations) 1996*.

At the 25 June 2019 Ordinary Council Meeting, the Council resolved the following:

COUNCIL DECISION

Minute Number: 25/06/2019-118046

Moved: Cr G Lodge

Seconded: Cr J Farquhar

That Council, in accordance with Regulation 34(5) of the Local Government (Financial Management) Regulations 1996, approves the materiality level for monthly reporting to be set at +/- 10% and +/- \$20,000 at account level and +/- 10% and +/- \$100,000 at financial statement level.

Carried 9/0

These materiality levels have been applied in the preparation of this report.

STATUTORY IMPLICATIONS

Local Government Act 1995, Section 6.4.

Local Government (Financial Management) Regulations 1996, Regulation 34.

POLICY IMPLICATIONS

CP/FIN-3201 Significant Accounting Policies has been applied in the preparation of this report.

FINANCIAL IMPLICATIONS

There are no additional costs associated with the preparation of this report. Monthly financial reporting is a primary financial management and control process. This report provides the Council with the ability to oversee the Shire's financial performance against budgeted targets.

STRATEGIC IMPLICATIONS

Strategic Community Plan 2017-2027

Focus Area 4: Civic Leadership

Goal 4.4: Sustainably maintain the Shire's financial viability

Strategy 4.4.4: Apply best practice financial management to ensure long term sustainability

RISK IMPLICATIONS

Risk: Failure to comply with legislative requirements leading to damage of reputation and/or financial loss.

Control: Annual audit performed.

COMMUNITY ENGAGEMENT

The Shire of Wyndham East Kimberley's *CP/GOV-3100 Community Engagement Policy* has been considered in relation to this item.

No community engagement is required.

COMMENTS

Comments in relation to budget to actual variances are included as notes in the Financial Report attached.

ATTACHMENTS

Attachment 1 - Interim Monthly Financial Report for the period ended 30 September 2019

12.5. INFRASTRUCTURE

12.5.1. Traffic Island - Intersection of Hibiscus and Setosa

DATE:	29 October 2019
AUTHOR:	Manager of Assets and Engineering
RESPONSIBLE OFFICER:	Director Infrastructure, Mr Stuart Dyson
FILE NO:	RD.07.76
DISCLOSURE OF INTERESTS:	NIL

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council refer for consideration in the 2020/2021 Budget, the addition of the project 'removal of traffic island at the intersection of Setosa Pass and Hibiscus Drive' at an estimated cost of \$10,000.

Cr D Menzel foreshadowed, and Cr T Chafer seconded, a motion that Council defer the issue of removal of traffic island at the intersection of Setosa Pass and Hibiscus Drive and seek further information and contribution from Development WA for these works.

Council Decision

Minute Number: 29/10/2019 - 118114

Moved: Cr Chafer

Seconded: Cr Dear

That Council refer for consideration in the 2020/2021 Budget, the addition of the project 'removal of traffic island at the intersection of Setosa Pass and Hibiscus Drive' at an estimated cost of \$10,000.

Lost: 3/6

For: Cr Chafer, Cr Dear, Cr Lodge

Against: Cr Brook, Cr Farquhar, Cr McKittrick, Cr Menzel, Cr Pearce, Cr Petherick

Council Decision

Minute Number: 29/10/2019 - 118115

Moved: Cr D Menzel
Seconded: Cr T Chafer

That Council defer the issue of removal of traffic island at the intersection of Setosa Pass and Hibiscus Drive and seek further information and contribution from Development WA for these works

Lost: 4/5

For: Cr Chafer, Cr Dear, Cr Lodge, Cr Menzel

Against: Cr Brook, Cr Farquhar, Cr McKittrick, Cr Pearce, Cr Petherick

PURPOSE

To consider the removal of islandisation at the intersection of Hibiscus Drive and Setosa Pass.

NATURE OF COUNCIL'S ROLE IN THE MATTER

Funder - provide funds or other resources

BACKGROUND/ PREVIOUS CONSIDERATIONS BY COUNCIL/ COMMITTEE

The Shire has received feedback from the public and a local bus transport provider stating that the restriction for turning right when exiting Setosa Pass was inadequate. Subsequently, Shire officers conducted an inspection of the intersection. This matter was presented at the Council Briefing Session 8 October 2019.

STATUTORY IMPLICATIONS

Local Government Act 1995, Part 3, Division 3, s.3.21 Duties when performing functions (1)

POLICY IMPLICATIONS

CP OPS 3655 Road Development

FINANCIAL IMPLICATIONS

Estimated \$10,000 to remove island and make good any seal damage.

STRATEGIC IMPLICATIONS

Strategic Community Plan 2017-2027

Focus Area 2: Enhancing the environment

Goal 2.2: Provide sustainable public infrastructure that serves the current and future needs of the community

Strategy 2.2.1: Provide and maintain infrastructure that promotes sustainable growth and positively impacts the well-being and lifestyle of residents and users

Corporate Business Plan

CBP Action: # 2.2.1, 4.4.3 Road & Drainage Maintenance.

Routine maintenance is the regular ongoing work that is necessary to keep roads operational and to prevent rapid deterioration. Assets include sealed roads, unsealed roads, carparks, drains, kerbs, bridges, signage within the Shire/ Examples: Grading a gravel road or pothole patching on sealed roads.

RISK IMPLICATIONS

Risk: Failure to provide adequate services and infrastructure to cater for the community

Control: Ensure effective and compliant traffic management will be in place

Risk: Expose community and staff to risk through interaction with traffic during works

Control: Ensure compliant traffic management is in place

COMMUNITY ENGAGEMENT

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

- Letter drop to properties fronting Setosa Pass requesting feedback on removal of the traffic island at the intersection of Setosa Pass and Hibiscus Drive.

COMMENTS

A review of the existing intersection of Setosa Pass and Hibiscus Drive has been undertaken.

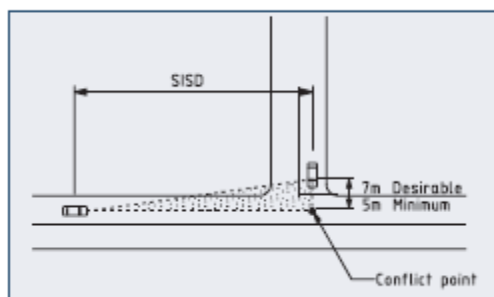
The intersection is located in the 'Lakeside' sub divisional area, being a residential area with an unposted speed limit of 50kmh. Curve radius from desktop review is approximately 350m. The roadway is constructed on flat terrain, with no significant grade change that would affect braking or sight distances. Casual observation has noted vehicles regularly undertaking a turning movement North from Setosa Pass turning East onto Hibiscus Drive, contrary to line marking and island design.



The intersection has been investigated for the theoretic removal of the Setosa Pass islandisation.

The AUSTROADS *Urban Road Design, Guide to the Geometric Design of Major Urban Roads*, indicates that minimum Sight Stopping Distance at 50kmh is 101m, rounded to the nearest 5m being 100m (absolute minimum).

Figure 8.4: Safe Intersection Sight Distance



Sighting was taken 7m back from the conflict point of Hibiscus Drive, demonstrated by the orange cone in the attached photographs. Sighting was taken at 1.05m, being allowable driver eye height, to a stationary object on road at 0.2m.



Location of setback location.

Measurement was then taken by 100m cloth tape to determine sight distance, with a standard 8m tape measure at the end of measurement to demonstrate 0.2m stationary object.



Location 7m back from conflict point, facing West along Hibiscus Drive, provides a clear field of view to stationary object 0.200m exceeding 100m sight stopping distance (SSD).



Location 7m back from conflict point, facing East along Hibiscus Drive, provides a clear field of view to stationary 0.200m object exceeding 100m sight stopping distance (SSD).

Consideration of vehicles travelling from West to East on Hibiscus Drive at 50kmh, would not impinge on vehicle site distance if travelling lane correct.

FINDING

Removal of the traffic island, would still render the intersection compliant by exceeding minimum sight distance requirements.



REMOVAL

Verification of existing seal under the islands has been confirmed by removal of pavers at the centre of each island, and removal of compacted base course. Seal has been sighted approximately 0.125m below paver surface.

Seal has been observed under the centre part of each of the traffic islands. It can be surmised that full road construction occurred beneath existing traffic islands in this instance.

Shunting of seal has been noted against face of kerb at islands.

Mechanical removal of the island structures will cause seal damage at the kerb/seal interface, which will require patching. If any of the seal remains intact on kerb removal, shunt in the seal will require remedy. This can be achieved by mechanical rolling with a 22.5 tonne rubber tyred roller.

In addition, a component of existing line marking will need to be modified, and road arrows obscured.

RETENTION

Retention of the island will not affect normal legal use of this intersection.

ATTACHMENTS

NIL

12.5.2. Kununurra Townsite Drainage Study

Cr M Dear declared an impartiality interest as a General Manager of Ord Irrigation Cooperative.

Cr D Menzel declared an impartiality interest as a Chairman of Ord Irrigation Cooperative.

DATE:	29 October 2019
AUTHOR:	Manager Assets and Engineering
RESPONSIBLE OFFICER:	Stuart Dyson, Director Infrastructure
FILE NO:	SD.14.2
DISCLOSURE OF INTERESTS:	<p>Cr M Dear declared an impartiality interest as a General Manager of Ord Irrigation Cooperative.</p> <p>Cr D Menzel declared an impartiality interest as a Chairman of Ord Irrigation Cooperative.</p>

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council:

- 1. Receives and endorses the Cardno Flood Model Report, Kununurra Stormwater Study 2019 and its identified priority works**
- 2. Supports the following actions for funding consideration in the 2020/2021 budget deliberations;**
 - a. A budget provision of \$100,000 for survey and design for construction of projects D03 (Weaber Plain cutoff drain), D06 (Cutoff drainage at the industrial area), D05 (Ironwood Drive Western end) and D02 (Messmate Way), with staff to develop a 5 year plan for Council consideration based on project staging.**
 - b. Provision of \$30,000 into research and modelling of cut off drains to previous Public Works Department design, so that maintenance can occur on Ivanhoe and Weaber Plains cut off drains, with a survey mounted excavator.**
 - c. Development of planning controls to be undertaken in house by Shire Staff.**
 - d. Water sampling at drainage water outlet points to be undertaken in house, with a budgetary allowance of approximately \$10,000 per annum.**

- e. Proposed funding of \$259,000, to be utilised to engage contractors to undertake a recorded inspection of all piped network, and in-house development of a 5-10 year piped drainage maintenance/replacement plan, subject to Council approval.
 - f. Desilting of existing cut off drains, noting that combined, the proposed level of funding is \$81,000 in year 1 of the 5 year plan, and \$81,000 in year 2 of the 5 year plan.
3. Engage with both Ord Irrigation Cooperative and the Water Corporation to obtain a formal response regarding their commitment to fund future drainage works.
4. Work with Ord Irrigation Cooperative and the Water Corporation on joint submissions to the State Government to obtain funding for drainage improvements and new drainage assets.

Council Decision

Minute Number: 29/10/2019 - 118116

Moved: Cr M McKittrick

Seconded: Cr J Farquhar

That Council:

1. Receives and endorses the Cardno Flood Model Report, Kununurra Stormwater Study 2019 and its identified priority works
2. Supports the following actions for funding consideration in the 2020/2021 budget deliberations;
 - a. A budget provision of \$100,000 for survey and design for construction of projects D03 (Weaber Plain cutoff drain), D06 (Cutoff drainage at the industrial area), D05 (Ironwood Drive Western end) and D02 (Messmate Way), with staff to develop a 5 year plan for Council consideration based on project staging.
 - b. Provision of \$30,000 into research and modelling of cut off drains to previous Public Works Department design, so that maintenance can occur on Ivanhoe and Weaber Plains cut off drains, with a survey mounted excavator.
 - c. Development of planning controls to be undertaken in house by Shire Staff.
 - d. Water sampling at drainage water outlet points to be undertaken in house, with a budgetary allowance of approximately \$10,000 per annum.
 - e. Proposed funding of \$259,000, to be utilised to engage contractors to undertake a recorded inspection of all piped network, and in-house development of a 5-10 year piped drainage maintenance/replacement plan, subject to Council approval.

- f. Desilting of existing cut off drains, noting that combined, the proposed level of funding is \$81,000 in year 1 of the 5 year plan, and \$81,000 in year 2 of the 5 year plan.
3. Engage with both Ord Irrigation Cooperative and the Water Corporation to obtain a formal response regarding their commitment to fund future drainage works.
4. Work with Ord Irrigation Cooperative and the Water Corporation on joint submissions to the State Government to obtain funding for drainage improvements and new drainage assets.

Carried: 9/0

PURPOSE

To review the proposal from Cardno and develop a 5 year drainage maintenance plan.

NATURE OF COUNCIL'S ROLE IN THE MATTER

Funder - provide funds or other resources

BACKGROUND/ PREVIOUS CONSIDERATIONS BY COUNCIL/ COMMITTEE

Following major rain and wet season events the Shire through a "Request for Quote" process engaged Cardno to conduct a flood study to better understand the flow and effects of stormwater on Kununurra.

STATUTORY IMPLICATIONS

Local Government Act 1995 Schedule 3.2 1 Carry Out Works for Drainage of Land;
Australian Rainfall and Runoff 2016;
Institute of Public Works Queensland Urban Drainage Manual 2017 and
Institute of Public Works Engineers Australasia Condition Assessment and Asset Performance Guidelines

POLICY IMPLICATIONS

CP OPS-3649 Maintenance of Shire Assets;
CP OPS-3659 Asset Management Policy;
CP OPS-3660 Stormwater Management for Developments;

FINANCIAL IMPLICATIONS

Will require budgetary consideration as part of the current mid year budget review inclusive of funding for survey of cut-off drains on Weaber Plains and Ironwood Drive.

Based upon the Cardno report recommendations, Officers will be seeking approximately \$500k per year for the next 5 years and this will include access to and use of the current Drainage Reserve which has approximately \$600k.

Consideration is currently being given to see whether or not these works should be self performed.

STRATEGIC IMPLICATIONS

Strategic Community Plan 2017-2027

Focus Area 2: Enhancing the environment

Goal 2.2: Provide sustainable public infrastructure that serves the current and future needs of the community

Strategy 2.2.1: Provide and maintain infrastructure that promotes sustainable growth and positively impacts the well-being and lifestyle of residents and users

Corporate Business Plan

CBP Action: #264 Drainage Renewal Program
#265 Drainage Upgrade and Creation Program

RISK IMPLICATIONS

Risk: Failure to provide adequate services and infrastructure to cater for the community

Control: Maintain effective auditing and maintenance of Shire infrastructure

COMMUNITY ENGAGEMENT

No community engagement is required. The funding and development of the Cardno study and final Report was jointly supported by the Shire, Water Corporation and Ord Irrigation Cooperative (OIC).

COMMENTS

1.1 Purpose

The purpose of the report is to identify priority works from the Cardno *Flood Model Report*, *Kununurra Stormwater Study 2019*, and establish a preliminary program of work for the next 5 years, subject to detailed site survey of identified works, and an investigation of annual maintenance programs undertaken by the Shire Depot.

1.2 Overview

The Shire of Wyndham East Kimberley engaged Cardno to;

- Assess and map the performance of the existing drainage system within the study area and provide a complete set of drainage data,
- Provision of a detailed long term, overall drainage management strategy; and
- Provision of a long-term capital works program to be implemented to mitigate flooding in the townsite and minimize damage to Shire, Water Corporation and Ord Irrigation Asset Mutual Cooperative (OIAMC) infrastructure.

The Cardno report investigated the Kununurra drainage area with the objectives of the study being;

- > Prepare and calibrate hydraulic flood models to observed flood behaviour for recent flood events and define flood behaviour for the 63.2%, 20%, 5% and 1% Annual Exceedance Probability (AEP) flood events;
- > Assess the existing drainage infrastructure capacity and performance and highlight potential problem areas of the system and “hot spots” for attention;
- > Understand the severity of the flood risk posed to properties, infrastructure and areas susceptible to flooding;
- > Prepare flood risk mapping and flood level contours which can be readily used by SWEK, OIAMC and Water Corporation for infrastructure and development planning purposes;
- > Develop costed indicative, draft capital works program for the drainage system under SWEK management which is broken into annual stages to the approximate value of \$1M per annum;
- > Develop an indicative, draft annual maintenance program for the drainage system under SWEK Management; and
- > Provide a report on the outcomes of the study outlined above.

Based on the modelling undertaken, Cardno tabled the following solutions for the areas defined as “hot spots”;

Table 7-1 Summary of Flood Mitigation Options Investigated.

Code	Description
D01	<ul style="list-style-type: none"> Widening of the D1 drain to 20m (base width). Increasing capacity of the swale running parallel to the M1 Channel- 30m base, 1.5m depth and 1:4 side slopes. Re-grading the swale to run from south to north. Including a siphon (12 x 1200 x 1200 RCBC) at the downstream end of the swale, which drains directly to the D1 drain. Altering the roughness coefficient of the swale and the major drains from the townsite to Manning's $n=0.01$, assuming that the swale and drains will be well maintained.
D02	<ul style="list-style-type: none"> Increasing the capacity of the pipes under the Messmate Way public open space to 2 x 900 RCP.
D03	<ul style="list-style-type: none"> Including 2 x 900 RCP along Weaber Plain Rd from Leichhardt St to Barringtonia Ave and upgrading the pipes from Barringtonia Ave to the outlet to 2 x 900 RCP. Including a detention basin at the north-eastern corner of the intersection. Upgrading the culvert under Barringtonia Ave to 3600 x 1200 RCBC. Removal of the footbridges over the drain, which are causing a tailwater effect for the culvert under Barringtonia Ave. Re-grading the drain downstream of Barringtonia Ave to 0.5% to further mitigate tailwater effects.
D04	<ul style="list-style-type: none"> Clearing and re-grading the drain east of the Kimberley Grande Resort, with a Manning's $n=0.01$. Addition of 600 RCP under the drain and 900 RCP downstream of Victoria Hwy, flowing out to Lily Creek lagoon. Addition of two additional pits, one at each end of the drain.
D05	<ul style="list-style-type: none"> Extending the 2 x 1050 RCPs along Coolibah Dr up Ironwood Dr to discharge in the drain upstream of Ironwood Dr. Including three additional pits along Ironwood Dr. Lowering the road level of Ironwood Dr at this location to 43 mAHD to act as an overflow. Altering the roughness coefficient of the drain to Manning's $n=0.01$.
D06	<ul style="list-style-type: none"> Removal of the caravan park crossings across the cut-off drain running parallel to Weaber Plains Rd (Drain A) which act as a restriction to flows. Altered the roughness of the drain to Manning's $n = 0.03$. Increased the capacity of basin north of Poinsettia Way. Re-directed the drain north of Kentia Way to flow north instead of south and increased the capacity of the swale running north parallel to Weaber Plain Rd. Increased the capacity of the culverts under Cocus Way and the unnamed road between Cocus Way and Kentia Way to 3 x 900 RCP. Included 3 x 1200 x 600 RCBCs under Weaber Plains Road north to discharge the re-directed flow west.
D07	<ul style="list-style-type: none"> All options D01 to D06 combined.
D08	<ul style="list-style-type: none"> As option D01, with the addition of a levee at 43.5 mAHD on the eastern side of the M1 swale and extension of the swale south towards the townsite.

The priority of projects has been suggested;

Table 10-1 Prioritisation of Flood Mitigation Options

Priority	Option	Location of Works
1	D03	Weaber Plain Road and Barringtonia Ave upgrades
2	D06	North Industrial area – inc. Caravan Park culverts
3	D01/ D08	M1 siphon and flood levee
4	D05	Ironwood Drive works
5	D02	Messmate Way upgrades

Cardno recommends the implementation of D08, while more expensive, be constructed as opposed to D01 to further alleviate flood risk for the townsite and M1 and associated infrastructure.

Further Cardno recommends:

- > The short term management options detailed in Section 8 be implemented in addition to the above options for optimised performance of the town's stormwater drainage system. Review of as constructed PWDWA drawings for additional information on further flood levees or berms previously constructed.
- > Future drainage plans, structure plans and local planning schemes incorporate best water management practices, in line with guidelines and recommendations from DWER. A water quality program be established for the stormwater outlet at Ivanhoe Road due to the location of the environmentally significant wetlands located south of the townsite (Lake Kununurra and Lily Creek Lagoon). The discharge from this outlet passes through the light industrial area upstream and has the potential to compromise water quality of these wetlands. Structural controls to manage water quality should be considered for the townsite.
- > Water quality monitoring should be conducted at stormwater outlet discharge points and further downstream in Lily Creek Lagoon.

Costs associated with the proposed works have been indicated at;

Table 8-1 Cost Estimates for Remaining Flood Mitigation Options

Option	Construction cost
D01	\$11,372,000
D02	\$ 1,426,000
D03	\$ 1,898,000
D05	\$ 868,000
D06	\$ 790,000
D08	\$12,760,000

Proposed short term management (5 year plan) has been suggested;

Table 8-9 Short Term Management Options Cost Estimate Summary

Task	Cost (ex GST)				
	Year 1	Year 2	Year 3	Year 4	Year 5
Preparation of an AMP	\$100,000				
Preparation of an O&M Strategy	\$30,000				
Planning Controls	\$30,000				
Backlog Maintenance of Existing Infrastructure	\$259,000	\$419,000	\$500,000	500,000	446,000
Cut-off Drain A – Weaber Plains Road	\$55,000	\$55,000			
Cut-off Drain B – Ironwood Drive	\$26,000	\$26,000			
Total	\$500,000	\$500,000	\$500,000	\$500,000	\$446,000

1.3 Current Activities by the Shire

1.3.1 Cut-off drains

In relation to general maintenance, it is the reporting officers understanding that some unspecified general cleaning is undertaken on the Weaber Plains Cut-off drain, and the Ironwood Drive Cut-off drain. This is for general silt removal, and is not controlled, levelled, nor has any history into previous drain formation. As a result of maintenance without survey controls, it is very probable that over decades, this has resulted in the loss of Department of Public Works levee structures.

1.3.2 Bandicoot Drive

Bandicoot Drive is working on end of system drainage, being a main outlet for the industrial area. Continuation of this project will see drainage and road works (flood routing) applied in the 2020/2021 financial period. This project is currently in survey/design, and is subject to budget approval in the target year. This matter relates directly to condition D04 listed in table 7-1.

1.3.3 Nutwood and Rosewood

Investigation of this project, indicates that it is dealing with flood routing, and installation of drainage, without consideration of end of system drainage outlet. Whilst the next stage is in process for construction in the 2019/2020 financial year, strong consideration of future funding should be given to the outcomes indicated in the Cardo report.

1.3.4 Investigation into drainage solutions for the Kununurra Townsite

Investigation into drainage solutions has been undertaken, and forms the body of this report.

1.3.5 Forward planning

The infrastructure team is currently in the process of developing 5 year plans for all asset groups, and this report forms part of that process, subject to direction by the Shire's Executive.

1.4 Discussion of solutions

It is highly important to note header 8.5 *Rejuvenation of Existing Infrastructure*, pg 31 of the report, that;

8.5 Rejuvenation of Existing Infrastructure

As noted in Section 2.3.3, the main conclusion of the Rejuvenation of Existing Infrastructure Stage 1 report by SWEK (2013), the cut-off drains along Weaber Plains Road and Ironwood Drive need to be resolved in the first instance so that other flooding issues within the town can be resolved.

Recommendation suggested by the Cardno report;

1.4.1 Preparation of an Asset Management Plan

Item 8.1 *Preparation of an Asset Management Plan*, speaks on matters contained within the IPWEA's Condition Assessment & Asset Performance Guidelines. It has been identified that this would cost in proximity to \$100,000 by a contractor to develop.

The report identifies priority projects (hot spots) in table 10-1, being;

Table 10-1 Prioritisation of Flood Mitigation Options

Priority	Option	Location of Works
1	D03	Weaber Plain Road and Barringtonia Ave upgrades
2	D06	North Industrial area – inc. Caravan Park culverts
3	D01/ D08	M1 siphon and flood levee
4	D05	Ironwood Drive works
5	D02	Messmate Way upgrades

It is proposed that consideration to be given to use the identified \$100,000 for survey and design for construction of projects D03, D06, D05 and D02, with staff developing a 5 year plan for Council consideration based on project staging.

1.4.2 Preparation of an Operations and Maintenance Strategy

It is proposed by Cardno to develop a maintenance strategy for drainage for \$30,000. An example for the item provided;

Table 8-2 Drainage Infrastructure – Operation and Maintenance

INSPECTION	
1.	Routine Inspection
1.1	Routine inspection should be carried out, as a minimum, on a regular monthly basis. The purpose of the inspection is to indicate when maintenance of drainage infrastructure is required.
1.2	Inspections should consider accumulation of sediment, condition of vegetation, ponded water.
1.3	Inspect following each rainfall event. Inspect drainage infrastructure following rainfall events to ensure that runoff has not caused damage or accumulation of sediment to a level where it must be removed. If damage has occurred, make the necessary repairs. If necessary, remove the accumulated sediment and restore the original storage volume. Remove all trash and debris from the basin.
1.4	Maintenance is required if: Excessive erosion has occurred. Excessive sediment accumulation has occurred. Vegetation is over grown. Water is ponding for excessively long periods of time. Inlets or outlets are damaged or blocked.
2.	Annual Inspection
2.1	Once a year, the condition of drainage infrastructure should be closely inspected. Any damage or problems should be noted on a Maintenance Form for action.
ROUTINE MAINTENANCE	
3.	Purpose
3.1	Routine maintenance of drainage infrastructure involves removal of accumulated sediment and restoration to original storage volume.
4.	Sediment control
4.1	Clean out sediment accumulated in the basins and drains when it reaches the top of the indicator post.
4.2	Check material in the basins and drains for excessive settlement, slumping of slopes, or piping between the conduit and the embankment; make all necessary repairs.
4.3	Sediment should not be disposed in a manner that will create an erosion hazard.
5.	Litter Management
5.1	Remove and dispose of trash and other debris from drainage infrastructure.

This would appear to be a relatively simple process, that can be generated in house, with regular inspections undertaken, with maintenance progressed subject to budgetary allowances.

If a simple inspection process is generated in house, the Shire is then able to direct the \$30,000 into research and modelling of cut off drains to previous Public Works Department design, so that maintenance can occur with a survey mounted excavator.

1.4.3 Development of Planning Controls

This falls outside the scope of engineering capacity, and will need to be managed by the Community Development Directorate. Liaison with the Senior Planning officer has indicated that development of appropriate plans can be progressed in house, requiring funding for advertising for several hundred dollars, and then progressed for consideration by Council.

1.4.4 Maintenance of Existing Infrastructure

The report indicates that the value of backlog maintenance will require;

Table 8-6 Existing Shire Infrastructure – Lakeside

Task	Unit	Total Amount
Pipe	Length (m)	4,478
Drain	Length (m)	3,056
Structures (i.e. gully and side entry pits)	Individual Unit	106

The costs associated with undertaking the backlog of maintenance is provided in Table 8-7. Costs of backlog maintenance are based on:

- > Pipe work flushing and clearing, including structures- \$81/m.
- > Drain maintenance, assumed grader - \$25/m.
- > Drainage basin, assumed laser bucket - \$10/m².

Table 8-7 Existing Shire Infrastructure – Costs of Backlog Maintenance Activities

Task	Cost (ex GST)
Main Townsite Backlog Maintenance	\$1,687,000
Lakeside Backlog Maintenance	\$437,000

Firstly, there is a requirement to undertake visual inspection of piped drainage systems to ascertain the condition of current piped systems, and to develop a maintenance schedule.

It is proposed to contract out a complete recorded inspection of piped systems, and development of a condition report of underground assets, including any compensating basins. Generally, the highest level of pipe system failures will be associated with tree root intrusion, or pipe collapse. There may also be an instance of service providers damaging pipe, and incorrectly installed pipe.

Inspection will assist in developing a condition management plan, which will enable the Shire to develop a proactive, rather than reactive drainage management strategy. This will depend heavily on continued maintenance funding made available by council, and will need to be considered against priorities in other asset groups.

Proposed funding of \$259,000, is required to be utilised to engage contractors to undertake a recorded inspection of all piped network, and the in-house development of a 5-10 year piped drainage maintenance/replacement plan, subject to Council approval.

1.4.5 Rejuvenation of Existing Infrastructure

Predominantly, this work is associated with sediment contained within open channel flow, and end of system failure. Based upon survey and design of cut off channel in accordance with Works Department Drawings, it is proposed to return to the original design specifications, and apply annual ongoing maintenance to the Weaber Plains and Ironwood Drive cut off drains.

As hire of suitable equipment for this maintenance will have a high contract price, it is proposed to Contract maintenance in the first instance (first 12 month by contract), and to review cost and utilisation of required plant to ascertain if in-house development of a drainage maintenance team is practical.

Subject to development of survey control and design for construction drawings, the intent is to replace missing levees, and undertake annual ongoing maintenance of cut off drains on Weaber Plains Road and Ironwood Drive.

Combined, the proposed level of funding is \$81,000 in year 1 of the 5 year plan, and \$81,000 in year 2 of the 5 year plan. As there will need to be consideration of ongoing maintenance funding, this will need to be considered as part of a longer term funded maintenance program.

1.5 Exceptions

- 1.5.1 Whilst the Cardno report makes reference, and provides an estimate of cost for a solution to drainage at the M1 channel, it has not been included as part of the solutions in this report due to the inordinately high cost of the project, being \$24,132,000.

As the majority of floodwater is passing through the town, there would need to be an understanding of percentage of water being generated by the town, minus coefficient of runoff as natural water flow, to determine how much water 'belongs' to the Shire.

- 1.5.2 Some mention of water quality has been made in the report. It should be noted, that any modification of outlet structures, or addition of new systems linking into the drinking water source will be subject to Water Sensitive Urban Design (WSUD). Due to the high volume of water in rainfall events, end of pipe systems will be larger than lower rainfall areas, and this will be reflected in installation costs.

1.6 Recommendations

- 1.6.1 A budget provision of \$100,000 for survey and design for construction of projects D03 (Weaber Plain cutoff drain), D06 (Cutoff drainage at the industrial area), D05 (Ironwood Drive Western end) and D02 (Messmate Way), with staff to develop a 5 year plan for Council consideration based on project staging.
- 1.6.2 Provision of \$30,000 into research and modelling of cut off drains to previous Public Works Department design, so that maintenance can occur on Ivanhoe and Weaber Plains cut off drains, with a survey mounted excavator.
- 1.6.3 Development of planning controls to be undertaken in house by Shire Staff.

- 1.6.4 Water sampling has been identified as a requirement at water outlet points. Discussion with Shire Environmental Health Officer, has suggested that \$10,000 per annum may be required to undertake necessary testing.
- 1.6.5 Proposed funding of \$259,000, to be utilised to engage contractors to undertake a recorded inspection of all piped network, and in-house development of a 5-10 year piped drainage maintenance/replacement plan, subject to Council approval.
- 1.6.6 Desilting of existing cut off drains. Combined, the proposed level of funding is \$81,000 in year 1 of the 5 year plan, and \$81,000 in year 2 of the 5 year plan. As there will need to be consideration of ongoing maintenance funding, this will need to be considered as part of a longer term funded maintenance program.
- Total of year 1 funding \$480,000
- Ongoing maintenance only funding of \$250,000 pa
- 1.6.7 Further engagement with both the OIC and the Water Corporation to obtain a formal response from them regarding commitment to fund future drainage works.
- 1.6.8 Work with OIC and the Water Corporation on joint submissions to the State Government to try and obtain funding for drainage improvements and potentially new drainage assets.

1.7 Additional information

AEP definition:

63.2%	=	1:1.58 (nearest to the old 1 in 1 year event)	Very Frequent
20%	=	1:5	Frequent
5%	=	1:20	Rare
1%	=	1:100	Rare/Very Rare

ATTACHMENTS

Attachment 1- Cardno - 2019 Kununurra Flood Model

12.5.3. East Kimberley College Parking

DATE:	29 October 2019
AUTHOR:	Manager Assets and Engineering
RESPONSIBLE OFFICER:	Stuart Dyson, Director Infrastructure
FILE NO:	RD.07.67
DISCLOSURE OF INTERESTS:	NIL

VOTING REQUIREMENT

Absolute Majority

OFFICER'S RECOMMENDATION

That Council declare the area identified on attached plans *Mangaloo Proposed* and *Coolibah Proposed* as a 'parking area' under the provision of its Parking and Parking Facilities Local Law 2003.

Council Decision

Minute Number: 29/10/2019 - 118117

Moved: Cr G Lodge

Seconded: Cr J Farquhar

That Council declare the area identified on attached plans *Mangaloo Proposed* and *Coolibah Proposed* as a 'parking area' under the provision of its Parking and Parking Facilities Local Law 2003.

Carried: 9/0

PURPOSE

To update Council on the review and consolidation of parking in the immediate proximity to East Kimberley College, and to seek endorsement for changes to that parking, as recommended in the Engineering Design Report by Donald Veal Consultants May 2019.

NATURE OF COUNCIL'S ROLE IN THE MATTER

Funder - provide funds or other resources.

BACKGROUND/ PREVIOUS CONSIDERATIONS BY COUNCIL/ COMMITTEE

The matter of signage rationalisation has not had consideration by Council previously, however the subject of bus parking at East Kimberley College (formally Kununurra District High School) has been discussed by Shire staff and Council on a number of occasions since 2014, with the location of the bus parking bays, previously located on Coolibah Drive, being the focus of discussion. The bus entry and exit point on Coolibah Drive exacerbated parking issues for parents and staff of the school and presented a risk, with interactions between pedestrians and vehicles occurring regularly.

In consultation with East Kimberley College (Formally Kununurra District High School) and the East Kimberley College P&C Association Inc, it was agreed with the Administration that relocating bus parking to Mangaloo Street was a cost efficient, safer option to address the ongoing issue of pedestrian/vehicle interactions at peak times (school drop off and pick up). This change was recommended in the Engineering Design Report by Donald Veal Consultants (May 2019).

This change of bus parking location and the May 2019 Black Spot Safety Audit identified that a signage rationalisation needed to take place in the Mangaloo Street area to correct conflicting signs in the area.

STATUTORY IMPLICATIONS

Local Government 1995, Parking and Parking Facilities Local Law 2003

POLICY IMPLICATIONS

CP/OPS-3655 Road Development

FINANCIAL IMPLICATIONS

Minimal financial implications - Cost of updated signage and repainting of line marking can be allocated to approved maintenance budget at approximately \$5k

STRATEGIC IMPLICATIONS

Strategic Community Plan 2017-2027

Focus Area 2: Enhancing the environment

Goal 2.2: Provide sustainable public infrastructure that serves the current and future needs of the community

Strategy 2.2.1: Provide and maintain infrastructure that promotes sustainable growth and positively impacts the well-being and lifestyle of residents and users

Corporate Business Plan

CBP Action: #253 Road Upgrade and Creation Program

RISK IMPLICATIONS

Risk: Failure to provide adequate services and infrastructure to cater for the community

Control: Maintain effective auditing and maintenance of Shire infrastructure

COMMUNITY ENGAGEMENT

Engagement has taken place in accordance with the Shire's Community Engagement Guidelines and included engagement with the following key stakeholders:

- Perth Transport Authority
- School Bus Drivers
- Department of Education
- Kununurra Community College
- Parents
- Road Safety Auditors

COMMENTS

This matter relates to street parking on Mangaloo Street and Coolibah Drive, immediately adjacent to the East Kimberley College. The Shire has progressed a Black Spot Safety Audit, received in May 2019, which was undertaken by Donald Veal Consultants (DVC).

It was identified that the car parking surrounding East Kimberley College (EKC, Formerly Kununurra District High School) needed to be reviewed through a Black Spot Safety Audit, this need for a review was also highlighted following the changes made to how buses access the school.

The scope of the Black Spot Safety Audit was; *“a discussion of the four options for Bus Parking at Kununurra District High School initially provided to SWEK by DVC, and a further analysis of the Recommended Option.”*



Overall, the DVC report ultimately recommended option 4A, which relocated the bus parking onto Mangaloo Street, citing:

- Loss of only a small number of parking bays on Mangaloo Street
- No loss of parking along Coolibah Drive
- Removal of conflict with parental drop off/pick up movements
- Low cost option, implementable almost immediately
- Upgrading or relocation of ACROD bay near the library entrance
- Provision of nibs to assist with pedestrian safety and visibility at the speed humps, and
- Suitable signs to designate limitations on vehicular access between the bus bays, especially the central one, which due to potential visibility issues, should be restricted to entry only.

This option was supported by the Shire and EKC and Council were briefed on the preferred option, which has subsequently been implemented.

Relocation of bus parking was undertaken in liaison with East Kimberley College during school breaks to minimise disruption caused by installation works. During the school term, the location was observed during morning and afternoon drop off and pickup. The findings of this report are attached.

The findings of the report proposes:

1. *Install bollards to the East side of the speed plateau at 1.8m spacing, to the footpath leading to Bauhinia Street.*
2. *Review of parking signage on the Eastern side of Mangaloo Street.*
3. *Consideration of 'Kiss and Ride' on the Eastern side of Mangaloo Street*

Overall, there is a wide array of signage with no standardisation, which may cause confusion to users. In addition, the signage array, particularly on Mangaloo Street is not installed correctly, which would mitigate any fines applied in this location, should the matter be questioned. There is also a matter of ability to monitor parking, with signs offering 2 hour, or half hour parking, and in some instances being in conflict.



It should also be noted, that the Shire does not currently employ a parking inspector specifically, with existing regulatory enforcement staff unable to routinely monitor timed parking.

An in-house review of parking has been undertaken, in consultation with regulatory enforcement staff and East Kimberley College. It will be proposed to remove signage from non monitored areas to allow longer term parking by school patrons and other road users, and to apply "kiss and ride" only parking, in close proximity to the school, correctly positioned in compliant locations, to allow enforcement if necessary, and to reduce liability risk to the Shire.

It is also proposed to install bollards on the eastern side of the speed plateau on Mangaloo Street, to eliminate vehicles mounting the kerb at this location, which is currently putting pedestrians at risk.

Officers have recommended that the areas identified on the attached plans, *Mangaloo Proposed* and *Coolibah Proposed* be recognised as a 'parking areas' under the provision of the Shire's Parking and Parking Facilities Local Law:

Local Government 1995, Parking and Parking Facilities Local Law 2003, Part 3, 3.1, (3)
A person shall not park a vehicle:

(b) in a parking area, except in accordance with both the signs associated with the parking area and with this Local Law.

Proposals for rationalised parking are attached as *Mangaloo Proposed*, *Bus Parking* and *Coolibah Proposed*.

A letter of support from the East Kimberley College for the rationalised parking is attached.

ATTACHMENTS

Attachment 1 - Review of parking July

Attachment 2 - Mangaloo Proposed

Attachment 3 - Coolibah Proposed

Attachment 4 - Letter of Support - SWEK resolution proposal

Attachment 5 - Bus Parking

13. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

NIL

14. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

NIL

**15. URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY
DECISION**

NIL

16. MATTERS BEHIND CLOSED DOORS

NIL

17. CLOSURE

The Shire President declared the meeting closed at 6:29pm