

| Meeting | Responsible Officer | Item | Resolution | Progress Comment | Date Actioned | Completed |
|--------------|---------------------|--|---|--|---------------|-------------|
| OCM 26/04/17 | Carl Askew | Draft Filming within the Shire Policy | That Council adopts the draft policy Filming within the Shire. | Policy has been adopted and is available on the website | 05-Apr-17 | Completed |
| OCM 26/04/17 | Carl Askew | 2017 Local Government Elections | 1. Declares, in accordance with section 4.20(4) of the Local Government Act 1995, the Western Australian Electoral Commissioner to be responsible for the conduct of the 2017 ordinary election together with any other elections or polls which may also be required; and 2. Declares, in accordance with section 4.61(2) of the Local Government Act 1995, that the 2017 ordinary election be held as a postal election | Advertising booked in yet to be placed | 16-May-17 | In progress |
| OCM 26/04/17 | Louise Gee | Community Lease - Ord River Magpies | That Council authorise the Chief Executive Officer to offer a 10 year lease to the Ord River Magpies Football Club for Part Lot 504 on Plan 61898, Part Reserve 29799, 199 Coolbah Drive Kununurra, subject to the approval of the Minister of Lands | Lease has been forwarded to Ord River Magpies | 10-Apr-17 | In progress |
| OCM 26/04/17 | Louise Gee | Policy Review - CP/PMG-3781 Leasing of Council Managed/Owned Land - Commercial | That Council adopt the reviewed Policy CP/PMG-3781 Leasing of Council Managed/Owned Land – Commercial, as at Attachment 1. | Reviewed Policy updated with adoption date and Minute No, and included in the Shire's current policy register and website | 09-May-17 | Completed |
| OCM 26/04/17 | Louise Gee | Temporary Caravan Park Licence - Taylor's Carnival Fun Fair | That Council grant a temporary caravan park licence to Taylor's Carnival for 2 short stay sites at the Kununurra Town Oval from 16 May 2017 to 20 May 2017 subject to the following conditions: 1. Only event participants and staff associated with the Carnival are to be accommodated in the park. 2. Taylors Carnival will utilise the existing ablution facilities at the Kununurra Town Oval. 3. All wastewater (including sullage water) is to be collected and removed from site to be disposed of at an approved wastewater dump point. 4. Rubbish bins are to be sealed and provided within 90 metres of every site. All rubbish to be removed from site and disposed of at an approved waste facility. 5. Fire extinguisher/s are to be located within 90 metres of every site. | Temporary Caravan Park Licence issued. | 08-May-17 | Completed |
| OCM 26/04/17 | Vernon Lawrence | Schedule of Fees and Charges 2017/18 | 1. That Council adopts the proposed Fees and Charges for 2017/18 outlined in Attachment 1 to be effective from either 1 July 2017 or 1 January 2018, whichever date is indicated in Attachment 1. 2. Requests the Chief Executive Officer to give local public notice of the Council's intention to impose the Schedule of Fees and Charges 2017/2018, to apply from 1 July 2017 in accordance with section 6.19 of the Local Government Act 1995. 3. Pursuant to section 6.16 of the Local Government Act 1995, adopts the fees and charges for 2017/18 outlined in Attachment 1, effective from 1 January 2018 relating to Aerodromes: a. Fixed wing aircraft – MTOW - All fixed wing aircraft – per tonne pro rata - \$29.30 (including GST) and All fixed wing aircraft – one landing fee is applicable per one hour session of training circuits or one hour maintenance check flights - \$29.30 (including GST) b. Fixed wing aircraft – General Aviation (GA) - All fixed wing aircraft – per tonne pro rata - \$20.20 (including GST) and All fixed wing aircraft – one landing fee is applicable per one hour session of training circuits or one hour maintenance check flights - \$20.20 (including GST) c. Rotary Wing Aircraft - All fixed wing aircraft – per tonne pro rata - \$15.20 (including GST) and All fixed wing aircraft – one landing fee is applicable per one hour session of training circuits or one hour maintenance check flights - \$15.20 (including GST) 5. Pursuant to section 67 of the Waste Avoidance and Resources Recovery Act 2007, imposes the following charges for the 2017/18 financial year effective from 1 July 2017: A. An annual waste receptacle charge of \$307.00 for one (1) service per week of verge collection waste from a 240 Litre mobile garbage bin; B. An annual waste receptacle charge of \$507.00 for each additional service one (1) per week of verge collection waste from one (1) 240 Litre mobile garbage bin; C. An annual waste receptacle charge of \$507.00 for one (1) service per week of verge collection waste from a 240 Litre mobile garbage bin; for exempt / non rateable properties. | Fees and Charges adopted and come into effect on 1 July 2017 or 1 January 2018 where applicable. Those fees and charges that are required to be adopted at the same time as when the budget is adopted will be tabled at the July OCM. | 04-May-17 | In progress |
| OCM 26/04/17 | Vernon Lawrence | Schedule of Fees and Charges 2017/18 | 6. That Council pursuant to section 53 of the Cemeteries Act 1986 adopts the fees and charges for the Seven Mile Cemetery, Nine Mile Cemetery, Afghan Cemetery, Pioneer Cemetery, Gully Cemetery, Kununurra Cemetery, and other cemetery associated fees as specified in Attachment 1. 7. Pursuant to Regulation 53 of the Building Regulations 2012, a Swimming Pool Inspection Levy of \$14.36 is set on each owner or occupier of land on which there is a swimming pool, for the 2017/18 financial year. 8. Pursuant to Section 6.51(1) and subject to Section 6.51(4) of the Local Government Act 1995 and Regulation 70 of the Local Government (Financial Management) Regulations 1996, imposes an interest rate of 9% for rates (and charges) and costs of proceedings to recover such charges that remain unpaid after becoming due and payable (excluding eligible pensioners and seniors). 9. Pursuant to Section 6.45 of the Local Government Act 1995 and Regulation 68 of the Local Government (Financial Management) Regulations 1996, imposes an interest rate of 5.5% where the owner has elected to pay rates and service charges through an instalment option (excluding eligible pensioners and seniors). 10. Pursuant to Section 6.45 of the Local Government Act 1995 and Regulation 67 of the Local Government (Financial Management) Regulations 1996, imposes an instalment administration charge of \$11.80 per instalment after the initial instalment is paid. Pursuant to Section 6.45 of the Local Government Act 1995 and Regulation 67 of the Local Government (Financial Management) Regulations 1996, impose a flat fee of \$59.70 plus administration charge of \$9.80 per instalment of payment arrangement on any ratepayer who wishes to negotiate a special payment arrangements. | Fees and Charges adopted and come into effect on 1 July 2017 or 1 January 2018 where applicable. Those fees and charges that are required to be adopted at the same time as when the budget is adopted will be tabled at the July OCM. | 04-May-17 | In progress |

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| OCM 26/04/17 | Vernon Lawrence | 2017/18 Budget - Strategic Rating Policy, Rates Modelling, Advertising and Community Engagement | <p>1. Endorse the revised Council Policy CP/FIN-3200 Strategic Rating;</p> <p>2. Endorse the 2017/18 Rating Model as follows, with the intention of seeking public submissions thereon and thereafter striking the rates as part of the 2017/18 Budget adoption, subject to receiving Ministerial approval where required by legislation;</p> <p>Rating Category Total Properties Total Rateable Value of Properties Proposed Minimum Payment Rate in the Dollar (cents) % of Properties on Minimum Payments Proposed Rates Revenue Budget 2016/17</p> <p>GRV - Residential 1,687 48,988,374 1,112 9.53 3.00% 4,681,188</p> <p>GRV - Other Vacant 124 821,650 1,112 14.30 78.23% 176,540</p> <p>GRV - Commercial 186 14,850,154 1,112 12.40 11.83% 1,850,408</p> <p>GRV - Industrial 177 9,121,530 1,112 11.44 3.95% 1,047,391</p> <p>UV - Rural Residential 185 51,149,000 1,112 1.00 0.00% 511,490</p> <p>UV - Pastoral 24 6,203,351 1,112 5.44 4.17% 337,624</p> <p>UV - Commercial/Industrial 59 14,368,560 1,112 0.69 45.76% 117,218</p> <p>UV - Rural Agriculture 1 80 75,530,309 1,112 0.97 1.25% 733,659</p> <p>UV - Rural Agriculture 2 109 57,381,000 1,112 0.69 0.00% 395,929</p> <p>UV - Mining 68 1,671,154 1,112 28.21 47.06% 494,051</p> <p>UV - Mining Vacant 47 472,250 310 14.11 48.94% 69,551</p> <p>UV - Other 2 526,000 1,112 0.65 0.00% 3,419</p> <p>TOTALS 2,748 281,083,332 \$10,418,443</p> <p>Add Ex-Gratia Rates \$5,420</p> <p>\$10,423,863</p> <p>3. That Council endorses for advertising for a minimum of twenty-one (21) days and seeks public submissions on:</p> <p>a. Council Policy CP/FIN-3200 Strategic Rating (Attachment 2) that outlines the principles which underpin the proposed 2017/18 rating model, including the Object of and Reasons for Differential Rates;</p> | Rates advertised for community comment. | 04-May-17 | In Progress | | | | | | | | | | | | | | |
| OCM 26/04/17 | Vernon Lawrence | Amendments to CP/FIN-3204 Purchasing | That Council adopts the revised Policy - CP/FIN-3204 Purchasing. | Policy circulated to Officers | 27-Apr-17 | Completed | | | | | | | | | | | | | | |
| OCM 26/04/17 | Vernon Lawrence | 2017/18 Elected Member Allowances and Entitlements | <p>1. Adopts the revised Council Policy CP/CNC-3141 Elected Member Allowances and Entitlements noting the inclusion of reimbursements would now apply to:</p> <p>a. The President's Annual Meeting Attendance Fee is 70% of the yearly maximum Salaries and Allowances Tribunal (SAT) determination.</p> <p>b. The Elected Members Annual Meeting Attendance Fee is 70% of the yearly maximum Salaries and Allowances Tribunal (SAT) determination.</p> <p>c. The President's Annual Allowance is 70% of the yearly maximum Salaries and Allowances Tribunal (SAT) determination.</p> <p>d. The Deputy President's Annual Allowance is 25% of the President's Allowance.</p> <p>e. The Elected Members will receive an ICT Allowance of \$2,400 per annum.</p> <p>For the 2017/18 financial year, adopt the maximum Salaries and Allowances Tribunal (SAT) determination levels so that:</p> <p>2. Pursuant to section 5.99 of the Local Government Act 1995, adopts the following annual fees for payment of elected members in lieu of individual meeting attendance fees:</p> <p>I. President \$21,589</p> <p>II. Councillors \$16,100</p> <p>3. Pursuant to section 5.98(5) of the Local Government Act 1995, adopts the following annual local government allowance to be paid in addition to the annual meeting allowance:</p> <p>I. President \$43,909</p> <p>4. Pursuant to section 5.98(5) of the Local Government Act 1995, adopts the following annual local government allowance to be paid in addition to the annual meeting allowance:</p> <p>II. Deputy President \$10,977</p> | Recommendation adopted in the draft budget process at the values determined | 17-May-17 | Completed | | | | | | | | | | | | | | |
| OCM 26/04/17 | Vernon Lawrence | List Of Accounts Paid From Municipal Fund and Trust Fund | <p>That Council receives the listing of accounts paid from the Municipal and Trust funds, being:</p> <table border="0"> <tr> <td>Municipal EFT 128555 - 128867 (02 Mar - 30 Mar 17)</td> <td>\$ 1,196,853.82</td> </tr> <tr> <td>Municipal cheques 51521 - 51541 (02 Mar - 30 Mar 17)</td> <td>\$ 101,269.69</td> </tr> <tr> <td>Trust cheques 1013 - 1024 (10 Mar - 30 Mar 17)</td> <td>\$ 3,200.06</td> </tr> <tr> <td>Trust EFT 501348 - 5011369 (01 Mar - 31 Mar 17)</td> <td>\$ 27,020.45</td> </tr> <tr> <td>Payroll (01 Mar - 31 Mar 17)</td> <td>\$ 685,408.23</td> </tr> <tr> <td>Direct bank debits (01 Mar - 31 Mar 17)</td> <td>\$ 95,833.86</td> </tr> <tr> <td>TOTAL</td> <td>\$ 2,109,586.11</td> </tr> </table> | Municipal EFT 128555 - 128867 (02 Mar - 30 Mar 17) | \$ 1,196,853.82 | Municipal cheques 51521 - 51541 (02 Mar - 30 Mar 17) | \$ 101,269.69 | Trust cheques 1013 - 1024 (10 Mar - 30 Mar 17) | \$ 3,200.06 | Trust EFT 501348 - 5011369 (01 Mar - 31 Mar 17) | \$ 27,020.45 | Payroll (01 Mar - 31 Mar 17) | \$ 685,408.23 | Direct bank debits (01 Mar - 31 Mar 17) | \$ 95,833.86 | TOTAL | \$ 2,109,586.11 | No action required | 17-May-17 | Completed |
| Municipal EFT 128555 - 128867 (02 Mar - 30 Mar 17) | \$ 1,196,853.82 | | | | | | | | | | | | | | | | | | | |
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| TOTAL | \$ 2,109,586.11 | | | | | | | | | | | | | | | | | | | |
| OCM 26/04/17 | Vernon Lawrence | Monthly Statement of Financial Activity for the Period Ended 31 March 2017 | That Council receives the monthly financial report as at 31 March 2017. | No action required | 17-May-17 | Completed | | | | | | | | | | | | | | |
| OCM 26/04/17 | David Kiye | Provision Of An Offsite Tip Shop For The Shire Of Wyndham East Kimberley Landfill Sites | <p>1. Accept the Tender from East Kimberley Job Pathways for the provision of offsite tip shops at Kununurra and Wyndham for the disposal of recycled items from the Shire of Wyndham East Kimberley landfill sites.</p> <p>2. Notes that a specific agreement is being drawn up by the Shire's lawyers to provide for the unique nature of the proposed agreement.</p> <p>3. Authorises the CEO and the Commissioner, on behalf of the Shire, to execute an agreement with East Kimberley Job Pathways for the provision of offsite tip shops at Kununurra and Wyndham for the disposal of recycled items from the Shire of Wyndham East Kimberley landfill sites for three years plus two optional one year extensions at zero cost.</p> | The Shire's lawyer is preparing a formal agreement for signature. East Kimberley Job Pathways have been provided interim approval to commence work. | 28-Apr-17 | In progress | | | | | | | | | | | | | | |

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| OCM 26/04/17 | David Klye | Legal Claim Finalised | <p>1. That Ord River Contracting withdrew its General Procedure Claim against the Shire on 17 October 2016;</p> <p>2. The Court made an order on 7 December 2016 in Kununurra awarding costs of \$15,398 to the Shire;</p> <p>3. The latest offer from Ord River Contracting in relation to the matter of costs, reject the offer and instruct our lawyers to pursue costs as awarded by the court in December 2016.</p> | Ord River Contracting have failed to pay the Shire's costs awarded on 7 Dec 2016. The Shire's lawyer has been instructed to recover the debit from Ord River Contracting. | 28-Apr-17 | In progress |
| OCM 26/04/17 | Vernon Lawrence | Request For Tender: T14-16/17 Provision Of Wet And Dry Hire Services For Various Plant And Equipment For A Period Of One Year | <p>1. Accept the tender submitted by Guerinoni Nominees Pty Ltd T/A Guerinoni & Son of 9 Mango Street, Kununurra WA 6743, for the following separable portion categories of Tender T14-16/17: Category 3: Excavator Wet Hire; Category 4: Grader Wet Hire; Category 5: Water Cart Wet Hire; and Category 6: Roller Wet Hire.</p> <p>In accordance with the tender documentation and the submitted schedule of rates.</p> <p>2. Enter into a contract with Guerinoni Nominees Pty Ltd T/A Guerinoni & Son of 9 Mango Street, Kununurra WA 6743, for the following separable portion categories of Tender T14-16/17: Category 3: Excavator Wet Hire; Category 4: Grader Wet Hire; Category 5: Water Cart Wet Hire; and Category 6: Roller Wet Hire.</p> <p>In accordance with the tender documentation and the submitted schedule of rates.</p> <p>3. Grants approval to enter into a one year contract extension with Guerinoni Nominees Pty Ltd T/A Guerinoni & Son of 9 Mango Street, Kununurra WA 6743 for the following separable portion categories of Tender T14-16/17: Category 3: Excavator Wet Hire; Category 4: Grader Wet Hire; Category 5: Water Cart Wet Hire; and Category 6: Roller Wet Hire.</p> <p>In accordance with the tender documentation and the submitted schedule of rates. Action of the one year contract extension is at the absolute discretion of the Shire and is also to be based on satisfactory performance during the original one year contract term.</p> | contracts executed | 22-May-17 | Completed |
| OCM 26/04/17 | Vernon Lawrence | Request For Tender: T14-16/17 Provision Of Wet And Dry Hire Services For Various Plant And Equipment For A Period Of One Year | <p>4. Accept the tender submitted by Camlismar Investments Pty Ltd of Lot 22 Weaber Plains Road, Kununurra WA 6743 for the following separable portion categories of Tender T14-16/17: Category 1: Dozer Wet Hire.</p> <p>In accordance with the tender documentation and the submitted schedule of rates.</p> <p>5. Enter into a contract with by Camlismar Investments Pty Ltd of Lot 22 Weaber Plains Road, Kununurra WA 6743, for the following separable portion categories of Tender T14-16/17: Category 1: Dozer Wet Hire.</p> <p>In accordance with the tender documentation and the submitted schedule of rates.</p> <p>6. Grants approval to enter into a one year contract extension with Camlismar Investments Pty Ltd of Lot 22 Weaber Plains Road, Kununurra WA 6743 for the following separable portion categories of Tender T14-16/17: Category 1: Dozer Wet Hire.</p> <p>In accordance with the tender documentation and the submitted schedule of rates. Action of the one year contract extension is at the absolute discretion of the Shire and is also to be based on satisfactory performance during the original one year contract term.</p> <p>7. Accept the tender submitted by JAB Management Pty Ltd T/A JAB Industries of 15 Eucalyptus Close, Kununurra WA 6743 for the following separable portion categories of Tender T14-16/17: Category 2: Loader / Tipper Wet Hire.</p> <p>In accordance with the tender documentation and the submitted schedule of rates.</p> <p>8. Enter into a contract with JAB Management Pty Ltd T/A JAB Industries of 15 Eucalyptus Close, Kununurra WA 6743, for the following separable portion categories of Tender T14-16/17: Category 2: Loader / Tipper Wet Hire</p> | contracts executed | 22-May-17 | Completed |

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| OCM 26/04/17 | Vernon Lawrence | Request For Tender: T14-16/17 Provision Of Wet And Dry Hire Services For Various Plant And Equipment For A Period Of One Year | <p>9. Grants approval to enter into a one year contract extension with JAB Management Pty Ltd T/A JAB Industries of 15 Eucalyptus Close, Kununurra WA 6743 for the following separable portion categories of Tender T14-16/17: Category 2: Loader / Tipper Wet Hire.</p> <p>In accordance with the tender documentation and the submitted schedule of rates. Action of the one year contract extension is at the absolute discretion of the Shire and is also to be based on satisfactory performance during the original one year contract term.</p> <p>10. Accept the tender submitted by Martell Road Maintenance of 659-661 Mills Road, Kununurra WA 6743 for the following separable portion categories of Tender T14-16/17: Category 8: Road Repair / Pot Hole Repair Wet Hire.</p> <p>In accordance with the tender documentation and the submitted schedule of rates.</p> <p>11. Enter into a contract with Martell Road Maintenance of 659-661 Mills Road, Kununurra WA 6743, for the following separable portion categories of Tender T14 16/17: Category 8: Road Repair / Pot Hole Repair Wet Hire.</p> <p>In accordance with the tender documentation and the submitted schedule of rates.</p> <p>12. Grants approval to enter into a one year contract extension with Martell Road Maintenance of 659-661 Mills Road, Kununurra WA 6743, for the following separable portion categories of Tender T14-16/17: Category 8: Road Repair / Pot Hole Repair Wet Hire.</p> <p>In accordance with the tender documentation and the submitted schedule of rates. Action of the one year contract extension is at the absolute discretion of the Shire and is also to be based on satisfactory performance during the original one year contract term.</p> <p>13. Accept the tender submitted by Western Ag Pty Ltd T/A Kewdale Hire of 7 Burchell Way, Kewdale WA 6105 for the following separable portion categories of Tender T14-16/17: Category 9: Excavator Dry Hire.</p> | contracts executed | 22-May-17 | Completed |
| OCM 26/04/17 | David Klye | RFT10 16/17 - Lake Argyle Road Redevelopment Stage 2 | <p>1. Accept the tender submitted by JAB Management Pty Ltd Trading as JAB Industries of 15 Eucalyptus Close, Kununurra WA 6743, for Tender T10-16/17 - Stage 2 Lake Argyle Road Improvements, in accordance with the tender documentation and for the fixed lump sum price of \$708,405.38 excluding GST; and</p> <p>2. Enter into a contract with JAB Management Pty Ltd Trading as JAB Industries of 15 Eucalyptus Close, Kununurra WA 6743, for Tender T10-16/17 - Stage 2 Lake Argyle Road Improvements, in accordance with the tender documentation and for the fixed lump sum price of \$708,405.38 excluding GST.</p> | Contract documents are being prepared. Project delayed due to a DER delay with clearing permit. | 28-Apr-17 | In progress |
| OCM 26/04/17 | Carl Askew | Declaration of Vexatious Customer | That Council refer the matter to the administration for clarification. | Research being undertaken | 18-May-17 | In progress |