

COUNCIL ACTION ITEMS

Meeting	Responsible Officer	Item	Resolution	Progress Comment	Date Actioned	Completed	Minute Number
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 now complete and Local Laws are being drafted.	20-Mar-19	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.	July 2019 - Letter received from Lands confirming that no action has been undertaken to date. They will now open a case file on the project.	14-Aug-17	In progress	
OCM 25/08/15	Nick Kearns, Director Planning and 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 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.	These matters were considered at the Audit (Finance and Risk) Committee on 12 August 2019 and will be followed up again at the 4 November 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 continue with the Shire's legal advisors. The remaining two properties have nothing substantial to report that has not been covered by the minutes of the Audit (Finance and Risk) Committee meeting.	15-Aug-19	In progress	
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. No funds were required during the financial year and no further requests were made to have funds available for updating the plan. Funds will be made available should the need arise in future. Calculations for a 7.5% of the rates for Rural Ag1 and Rural Ag 2 show that a total amount of rates is \$1,054,061 meaning 7.5% of this is \$79,054. Since the Shire has had 0% rate increases for two financial years and this amount would have to be recovered from existing funds, a contribution of this amount should not be considered at this stage.	13-Apr-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: Planning: Lands.	Section 18 approval received and lease document referred to the organisation. Copies of the final lease document have been forwarded to the club but are yet to be returned for signing and is being followed up by Officers.	10-Jun-19	In progress	

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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.	All four local laws have been reviewed and are in drafting stage.	01-Jun-19	In progress	
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.	Final lease has been prepared and provided to the Kununurra Visitor Centre (KVC). The KVC are currently reviewing the document prior to signing.	23-May-19	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. Submission period has closed and all information has been collated and proposal is being reviewed. July 2019 - Meeting to be arranged with KAI to assess their appetite to continue with the process. Meeting held and discussed at the Aug Briefing Session. Community to be provided with an update in Aug 2019.	11-Jun-19	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.	Soil testing completed and a trial is underway. - July 2019 3 trial sites being established by GHD in September 2019.	01-Apr-19	In progress	
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. Professional advice has been provided for a review of funding model options available. July 2019 - Legal advice received on the preferred delivery model, presentation to be given to the EMT in Aug 2019.	01-Apr-19	In progress	
Dec-18	Stuart Dyson, Director Infrastructure	Safer Communities Project - CCTV	That Council: 1. 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: a. Kununurra CCTV - \$639,343 b. Wyndham CCTV - \$122,296 c. East Kimberley Regional Airport CCTV - \$67,874 d. Kununurra Landfill CCTV - \$23,600 e. Kununurra Leisure Centre CCTV - \$23,354 f. Wyndham Youth Centre CCTV - \$2,600 g. Kununurra Police Station Integration - \$18,695 h. Licencing / Spares - \$17,263 TOTAL - \$915,025 excluding GST 2. 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. 3. 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.	Extension of time issued to the Contractor, completion scheduled for September 2019. Police and OD going to the August OCM.	01-Jan-19	In progress	
Feb-19	Stuart Dyson, Director Infrastructure	Annual General Meeting of Electors 5 December 2018	That Council supports the Elector Motion and: 1. Requests the Kununurra Post Office remark the lines, signs and directional arrows in the car park for which they are responsible. 2. Request the CEO to investigate car parking areas within the Kununurra Post Office/Leisure Centre area that fall under the Shire's responsibility and remark the lines, signs and directional arrows.	July 2019 Investigations completed with the depot and airport to undertake the line marking activities. Works to commence in August 2019.	05-Dec-18	In progress	

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Feb-19	Stuart Dyson, Director Infrastructure	Annual General Meeting of Electors 5 December 2018	That Council requests the CEO to: 1. Undertake a review of street pavement signage on all one-way streets; and 2. Paint large directional arrows on all roads and streets that are one way in accordance with Main Roads (MRWA) guidelines and standards.	July 2019 Investigations completed with the depot and airport to undertake the line marking activities. Works to commence in August 2019.	05-Dec-18	In progress	
Feb-19	Stuart Dyson, Director Infrastructure	East Kimberley Regional Airport - Runway Extension Project Update	That Council: 1. Endorses the final document "EKRA Business Case and Cost Benefit Analysis Final Report 2018" and the recommendations of the Business Case. 2. Instructs Officers to continue work on the delivery model for the proposed runway extension project and to commence work on other growth opportunities for the East Kimberley Regional Airport.	Endorsed by Council and BP actions being investigated. Working with Senior Economic Advisor re investment opportunities. Presentation given to Council in early April 2019. Working group established. July 2019 - discussions ongoing with private investors to look at funding options for the runway extension.	05-Dec-18	In progress	
Feb-19	Stuart Dyson, Director Infrastructure	Lake Argyle Road - Stage 4	That Council; 1. Note the terms of the Agreements (Service Agreement & MOU), for the Provision of Works and Services by Main Roads Western Australia for the shoulder widening, culvert extensions, pavement repair and resealing commencing at SLK 2.50 and continuing to, or before an estimated, terminal point of SLK 6.19 on Lake Argyle Road; and 2. Authorise the Chief Executive Officer to execute the Agreements for the Provision of Works and Services by Main Roads Western Australia for the shoulder widening, culvert extensions, pavement repair and resealing commencing at SLK 2.50 and continuing to, or before an estimated, terminal point of SLK 6.19 on Lake Argyle Road.	Meeting arranged with MRWA in March 2019. MOU signed by both parties. MRWA have asked the Shire to look at increasing the Scope of Supply. July 2019 - Stage 4 and 5 to be combined. New MO endorsed at the July OCM. Commencement in September 2019.	01-Dec-18	In progress	
Mar-19	Nick Kearns, Director Planning and Community Development	Kununurra Waringarri Aboriginal Corporation MOU	That Council: 1. Endorses the agreement reached between the Shire and Kununurra Waringarri Aboriginal Corporation (KWAC) as reflected in the Memorandum of Understanding (MOU) and approves the Kununurra Integrated Youth Model and the establishment of a Youth Partnership Facilitator. 2. Authorises the Chief Executive Officer to negotiate formal terms based on the details in the MOU to achieve the purpose. 3. Authorises the Chief Executive Officer under delegated authority to execute a Deed of Agreement reflecting the terms within the MOU.	• The MOU has been signed by both parties • The draft Deed of Agreement is being drafted has been forwarded to KWAC for approval • KWAC have employed Youth Partnership Facilitator	18-Apr-19	In progress	26/03/2019 - 115955
Mar-19	Carl Askew, Chief Executive Officer	Additional Flight Options	That Council: 1. Note the confidential advice provided, including the commercial sensitivities of the proposal at this time, and endorse the investigations to date for Council to support the trial flights business case, noting the potential risk exposure and broader beneficial impacts on the local community; including evidence to strengthen the business case and funding options for the lengthening of the runway. 2. Financially contribute to and support the trial of an air service between Kununurra and Melbourne for three flights per week between May and August 2020, based on the confidential proposals received and amounts determined in the most likely scenario contained in the confidential financial modelling attached 3. Levy all applicable Passenger Service Fees for Screening, Terminal Passenger Handling Fees and Landing Fees in accordance with the Shire's Fees and Charges Schedules 4. Authorise the CEO to continue negotiations with the East Kimberley Marketing Group and proposal Partners to develop associated Contracts and/or agreement(s) to deliver the proposal as outlined above and in the confidential attachments 5. Delegates authority to the Chief Executive Officer to negotiate the finalisation and execution of the agreement(s) and contracts as required and in accordance with the details and terms provided in the confidential attachments 6. Refer for consideration in the 2019/20 and 2020/21 budgets the costs associated with the financial underwriting of the trial service as outlined above and using funds from the Airport Reserve as required	Additional Flight Options are secured for the trial to commence May 2020. Tickets have now been loaded onto the GDC and are available for sale.	25-May-19	In progress	26/03/2019 - 115963
Mar-19	Stuart Dyson, Director Infrastructure	RFT 02 18/19 - Bandicoot Drive and Various Locations Drainage Upgrade - Stage 1	1. Accepts the Tender submitted by Roadline Contracting Pty Ltd of 13 McDaniel Road, Broome WA 6725, for Tender T02-18/19 - Bandicoot Drive and Various Locations Drainage Upgrade - Stage 1, as the most advantageous Tender to form a Contract, for the fixed lump sum price of \$989,860.98 (Pricing Tables 1 and 2) excluding GST; 2. Delegates the formation of the Contract to the Chief Executive Officer, subject to any variations (of a minor nature) prior to entry to Contract; and 3. Refers for consideration in the 2019/20 Budget a transfer of \$200,000 from the Drainage Reserve to the Bandicoot Drive – Road and Drainage upgrade (GL 104120328) project.	Contract awarded to Roadline who have mobilised to site, completion due in Sept 2019. Upon commencement issues have been discovered with the drain alignment, the Shire is working with Roadline to find a solution. July 2019 - Revised design completed and mobilisation to site will be happening week commencing 29 July 2019. Contractor on site and works are progressing.	01-Apr-19	In progress	26/03/2019 - 115966
Apr-19	Stuart Dyson, Director Infrastructure	Bandicoot Drive And Various Locations Drainage Upgrade - Stage 2	That Council; 1. Endorses the preparation and release of tender documentation for Stage 2B of Bandicoot Drive Drainage Upgrade Works; and 2. Notes that the tender outcomes will not be presented until after Council adopts the 2019-20 budget.	Stage 2B will require a revisit of the technical design. To be actioned upon completion of Stage 1. Stage 2B construction to occur in the dry season of 2020.	01-Apr-19	In progress	30/04/2019 - 118011
OCM 23/07/19	Stuart Dyson, Director Infrastructure	16.1 Delivery of Lake Argyle Road Project- Stage 4 & 5	That Council: 1. Notes the terms of the Agreement for the Delivery of Lake Argyle Road Widening Project Stages 4 and 5 by Main Roads Western Australia, and 2. Authorises the Chief Executive Officer to execute the Agreement for the Delivery of Lake Argyle Road Widening Project Stages 4 and 5 by Main Roads Western Australia.	Adopted by Council at the July OCM.	23-Jul-19	In progress	23/07/2019 - 118065

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OCM 23/07/19	Stuart Dyson, Director Infrastructure	16.2 Request for Tender T06-18/19: Bituminous Sealing and Line Marking	<p>That Council:</p> <p>1. Accepts the tender submitted by Downer EDI Works Pty Ltd of 5 Marion Road, Maddington WA 6109, for Tender T06-18/19 Bituminous Sealing and Line Marking, in accordance with the Schedule of Rates for the initial contract period of one (1) year, with two (2) possible successions of one (1) year contract extension terms.</p> <p>2. Enters into a contract with Downer EDI Works Pty Ltd of 5 Marion Road, Maddington WA 6109, for Tender T06-18/19 Bituminous Sealing and Line Marking, in accordance with the Schedule of Rates for the initial contract period of one (1) year.</p> <p>3. Authorises the Chief Executive Office to approve the two (2) possible successions of one (1) year contract extension terms, following the cessation of the initial contract term, providing Downer EDI Works Pty Ltd has successfully satisfied contract requirements.</p>	Adopted by Council at the July OCM. Contract in place, three year project	23-Jul-19	In progress	23/07/2019 - 118066