

COUNCIL ACTION ITEMS

| Meeting | Responsible Officer | Item | Resolution | Progress Comment | Date Actioned | Completed. | Minute Number |
|--------------|--|---|--|--|---------------|-------------|---------------|
| 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. | The Shire has requested the closure of the road in accordance with the Council resolution, and is awaiting the Department of Planning, Lands and Heritage (DPLH) to complete the process to permanently close the road. The DPLH has advised that the proposed road closure is pending other land tenure actions, being the creation of proposed easements. No change to report as of February 2021. 11/03/21 - Email issued to Planning requesting an update. 14/04/21 - Meeting taking place with DLPH this month. 20/05/21 - No further progress made with Lands. 23/06/21 - No further progress made with Lands. 17/08/21 - No further progress to report. | 14-Aug-17 | 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 Plan 61898, Part Reserve 29799, 199 Coolbah Drive, Kununurra, as detailed in Attachment 2, subject to the approval of the Minister for Transport: Planning: Lands. | Officers met with the Club on 17 August 2021 and a new draft lease was provided which will be reviewed by the Club Committee. | 18-Aug-21 | 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. | All four local laws have been reviewed and are in drafting stage. The work on this was postponed due to Covid-19 but has resumed. The comments on the laws have been incorporated in the documents and will be reviewed by the responsible officers as the next step. 14/04/2021: The work that has been done on this item has been accessed. The Shire Executive will determine a process to progress this item and revert to Council at the July Council Briefing session. 24/06/2021: Shire Rangers have started the process to review the Dogs Local Law 2013. | 01-Jun-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 March 2020 from the Shire, CPC and KAI. Currently on hold pending the Covid - 19 Pandemic. Email issued to KAI requesting a meeting. Correspondence issued to KAI on the 17 September 2020 to re-commence discussions. Several emails issued to KAI with no response to date. 11/03/21 - Email issued to KAI requesting whether or not they wish to still pursue this. 15/05/21 - KAI has advised they wish to recommence negotiations on the road. 17/08/21 - Discussions ongoing with Mines and Petroleum regarding access to material on Carlton Hill, Officers investigating further community consultation. | 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. 3 trial sites have been established by GHD in November 2019 to commence testing of suitable materials. Trial sites being excavated in February 2020. Trial site to be monitored over the next 12 months. At the moment cracker dust and shingle are the best options. 11/03/21 - Test site has now been established for 12 months. Data logger information will shortly be collated into a brief report. Survey marker plate movement data will also be collated shortly and will form a part of the report. Within the first three months, both cracker dust and shingle trial plots were showing promising results. Twelve months on they are both still performing well, and in addition the trial lime sites, now that they have settled are also showing positive results, i.e.: ground stability / resistance to cracking. Envisage that the first data report will be available in May 21. | 01-Apr-19 | Ongoing | |

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| OCM 27/08/19 | Stuart Dyson, Director Infrastructure | 12.5.4. Landfill Management | That Council: 1. Approves the following option for Wyndham Landfill: Option 1a - New landfill on the existing site in Wyndham (by diverting the surface water running through the existing site) 2. Authorises Shire Officers to action the preferred option. | Endorsed by Council, Officers progressing item 2. Site visited by Ask Waste Management to look at how the creek can be diverted. Works have stalled at the moment due to resource constraints. The Shire is investigating whether or not to appoint a dedicated Waste Manager due to the work load in this area. Survey works have commenced. Survey works being planned and then a concept design will be produced, in parallel with this Officers are also looking at adjacent land. No further progress to report as of November 2020. 11/03/21 - Paper to be taken to Council in the March briefing to provide an update. 15/04/21 - Officers now pursuing 2 options, extend the existing site and a new site. 20/05/21 - No change to report. 24/06/21 - Discussions to commence with MG Corp regarding an ILUA. | 16-Sep-19 | In progress | 27/08/2019 - 118087 |
| OCM 29/10/19 | Stuart Dyson, Director Infrastructure | 12.5.2. Kununurra Townsite Drainage Study | 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 cut-off drain), D06 (Cut-off 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 Ivarhoe 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 \$250,000, 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 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 resolution passed, officers working on asset management plans. Emails issued to OIC and Water Corporation regarding their asset contributions. Survey works completed and a scope of work is being drafted for Bandicoot and Nutwood/Rosewood. Also looking at existing Drains in and around town with a view to re-profiling them back to their original design. Design contract awarded in preparation for construction works in the 2020/2021 financial years. Construction to commenced in Dec/Jan 2021. Further drainage works being constructed in May 2021. 11/03/21 - Talis consultants undertaking detailed design, this is due for completion in May 2021 at which point an RFO for construction will be issued. 15/04/21 - A number of issues encountered with the designs hence completion is delayed until Aug 2021. 20/05/21 - Design works ongoing and will be completed in May 21. 17/08/21 - Detailed design for various sites will be completed in Sept 21, drainage works ongoing in Bandicoot, Nutwood and Rosawood. | 29-Oct-19 | In Progress | 29/10/2019 - 118116 |
| OCM 27/08/19 | Nick Kearns, Director Planning and Community Development | 12.3.2. Lot 509 Commercial Boat Facility | That Council: 1. Obtains a current market valuation for Lot 509 of the Commercial Boating Facility in Kununurra with a view to leasing for a term of 10 years. 2. Advertises for Expressions of Interest for a suitable business or community group to lease Lot 509 of the Commercial Boating Facility, Kununurra for a term of 10 years. | Draft EoI prepared and will be issued in August 2021. | 19-Aug-21 | In progress | 10/12/2019 - 118144 |
| OCM 25/02/2020 | Stuart Dyson, Director Infrastructure | 12.2.3. Annual General Meeting of Electors 12 December 2019 | That Council undertakes a review of gardening and slashing activities and whether or not it is cost effective to outsource them. | Under review with the Asset and Engineering Manager. Implementation delayed as a result of the Covid 19 Pandemic. Priority is now to self perform Swim Beach Footpath. 11/03/21 - Contract put in place for external contractors to provide slashing services. Swim Beach footpath to commence in April 2021. 15/04/21 - Swim Beach commencing in the next 3 weeks. 20/05/21 - Swim Beach footpath works ongoing. 24/06/21 - First stage of Swim Beach completed, balance to be completed in the next financial year. | 25-Feb-20 | In progress | 25/02/2020 - 118167 |
| OCM 28/04/2020 | Nick Kearns, Director Planning and Community Development | 12.3.3. Proposed Lease - Portion of Airport Land - Lot 200 on Plan 66654 | That Council resolves: 1. That, on the basis of the valuation dated 13th of February 2018, in which the market value of the land was determined to be \$100 per hectare per annum, Council adopts an amount of \$400 per annum per hectare to be a true indication of the fair market value of the land as at 28 April 2020. 2. Offers Margaret Conley a three year land only lease on a portion of Lot 200 on Deposited Plan 66654, being a portion of the East Kimberley Regional Airport landholdings, Kununurra, subject to: a) The commencing rent being \$400 (excluding GST) per hectare per annum; b) The tenant meeting all applicable outgoings, inclusive of rates, and irrigation water rates and charges; and c) Local public notice of the proposed disposition being given in accordance with the Local Government Act 1995. 3. Delegates to the Chief Executive Officer the responsibility for undertaking and finalising lease arrangements directly with Margaret Conley or her authorised representative. 4. Authorises the Shire President and Chief Executive Officer to sign the finalised lease and affix the Shire's Common Seal. | Proposed lessee has reviewed the draft lease and confirmed that the documentation is able to be executed. | 17-Aug-21 | In progress | 28/04/2020 - 118204 |
| OCM 25/08/2020 | Nick Kearns, Director Planning and Community Development | 12.3.1. Lots 401 and 402 Pearse Street, Wyndham | That Council authorises the Chief Executive Officer to: 1. Obtain a current market valuation for Lot 401 and 402 on Deposited Plan 144222, Pearse Street, Wyndham with a view to selling the properties. 2. Advertise for Expressions of Interest to purchase Lot 401 and 402 on Deposited Plan 144222, Pearse Street, Wyndham. | Draft EoI prepared and will be issued in August 2021. | 19-Aug-21 | in progress | 25/08/2020 - 118296 |
| OCM 27/10/2020 | Nick Kearns, Director Planning and Community Development | 12.3.1. Lease of Cafe - East Kimberley Regional Airport | That Council authorises the Chief Executive Officer to: 1. Obtain a current market valuation for the Lease of the Cafe within the East Kimberley Regional Airport; 2. Tender for the Lease of the Cafe within the East Kimberley Regional Airport; 3. Approach the current Lessee to seek agreement to hold over the existing Lease as an interim measure, if possible; 4. To investigate interim options to ensure a continued food and beverage service, in the event that the Lessee does not hold over the Lease, with those options including: • Whether there is any interest from local food businesses to sell food and drinks at the airport under a stallholder's permit; or • The requirements and costs for the Shire to operate the cafe in the interim, or potentially as a longer-term option. | Lease documents and EoI being finalised. | 17-Aug-21 | In progress | 27/10/2020 - 118321 |
| OCM 27/10/2020 | Stuart Dyson, Director Infrastructure | 12.5.3. Replacement Office Wyndham Landfill Site | That Council: 1. Endorses the decision to replace the Wyndham Landfill Site Office; 2. Approves an allocation of \$51,950.00 ex GST to fund the replacement of the Wyndham Landfill Site Office. | PO to be raised once the Council resolution number is confirmed. Checks to be undertaken in terms of the height of the pad it is to be put on. Installation to take place in March 2021. 11/03/21 - New office to be installed in early April 2021. 15/04/21 - Works have commenced on site with the installation. 20/05/21 - Work will be completed within the next 2 weeks. 24/06/21 - Delays encountered with shipment from Perth, completion due early July 2021. 17/08/21 - Unit on site awaiting planning approvals. | 29-Oct-20 | In progress | 27/10/2020 - 118329 |

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| OCM 24/11/2020 | Nick Kearns, Director Planning and Community Development | 12.3.4 Kununurra PCYC - Offer to lease Kununurra Youth Hub | 1.Approves entering into a Memorandum of Understanding with PCYC and the Shire, committing to a 10 year community lease, with 10 year further option, of the Kununurra Youth Hub (Part Lot 510 Ron Hodnett Drive, Kununurra), from 31 October 2021, subject to Ministerial approval and conditional on the parties agreeing on the terms of the redevelopment of the community facility, and 2.Approves that agreement of the terms of redevelopment between the parties is reflected in a deed of agreement to be referred back to Council for approval. | Documentation prepared and to be reported to Council at the July 2021 OCM and documentation issued to PCYC. | 17-Aug-21 | In Progress | 24/11/2020 – 118348 |
| OCM 15/12/2020 | Vernon Lawrence, Chief Executive Officer | 16.4. MELBOURNE TO KUNUNURRA DIRECT FLIGHT TRIAL | That Council: 1.Endorses the recommendation to defer the Melbourne to Kununurra Direct Flight Trial to the 2022 tourism season; and 2.Authorises the Chief Executive Officer pursue with stakeholders an agreement on the terms and conditions to implement a three year Melbourne to Kununurra Direct Flight Trial commencing in the 2022 tourism season. | The CEO notified all the stakeholders that the trial is to be deferred and that the Shire will be looking at commencing engagement in early 2021 to seek agreement to conduct the trial in 2022. 14/04/2021: Council briefed at Council Briefing session on 13 April. Risk factors put to the meeting that may affect the trial. Matter to be put forward to the EKAACG and then revert to Council at the next briefing session. 04/06/2021: No further progress has been made on this item. The local industry and travel restriction conditions have not changed significantly since the last update. The advice is to maintain a watching brief on the situation. 14/07/2021: No change to the above situation other than that the Shire has received \$175k from the Kimberley Development Commission to assist with the marketing of the flights when they are put on. | 16-Dec-20 | In progress | 15/12/2020-118370 |
| OCM 30/03/2021 | Stuart Dyson, Director Infrastructure | 12.5.2. Tourism House (Restaurant) Repairs | That Council 1.Approves the transfer of \$80,877.22 inc GST from the Tourism House Reserve account to fund repair works to the restaurant area of Tourism House. 2.Endorses the repairs outlined in this report to the restaurant area of Tourism House. | 15/04/21 - Endorsed by Council and works commence 19/04/21. 20/05/20 Stage 1 works completed and the building is operational again. 24/06/21 - Stage 2 works to be completed during the wet season. 17/08/21 - Legal advice being obtained due to the fact the tenants are using a fire hose again. | 15-Apr-21 | In progress | 30/03/2021- 118411 |
| OCM 29/06/2021 | Nick Kearns, Director Planning and Community Development | 12.3.4 2021 Community Scorecard Survey | That Council: 1. Receives the 2021 Community Scorecard Survey Report as an informing document to aid the Shire and Council in decision making. 2. Requests the Chief Executive Officer consider the results during the current review of the draft 2021/25 Corporate Business Plan. | Community Scorecard results have been uploaded into the Shires website as an informing document. The results have also been included in operational plans for each Shire department and they can be viewed in the Corporate Business Plan. The updated CBP will be presented to Council at the July 2021 OCM | 14-Jul-21 | In progress | 29/06/2021 - 118462 |
| SCM 22/07/2021 | Felicity Heading, Director Corporate Services | 7.1. Annual Budget 2021/22 - Differential General Rates and Minimum Payments | That Council: 1.Endorse revised Council Policy CP/FIN-3200 Strategic Rating as per revised Attachment 1 with the UV Residential Rate in the Dollar revised to 0.0132 2.Endorse the revised 2021/22 Rating Model as follows and as per revised Attachment 2, with the intention of striking the rates as part of the 2021/22 Budget adoption; and 3.Require the CEO to contact all the Ratepayers in the UV Rural Residential rating category who have an increase of more than 1% to explain the reasons for their increase. | August 2021: Following consideration of legal advice obtained, at the 22 July Special Council Meeting Council endorsed the revised Strategic Rating Policy and resolved to endorse a rate in the dollar of 0.0132 for UV Rural Residential rates that did not require Ministerial Approval - Minute Number 22/07/2021 - 118472. At the 27 July Ordinary Council Meeting Council adopted the revised Strategic Rating Policy and the 2021/22 rates as part of the Annual Budget adoption with the required Ministerial approval of Differential Rates and Minimum Payments (Minute Number 27/07/2021 - 118486). Contact with Ratepayers will occur when rates notices issued. | 27-Jul-21 | In progress | 22/07/2021 - 118472 |
| OCM 27/07/2021 | Nick Kearns, Director Planning and Community Development | 12.3.2 Kununurra PCYC Redevelopment Agreement | That Council authorises the Chief Executive Officer to: 1.complete negotiations to finalise the Lease, the Licence and the Redevelopment Agreement (Documents) with the WA Police and Community Youth Centres Incorporated conditional on the material terms adopted by Council on 24 November 2020 not being the subject of further negotiation; and 2.execute the finally negotiated Documents together with the Shire President subject to compliance with recommendation 1 above. 3.ensure that the procurement and associated reporting is cognisant of SWEK local preference purchasing policies and commitment to local businesses, to ensure local contractors, including Indigenous contractors, have the ability to tender for works. | Documentation revised and forwarded for review and execution | 05-Aug-21 | In progress | 27/07/2021 – 118481 |
| OCM 27/07/2021 | Stuart Dyson, Director Infrastructure | 12.5.2. Roads 2030 list of applicable roads | 1. Remove the following roads from the proposed Roads 2030 document: •Duncan Road •Gibb River Kalumburu Road •Glen Hill Road •King River Road •Mount Elizabeth Road •Ningbling Road •Port Warrender Road 2.Add the following roads to the proposed Roads 2030 document: •Moonamang Road •Barytes Road •Carlton Hill Road | Aug 21: Being reviewed and discussed with Main Roads. | 27-Jul-21 | In progress | 27/07/2021 - 118500 |
| OCM 27/07/2021 | Stuart Dyson, Director Infrastructure | 16.1. TENDER T11 20/21: CLARRIE CASSIDY OVAL (WYNDHAM OVAL) LIGHTS AND CHANGEROOMS | That Council: 1.Note the recommendation in the Evaluation Report for Clarrie Cassidy Oval (Wyndham Oval) Sporting Floodlights and Changerooms – Design and Construct (Attachment 1). 2.Accept the Tender from Hender Lee Electrical Contractors Pty Ltd for Option A - Design, Construct and Install New LED Sporting Oval Floodlights, as the most advantageous from which to form a Contract with. 3.Authorise the Chief Executive Officer to either; a)Negotiate and sign the contract documentation with Hender Lee Electrical Contractors Pty Ltd, or b)Where a Contract cannot be executed with the preferred Tenderer, begin Contract negotiations and sign the Contract with the second preferred tenderer, ensuring that all appropriate financial due diligence is undertaken. 4.Note that the Chief Executive Officer will brief Council on options for the reallocation of necessary funds to complete the Design and Construction of Changerooms for Clarrie Cassidy Oval (Wyndham Oval) prior to the 2021/22 Mid-Year Budget Review. | Aug 21: Contract negotiations ongoing with a view to a contract award at the end of August 2021. | 27-Jul-21 | In Progress | 27/07/2021 – 118503 |