

COUNCIL ACTION ITEMS

Meeting	Responsible Officer	Item	Resolution	Progress Comment	Date Actioned	Completed
OCM 26/04/16	Carl Askew, Chief Executive Officer	Intent to Review Local Laws	That Council undertake a review of all of its Local Laws in accordance with the <i>Local Government Act 1995</i> s.3.16 and give statewide and local public notice of its intent to undertake a review.	Internal audit is taking place to prioritise the review of local law	19-Jul-18	In progress
OCM 5/10/2016	Carl Askew, Chief Executive Officer	Motion from Cr Perry 13.1 Review of System of Representation	Minute No: 5/10/16-11513 Commissioner resolved: That the incoming Council, to be elected in October 2017, consider a review of its system of representation, exploring whether the current system of no wards in the Shire of Wyndham East Kimberley serves the best interests of their diverse communities.	Deferred until new Council in place. Governance Officer to prepare a report for Council	05-Oct-16	In progress
OCM 20/12/16	Director Infrastructure	Proposed closure of Jandami Lane	That Council approves: 1. The closure of a 3.2 km section of Jandami Lane as shown on Attachment 1 – Jandami Lane, section proposed for closure November 2016, in accordance with section 3.50 of the Local Government Act 1995, until the long term future of the lane is finalised, 2. A Shire application to the Department of Lands to relinquish the 3.2 km section of Jandami Lane road reserve, 3. The disposal of the road reserve, road and drainage assets on the 3.2 km section of Jandami Lane, as an exempt disposition in accordance with section 30(2)(c) of the Local Government (Functions and General) Regulations 1996 noting that the section of road and drainage has a written down value of \$1.9M as at 31/10/2016. 4. The permanent closure of a 3.2 km section of Jandami Lane, in accordance with section 3.50 of the Local Government Act 1995, when necessary to facilitate the transfer of that part of the road reserve to another party, and 5. The removal from the Shire's asset register of the 3.2 km section of Jandami Lane, when that section of the lane is permanently closed.	Dept of Lands advised on 9 January 2017. Statutory public notice was published on 23 February 2017 Awaiting advice from Lands department; they would prefer to wait until we have the KAI lease in place and amalgamation of the land into the lease can be undertaken at the same time as registration of the road closure.	14-Aug-17	In progress
OCM 25/08/15	Director Community Development	Proposed Gravel Reserves	That Council: 1. Requests the Chief Executive Officer to consult with the Darwulah Aboriginal Corporation to obtain written consent for the surrender of the proposed 'King River' gravel area from Lease I837493, and support the realignment of the dedicated road reserve to correspond with the physical location of the constructed King River Road. 2. Requests the Chief Executive Officer to advise the Department of Lands that the Shire of Wyndham East Kimberley: a. agrees to proceed with a future act process to facilitate the creation of reserves for the purpose of gravel supply for road building purposes over the sites identified as 'Afghan Cemetery', 'Mount Albany' and 'Parry Creek', and proposed easement to provide legal access to the 'Afghan Cemetery'. b. indemnifies the Minister for Lands against any costs arising from the future act process. 3. Requests the Chief Executive Officer to advise the Department of Lands that the Shire of Wyndham East Kimberley agrees to pay survey costs associated with: a. the creation of 'Gravel' reserves over the four areas referred to as 'King River', 'Afghan Cemetery', Mt Albany and 'Parry Creek', b. the creation of an easement to provide access to the area referred to as 'Afghan Cemetery'; and c. the realignment of the dedicated road reserve to correspond with the physical location of the constructed King River Road. d. that the estimated total survey costs be acknowledged as \$19,600.	Correspondence sent to DoL advising of Council resolution. Correspondence also sent to Darwulah Aboriginal Corporation in relation to the gravel source along King River Road and the proposed realignment of the dedicated road reserve. The Senior Planning Officer met with Darwulah representatives on 6 October 2015 to discuss the matter. The Senior Planning Officer and Director Infrastructure met again with representatives of the Darwulah Aboriginal Corporation on 18 March 2016. Darwulah Aboriginal Corporation have requested another meeting with the Senior Planning Officer and Shire President. Meeting to be arranged between representatives of Darwulah, the Shire and Department of Lands.	14-Oct-16	In progress
OCM 20/12/16	Vernon Lawrence, Director Corporate Services	Request for write off of penalty interest; waiver of penalty interest; and for a self supporting loan - rates debtor A501	That Council authorises the CEO to advise rates debtor A501 that: 1. The outstanding interest on rates and service charges will be written off on the condition: a. that the rates and services debt is fully paid by 30 June 2017 b. a lease with the Shire has been executed inclusive of a business plan by 30 June 2017 2. the Shire will consider an application for a rates concession for the 2017/18 if the above conditions are met	The history of actions taken by Shire Officers with respect to this debt are contained within the minutes of the Audit (Finance and Risk) Committee. The lease agreement has been concluded and a payment plan has been forwarded to be signed before presenting it for authorisation by Council. Further updates will be made at the next Audit (Finance and Risk) Committee meeting on 11 February 2019 and reported to council at the OCM on 26 February 2019.	01-May-18	In progress
OCM 25/08/15	Director Community Development	Transient Accommodation - Lot 411 Minjijirra Lane, Kununurra	That Council request the Chief Executive Officer to undertake further investigation as part of the Local Planning Scheme review, to consider the introduction of a new or amended use class to appropriately provide for rural workers accommodation and preparation of a subsequent Local Planning Policy.	Land Use definition for Rural Workers Accommodation included in draft Local Planning Scheme No. 9. Officers have commenced desktop audit of accommodation on rural properties, prior to preparation of draft Local Planning Policy. Modification to draft local planning scheme was to remove Rural Workers Accommodation Land Use. Policy to be developed in accordance with modifications.	15-Aug-16	In progress

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OCM 22/11/16	Vernon Lawrence, Director Corporate Services	Update on the Recovery of Outstanding Rates - Assessments A2574, A2569 and A411	That Council, with reference to Matters Behind Closed Doors Item 8.2 "Update on the Recovery of Outstanding Rates - Assessments A2574, A2569 and A411", notes: 1. The further investigations and actions undertaken regarding options for the recovery of outstanding rates for Assessments A2574, A2569, and A411 in accordance with relevant legislation; and 2. That a further updated report will be included in the next Audit (Finance and Risk) Committee Agenda.	This matters were considered at the Audit (Finance and Risk) Committee on 5 November 2018 and will be followed up again at the 11 February 2019 meeting. Shire Officers continue to follow up on these outstanding amounts. In the instance of A411 steps to acquire the property and dispose of it have commenced with the Shires legal advisors. The remaining two properties have nothing substantial to report that have not been covered by the minutes of the Audit (Finance and Risk) Committee meeting.	01-May-18	In progress
OCM 28/11/2017	Carl Askew, Chief Executive Officer	Additional Flight Options from East Kimberley Regional Airport	That Council reaffirm its decision of 22 November 2016 and specifically: 1. Provide support for a trial of an air service proposed by the East Kimberley Marketing Group between Kununurra and Melbourne for forty (40) return services between May and October 2018 and authorise the CEO to enter into negotiations with the East Kimberley Marketing Group and their partners on the following basis: a. Consideration of a supporting financial package comprising: i. Waiver of Passenger Service Fees for screening, Terminal Passenger Handling Fees and Landing Fees to a maximum value of \$153,000. conditional upon the flights arriving and departing between 10:00 am and 4:00 pm (WA time) when the airport staff are onsite and available. ii. Operational subsidy to maximum of \$200,000 (acknowledging an additional contribution from the State Government and/or local community of at least \$200,000). b. Further negotiate with the East Kimberley Marketing Group and the Airline regarding the type of aircraft, flight schedules and the implications for connections with Melbourne Airport and services required of EKRA, confirmation of the opportunity for, booking arrangements and seamless ticketing or connectivity to secondary destinations, confirmation of details related to fare structures and ticketing costs, key performance indicators. 2. Condition its support and contribution to the trial upon the development and execution of a professional marketing campaign properly funded and resourced by the State Government to promote the commencement and for the duration of the trial service; 3. Refers the cost of the trial for consideration in both the Mid-Year Budget Review 2017-18 and Annual Budget 2018-19; and 4. Refers the replacement of Landing Fees to the Airport Reserve from Municipal funds for consideration in both the Mid-Year Budget Review 2017-18 and Annual Budget 2018-19.	Part 1: Resolution to be put in a formal letter to EKMG Part 2: Action the details of the resolution. Potentially occurring in 2018. EKMG negotiating with Airline and partners. Media Release by EKMG on 5 April 2018 confirming last minute decision by Alliance Airlines not to proceed with service in 2018. Airline cited unexpected terminal costs in Melbourne, delayed upload of fares for distribution and crew shortages. EKMG remains committed to project and will focus on service in 2019	01-Mar-18	Ongoing
Mar-18	Carl Askew, Chief Executive Officer	Development of Ord Biosecurity Group	That Council 1. Acknowledges the proposal from Ord Land and Water Inc. to update the Biosecurity Plan for the Ord Irrigation Area. 2. Supports in principle the proposal, subject to the involvement of relevant industry representatives, State Government agencies, and cross-border integration with the Northern Territory Regional Biosecurity Emergency Response Plan currently being developed by the NT Government. 3. Refers the request for consideration in the 2018/19 Budget an allocation of up to \$15,000 to assist in the update of the Biosecurity Plan for the Ord Irrigation Area, with a preference that Ord Land and Water obtains matching funding from State Government agencies and other sources if possible. 4. Supports Ord Land and Water as the coordinator for the development and implementation of the updated Biosecurity Plan, in partnership with industry representatives and State Government. 5. Considers through the budget process the request for a small percentage (7.5%) of the rates raised from Rural Ag 1 and Rural Ag 2 properties for the ongoing management and delivery of the operational plan developed for the Ord, subject to the involvement of relevant industry representatives and State Government agencies, and with the intention of supporting Ord Land and Water to secure matching State funding. 6. Retains the current Biosecurity Reserve for any emergency plant, pest or disease response as required and approved by Council.	Advice delivered to the Ord Land and Water Inc 2018/2019 Budget approved an allocation of \$15,000 for this project	13-Apr-18	In progress
Jun-18	Nick Kearns, Director Planning and Community Development	Community Lease East Kimberley Volunteer Sea Rescue Group	That Council authorises the Chief Executive Officer to offer the East Kimberley Volunteer Sea Rescue Group a 21 year lease for Reserve 51156, Lot 500 on Deposited Plan 73840, Foreshore Road Wyndham, as detailed in Attachment 1, subject to the approval of the Minister of Transport:	Section 18 approval received and lease document referred to the organisation	05-Jul-18	In progress
Jul-18	Nick Kearns, Director Planning and Community Development	Community Lease - Ord River Magpies	That Council authorises the Chief Executive Officer to offer a 21 year lease to the Ord River Magpies Football Club Inc for Part Lot 504 on Plan 61898, Part Reserve 29799, 199 Coolibah Drive, Kununurra, as detailed in Attachment 2, subject to the approval of the Minister for Transport:	Section 18 approval received and lease document referred to the organisation	10-Aug-18	In progress
Aug-18	Carl Askew Chief Executive Officer	Local Law Review	That Council 1) Undertake a review of the following: a) Shire of Wyndham East Kimberley Dogs Local Law 2003 b) Shire of Wyndham East Kimberley Parking and Parking Facilities Local Law 2003 c) Shire of Wyndham East Kimberley Activities in Thoroughfares and Public Places and Trading Local Law 2005 d) Local Government Property Local Law 2003 2) Give State-wide public notice of the proposal to review the above Local Laws.	Advertising to take place.		In progress

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Aug-18	Nick Kearns, Director Planning and Community Development	Ongoing Support for Kununurra Visitor Centre	That Council: 1. Offers the Kununurra Visitor Centre a five 5 year lease, plus a five year option on a community lease within Tourism House, effective from 30 December 2018. 2. Agrees to the Kununurra Visitor Centre's request to take up the lease on (part) Suite 3 within its Community Lease arrangement, provided the Kununurra Visitor Centre can provide a valid use for this area of the building for "Tourism Related Purposes" as well as to retain funds it receives as a sub-lease arrangement with El Questro for part Suite 4 and subject to meeting all applicable cost outgoings, inclusive of utility and building and property maintenance expenses. 3. Delegates to the Chief Executive Officer the responsibility for undertaking and finalising lease arrangements directly with the Kununurra Visitor Centre. 4. Agrees to consider on-going annual funding for the Kununurra Visitor Centre as part of the Shire's annual budget process. 5. Refers any shortfall in the Shire's annual contribution to the Kununurra Visitor Centre for the period 30 December 2018 to 30 June 2019 to the Council's mid-year budget review process.	Leases being prepared	05-Sep-18	In progress
Sep-18	Stuart Dyson, Director Infrastructure	Partial Degazetting of Carlton Hill Road	That Council approves: 1. Advertising the proposed permanent closure of a 18.5 km section of Carlton Hill Road as shown on Attachment 1 – Carlton Hill Road, in accordance with section 58 of the Land Administration Act 1997. 2. A Shire application to the Department of Lands to relinquish the 18.5 km section of Carlton Hill Road reserve (subject to completion of item 1 above). 3. The disposal of the road reserve, road and drainage assets on the 18.5 km section of Carlton Hill Road, as an exempt disposition in accordance with section 30(2)(c) of the Local Government (Functions and General) Regulations 1996 noting that the section of road and drainage has a written down value of \$1.12M as at 31/07/2018. 4. The removal from the Shire's asset register of the 18.5 km section of Carlton Hill Road, when that section of the road is permanently closed.	Discussed at the September OCM and endorsed by Council. Public notice to be issued and then a letter to the Department of Lands. Currentlt being publically advertised Feb 2019.		In progress
Sep-18	Stuart Dyson, Director Infrastructure	Management of Runway Strip, East Kimberley Regional Airport	That Council: 1. Endorses the outlined program to undertake geotechnical investigations and a trial program for the improved management of the Runway Strip at the East Kimberley Regional Airport. 2. Subject to section 6.8 of the Local Government Act 1995, approves funding of \$100,000 from the Airport Reserve for the three year investigations and trial program to improve management of the Runway Strip at East Kimberley Regional Airport.	Business Plan Rev 5 signed off currently implementing recommendations.		In progress
Oct-18	Carl Askew, Chief Executive Officer	Additional flight options	That Council: 1. Authorises the CEO and administration to further investigate the business case and potential risk exposure and benefits to the Community, SWEK and the EKRA in financially supporting a trial of a direct air service between Kununurra and Melbourne, including: a) A benefit-cost analysis and risk assessment of the flights proposal from EKMG, addressing the full range of impacts on the business operations of the East Kimberley Regional Airport. b) Sensitivity analyses of the proposed Melbourne flights, modelling varying proportions of passenger flight substitution over existing routes, and the extent to which this will impact on airport passenger numbers (using historical EKRA passenger numbers as a guide). c) An assessment of broader impacts on the community arising from the proposal, not limited to tourism. This is to include positive impacts as well as risks. d) Provision of a timeline identifying those critical milestones that need to be achieved to best ensure the success of the project. 2. Requests the CEO to report back to Council on progress towards investigating these matters at the next Council Briefing. 3. Authorise, in accordance with section 6.11 (2) of the Local Government Act 1995, the advertising of a change to the Airport Reserve purpose to "The Reserve is to provide support for the Shire's Airport operations and facilities and to promote an expansion of airport operations and increased passenger numbers through the airport. These include normal operations, asset management, expansion of facilities and operations and projects that support the strategic objectives for the Airport".	Changes to use of Airport Reserves have been advertised on Social and print media.		In progress
Dec-18	Carl Askew, Chief Executive Officer	Additional Flight Options	That Council: 1. Note that the timeline to fully investigate and conclude commercial arrangements for Council to financially contribute to and/or support a trial of an air service proposed between Kununurra and Melbourne for forty (40) return services between May and October 2019 cannot be achieved in time for the service to commence in 2019; 2. Authorise the CEO and Administration to further investigate the business case, potential risk exposure and any possible broader impacts on the community, to financially contribute to and/or support a trial of an air service between Kununurra and Melbourne for forty (40) return services between May and October 2020 and report back to Council before Mid 2019; 3. Reaffirm its support for the trial and request the CEO to continue negotiations with the East Kimberley Marketing Group and their partners to develop an Agreement to deliver the proposal as outlined in point 2 above.	The Administration has commenced a number of the tasks required. Officers have prepared a project plan with milestones to be achieved. They have further consulted with interested parties to progress the trial. Council will continue to be briefed as and when it is necessary to convey important information. Officers have also included a question in its Community Survey related to the flight trial.	17-Dec-18	Ongoing
Dec-18	Stuart Dyson, Director Infrastructure	East Kimberley Regional Airport - Runway Extension Project Business Case and Cost Benefit Analysis	That Council endorses the key directions identified in the draft East Kimberley Regional Airport Runway Extension Project - Business Case and Cost Benefit Analysis with: 1. The document to be utilised as part of dialogue with other levels of government and private sector on funding and marketing opportunities. 2. A further report to be submitted to Council with any refinements to the document and consideration for its formal adoption.	Endorsed by Council and BP actions being investigated. Working with Senior Economic Advisor re investment opportunities.		In progress

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Dec-18	Stuart Dyson, Director Infrastructure	Safer Communities Project - CCTV	<p>That Council:</p> <ol style="list-style-type: none"> Accept the quotation from Calibre Professional Services One Pty Ltd of 50 St Georges Terrace, Perth WA for RFQ 10-18/19 Safer Communities Project - CCTV for the fixed lump sum price as follows: <ol style="list-style-type: none"> Kununurra CCTV - \$639,343 Wyndham CCTV - \$122,296 East Kimberley Regional Airport CCTV - \$67,874 Kununurra Landfill CCTV - \$23,600 Kununurra Leisure Centre CCTV - \$23,354 Wyndham Youth Centre CCTV - \$2,600 Kununurra Police Station Integration - \$18,695 Licencing / Spares - \$17,263 TOTAL - \$915,025 excluding GST <ol style="list-style-type: none"> Delegates the formation of the Contract to the Chief Executive Officer, subject to any variations (of a minor nature) prior to execution of the Contract. Approves the allocation of additional funds as listed in the financial section of the confidential report, from a combination of the identified savings within the Mid Year Budget Review, the Shire's Asset Management Reserve and operational funds approved in the 2018/19 Annual Budget. 	Contract awarded, site visit week commencing 18/02/19.		In progress
Dec-18	Nick Kearns, Director Planning and Community Development	Tourism House - Proposed Lease of Suite 5	<p>That Council:</p> <ol style="list-style-type: none"> Offers Ting Huang a five 5 year lease, plus a five year option on a commercial lease within Tourism House (Suite 5), Kununurra, effective from 30 December 2018, subject to: <ol style="list-style-type: none"> The commencing rent being as per the current market rent determined by a licenced valuer; The tenant meeting all applicable cost outgoings, inclusive of utility, building and property maintenance expenses; Local public notice of the proposed disposition being given in accordance with the Local Government Act 1995, and The consent of the Minister for Lands. Delegates to the Chief Executive Officer the responsibility for undertaking and finalising lease arrangements directly with Ting Huang. 	Local public notice was given in the Kimberley Echo, at the Shire Administration Offices in Kununurra and Wyndham, and at the Kununurra School and Community Library on 31 January 2019, giving until Friday 15 February 2019 for any submissions to be received. No submissions were received and the draft lease is being finalised for review by the Lessee and to be forwarded to the Department of Planning, Lands and Heritage for the consent of the Minister for Lands.	31-Jan-19	In progress