



## **MINUTES OF ORDINARY MEETING OF COUNCIL HELD ON 15 MARCH 2011**

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

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**Shire President Confirmed**

**Date:** \_\_\_\_\_

## MINUTES SUMMARY

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# SHIRE OF WYNDHAM EAST KIMBERLEY

## MINUTES

OF THE ORDINARY COUNCIL MEETING  
HELD ON TUESDAY, 15 MARCH 2011 AT 6:00 PM.

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### 1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Shire President declared the meeting open at 6.00pm.

### 2. RECORD OF ATTENDANCE

Cr F Mills	Shire President
Cr J Moulden	Deputy Shire President
Cr D Ausburn	Councillor
Cr J McCoy	Councillor
Cr R Dessert	Councillor
Cr J Parker	Councillor
Cr K Wright	Councillor
G Gaffney	Chief Executive Officer
J Ellis	Director Corporate Services
K Apperley	Director Community Development
N Kearns	Director Planning Development
R Morrall	Governance Support Officer (Minute Taker)
F Kuiper	Executive Assistant

### APOLOGIES

Nil

### LEAVE OF ABSENCE (PREVIOUSLY APPROVED)

Cr R Addis	Councillor
Cr K Torres	Councillor

### GALLERY

Jenni Law  
Elizabeth Re  
Jennifer Ninnette  
Dean Pettit  
Leah Thorpe

### APOLOGIES

Nil

**3. DECLARATION OF INTEREST**

- **Financial Interest**

Cr J McCoy declared a financial interest in item 12.5.2 as a family member who lives with her is impacted by this item.

- **Impartiality Interest**

Nil

- **Proximity Interest**

Nil

**4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil

**5. PUBLIC QUESTION TIME**

Nil

**6. PETITIONS**

Nil

**7. APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

**8. CONFIRMATION OF MINUTES**

**8.1 CONFIRMATION OF MINUTES OF ORDINARY COUNCIL MEETING OF 15 FEBRUARY 2011**

**RECOMMENDATION**

That Council confirms the Minutes of the Ordinary Council Meeting held on 15 February 2011.

**COUNCIL DECISION**

**Minute No: 9410**

**Moved: Cr J Parker**

**Seconded: Cr D Ausburn**

**That Council confirms the Minutes of the Ordinary Council Meeting held on 15 February 2011.**

**CARRIED UNANIMOUSLY: (7/0)**

**9. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION**

The Shire President acknowledged International Women's Day which was held on the 8 March 2011. Sissy Gore-Birch was invited by the Governor General to attend a formal function for International Women's Day to represent women from the East Kimberley.

**10. DEPUTATIONS / PRESENTATIONS / SUBMISSIONS**

Nil

**11. MINUTES OF COUNCIL COMMITTEE MEETINGS**

**11.1 MINUTES OF AUDIT COMMITTEE MEETINGS**

Nil

**11.2 MINUTES OF AIRPORT COMMITTEE MEETINGS**

**11.2.1 MINUTES OF THE AIRPORT COMMITTEE MEETING HELD ON 15 FEBRUARY 2011.**

**RECOMMENDATION**

That Council accepts the unconfirmed Minutes of the Airport Committee Meeting held on 15 February 2011.

**COUNCIL DECISION**

***Minute No: 9411***

***Moved: Cr D Ausburn***

***Seconded: Cr J Moulden***

**That Council accepts the unconfirmed Minutes of the Airport Committee Meeting held on 15 February 2011.**

***CARRIED UNANIMOUSLY: (7/0)***

**12. REPORTS**

**12.1 MATTERS ARISING FROM COMMITTEES OF COUNCIL**

## 12.2 CORPORATE SERVICES

### 12.2.1 Monthly Report

<b>DATE:</b>	15 March 2011
<b>PROPONENT:</b>	Shire of Wyndham East Kimberley
<b>LOCATION:</b>	Shire of Wyndham East Kimberley
<b>AUTHOR:</b>	Gill Old, Manager Financial Services
<b>REPORTING OFFICER:</b>	Jo-Anne Ellis, Director Corporate Services
<b>FILE NO:</b>	FM.09.5
<b>ASSESSMENT NO:</b>	N/A

#### **PURPOSE**

For Council to note and accept the Monthly Financial Report for February 2011.

#### **BACKGROUND**

Council is required to prepare Monthly Financial Reports as required by the Local Government (Financial Management Regulations) 1996.

#### **STATUTORY IMPLICATIONS**

Section 6.4 Local Government Act 1995  
Regulation 34, Local Government (Financial Management Regulations) 1996.

#### **POLICY IMPLICATIONS**

No Policy Implications apply in the preparation of the report.

#### **FINANCIAL IMPLICATIONS**

Monthly financial reporting is a primary financial management and control process, it provides Council with the ability to oversee the Shire's financial performance against budgeted targets.

#### **STRATEGIC IMPLICATIONS**

*Key Result Area 5 – Governance*  
Council's financial position and forward planning is sound.

#### **COMMUNITY CONSULTATION**

No Community Consultation was required in the preparation of this report.

#### **COMMENT**

Councils 2010/11 Budget was adopted on 10 August 2010.

Comments in relation to budget to actual variances are included as a note in the Financial Report.

**ATTACHMENTS**

Monthly Financial Report for February 2011

**VOTING REQUIREMENT**

Simple Majority

**OFFICER'S RECOMMENDATION**

That Council accepts the Monthly Financial Report for the month of February 2011.

**COUNCIL DECISION**

***Minute No: 9412***

***Moved: Cr D Ausburn***

***Seconded: Cr J McCoy***

**That Council accepts the Monthly Financial Report for the month of February 2011.**

***CARRIED UNANIMOUSLY: (7/0)***



# **Shire of Wyndham East Kimberley**

## **Monthly Financial Report 2010/2011**

**As at 28 February 2011**

**Presented to Council 15 March 2011**

- Statement of Financial Activity
- Note to Statement of Financial Activity (Net Current Asset Position)
- Note to Statement of Financial Activity (Explanation of Material Variances)
- Note to Statement of Financial Activity (Budget Remaining to Collect/Spend)
- Monthly Report on Investment Portfolio (Cash)

## Shire of Wyndham East Kimberley

### Statement of Financial Activity Year to Date Actual v Year to Date Budget as at 28 February 2011

	YTD Actual 2010/11 \$	YTD Budget 2010/11 \$	YTD Variance 2010/11 \$	%
<b>Revenue</b>				
General Purpose Funding	3,144,883	2,455,122	689,761	28%
Governance	296,003	420,200	(124,197)	-30%
Law, Order, Public Safety	36,301	49,570	(13,269)	-27%
Health	9,238	5,730	3,508	61%
Education and Welfare	83,178	79,935	3,243	4%
Housing	77,645	81,866	(4,220)	-5%
Community Amenities	1,650,257	2,182,473	(532,216)	-24%
Recreation and Culture	259,951	558,759	(298,809)	-53%
Transport	2,440,911	2,744,329	(303,418)	-11%
Economic Services	101,997	103,320	(1,324)	-1%
Other Property and Services	21,344	15,290	6,054	40%
	<u>8,121,706</u>	<u>8,696,593</u>	<u>(574,887)</u>	-7%
<b>Expenses</b>				
General Purpose Funding	(372,815)	(295,391)	(77,424)	26%
Governance	(860,939)	(11,098,190)	10,237,252	-92%
Law, Order, Public Safety	(297,904)	(288,598)	(9,306)	3%
Health	(222,290)	(219,144)	(3,146)	1%
Education and Welfare	(246,021)	(237,714)	(8,307)	3%
Housing	(346,550)	(301,383)	(45,167)	15%
Community Amenities	(2,540,049)	(3,283,181)	743,133	-23%
Recreation & Culture	(2,478,638)	(2,699,820)	221,182	-8%
Transport	(3,227,202)	(3,464,667)	237,464	-7%
Economic Services	(358,559)	(509,008)	150,448	-30%
Other Property and Services	(270,482)	(87,103)	(183,379)	211%
	<u>(11,221,449)</u>	<u>(22,484,200)</u>	<u>11,262,751</u>	-50%
<b>Adjustments for Cash Budget Requirements:</b>				
<b>Non-Cash Expenditure and Revenue</b>				
(Profit)/Loss on Asset Disposals	5,128	0	5,128	0%
Movement in Accruals and Provisions	(15,438)	105,402	(120,840)	0%
Depreciation on Assets	1,926,599	1,696,328	230,271	0%
<b>Capital Expenditure and Revenue</b>				
Purchase Land Held for Resale	0	0	0	0%
Purchase Land and Buildings	(2,825,997)	(3,339,150)	513,153	-15%
Purchase Infrastructure Assets - Roads	(1,397,665)	(1,386,000)	(11,665)	1%
Purchase Infrastructure Assets - Parks	(83,784)	0	(83,784)	0%
Purchase Infrastructure Assets - Footpaths	(22,842)	(30,000)	7,158	0%
Purchase Infrastructure Assets - Drainage	0	(33,000)	33,000	0%
Purchase Infrastructure Assets - Other	(2,604,500)	(2,978,190)	373,690	-13%
Purchase Plant and Equipment	(283,865)	(807,794)	523,929	-65%
Purchase Furniture and Equipment	(199,778)	(201,500)	1,722	-1%
Grants / Contributions for Development of Assets	891,230	4,373,000	(3,481,770)	-80%
Proceeds from Disposal of Assets	0	73,004	(73,004)	0%
Proceeds from Sale of Land Held for Resale	85,393	300,000	(214,607)	0%
Repayment of Debentures	(154,020)	(176,192)	22,172	-13%
Proceeds from New Debentures	0	0	0	0%
Transfers to Reserves (Restricted Assets)	(258,435)	(251,000)	(7,435)	0%
Transfers from Reserves (Restricted Assets)	0	0	0	0%
ADD Estimated Surplus/(Deficit) July 1 B/Fwd	11,441,955	21,456,799	(10,014,844)	
LESS Estimated Surplus/(Deficit) June 30 C/Fwd	8,964,294	10,455,042	(1,490,748)	-14%
<b>Amount Required to be Raised from Rates</b>	<u>5,560,057</u>	<u>5,440,941</u>	<u>119,116</u>	2%

## Shire of Wyndham East Kimberley

### Note to Statement of Financial Activity

#### Net Current Assets

as at 28 February 2011

#### NET CURRENT ASSETS

##### Composition of Estimated Net Current Asset Position

	YTD Actual 2010/11	Brought Forward 1 July 2010
<b>CURRENT ASSETS</b>		
Cash - Unrestricted	8,590,305	11,899,554
Cash - Restricted	7,016,452	6,758,017
Cash - Restricted Unspent Grants	0	0
Receivables	2,250,488	1,431,234
Inventories	21,337	5,072
	<u>17,878,582</u>	<u>20,093,877</u>
<b>LESS: CURRENT LIABILITIES</b>		
Payables and Provisions	(1,897,835)	(1,893,905)
Less: Cash - Restricted	<u>(7,016,452)</u>	<u>(6,758,017)</u>
<b>NET CURRENT ASSET POSITION</b>	<u>8,964,294</u>	<u>11,441,955</u>

## Shire of Wyndham East Kimberley

Notes to Statement of Financial Activity  
For the Period Ended 28 February 2011

### Explanation of Material

*Variances +/- \$50,000 at Financial Statement Level*

*Variances +/- \$5,000 and 10% at Account Level will be explained*

### Operating

#### Recurrent Income - Excluding Rates

##### General Purpose Funding

Additional ESL income of \$107K due to increase in ESL rate in dollar not incorporated into rates model. This increase in income will be offset by an equal increase in expenditure. Grants commission revenue currently overachieved to year to date budget \$627K, will correct next month. Annual budget still requires amendment for overestimation. Interest income budget for Muni Fund overstated due to inclusion of Zone funds \$62K, budget amendment required as funds now held in trust. Interest income overachieved for East Kimberley Development Package \$34K.

##### Governance

Underachieved other income other governance \$18K. Annual budget overestimated, to be amended at review. Interest income Kimberley Zone \$125K budgeted for will not reflect in profit and loss as requirement to hold funds in Trust until use. Budget amendment required. Grant submission for EK25 (\$25K) being prepared for lodgement, approval/receipt not expected until later in financial year in contrast to year to date budget estimate.

##### Law, Order and Public Safety

Grant income for 10/11 for Bushfire and SES decreased by 08/09 grant acquittal. Budget amendment required at review \$11K.

##### Community Amenities

Waste Management Charges overachieved to annual budget \$25K. Budget to be reviewed. Rubbish disposal charges overachieved against year to date budget estimates \$31K offset by Landfill recycling income underachieved against year to date budget \$11K. Repair/replacement bin charges underachieved \$7K, will correct itself as interim rates are issued. Waste Management Grant in budget not granted \$100K. Natural Disaster Mitigation grant being negotiated for early release of funds \$225K. Sale of pipes held for natural disaster mitigation has not yet occurred \$24K. Development application fees overachieved against year to date budget \$21K. Annual budget achieved, to be reviewed. Kununurra Youth Centre co-location fees underachieved \$22K against year to date, budget profile to be reviewed. Youth Services grants \$202K not yet received pending acquittal. Youth bus revenue underachieved against budget to date \$5K.

##### Recreation and Culture

Kununurra Pool admissions and Swim School income under year to date budget \$20K. Foreshore leases revenue not yet received \$40K. Kununurra Sports Precinct Grant not yet received \$25K. Grants for Recreation Services and Kununurra Leisure Centre not yet received \$15K. Hardcourt hire revenue under year to date budget \$5K. Group Fitness and Sale of Consumables for Kununurra Leisure Centre under year to date budget \$11K. Wyndham Picture Gardens Grant not yet received \$150K, tied to project expenditure, project not yet complete.

##### Transport

Kununurra Airport Landing fees, Passenger Head Tax, Passenger Screening underachieved against year to date \$249K due to timing of payments, expected to correct. Kununurra Airport Leases revenue underachieved \$44 against expected year to date pending signing of leases, backcharging expected. Kununurra Airport Vending Machine revenue received requires a budget at review \$11K. Kununurra and Wyndham Airport reimbursements for electricity under year to date budget estimates \$20K, linked to expenditure.

#### Recurrent Expenditure

##### General Purpose Funding

Overexpenditure of ESL payments offset by increase in income \$82K.

##### Governance

Audit fees underspent year to date \$7K. 50th Anniversary expenditure not yet incurred \$20K, budget profile to be amended. Forward Capital Planning (\$10K) and Asset Management (\$10K) expenditure not yet incurred. Zone meeting expenses underspent \$12K as offset by reimbursements from members. Zone strategic planning expenses not yet incurred \$20K. Zone salary overheads underspent \$15K pending payment of outstanding allowances. Zone Business Planning overexpended against year to date budget \$21K due to timing, expected to correct. Zone Housing Project expenditure \$10.1M not yet incurred, revised timing will be discussed at budget review.

##### Housing

Building Maintenance on 3 Eucalyptus St overspend \$18K to be covered by savings on other houses. Budget amendment will occur at review. Insurance underexpended against year to date due to budget timing, will correct during year \$21K. Depreciation requires a budget adjustment at review \$58K. Lease costs incurred not included in budget \$11K, will be addressed at budget review.

**Shire of Wyndham East Kimberley**  
**Notes to Statement of Financial Activity (continued)**  
**For the Period Ended 28 February 2011**

**Operating (continued)**

**Recurrent Expenditure (continued)**

**Community Amenities**

Litter Control over expended by \$55K to budget projection. Refuse collection underspent to budget projection \$77K pending payment of invoices to contractor. Tip maintenance overspent \$112K against year to date projections, some of which attributable to repairs to plant. Pre cyclone cleanup expenses under \$18K pending receipt of invoices from contractors. Weaber Plains Flood Mitigation underspent against budget projection \$411K. Cumbungi Management overspent against year to date budget \$8K. Waste Management Strategy Project expenditure now not to occur as unable to obtain grant funding \$30K. Town Centre Masterplan expenditure not yet incurred \$25K. Public conveniences underspent by \$63K against year to date projections. Youth program and staffing costs underspent against year to date budget by \$227K, fully externally funded. Community development salaries underspend partially offset by extra contractor expenses \$40K.

**Recreation and Culture**

Kununurra Swimming and Recreation plus Wyndham Recreation Centre salaries underspent against forecast due to staffing \$45K. Projects Recreation Services underspent \$14K. Sports Precinct Masterplanning underexpended \$17K against year to date budget. Kununurra and Wyndham Swimming complex operating costs underspent \$35K against year to date budget. Wyndham Pool Building Maintenance overspent against projections \$24K. Parks and Gardens Maintenance Kununurra underspent against projected budget \$67K. Various Kununurra Grounds maintenance underspent \$43K. Boat Ramps and Foreshores overspent against year to date projection \$14K. Wyndham Sports Oval underspent \$18K against year to date projections. Celliston Building Demolition no expenditure incurred to date \$30K pending Ombudsman's report. Depreciation Wyndham Swimming Complex underestimated \$30K, budget to be reviewed.

**Transport**

Less actual expenditure to forecasted year to date budget for Road Maintenance \$290K. Timing issue impacted by season, projects will be reviewed at budget review. Street Lighting expenses over \$8K, will require amendment at budget review due to increased costs. Depreciation expenses for Roads, Parking and Kununurra Airport underestimated \$150K, budgets to be reviewed. Kununurra Regional Airport operations overspent against year to date \$30K will correct during year, offset by under expenditure in Technical Services \$15K and Consultants \$11K. Passenger Screening Expenses underspent against year to date \$46K pending invoices. East Kimberley Regional Airport Masterplan expenditure not yet incurred \$25K. Airport Vending machines expenses \$8K offset by revenue, budget to be applied at review. Airport salaries overspent \$41K, some journals to occur due to incorrect postings. Offset by other salary and wages expenditure. Wyndham Airport underspent against year to date budget forecast \$65K of which approx \$30K is building works pending commencement after wet season.

**Economic Services**

Year to date budget not achieved for staff costs for Economic Development due to staffing \$56K. Externally funded. Economic Development Grants \$30K and Sponsorship \$50K forecast expenditure not yet achieved.

**Other Property and Services**

Plant Operating Costs over year to date estimates \$61K, predominately repairs and maintenance. General Administration costs under year to date estimates \$119K, predominately salaries which will be offset against salaries in other areas. Public Works costs over expended against year to date \$116K. Recovered costs underachieved \$50K mostly due to delays in contract works occurring, expected to correct during year. Moonamang Joint Venture trainee expenses unbudgeted for \$88K. Will be offset by revenue when received.

**Capital**

**Adjustments and Accruals**

Increased depreciation for non current assets \$230K. Some budget forecasts require review.

**Capital Expenditure**

**Purchase Land and Buildings**

Landfill site shed completed earlier than forecast \$42K. Airport Terminal Upgrade under expensed to year to date projections \$556K, timing. Wyndham Depot Upgrade overexpensed to year to date projection \$10K.

**Purchase Infrastructure Assets - Parks**

Council approved expenditure of Whitegum Park redevelopment \$83K, budget to be applied at budget review.

**Purchase Infrastructure Assets - Drainage**

No expenses incurred for drainage feature survey as projected \$33K.

**Purchase Infrastructure Assets - Other**

Estimated savings against projected budget on Taxiway Upgrade project \$90K. Wyndham Community Jetty (\$14K), Wyndham Pool Upgrades (\$31) underspent against year to date projections due to timing. The following projects have incurred little or no expense; Kununurra Pool Repairs \$47K, Wyndham Pool Water Feature \$33K, Cricket Nets \$7K, Wyndham BMX Track \$30K, Celebrity Tree Park Power \$40K, Coolibah Irrigation Mainline \$25K, Streetlight Upgrades \$30K, Town Entry Statements \$20K. The majority of these are externally funded and the projects will be reviewed at time of budget review.

**Shire of Wyndham East Kimberley**  
**Notes to Statement of Financial Activity (continued)**  
**For the Period Ended 28 February 2011**

**Capital (continued)**

**Capital Expenditure (continued)**

**Purchase Plant and Equipment**

Plant replacement has not occurred as per budget projections \$515K. Orders have been placed pending delivery and payment.

**Purchase Furniture and Equipment**

Information Technology equipment upgrades overspent to annual budget \$15K. Budget amendment required at review. Staff Housing furniture and fitout expenditure requires budget applied at review \$28K. Expected savings in employee costs. Youth Services Fitouts underexpended \$42K. Externally funded.

**Capital Revenue**

**Grants/Contributions for Development of Assets**

Youth Grants not yet received pending acquittal \$99K. Developers contributions received for Coolibah Drive and Lakeside subdivisions not included in budget \$184K. Aboriginal Road funding not yet received \$892K. Wyndham Jetty funding instalment not yet received \$2.5M. Kununurra Multi-purpose Courts \$155K and Wyndham BMX Track \$20K revenue not yet received.

**Proceeds from Disposal of Assets and Land Held for Resale**

Plant trade funds not yet received \$73K linked to plant expenditure. Sale of land held for resale East Kimberley Regional Airport not achieved \$214K due to subdivision delays.

**Debenture and Reserve Transactions**

Loan payment budget forecasted incorrectly \$22K. This will correct itself.

## Shire of Wyndham East Kimberley

### Note to Statement of Financial Activity

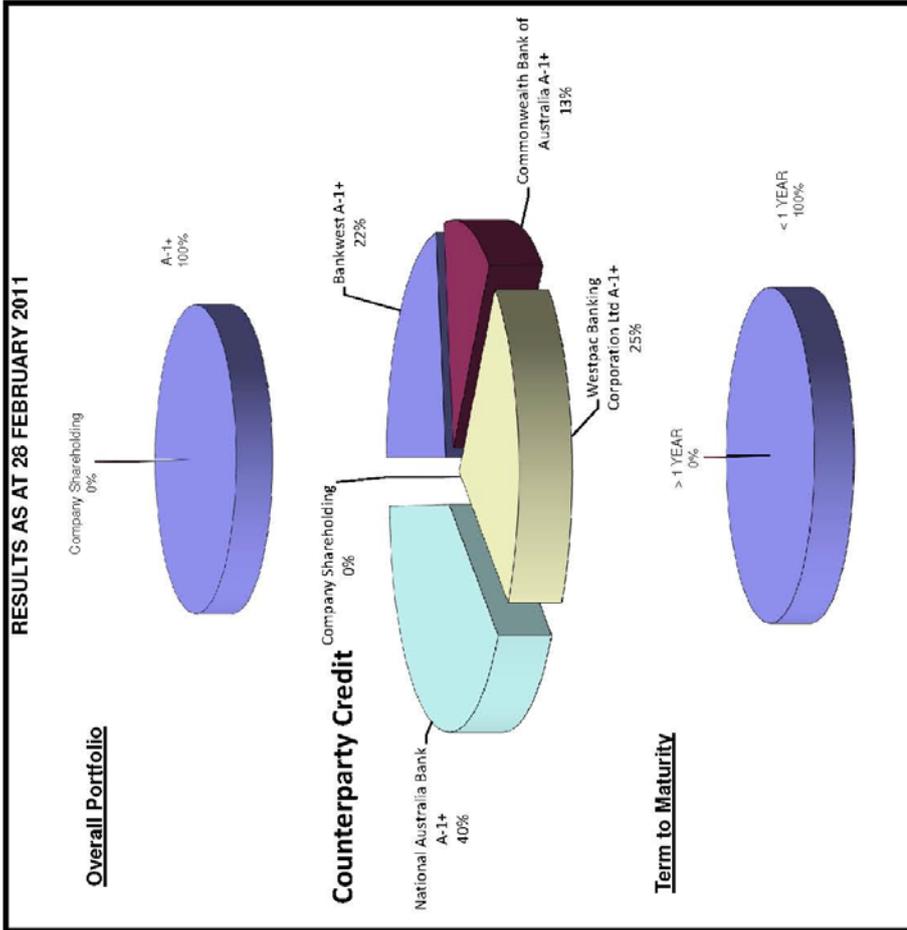
#### Budget Remaining to Collect/Spend

as at 28 February 2011

	YTD Actual 2010/11 \$	Adopted Budget 2010/11	Budget Remaining 2010/11 \$ %	
<b>Revenue</b>				
General Purpose Funding	3,144,883	4,326,729	1,181,846	27%
Governance	296,003	643,700	347,697	54%
Law, Order, Public Safety	36,301	72,975	36,674	50%
Health	9,238	24,850	15,612	63%
Education and Welfare	83,178	108,539	25,361	23%
Housing	77,645	125,209	47,564	38%
Community Amenities	1,650,257	2,588,104	937,847	36%
Recreation and Culture	259,951	731,050	471,099	64%
Transport	2,440,911	4,515,190	2,074,279	46%
Economic Services	101,997	241,000	139,004	58%
Other Property and Services	21,344	220,218	198,874	90%
	<u>8,121,706</u>	<u>13,597,564</u>	<u>5,475,858</u>	<u>40%</u>
<b>Expenses</b>				
General Purpose Funding	(372,815)	(377,631)	(4,816)	1%
Governance	(860,939)	(12,019,969)	(11,159,030)	93%
Law, Order, Public Safety	(297,904)	(467,635)	(169,731)	36%
Health	(222,290)	(343,996)	(121,706)	35%
Education and Welfare	(246,021)	(373,622)	(127,601)	34%
Housing	(346,550)	(408,818)	(62,268)	15%
Community Amenities	(2,540,049)	(4,614,351)	(2,074,302)	45%
Recreation & Culture	(2,478,638)	(3,986,870)	(1,508,232)	38%
Transport	(3,227,202)	(5,308,850)	(2,081,648)	39%
Economic Services	(358,559)	(765,349)	(406,790)	53%
Other Property and Services	(270,482)	(127,759)	142,273	-112%
	<u>(11,221,449)</u>	<u>(28,794,850)</u>	<u>(17,573,401)</u>	<u>61%</u>
<b>Adjustments for Cash Budget Requirements:</b>				
<b>Non-Cash Expenditure and Revenue</b>				
(Profit)/Loss on Asset Disposals	5,128	(424,028)	(429,156)	101%
Movement in Accruals and Provisions	(15,438)	105,402	120,840	115%
Depreciation on Assets	1,926,599	2,544,500	617,901	24%
<b>Capital Expenditure and Revenue</b>				
Purchase Land Held for Resale	0	(320,000)	(320,000)	100%
Purchase Land and Buildings	(2,825,997)	(13,582,998)	(10,757,001)	79%
Purchase Infrastructure Assets - Roads	(1,397,665)	(4,438,800)	(3,041,135)	69%
Purchase Infrastructure Assets - Parks	(83,784)	0	83,784	0%
Purchase Infrastructure Assets - Footpaths	(22,842)	(30,000)	(7,158)	24%
Purchase Infrastructure Assets - Drainage	0	(449,000)	(449,000)	100%
Purchase Infrastructure Assets - Other	(2,604,500)	(8,962,018)	(6,357,518)	71%
Purchase Plant and Equipment	(283,865)	(1,292,485)	(1,008,620)	78%
Purchase Furniture and Equipment	(199,778)	(484,600)	(284,822)	59%
Grants / Contributions for Development of Assets	891,230	13,158,911	12,267,681	93%
Proceeds from Disposal of Assets	0	229,006	229,006	100%
Proceeds from Sale of Land Held for Resale	85,393	300,000	214,607	72%
Repayment of Debentures	(154,020)	(220,689)	(66,669)	30%
Proceeds from New Debentures	0	550,000	550,000	100%
Transfers to Reserves (Restricted Assets)	(258,435)	(8,117,672)	(7,859,237)	97%
Transfers from Reserves (Restricted Assets)	0	9,845,056	9,845,056	100%
ADD Estimated Surplus/(Deficit) July 1 B/Fwd	11,441,955	21,456,799	10,014,844	47%
LESS Estimated Surplus/(Deficit) June 30 C/Fwd	8,964,294	136,039	(8,828,255)	-6490%
<b>Amount Required to be Raised from Rates</b>	<u>5,560,057</u>	<u>5,465,941</u>	<u>(94,116)</u>	<u>-2%</u>

# MONTHLY REPORT ON INVESTMENT PORTFOLIO (CASH)

INVESTMENT POLICY F17			
<b>"Overall Portfolio Limits"</b>			
S&P Long Term Rating	S&P Short Term Rating	Direct Investment Maximum %	Managed Funds Maximum %
AAA	A-1+	100%	100%
AA	A-1	100%	100%
A	A-2	60%	80%
<small>Note: "S &amp; P" refers to Standard &amp; Poors credit rating agency</small>			
<b>"Counterparty Credit Framework"</b>			
S&P Long Term Rating	S&P Short Term Rating	Direct Investment Maximum %	Managed Funds Maximum %
AAA	A-1+	50%	50%
AA	A-1	35%	45%
A	A-2	20%	40%
<b>"Term to Maturity Framework"</b>			
<b>Overall Portfolio Term to Maturity Limits</b>			
Portfolio % < 1 year	100% max 40% min		
Portfolio % > 1 year	60%		
Portfolio % > 3 year	35%		
Portfolio % > 5 year	25%		
Individual Investment Maturity Limits			
ADI	5 years		
Non ADI	3 years		
<small>Note: "ADI" refers to an Authorised Deposit Institution (authorised under the Banking Act 1959)</small>			



**EXPLANATION OF VARIANCES:**

Company shareholding (non S&P rated or ADI) represents less than 1% of investment portfolio. Council minute 8314 of 19 August 2008 provides instruction to sell shareholding. Council minute 8812 of 15 September 2009 instructs that status of shares be re-examined in six months time. Council minute 9057 of 16 March 2010 confirms Councils intention to sell, requested listing with Company for disposal and reviewing status in twelve months (March 2011) if still held. A Council decision is required for the disposal of the shares.

### 12.2.2 List of Accounts Paid Under Delegation 18

<b>DATE:</b>	15 March 2011
<b>PROPONENT:</b>	Shire of Wyndham East Kimberley
<b>LOCATION:</b>	Shire of Wyndham East Kimberley
<b>AUTHOR:</b>	Sandy Griffiths, Finance Officer, Asanka Jayakody, Team Leader Financial Serv
<b>REPORTING OFFICER:</b>	Jo-Anne Ellis, Director Corporate Services
<b>FILE NO:</b>	FM.09.5
<b>ASSESSMENT NO:</b>	N/A

#### **PURPOSE**

To present the listing of accounts paid under delegated authority in accordance with the requirements of the Local Government (Financial Management) Regulations 1996.

#### **BACKGROUND**

Delegation 18 – Payment of Creditors was reviewed and adopted by Council on 16 June 2009.

This delegation gives authority to make payments from the Municipal Fund or Trust Fund to the Chief Executive Officer. There is a sub delegation to the Director Corporate Services, Manager Financial Services and Financial Officers.

#### **STATUTORY IMPLICATIONS**

Local Government Act 1995 – Section 5.42

Local Government (Financial Management) Regulations 1996 – Regulations 12 and 13

#### **POLICY IMPLICATIONS**

Delegation 18 – Payment of Creditors

#### **FINANCIAL IMPLICATIONS**

Ongoing management of Council funds by providing Council with sufficient information to monitor and review payments made.

#### **STRATEGIC IMPLICATIONS**

Key Result Area 5 – Governance

Council's financial position and forward planning is sound.

#### **COMMUNITY CONSULTATION**

No community consultation was required in relation to this item.

## **COMMENT**

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

## **ATTACHMENTS**

List of Accounts Paid Under Delegation 18

## **VOTING REQUIREMENT**

Simple Majority

## **OFFICER'S RECOMMENDATION**

That Council receives and accepts the listing of payments approved under Delegation 18 - Payment of Creditors, being:

Municipal EFT111409 – EFT1111629 (03 – 24 Feb 2011)	\$1,017,835.64
Municipal cheques 40109 – 40169 (10 Feb – 01 Mar 2011)	\$636,758.72
Trust cheques 121 – 130 (09 – 22 Feb 2011)	\$4,680.00
Trust EFT 500056 – 500061 (15 Dec – 16 February 2011)	\$43,184.05
Payroll (09 – 23 February 2011)	\$383,039.05
Direct bank debits (1 – 28 February 2011)	\$28,039.27
Total	<hr/> <u>\$2,113,669.90</u>

**COUNCIL DECISION**

**Minute No: 9413**

**Moved: Cr J Moulden**

**Seconded: Cr D Ausburn**

**That Council receives and accepts the listing of payments approved under Delegation 18 - Payment of Creditors, being:**

<b>Municipal EFT111409 – EFT1111629 (03 – 24 Feb 2011)</b>	<b>\$1,017,835.64</b>
<b>Municipal cheques 40109 – 40169 (10 Feb – 01 Mar 2011)</b>	<b>\$636,758.72</b>
<b>Trust cheques 121 – 130 (09 – 22 Feb 2011)</b>	<b>\$4,680.00</b>
<b>Trust EFT 500056 – 500061 (15 Dec – 16 February 2011)</b>	<b>\$43,184.05</b>
<b>Payroll (09 – 23 February 2011)</b>	<b>\$383,039.05</b>
<b>Direct bank debits (1 – 28 February 2011)</b>	<b>\$28,039.27</b>
<b>Total</b>	<b>\$2,113,669.90</b>

***CARRIED UNANIMOUSLY: (7/0)***

**LIST OF ACCOUNTS PAID UNDER DELEGATION 18**  
**List of Accounts Submitted to Council 15 March 2011**

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT111409	03/02/2011	KIMBERLEY INDUSTRIES METALAND	REBAR FOR ALUMI. CAN WOOLBALE BINS / FABRICATE SLASHER BAR	1,571.77
EFT111410	03/02/2011	AIRSERVICES AUSTRALIA	ANNUAL INSPECTION - KUNUNURRA AIRPORT	12,786.82
EFT111411	03/02/2011	AUSTRALIAN TAXATION OFFICE	BAS DECEMBER 2010	79,939.00
EFT111412	03/02/2011	ALLGEAR MOTORCYCLES AND SMALL ENGINES	REPAIR/SPARE PARTS MOWERS/CHAINSaws	926.65
EFT111413	03/02/2011	ARGYLE ENGINEERING	STEEL FOR ROOF P481	50.71
EFT111414	03/02/2011	ARGYLE MOTORS	SPARE PARTS P362	232.06
EFT111415	03/02/2011	BOC GASES AUSTRALIAN LIMITED	INDUSTRIAL BOTTLE RENTAL DECEMBER 2010	280.74
EFT111416	03/02/2011	BEAUREPAIRES FOR TYRES	ATTEND LANDFILL SITE & PUNCTURE REPAIR P474	295.50
EFT111417	03/02/2011	C & S JOLLY ELECTRICS PTY LTD	REPAIR AFTER LIGHTING STRIKE WYN AIRPORT, REPAIR KNX AIRPORT	4,199.69
EFT111418	03/02/2011	CAPRICORN EXTINGUISHER SERVICE	6 MONTHLY SERVICE FOR FIRE EXTINGUISHERS PVBFB	315.70
EFT111419	03/02/2011	COATES HIRE OPERATIONS PTY LTD	HIRE OF ROLLER PACKSADDLE RD SHOULDER REPAIR	10,279.98
EFT111420	03/02/2011	CARDNO ULLMAN & NOLAN GEOTECHNIC	SOIL AND COMPACTION TESTING KNX AIRPORT TAXIWAYS	8,464.23
EFT111421	03/02/2011	COOPERA INCORPORATED	REIMBURSE OF TICKET SALES LA BOHEME ON 28/8/10	790.00
EFT111422	03/02/2011	COLEMANS PRINTING	SCHOOL HOLIDAY ADVERTISING YOUTH SERVICES	682.00
EFT111423	03/02/2011	DE NEEFE SIGNS PTY LTD	CONSTRUCTION SIGNS WEABER PLAIN FLOOD MITIGATION	444.40
EFT111424	03/02/2011	DEC KEEP AUSTRALIA BEAUTIFUL WA	TICKETS TO TIDY TOWNS AWARDS SWEK FINALIST FOR WYN	70.00
EFT111425	03/02/2011	DAVEY TYRE & BATTERY SERVICE	NEW TYRES FIT, BALANCE, TYRE DISPOSAL P107	909.50
EFT111426	03/02/2011	DAVID GRIMSHAW	REIMBURSE RELOCATION COST	872.14
EFT111427	03/02/2011	DREW CAMPBELL	AQUATIC WEED HARVESTER OPERATION 06/12/11 - 07/01/11	3,916.00
EFT111428	03/02/2011	EAST KIMBERLEY TOWING	TRANSPORT ABANDONED VEHICLE TO KUNUNURRA LANDFILL SITE	110.00
EFT111429	03/02/2011	EAST KIMBERLEY HARDWARE	VARIOUS HARDWARE ITEMS	1,256.30
EFT111430	03/02/2011	FIRE & SAFETY WA	RF 6 ICAOB FIRE FOAM CONCENTRATE KUNUNURRA AIRPORT	1,700.60
EFT111431	03/02/2011	GHD PTY LTD	PROFESSIONAL SERVICES FEE M1 CHANNEL	6,880.17
EFT111432	03/02/2011	IBAC PLUMBING PTY LTD	REPAIR MAIN BATHROOM 29 BOOBIALLA WAY, KUNUNURRA	651.42
EFT111433	03/02/2011	IT VISION ITV	NEW FILE SYSTEM DEVELOPMENT AND IMPLEMENTATION	2,431.00
EFT111434	03/02/2011	J BLACKWOOD & SON LIMITED	REFLECTIVE TAPE	185.24
EFT111435	03/02/2011	JSW HOLDINGS PTY LTD	HIRE WATER TRUCK TO FILL TANK KUNUNURRA LANDFILL SITE	308.00
EFT111436	03/02/2011	JUST FRAMED	VOLUNTEER OF THE YEAR AWARDS, WYN & KNX	230.00

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT111437	03/02/2011	JAB INDUSTRIES	SIDE TIPPER HIRE – LANDFILL MAINTENANCE 12/10/10 - 19/10/10	12,361.25
EFT111438	03/02/2011	KIMBERLEY INDUSTRIES EQUIPMENT HIRE	CRANE,TRUCK HIRE - WHITEGUM PARK REDEVELOPMENT	1,171.50
EFT111439	03/02/2011	KIMBERLEY TREE SERVICES PTY LTD	GRINDING OF TREE STUMPS BANYAN ST. / LEISURE CENTRE KNX	1,580.00
EFT111440	03/02/2011	KINGS CROWN INSTRUMENTATION & ELEC.	REPLACE FLUROESCENT LIGHTS IN OFFICE - WYNDHAM POOL	495.00
EFT111441	03/02/2011	KLB SYSTEMS	COMPUTER HARDWARE KUNUNURRA LEISURE CENTRE	7,411.46
EFT111442	03/02/2011	KIMBERLEY COMMUNICATIONS	REALIGN SATELLITE DISH & RESET RADIO STATION	253.00
EFT111443	03/02/2011	KIMBERLEY HYDRAULICS	HYDRAULIC HOSE P362	409.97
EFT111444	03/02/2011	LGIS INSURANCE BROKING JARDINE LLOYD TH.	INSURANCE MOTOR VEHICLE PREMIUMS 2010/2011	11,438.85
EFT111445	03/02/2011	LOCK, STOCK & FARRELL LOCKSMITH	MASTER LOCK	903.60
EFT111446	03/02/2011	MCKINLAY, BETTY	ANNUAL AIRFARE ALLOWANCE 2009/10	2,600.00
EFT111447	03/02/2011	METALAND KUNUNURRA	RUBBER TYRED WHEELS & SPARES P360	53.35
EFT111448	03/02/2011	OFFICE NATIONAL KUNUNURRA	2011 DIARIES	74.84
EFT111449	03/02/2011	ORDCO	WEED POISON / PRESSURE SPRAY UNIT - KUNUNURRA AIRPORT.	474.65
EFT111450	03/02/2011	OLLIE'S IRRIGATIONS & PLUMBING SUPPLIES	TORO2 STATION CONTROLLERS/SOLENOID VALVE WYN RETICULATION	4,446.57
EFT111451	03/02/2011	OPUS INTERNATIONAL CONSULTANTS	PROFESSIONAL SERVICES EGRET CLOSE VICTORIA HIGHWAY	1,980.00
EFT111452	03/02/2011	ORD FUEL SUPPLIES	FUEL KUNUNURRA DEPOT	10,864.24
EFT111453	03/02/2011	SHELF SUPPLY	TARPAULINS , WORK SHORTS, DRY DOG FOOD	903.00
EFT111454	03/02/2011	SYNETRIX	COMPUTER HARDWARE	5,305.30
EFT111455	03/02/2011	SURVEY NORTH	FEATURE SURVEY FISH FARM ROAD RESEALS	1,606.00
EFT111456	03/02/2011	TOTAL SAFETY & FIRE SOLUTIONS	EAR MUFFS	140.44
EFT111457	03/02/2011	UDLA URBAN DESIGN & LANDSCAPE ARCHITE.	CONSULTANCY FEE WHITEGUM PARK REDEVELOPMENT	2,596.00
EFT111458	10/02/2011	AIRPORT LIGHTING SPECIALISTS	RUNWAY LIGHT GLOBES & THRESHOLD LIGHT GLOBES KNX AIRPORT	642.40
EFT111459	10/02/2011	ANALYTICAL REFERENCE LABORATORY	SAMPLES LILY LAGOON	240.90
EFT111460	10/02/2011	ATO CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	975.15
EFT111461	10/02/2011	AUSTRAL MERCANTILE COLLECTIONS PTY LTD	COMMISSION ON COLLECTIONS KUNUNURRA AIRPORT	16.48
EFT111462	10/02/2011	AUSTRALIA POST,ACCOUNTS RECEIVABLE TEAM	POSTAGE JANUARY 2011	431.33
EFT111463	10/02/2011	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	197.00
EFT111464	10/02/2011	ALLGEAR MOTORCYCLES AND SMALL ENGINES	SPARES FOR CHAINSAW	18.90
EFT111465	10/02/2011	BUSH CAMP SURPLUS STORES	OUTDOOR SAFETY UNIFORMS	516.70

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT111466	10/02/2011	BRIGHTHOUSE	CONSULTANTS FOR WALGA KIMBERLEY ZONE TOURISM CASE STUDY	45,546.00
EFT111467	10/02/2011	CIVIC LEGAL	LEGAL ADVICE FEE	1,213.96
EFT111468	10/02/2011	CRIPPS, KELLY	TRAVEL REIMBURSEMENT	32.27
EFT111469	10/02/2011	DERRICK STEENSON	MATERIAL, LABOUR FOR REPAIRS WYNDHAM PONTOON	14,402.30
EFT111470	10/02/2011	DANIEL COX	ACCOMMODATION FOR STAFF MEMBER 23/1/2011- 5/2/2011	300.00
EFT111471	10/02/2011	EAST KIMBERLEY HARDWARE	BUCKETS KUNUNURRA ADMIN	37.80
EFT111472	10/02/2011	FUJI XEROX AUSTRALIA P/L	VARIOUS PRINTING & PHOTOCOPYING CHARGES	718.05
EFT111473	10/02/2011	GUERINONI & SON	SIDE TIPPER HIRE CART GRAVEL FISH FARM ROAD	2,763.75
EFT111474	10/02/2011	HUMES	CONTRACT T011011 KULUMBARU ROAD	13,644.84
EFT111475	10/02/2011	IBAC PLUMBING PTY LTD	PLUMBING WORKS WHITE GUM PARK	809.38
EFT111476	10/02/2011	JANET TAKARANGI	REIMBURSE RELOCATION EXPENSES	2,084.18
EFT111477	10/02/2011	KIMBERLEY MOTORS	WYNDHAM FUEL & SUPPLY TOURIST INFORMATION – DECEMBER 2010	3,510.01
EFT111478	10/02/2011	KUNUNURRA MAINTENANCE SERVICE	REPAIR 6 EUGENIA ST KUNUNURRA	104.50
EFT111479	10/02/2011	KUNUNURRA REFRIGERATION & AIR CON.	REPAIR AIR CONDITION - WYNDHAM POOL OFFICE	679.25
EFT111480	10/02/2011	KUNUNURRA SECURITY SERVICE	CBS & PASSENGER SCREENING KUNUNURRA AIRPORT	28,776.20
EFT111481	10/02/2011	KIMBERLEY HYDRAULICS	MANUFACTURE HYDRAULIC HOSE AND FITTINGS P474	569.85
EFT111482	10/02/2011	L3 COMMUNICATIONS AUSTRALIA PTY LTD	DESKTOP EXPLOSIVES TRACE DETECTOR KUNUNURRA AIRPORT	54,450.00
EFT111483	10/02/2011	L.G.R.C.E.U	PAYROLL DEDUCTIONS	17.40
EFT111484	10/02/2011	MERCURE HOTEL PERTH	ACCOMMODATION -KIMBERLEY ZONE 09/01/11 - 11/01/11	504.30
EFT111485	10/02/2011	MERCURE INN BROOME	ACCO. - KIMB. REGINAL COLLABORATIVE GROUP 16/12/10 - 19/12/10	1,315.50
EFT111486	10/02/2011	ORD RIVER ELECTRICS	CABLE LOCATION PRIOR TO RECONSTRUCTION WHITEGUM PARK	115.50
EFT111487	10/02/2011	ORD RIVER MEAT SUPPLY	SAUSAGES AUSTRALIA DAY CELEBRATIONS	92.60
EFT111488	10/02/2011	ORIA ORCHARDS	WEEKLY FLOWER DELIVERY KUNUNURRA OFFICE	15.00
EFT111489	10/02/2011	ORD FUEL SUPPLIES	FUEL KUNUNURRA AIRPORT	5,697.56
EFT111490	10/02/2011	PIVOTEL	SATELLITE PHONE 15/1/11 - 14/2/11	105.00
EFT111491	10/02/2011	ROYAL LIFE SAVING (WA BRANCH)	POOL OPERATIONS COURSE	5,790.00
EFT111492	10/02/2011	SALERNO LAW	PROFESSIONAL & AGENCY FEES	2,068.00
EFT111493	10/02/2011	SHERIDAN'S FOR BADGES	STAFF NAME BADGES	259.81
EFT111494	10/02/2011	SHIRE OF WYNDHAM EAST KIMBERLEY	PAYROLL DEDUCTIONS	395.00

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT111495	10/02/2011	TNT AUSTRALIA PTY LIMITED	FREIGHT	14.83
EFT111496	10/02/2011	TROPICAL PEST CONTROL	TREAT FOR SINGAPORE ANTS KUNUNURRA SHIRE OFFICE	240.00
EFT111497	10/02/2011	WA LOCAL GOVERNMENT SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	22,359.96
EFT111498	10/02/2011	WYNDHAM EXCAVATIONS	LOADER HIRE WYNDHAM LANDFILL SITE JANUARY 2011	3,960.00
EFT111499	17/02/2011	ALLCLEAN COMMERCIAL CLEANERS	CLEANING JANUARY 2011	17,940.00
EFT111500	17/02/2011	AIRPORT LIGHTING SPECIALISTS	AIRPORT LIGHTING ITEMS KUNUNURRA AIRPORT	3,443.22
EFT111501	17/02/2011	ALLIED PICKFORDS	STAFF RELOCATION COST	8,852.80
EFT111502	17/02/2011	AUSFUEL AFD AUSTRALIAN FUEL DISTRIBUTORS	FUEL - JANUARY 2011	1,814.51
EFT111503	17/02/2011	AUSRECORD	SUPPLIES FOR NEW DOCUMENT FILING SYSTEM	7,389.09
EFT111504	17/02/2011	AUSTRAL MERCANTILE COLLECTIONS PTY LTD	COMMISSION ON COLLECTION NOVEMBER 2010	1,299.73
EFT111505	17/02/2011	ALLGEAR MOTORCYCLES AND SMALL ENGINES	STONE GUARDS WITH VELCRO STRAP	165.50
EFT111506	17/02/2011	AQUENTA CONSULTING PTY LTD	QUANTITY SURVEYING SERVICES KUNUNURRA AIRPORT EXPANSION	2,750.00
EFT111507	17/02/2011	ARGYLE ENGINEERING	MANUFACTURE OF NEW FRAME SUPPORT FOR DIGGING GRAVE	5,107.00
EFT111508	17/02/2011	ARGYLE MOTORS	SERVICE & REPAIR P314, SERVICE P471, P467, P111	3,052.55
EFT111509	17/02/2011	ASANKA JAYAKODY	REIMBURSEMENT OF RELOCATION EXPENSES	497.20
EFT111510	17/02/2011	BERM BACKHOE HIRE	SLASHING KUNUNURRA ROA VERGES / CEMETERY	3,861.00
EFT111511	17/02/2011	BEST WESTERN HALLS CREEK MOTEL	ACCOMMODATION -BRONZE MEDALLION TRAINING - 15/01/2011	555.00
EFT111512	17/02/2011	BOSS FLUID POWER	DISINFECTANT CLEANER, DEODORANT & VARIOUS ITEMS	261.16
EFT111513	17/02/2011	BILL BUTLER PAINTING & DECORATING	PAINT GAZEBO ROOF & PICNIC TABLE SWIM BEACH	1,650.00
EFT111514	17/02/2011	BOAB CARPENTRY PTY LTD	REPAIRS TO WYNDHAM RECREATION CENTRE UNDERCOVER COURTS	423.25
EFT111515	17/02/2011	BRANKO BP MOTORS	GAS BOTTLE FILL & VARIOUS ITEMS JANUARY 2011	169.00
EFT111516	17/02/2011	CAMBRIDGE GULF CLEANING SERVICES	CLEANING WYNDHAM	6,545.24
EFT111517	17/02/2011	DAVEY TYRE & BATTERY SERVICE	BATTERY P104 & P477, TYRE P471	1,674.83
EFT111518	17/02/2011	EAST KIMBERLEY HARDWARE	BUNDLE DROPPERS WHITEGUM PARK & OTHER VARIOUS ITEMS	308.20
EFT111519	17/02/2011	FUJI XEROX AUSTRALIA P/L	VARIOUS PRINTING & PHOTOCOPYING CHARGES	198.00
EFT111520	17/02/2011	GET STUCK SKID STEER & TRUCK HIRE	SOIL CONDITIONING & SET LASER LEVELS WHITEGUM PARK	4,372.50
EFT111521	17/02/2011	GUERINONI & SON	TIPPER HIRE- LANDFILL SITE, MULLIGANS LAGO.RD, CONCRETE-AIRPORT	7,761.88
EFT111522	17/02/2011	GLENN MATTHEW TAYLOR	FITNESS INSTRUCTOR 10/8/10 5/10/10	410.00
EFT111523	17/02/2011	IMAGE PRINTING	LETTER HEAD & ENVELOP	830.50

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT111524	17/02/2011	J BLACKWOOD & SON LIMITED	SIGNS KUNUNURRA ADMINISTRATION	277.04
EFT111525	17/02/2011	JASON SIGNMAKERS LTD	BABY TREE PLAQUES	561.00
EFT111526	17/02/2011	JORRITSMAN H & CO	POP UP GRATES KUNUNURRA POOL	69.00
EFT111527	17/02/2011	JSW HOLDINGS PTY LTD	YELLOW SAND- WHITEGUM PARK, AGGREGATE- ROAD PATCHING	18,089.50
EFT111528	17/02/2011	KIMBERLEY MARKETING	CONSUMABLES FOR SALE KUNUNURRA LEISURE CENTRE	1,021.77
EFT111529	17/02/2011	KIMBERLEY TREE SERVICES PTY LTD	REMOVE TREES FROM SHIRE VERGE 37B GREVILLIA, KUNUNURRA	1,950.00
EFT111530	17/02/2011	KIMBERLEY WASTE SERVICES	REFUSE COLLECTION, ROAD SWEEPING, LITTER COLLECTION - DEC 2010	64,870.69
EFT111531	17/02/2011	KUNUNURRA LOCK & KEY	UNLOCK CABINET KUNUNURRA DEPOT & KEY FOR KLC	282.00
EFT111532	17/02/2011	KUNUNURRA REFRIGERATION & AIR CON.	CLEAN & SERVICE ALL AIR CON. WYN CHILD CARE CENTRE	324.50
EFT111533	17/02/2011	KUNUNURRA SECURITY SERVICE	CBS & PASSENGER SCREENING KUNUNURRA AIRPORT	51,635.60
EFT111534	17/02/2011	KINNY TINT	WINDOW TINTING KUNUNURRA ADMIN	580.00
EFT111535	17/02/2011	LANDGATE	GROSS RENTAL VALUATIONS SCHEDULE	90.68
EFT111536	17/02/2011	LANDMARK PRODUCTS LTD	CONSULTANCY FEE SWIM BEACH PARK	13,128.50
EFT111537	17/02/2011	METALAND KUNUNURRA	JOCKEY WHEEL & SPARE PARTS P366, P484, P368	125.71
EFT111538	17/02/2011	NJ GAFF & C YATES	TREES FOR WYNDHAM BABY TREE PLANTING CEREMONY	112.00
EFT111539	17/02/2011	OFFICE NATIONAL KUNUNURRA	NEW PRINTER, CARTRIDGES AND VARIOUS STATIONARY ITEMS	547.39
EFT111540	17/02/2011	ORD RIVER ELECTRICS	REPAIR ELECTRIC GATE RIVER FIG AVE KNX & CHLORINE ALARM KLC	533.43
EFT111541	17/02/2011	ORIA ORCHARDS	FLOWER DELIVERY KNX OFFICE	30.00
EFT111542	17/02/2011	ORICA AUSTRALIA PTY LTD	CHLORINE CYLINDER	426.92
EFT111543	17/02/2011	OLLIE'S IRRIGATIONS & PLUMBING SUPPLIES	VIKING COUPLING WHITEGUM PARK, WATER PIPE WYN AIRPORT	470.48
EFT111544	17/02/2011	RAECO INTERNATIONAL P/L	PEOPLE COUNTER KUNUNURRA LIBRARY	445.00
EFT111545	17/02/2011	RAPISCAN SYSTEMS AUSTRALIA PTY LTD	MAINTENANCE CONTRACT SCREENING EQUIP. KNX AIRPORT	38,500.00
EFT111546	17/02/2011	RED SUN SPORTS	WATER BOTTLE HOLDER FOR SAMPLING ROD	9.95
EFT111547	17/02/2011	SETON AUSTRALIA PTY LTD	TOILET SIGNAGE FEMALE/MALE SYMBOLS WHITE/BLUE	71.58
EFT111548	17/02/2011	SHELF SUPPLY	WORK BOOTS FOR TWO STAFF	270.00
EFT111549	17/02/2011	TNT AUSTRALIA PTY LIMITED	FREIGHT CHARGES	513.70
EFT111550	17/02/2011	TOLL EXPRESS	FREIGHT CHARGES	2,794.88
EFT111551	17/02/2011	TOP END MOTORS	TAIL GATE REPAIRS P104	438.63
EFT111552	17/02/2011	TOTAL EDEN KP PUMPS	PUMP DAVEY SUMP VORTEX KLC	193.93

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT111553	17/02/2011	WAYNE RICHARDS & REBECCA MORRALL	REIMBURSEMENT OF CATERING	88.00
EFT111554	17/02/2011	WESTERN AUST. TREASURY CORPORATION	LOAN NO. 113 PAYMENT KUNUNURRA AQUATIC CENTRE	120,982.50
EFT111555	17/02/2011	WESTRAC EQUIPMENT PTY LTD	PARTS & REPAIR P350	2,626.84
EFT111556	17/02/2011	WESTRALIA AIRPORTS CORPORATION PTY LTD,	ASIC CARDS KUNUNURRA AIRPORT	300.00
EFT111557	17/02/2011	WORKING RELATIONSHIPS	ANNUAL PROGRAMME MANAGEMENT FEE	396.00
EFT111558	17/02/2011	WYNDHAM EXCAVATIONS	HIRE OF EXCAVATOR LOADER AND TRUCK - WYNDHAM LANDFILL SITE	6,534.00
EFT111559	24/02/2011	ATO CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	1,079.35
EFT111560	24/02/2011	AUSRECORD	VARIOUS SUPPLIES FOR FILING SYSTEM KUNUNURRA ADMIN	2,243.35
EFT111561	24/02/2011	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	197.00
EFT111562	24/02/2011	ARGYLE MOTORS	SERVICE & REPAIR P110, P485	966.28
EFT111563	24/02/2011	BEST WESTERN HALLS CREEK MOTEL	ACCOMMODATION - KIMBERLEY ZONE - 8/02/11- 9/02/11	259.50
EFT111564	24/02/2011	BUSBY INVESTMENTS T/A BUDGET RENT A CAR	HIRE CAR – TOWN PLANNING SCHEME REVIEW 5/02/11- 9/02/11	326.00
EFT111565	24/02/2011	BEAUREPAIRES FOR TYRES	NEW TYRE P469, NEW STEERERS P309	2,076.34
EFT111566	24/02/2011	BRANKO BP MOTORS	GAS FOR BBQ YOUNG MENS/BOYS NIGHT COOKING PROGRAM	42.50
EFT111567	24/02/2011	CABCHARGE	TAXI CHARGES	40.59
EFT111568	24/02/2011	CHADSON ENGINEERING	CALIBRATE/REPAIR PALINTEST (WATER SAMPLER)	228.25
EFT111569	24/02/2011	CIVIC LEGAL	LEGAL FEES	2,184.66
EFT111570	24/02/2011	CODA	CONSULTANCY FEE ADMINISTRATION BUILDING PROJECT	7,190.36
EFT111571	24/02/2011	CRIPPS, KELLY	ANNUAL TRAVEL ALLOWANCE 2010/11	2,600.00
EFT111572	24/02/2011	CARPET, VINYL & TILE CENTRE	SUPPLY & INSTALL BLINDS 29 BOOBIALLA WAY, KUNUNURRA	1,087.90
EFT111573	24/02/2011	COLEMAN BROTHERS PTY LTD	HIRE OF 50T CRANE WYNDHAM DEPOT	1,089.00
EFT111574	24/02/2011	DEPARTMENT OF ENVIRONMENT AND CONSE.	ANNUAL SUBSCRIPTION TO LANDSCOPE	27.00
EFT111575	24/02/2011	DANIEL COX	ANNUAL AIRFARE ALLOWANCE & ACCOMMODATION FOR STAFF	1,642.86
EFT111576	24/02/2011	DEPT OF TREASURY & FINANCE & CABINET	ADVERTISING IN GOVERNMENT GAZETTE	165.10
EFT111577	24/02/2011	EARTHTRAC TYRES	PUNCTURE PROOF & PUNCTURE PROOF PUMP	9,755.90
EFT111578	24/02/2011	EMMIE MCMULLEN	MEAL ALLOWANCE	24.50
EFT111579	24/02/2011	FRONTIER POST & NEWS	POSTAGE & NEWSPAPERS FOR THE MONTH JANUARY 2011	5.40
EFT111580	24/02/2011	FUJI XEROX AUSTRALIA P/L	VARIOUS PRINTING & PHOTOCOPYING CHARGES	2,841.72
EFT111581	24/02/2011	FYSH GRADER HIRE	GRADE – WEAB. PLAIN/CARLTON HILL/RESEARCH STN/MULLI. LAG. RDS	9,528.75

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT111582	24/02/2011	GAULT, JOHN DOUGLAS	WATER SUBSIDY 30/07/10 3/12/10	146.30
EFT111583	24/02/2011	GREENWAY ENTERPRISES	GLYPHOSATE ALLOUT 450 & BIOACTIVE 360	972.40
EFT111584	24/02/2011	HOTEL KUNUNURRA	CATERING COUNCIL MEETINGS/BRIEFING SESSION	1,220.00
EFT111585	24/02/2011	HITACHI CONSTRUCTION MACHINERY	GRADER BLADES P477	1,480.31
EFT111586	24/02/2011	IOR PETROLEUM PTY LTD	FUEL KUNUNURRA DEPOT	7,107.50
EFT111587	24/02/2011	J BLACKWOOD & SON LIMITED	GREASE P362, P350	105.60
EFT111588	24/02/2011	JSW HOLDINGS PTY LTD	ROCKS SWIM BEACH FORESHORE & AGGREGATE FOR ROAD PATCHING	2,805.00
EFT111589	24/02/2011	JANET TAKARANGI	REIMBURSE RELOCATION COSTS	198.00
EFT111590	24/02/2011	JENNIFER NINYETTE	ELECTRICITY SUBSIDY 27/11/10 28/01/11	171.82
EFT111591	24/02/2011	JOHN MCCOURT	REIMBURSEMENT OF FUEL	184.74
EFT111592	24/02/2011	KATE LYNCH	REIMBURSEMENT OF STUDY COST	695.00
EFT111593	24/02/2011	KIMBERLEY MARKETING	ITEMS FOR VENDING MACHINE - KUNUNURRA AIRPORT.	1,384.42
EFT111594	24/02/2011	KIMBERLEY STEEL	SHED FOR WASTE MANAGEMENT FACILITY KNX LANDFILL SITE	45,760.00
EFT111595	24/02/2011	KIMBERLEY TREE SERVICES PTY LTD	UNDER PRUNE TREES, REMOVE DEADWOOD WHITE GUM PARK	2,655.00
EFT111596	24/02/2011	KIMBERLEY WASTE SERVICES	EMPTY SKIPS, WASTE REMOVAL DECEMBER 2010 / JANUARY 2011	10,202.00
EFT111597	24/02/2011	KUNUNURRA BETTA ELECTRICAL & GAS	FURNITURE & CONTENTS – STAFF HOUSING	4,436.89
EFT111598	24/02/2011	KUNUNURRA COUNTRY CLUB RESORT	ROOM, CATERING- LEMAC, ACCOM. FOR RECRUITMENT 27-28/01/11	545.20
EFT111599	24/02/2011	KUNUNURRA HOME & GARDEN	STAR PICKETS WEABER PLAIN FLOOD MITIGATION	239.41
EFT111600	24/02/2011	KUNUNURRA MEDICAL	D.A.M.P. TEST - KUNUNURRA AIRPORT	55.00
EFT111601	24/02/2011	KIMBERLEY HYDRAULICS	REPAIR HYDRAULIC HOSE P469	527.52
EFT111602	24/02/2011	L.G.R.C.E.U	PAYROLL DEDUCTIONS	17.40
EFT111603	24/02/2011	LW PROPERTY CARE	CLEANING SWIM BEACH 29/11/10 - 28/01/11	1,188.00
EFT111604	24/02/2011	MERCURE INN BROOME	ACCOMMODATION - KIMBERLEY ZONE 3/02/11 - 5/02/11	291.00
EFT111605	24/02/2011	MARTELL ROAD MAINTENANCE	PATCHING – VARIOUS KUNUNURRA ROADS	16,189.80
EFT111606	24/02/2011	METALAND KUNUNURRA	NUTS, BOLTS, SPRING WASHERS AND FLAT BAR P377	20.46
EFT111607	24/02/2011	NICK KEARNS	ACCOMM. FOR STAFF & WATER SUBSIDIARY 2/8/10 - 3/12/10	1,723.40
EFT111608	24/02/2011	OFFICE NATIONAL KUNUNURRA	A4 PAPER	1,481.17
EFT111609	24/02/2011	OLD, GILL	ELECTRICITY SUBSIDY 2/10/10 1/12/10	488.20
EFT111610	24/02/2011	ORD RIVER ELECTRICS	REPAIR - KUNUNURRA SWIMMING COMPLEX	115.50

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT111611	24/02/2011	OLLIE'S IRRIGATIONS & PLUMBING SUPPLIES	PVC CAPS RETICULATION MAINTENANCE KUNUNURRA	42.99
EFT111612	24/02/2011	PEERLESS JAL PTY LTD	TOILET ROLLS, HAND TOWEL, HAND CLEANERS & VARIOUS ITEMS	189.20
EFT111613	24/02/2011	QUICK CORPORATE AUSTRALIA	LAMINATOR, LABELLER AND OFFICE STATIONERY	1,180.29
EFT111614	24/02/2011	RICK SPRY	ELECTRICITY SUBSIDY 26/11/10 27/1/11	358.80
EFT111615	24/02/2011	SEARLES MECHANICAL REPAIRS	TRAILER PLUG P483	25.00
EFT111616	24/02/2011	SHIRE OF WYNDHAM EAST KIMBERLEY	PAYROLL DEDUCTIONS	70.00
EFT111617	24/02/2011	SNOWBALL, MIKE	REIMBURSEMENT OF FUEL COSTS	263.12
EFT111618	24/02/2011	SITE WARE DIRECT	WATER JUGS, EARPLUGS, SUN HATS, SUNSCREENS, LINEMARK. PAINT	1,469.16
EFT111619	24/02/2011	SUE GAFFNEY	REIMBURSE KEY CUTTING, CONTAINERS, TORCH, BROOM KYC	269.51
EFT111620	24/02/2011	TAFE WA CENTRAL	CERT IV IN FITNESS COURSE	760.00
EFT111621	24/02/2011	TELFORD INDUSTRIES	PALIN TEST CELLS, TEST CHLORINE, ALGAE CLEAR	324.72
EFT111622	24/02/2011	THE KIMBERLEY GRANDE	ROOM HIRE, REFRESHMENT - SPORTS PRECINCT PLANNING - 02/16/11	550.00
EFT111623	24/02/2011	TNT AUSTRALIA PTY LIMITED	FREIGHT CHARGES	86.35
EFT111624	24/02/2011	TOTAL SAFETY & FIRE SOLUTIONS	SIGNAGE WHITEGUM PARK	58.20
EFT111625	24/02/2011	TUCKERBOX/RETRAVISION	VARIOUS CONSUM. & CATERING AUT. DAY, OVEN BOOBIALLA WAY	2,696.80
EFT111626	24/02/2011	WA LOCAL GOVERNMENT SUPER.	SUPERANNUATION CONTRIBUTIONS	22,711.71
EFT111627	24/02/2011	WESTRAC EQUIPMENT PTY LTD	SERVICE & HYDRAULIC REPAIRS P350	1,380.58
EFT111628	24/02/2011	WYNDHAM SUPERMARKET	BREAKFAST THANK A VOLUNTEER WYN & VARIOUS FOOD ITEMS	406.18
EFT111629	24/02/2011	WYNDHAM TOWN HOTEL	ACCOMODATION 02/12/10 - 20/12/10	2,880.00
<b>TOTAL MUNI EFT PAYMENTS</b>				<b>1,017,835.64</b>

<b>CHQ</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
40109	10/02/2011	AUST ETHICAL INVESTMENT & SUPER	SUPERANNUATION CONTRIBUTIONS	127.19
40110	10/02/2011	AXA AUSTRALIA	SUPERANNUATION CONTRIBUTIONS	199.97
40111	10/02/2011	AUSTRALIAN ENTERPRISE SUPER	SUPERANNUATION CONTRIBUTIONS	282.19
40112	10/02/2011	AUTOTRANS EXPRESS (AUST) PTY LTD	FREIGHT MOTOR VEHICLE -STAFF RELOCATION EXPENSES	1,788.80
40113	10/02/2011	BT LIFETIME PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	46.86
40114	10/02/2011	CASH PLEASE PAY CASH	CASH FLOAT FOR DISCO	200.00

CHQ	DATE	NAME	DESCRIPTION	AMOUNT
40115	10/02/2011	CBUS	SUPERANNUATION CONTRIBUTIONS	182.39
40116	10/02/2011	COLONIAL PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	462.75
40117	10/02/2011	CITY OF BAYSWATER	DAMAGED / LOST LIBRARY ITEMS	5.72
40118	10/02/2011	FIRST STATE SUPER	SUPERANNUATION CONTRIBUTIONS	216.71
40119	10/02/2011	HORIZON POWER	VARIOUS ELECTRICITY CHARGES	27,837.97
40120	10/02/2011	HESTER SUPER GROUP PTY LTD	SUPERANNUATION CONTRIBUTIONS	157.49
40121	10/02/2011	HOSTPLUS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	158.36
40122	10/02/2011	LG SUPER	SUPERANNUATION CONTRIBUTIONS	344.52
40123	10/02/2011	LOCAL SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	621.40
40124	10/02/2011	MAGSHOP	ANNUAL SUBSCRIPTION TO HOUSE & GARDEN	69.95
40125	10/02/2011	MLC NOMINEES PTY LTD	SUPERANNUATION CONTRIBUTIONS	582.66
40126	10/02/2011	MANDURAH LIBRARIES	LOST LIBRARY ITEMS REPLACEMENT COST	30.80
40127	10/02/2011	OUTBACK MAGAZINE	ANNUAL SUBSCRIPTION TO OUTBACK MAGAZINE	49.00
40128	10/02/2011	PLUM SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	1,599.37
40129	10/02/2011	REST SUPER	SUPERANNUATION CONTRIBUTIONS	676.36
40130	10/02/2011	STATEWIDE SUPERANNUATION TRUST	SUPERANNUATION CONTRIBUTIONS	174.97
40131	10/02/2011	SUNSUPER	SUPERANNUATION CONTRIBUTIONS	195.06
40132	10/02/2011	TELSTRA	LANDLINE PHONE CHARGES DECEMBER 2010	5,416.15
40133	10/02/2011	TASPLAN	SUPERANNUATION CONTRIBUTIONS	171.71
40134	10/02/2011	THE TRUSTEE FOR HEADING SUPER FUND	SUPERANNUATION CONTRIBUTIONS	340.14
40135	10/02/2011	VISION SUPER	SUPERANNUATION CONTRIBUTIONS	1,018.42
40136	10/02/2011	WESTSCHEME	SUPERANNUATION CONTRIBUTIONS	191.41
40137	17/02/2011	CASH PETTY CASH KNX OFFICE	PETTY CASH REIMBURSEMENT KNX OFFICE	163.55
40138	17/02/2011	COCACOLA AMATIL	DRINKS AIRPORT VENDING MACHINES KUNUNURRA AIRPORT	1,097.45
40139	17/02/2011	HORIZON POWER	VARIOUS ELECTRICITY CHARGES	14,902.23
40140	17/02/2011	MARITIME CONSTRUCTIONS PTY LTD	PROGRESS PAYMENT T19 09/10 WYN COMMUNITY JETTY	545,321.80
40141	17/02/2011	ORION SOLAR PTY LTD	SOLAR TILE LIGHTS WHITE & GREEN WHITEGUM PARK	2,316.00
40142	17/02/2011	TELSTRA	MOBILE PHONE CHARGES JANUARY 2011	2,490.72
40143	17/02/2011	TEX GUN SUPPLIES	BIRDFRITE FOR RUNWAY SAFETY KUNUNURRA AIRPORT	977.50

CHQ	DATE	NAME	DESCRIPTION	AMOUNT
40144	17/02/2011	VERMEER	KNIFE CUTTER BLADES, BALL HITCH P356	863.82
40145	17/02/2011	WALKABOUT SOUVENIRS	BOOKS FOR AUSTRALIAN CITIZENSHIP CEREMONIES 26/01/2011	263.85
40146	17/02/2011	WATER CORPORATION	SEWERAGE CONNECTION WYNDHAM PICTURE GARDENS	348.30
40147	24/02/2011	AUST ETHICAL INVESTMENT & SUPER	SUPERANNUATION CONTRIBUTIONS	120.00
40148	24/02/2011	AXA AUSTRALIA	SUPERANNUATION CONTRIBUTIONS	201.05
40149	24/02/2011	AUSTRALIAN ENTERPRISE SUPER	SUPERANNUATION CONTRIBUTIONS	157.70
40150	24/02/2011	BT LIFETIME PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	73.87
40151	24/02/2011	CBUS	SUPERANNUATION CONTRIBUTIONS	1,564.65
40152	24/02/2011	COLONIAL PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	462.75
40153	24/02/2011	FIRST STATE SUPER	SUPERANNUATION CONTRIBUTIONS	216.71
40154	24/02/2011	HORIZON POWER	VARIOUS ELECTRICITY CHARGES	12,468.98
40155	24/02/2011	HESTER SUPER GROUP PTY LTD	SUPERANNUATION CONTRIBUTIONS	157.93
40156	24/02/2011	HOSTPLUS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	159.66
40157	24/02/2011	LG SUPER	SUPERANNUATION CONTRIBUTIONS	344.52
40158	24/02/2011	LOCAL SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	621.40
40159	24/02/2011	MLC NOMINEES PTY LTD	SUPERANNUATION CONTRIBUTIONS	605.47
40160	24/02/2011	RECRUITMENT SUPER	SUPERANNUATION CONTRIBUTIONS	130.70
40161	24/02/2011	REST SUPER	SUPERANNUATION CONTRIBUTIONS	678.68
40162	24/02/2011	STATEWIDE SUPERANNUATION TRUST	SUPERANNUATION CONTRIBUTIONS	176.97
40163	24/02/2011	SUNSUPER	SUPERANNUATION CONTRIBUTIONS	195.06
40164	24/02/2011	TELSTRA	LANDLINE CHARGES FOR THE MONTH JANUARY 2011	4,094.02
40165	24/02/2011	TASPLAN	SUPERANNUATION CONTRIBUTIONS	171.71
40166	24/02/2011	THE TRUSTEE FOR HEADING SUPER FUND	SUPERANNUATION CONTRIBUTIONS	340.14
40167	24/02/2011	VISION SUPER	SUPERANNUATION CONTRIBUTIONS	1,018.42
40168	24/02/2011	WESTSCHEME	SUPERANNUATION CONTRIBUTIONS	191.41
40169	01/03/2011	MARK MOODY	REIMBURSE RELOCATION EXPENSES	713.38
<b>TOTAL MUNI CHEQUE PAYMENTS</b>				<b>636,758.72</b>

CHQ	DATE	NAME	DESCRIPTION	AMOUNT
121	09/02/2011	FIONA HAMILTON	HOUSING BOND REFUND 17B BOOBIALLA WAY	205.00
122	09/02/2011	KATE LYNCH	HOUSING BOND REFUND 17B BOOBIALLA WAY	205.00
123	09/02/2011	KIMBERLEY METALS GROUP PTY LTD	BOND REFUND - HALL HIRE	1,000.00
124	09/02/2011	MAGLION ENTERPRISES	BOND REFUND FOOTPATH	370.00
125	11/02/2011	WILLIAM GALLAGHER	BOND REFUND – HALL HIRE	1,000.00
126	22/02/2011	COLIN WILKINSON DEV. PTY LTD	BOND REFUND FOOTPATH	250.00
127	22/02/2011	DEPART FOR PLAN & INFRAST	SPECIAL SERIES SWEK PLATES	300.00
128	22/02/2011	LUBOR HON	BOND REFUND 57C RIVERFIG AVE, KUNUNURRA	1,000.00
130	22/02/2011	SIMON GRAY	BOND REFUND FOOTPATH	350.00
<b>TOTAL TRUST CHEQUE PAYMENTS</b>				<b>4,680.00</b>

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
500056	15/12/2010	TRUST DPI CLEARING	TRANSPORT CLEARING 09/12/10	11,112.25
500057	30/12/2010	TRUST DPI CLEARING	TRANSPORT CLEARING 23/12/10	5,712.90
500058	15/01/2011	TRUST DPI CLEARING	TRANSPORT CLEARING 13/01/11	3,975.10
500059	31/01/2011	TRUST DPI CLEARING	TRANSPORT CLEARING 20/01/11	10,073.25
500060	11/02/2011	TRUST DPI CLEARING	TRANSPORT CLEARING 04/02/11	9,898.20
500061	16/02/2011	TRUST DPI CLEARING	TRANSPORT CLEARING 15/02/11	2,412.35
<b>TOTAL TRUST EFT PAYMENTS</b>				<b>43,184.05</b>

DATE	NAME	DESCRIPTION	AMOUNT
9/02/2011	PAYROLL	PAYROLL	193,012.57
16/02/2011	PAYROLL	PAYROLL	2,196.74
23/02/2011	PAYROLL	PAYROLL	187,829.96
<b>TOTAL PAYROLL PAYMENTS</b>			<b>383,039.27</b>

<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
21/02/2011	DIRECT DEBIT	LEASE COSTS 2/1 PLUM COURT KUNUNURRA	2,296.67
1/02/2011	DIRECT DEBIT	LEASE COSTS 1 KOOJARRA STREET WYNDHAM	1,191.67
4/02/2011	DIRECT DEBIT	LEASE COSTS 11 KWINANA STREET WYNDHAM	1,235.00
4/02/2011	DIRECT DEBIT	FEES BPAY	106.63
15/02/2011	DIRECT DEBIT	FEES BPOINT	29.01
25/02/2011	DIRECT DEBIT	VEHICLE LEASE SG FLEET AUSTRAL	1,129.35
21/02/2011	DIRECT DEBIT	MASTERCARD PAYMENT	11,861.08
25/02/2011	DIRECT DEBIT	LEASE COSTS 12/33 KONKERBERRY DRIVE KUNUNURRA	2,166.67
25/02/2011	DIRECT DEBIT	VEHICLE LEASE NOVATED LEASE	1,270.46
2/02/2011	DIRECT DEBIT	VISA PAYMENT	836.09
7/02/2011	DIRECT DEBIT	WESTNET P/L INTERNET	1,049.29
FEB11	DIRECT DEBIT	LEASE COSTS 19B BOOBIALLA WAY KUNUNURRA	1,540.00
FEB11	DIRECT DEBIT	LEASE COSTS 9B PLUM COURT KUNUNURRA	2,680.60
FEB11	DIRECT DEBIT	BANK FEES	779.70
<b>TOTAL DIRECT DEBIT PAYMENTS</b>			<b>28,172.22</b>

## 12.3 INFRASTRUCTURE SERVICES

### 12.3.1 Proposed Nomination of Acting Chief Bush Fire Officer

<b>DATE:</b>	15 March 2011
<b>PROPONENT:</b>	Shire of Wyndham East Kimberley
<b>LOCATION:</b>	Shire of Wyndham East Kimberley
<b>AUTHOR:</b>	Meagan Le Riche, Infrastructure Support Officer
<b>REPORTING OFFICER:</b>	Nick Kearns, Director Development Services
<b>FILE NO:</b>	ES.01.1

#### **PURPOSE**

For Council to endorse the appointment of Mark Crumblin, Senior Ranger, as Acting Chief Bush Fire Control Officer.

#### **BACKGROUND**

Gary King, Chief Bush Fire Officer for the Shire of Wyndham East Kimberley is currently on sick leave and is due to return to work on 17 May 2011.

Previously Mark Crumblin, Senior Ranger has fulfilled the role of Acting Chief Bush Fire Control Officer in Gary King's absence.

#### **STRATEGIC IMPLICATIONS**

*Key Result Area 5 - Governance*

*Effective Emergency Management strategies and partnerships*

#### **STATUTORY IMPLICATIONS**

*Under Section 38 (2) (c) of the Bush Fires Act 1954*

*"The local government shall fill any vacancy in the office of Chief Bush Fire Control Officer or Deputy Chief Fire Control Officer within one month after the vacancy occurs and if the local government fails or neglects to do so within that time, the Authority may by notice in writing require the local government to appoint a person to the vacant office within one month after service on it of such notice."*

#### **FINANCIAL IMPLICATIONS**

*Section (2)(a) of the Bush Fires Act 1954 requires that the appointment of a Chief Bush Fire be advertised in a newspaper circulating in the District. It is estimated that the cost involved in the placement of an advertisement in the local papers, the 'Kimberley Echo' and the 'Bastion' will be approximately \$300.00.*

#### **POLICY IMPLICATIONS**

There are no policy implications in relation to this item.

### **COMMUNITY CONSULTATION**

The appointment will be published in the Kimberley Echo and the Bastion newspapers in line with the *Bush Fires Act 1954*.

The four local bush fire brigades and FESA have been notified of the proposed appointment and to date have stated no objections

### **COMMENT**

The appointment of the Acting Chief Bush Fire Control Officer is necessary to fulfil the role which is currently vacant and is in line with the *Bush Fires Act 1954*. The appointment, furthermore, has the endorsement of the local bush fire brigades and FESA.

### **ATTACHMENTS**

Nil

### **VOTING REQUIREMENT**

Simple Majority

### **OFFICER'S RECOMMENDATION**

That Council appoint Mark Crumblin, Senior Ranger, as the Acting Chief Bush Fire Control Officer.

#### **COUNCIL DECISION**

**Minute No: 9414**

**Moved: Cr K Wright**

**Seconded: Cr J Parker**

**That Council appoint Mark Crumblin, Senior Ranger, as the Acting chief Bush Fire Control Officer**

**CARRIED UNANIMOUSLY: (7/0)**

## 12.4 DEVELOPMENT SERVICES

### 12.4.1 Draft Council Policy: CP/HTH-3761 Licensing Of Overflow Sites In Caravan Parks And Camping Grounds

<b>DATE:</b>	15 March 2011
<b>PROPONENT:</b>	SWEK
<b>LOCATION:</b>	Shire of Wyndham East Kimberley
<b>AUTHOR:</b>	Kelly Cripps, Senior Environmental Health Officer
<b>REPORTING OFFICER:</b>	Nick Kearns, Director Development Services
<b>FILE NO:</b>	CM.11.2
<b>ASSESSMENT NO:</b>	N/A

#### **PURPOSE**

For Council to consider changes to the Draft Council Policy CP/HTH-3761 - Licensing of Overflow Sites in Caravan Parks and Camping Grounds.

#### **BACKGROUND**

At its Ordinary Meeting on 20 April 2010 (Item 12.4.7), Council considered a draft policy to provide clarity on the licensing of overflow sites within caravan parks and camping grounds licensed by the Shire.

The following motion was passed by Council at the meeting:-

<b><u>COUNCIL DECISION</u></b>
<b><i>Minute No: 9101</i></b>
<b><i>Moved: Cr J Parker</i></b>
<b><i>Seconded: Cr K Wright</i></b>
<b><i>That Council resolve to adopt the draft Local Health Policy 2 - Licensing of Overflow Sites in Caravan Parks and Camping Grounds as shown in Attachment 2, and proceed to advertise to this effect in the local newspaper at least once per week for two consecutive weeks requesting for any submissions to be lodged within a period of not less than 21 days.</i></b>
<b><i>CARRIED UNANIMOUSLY: (7/0)</i></b>

The policy that Council agreed to advertise did not allow overflow sites to be approved in licensed caravan parks and camping grounds. A copy of the original policy is provided at Attachment 1.

A number of factors were taken into consideration when developing the original policy in:

- The regulations do not specify that there is a lower level of amenity for overflow sites.
- There is difficulty in monitoring and regulating the use of overflow sites.
- Caravan Parks have previously been caught flouting the regulations and ignoring their license capacity.

A number of objections to the policy were received during the advertising period. A summary of submissions is provided at Attachment 2.

The removal of overflow and enforcement of maximum sites within existing caravan parks significantly reduced the number of licensed sites available in 2010. The Shire considered a temporary camp ground in the peak tourist season to try and alleviate the shortfall, however the cost and logistics to offer this service has far outweighed any benefit.

This policy gives licensed Caravan Parks and Camping Grounds an option to offer an additional 10 sites for the busiest two months of the year without upgrading their facilities. It is reasonable to expect that existing facilities should be able to cope with a small increase in patrons over a short period of time without posing any health risk. If each park in Kununurra was to have 10 overflow sites it would increase the number of sites available during the peak season by 50 sites. This is more than could have been provided at the Kununurra Race Grounds.

It is seen as a better option to provide a small number of overflow sites within existing caravan parks, where there are appropriate facilities, rather than try to create a temporary park with limited resources.

The Kununurra Visitors Centre has advised that they experienced some shortages of sites from the end of June until the middle of July in 2010. For this reason, the policy confines overflow sites to 1 June - 31 July each year. This restriction will assist in monitoring and enforcement.

There are also minimum standards applied to overflow sites which are similar to those provided for temporary camp grounds and transit parks. This is seen as fair and consistent.

### **STRATEGIC IMPLICATIONS**

There are no strategic implications related to this item.

### **STATUTORY IMPLICATIONS**

Local Government is empowered under the *Caravan Parks and Camping Grounds Regulations 1997* to license overflow sites for a period of time and in accordance with relevant conditions.

#### *Caravan Parks and Camping Grounds Regulations 1997*

##### 20. Use of overflow area

*The licence holder of a facility is to ensure that an overflow area of the facility is used only -*

- (a) *With the approval of local government;*
  - (b) *For the period of time specified in that approval; and*
  - (c) *In accordance with any conditions specified in that approval.*
- Penalty \$2000.

### **POLICY IMPLICATIONS**

This policy will provide clarity on Council's expectations for licensing of overflow sites. A copy of Policy CPTH-3761 is provided at Attachment 3.

### **FINANCIAL IMPLICATIONS**

The following annual fees are determined by the *Caravan Parks and Camping Grounds Regulations 1997*. They are charged by the Shire at the commencement of each financial year.

- Long and short stay sites \$6/annum  
*Long Stay Site: means a site at a caravan park which is to be occupied consecutively by the one person or group of persons for any period of time.*  
*Short Stay Site: means a site at a caravan park which is to be occupied consecutively by the one person or one group of persons, for no longer than 3 consecutive months.*
- Camp sites \$3/annum  
*Includes to camp in a vehicle but not caravans.*
- Overflow sites \$1.50/annum  
*May only be used with the approval of the local government, for a period of time specified in that approval, and in accordance with any conditions placed on that approval*

Should the policy be adopted and caravan parks are allowed to operate overflow sites, additional income from fees and charges will be not more than \$150/annum.

### **COMMUNITY CONSULTATION**

Previously the policy was advertised for 21 days to give the community the opportunity to comment. There were no submissions received by general members of the community.

In addition to advertising all park operators were sent copies of the policy along with submission forms.

All submissions received were from existing licensed caravan park and camping ground operators, therefore it is recommended that the revised policy be provided to them in a similar way. Their input is important to ensure a fair and relevant policy.

### **COMMENT**

The situation throughout the Kimberley is unique in that we experience a dramatic influx of people for a relatively short period of time. In addition to this there are vast distances

between towns and other camping facilities so it is unreasonable to expect travellers to find sites elsewhere.

The changes to the draft policy aim to make the licensing of overflow sites in existing caravan parks fair and equitable without reducing the amenity of these facilities.

### **ATTACHMENTS**

Attachment 1 – Original Policy CP/HTH-3761 considered by Council in on 20 April 2010

Attachment 2 – Summary of comment submissions

Attachment 3 – Revised Policy CP/HTH-3761

### **VOTING REQUIREMENT**

Simple majority

### **OFFICER'S RECOMMENDATION**

That Council resolve to adopt the draft Council Policy CP/HTH-3761 - Licensing of Overflow Sites in Caravan Parks and Camping Grounds as shown in Attachment 3, and proceed to notify all licensed caravan park and camping ground licensees, requesting any submissions be lodged within 21 days.

#### **COUNCIL DECISION**

**Minute No: 9415**

**Moved: Cr J Moulden**

**Seconded: Cr J Parker**

**That Council resolve to adopt the draft Council Policy CP/HTH-3761 - Licensing of Overflow Sites in Caravan Parks and Camping Grounds as shown in Attachment 3, and proceed to notify all licensed caravan park and camping ground licensees, requesting any submissions be lodged within 21 days.**

**CARRIED UNANIMOUSLY: (7/0)**

**ATTACHMENT 1 - Original Policy CP/HTH-3761 considered by Council in on 20 April 2010**



**Shire of Wyndham East Kimberley  
Council Policy Number: CP/HTH-3761  
Licensing of Overflow Sites in  
Caravan Parks and Camping Grounds**

**OBJECTIVE:**

- To provide guidance to staff, Councillors and caravan park operators on the licensing of overflow camp sites within Licensed Caravan Park and Camping Grounds.

**POLICY:**

**Scope & Limitations**

This policy applies to all licensed caravan parks and camping grounds within the Shire of Wyndham East Kimberley.

The *Caravan Parks and Camping Grounds Regulations 1997* define the following;

- 'Long Stay Site' means a site at a caravan park which is to be occupied consecutively by the one person or group of persons for any period of time
- 'Short Stay Site' means a site at a caravan park which is to be occupied consecutively by the one person or one group of persons, for no longer than 3 consecutive months
- 'Camp Site' includes to camp in a vehicle but not caravans.
- 'Overflow Site' may only be used with the approval of the local government, for a period of time specified in that approval, and in accordance with any conditions placed on that approval

**Background**

The *Caravan Park and Camping Grounds Regulations 1997* give discretion to Local Government on the licensing of overflow sites. Section 20 of the regulations state;

- "The license holder of a facility is to ensure that an overflow area is used only;*
- (i) With the approval of the local government;*
  - (ii) For the period of time specified in that approval; and*
  - (iii) In accordance with any conditions specified in that approval."*

There is no reduction in the level of amenity and service provided to overflow sites, allowing them to be occupied 12 months of the year. In addition, the lower differential between peak and off season travellers also reduces the need for designated overflow areas within caravan parks and camping grounds.

**Guiding Statement**

The Shire of Wyndham East Kimberley will not specify or approve an overflow area within a caravan park or camping ground licence.

**Outcomes**

The policy is clear in its intent of providing guidance on the licensing of overflow sites within Caravan Parks and Camping Grounds. It provides staff and park operators with an understanding of why overflow sites will not be approved within these facilities.

**GOVERNANCE REFERENCES**

<b>Statutory Compliance</b>	<i>Caravan Parks and Camping Grounds Act 1995 Caravan Parks and Camping Grounds Regulations 1997</i>
<b>Industry Compliance</b>	
<b>Organisational Compliance</b>	Delegations Manual
<b>Process Links</b>	

**POLICY ADMINISTRATION**

<b>Directorate</b>		<b>Officer Title</b>		<b>Contact:</b>	
Development Services		Environmental Health Officer		Ext: 118	
<b>Date Effective</b>	TBA				
<b>Date Adopted</b>	TBA	<b>Last Reviewed</b>	N/A		
<b>Risk Rating</b>	Low	<b>Review Cycle</b>	Tri-Annual	<b>Next Due</b>	TBA

POLICY CONSIDERED AT 2010

## ATTACHMENT 2 - Summary of Comment Submissions

### SUMMARY OF COMMENT SUBMISSIONS

SUBMITTER	RESPONSE	SUMMARY OF CONTENT	STAFF RESPONSE AND COMMENT
Kununurra Lakeside Resort Discovery Holiday Park Ivanhoe Village Resort Hidden Valley Caravan Park Lake Argyle Village	Disagree	<ol style="list-style-type: none"> <li>1. We object to any alteration to the Caravan and Camping Regulation 1997 being amended to delete the overflow provision as defined in this document.</li> <li>2. Council has not recognised the existing potential of overflow capacity within existing parks</li> <li>3. That all existing and future caravan parks, farm stay, eco parks, camping areas etc comply with Caravan and Camping Regulation 1997.</li> <li>4. Any outstanding issues over leases be dealt with to recognise c/p facilities. Overflow capacity etc</li> <li>5. Deal with existing parks (showgrounds) vacating their park at the peak of the season overloading existing tourist sites.</li> </ol>	<ol style="list-style-type: none"> <li>1. Council does not have the power to amend the Caravan Park and Camping Ground Regulations 1997. The purpose of the policy is to provide guidance on the conditions for licensing overflow sites.</li> <li>2. The review of the initial draft takes into account the ability of exiting parks to offer equal or better service to overflow campers than other temporary options put forward to date.</li> <li>3. All licensed Caravan Parks and Camping Grounds are inspected annually (minimum) to determine compliance with the regulations. Officers are working with all proprietors to ensure compliance.</li> <li>4. Lease issues are not related to this policy, however Shire staff will continue to work closely with Caravan Parks that abut the foreshore reserve or hold leases over it.</li> <li>5. Council considered an item relating to the licensing of the Kununurra Agricultural Society at it ordinary meeting on 10 December 2010. Staff will work with the Agricultural Society to meet Council's requirements.</li> </ol>
Susan Bradley, Ellenbrae Station	Disagree	<p>Please be aware that Ellenbrae only offers camping between May and October.</p> <p>It does not advertise and if we are required to upgrade or spend on capital works we shall close down to the travelling public.</p> <p>We really only take what would be described as the illegal campers all along the Gibb River Road.</p>	<p>Ellenbrae complies with requirements of the nature based camp grounds facilities.</p> <p>The overflow policy is unlikely to impact on Ellenbrae.</p>
Ivanhoe Village Caravan Resort	Disagree	See above	See above
Drysdale River Station	Support/Indifferent		

## ATTACHMENT 3 - Revised Policy CP/HTH-3761



### *Shire of Wyndham East Kimberley* Council Policy Number: CP/HTH-3761 Licensing of Overflow Sites in Caravan Parks and Camping Grounds

#### **OBJECTIVE:**

To provide guidance to staff, Councillors and caravan park operators on the licensing of overflow camp sites within Caravan Park and Camping Grounds.

#### **POLICY:**

##### Scope & Limitations

This policy applies to all licensed caravan parks and camping grounds within the Shire of Wyndham East Kimberley.

The *Caravan Parks and Camping Grounds Regulations 1997* define the following;

- 'Long Stay Site' means a site at a caravan park which is to be occupied consecutively by the one person or group of persons for any period of time
- 'Short Stay Site' means a site at a caravan park which is to be occupied consecutively by the one person or one group of persons, for no longer than 3 consecutive months
- 'Camp Site' includes to camp in a vehicle but not caravans.
- 'Overflow Site' may only be used with the approval of the local government, for a period of time specified in that approval, and in accordance with any conditions placed on that approval

##### Background

The *Caravan Park and Camping Grounds Regulations 1997* give discretion to Local Government on the licensing of overflow sites. Section 20 of the regulations state;

- "The license holder of a facility is to ensure that an overflow area is used only;*
- (i) With the approval of the local government;*
  - (ii) For the period of time specified in that approval; and*
  - (iii) In accordance with any conditions specified in that approval."*

Whilst the regulations do not specify a reduction in the level of amenity to overflow sites, they will only be permitted for two months during the peak tourist season. It is therefore reasonable to expect minimum standards similar to those required by temporary parks approved under policy CP/HTH-3762 Licensing of Temporary Camp Grounds.

##### Guiding Statement

1. Overflow sites may be approved within licensed Caravan Park and Camping Grounds.
2. Caravan Parks and Camping Grounds must apply for overflow sites each year as part of the annual license renewal process.
3. NEED

3.1 Overflow sites are approved only to alleviate the pressures of peak tourist season when there is an influx of caravanners and campers. They may only be operated for two months, between 1 June and 31 July, each year.

3.2 A maximum of five nights stay will apply unless otherwise approved by the Shire of Wyndham East Kimberley. These nights do not have to be consecutive.

3.2 Parks that wish to operate overflow sites outside of these dates must include justification (why is it needed, who are the main users) and impact on existing caravan park and camping ground establishments within a 50km radius.

#### 4. AMENITY

The Shire accepts lower levels of amenity than those which could be typically expected within a permanent holiday or caravan park. However, all applications should as a minimum accord with standards prescribed in this policy and any other environment, health and building legislation.

#### 5. FEES

Fees for operating overflow sites are determined in 'Schedule 3 - Fees' of the *Caravan Park and Camping Grounds Regulations 1997*.

#### 6. MINIMUM REQUIREMENTS

Overflow sites must meet requirements of the Caravan Park and Camping Ground Regulations 1997, however the following minimum standards may be accepted:

##### 6.1 ABLUTIONS

Ten (10) overflow sites may be approved within a licensed caravan park and camping ground without any adjustment to the numbers of ablutions.

If more than 10 overflow sites are being licensed they should be provided with the following additional ablutions:

Sites	Toilets		Showers (each sex)	Hand basins (each sex)
	Male	Female		
11-20	1	1	1	1
21-30	2	2	2	2
31-40	3	3	3	3
41-50	4	4	4	4

There is to be at least one toilet and one shower within 90m of each overflow site.

It is the responsibility of the facility licence holder to ensure that ablutions are maintained in a clean and suitable manner.

##### 6.2 WATER

There must be a potable water supply within 90m of every overflow site.

##### 6.3 LIGHTING

The overflow area is to be lit at night so that occupants have sufficient visibility to go to and return from the nearest ablution block, and the nearest building containing a toilet, in safety.

#### 6.4 ELECTRICITY

Overflow sites do not need to be provided with power.

Generators to 2kva are permitted between the hours of 7am and 9.30pm on overflow sites.

#### 6.5 RUBBISH

Bins shall be located within 30m of every site and emptied as necessary, but at least once a week.

Rubbish bins are to be sealed to prevent infestation from insects and vermin.

#### 6.6 FIRE FIGHTING EQUIPMENT

Where a facility's water supply is not adequate to operate fire hoses effectively, the facility may have;

- i) fire extinguishers accessible at all times within 90m of every site; or
- ii) a portable fire fighting unit with a minimum capacity of 1000L, which must be full and easily accessible at all times. The operational capacity of a fire fighter unit shall be demonstrated upon request by the Shire's Fire Control Officer or a FESA representative.

#### 6.7 SETBACKS

Camp area shall be clearly defined and marked so it is clear to users where they shall and shall not camp.

There shall be no more than ten people permitted to camp on a site at any one time

A maximum of one caravan, bus, campervan or tent is permitted per site.

A minimum of 3m is required between caravans, buses, campervans and tents on different sites.

Caravans, buses, campervan and tents must be set back at least 5m from the road.

Patrons are not permitted to conduct commercial or profit making business activities from an overflow site.

#### 7. LICENCE

Overflow sites will only be approved once an Environmental Health Officer has inspected the site and determined that they meet minimum standards.

#### Outcomes

The policy is clear in its intent of providing guidance on the licensing of overflow sites within Caravan Parks and Camping Grounds. It provides staff and park operators with an understanding of minimum standards required for the licensing of overflow sites.

#### GOVERNANCE REFERENCES

<b>Statutory Compliance</b>	<i>Caravan Parks and Camping Grounds Act 1995</i>
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	<i>Caravan Parks and Camping Grounds Regulations 1997</i>
<b>Industry Compliance</b>	
<b>Organisational Compliance</b>	Delegations Manual
<b>Process Links</b>	

**POLICY ADMINISTRATION**

<b>Directorate</b>		<b>Officer Title</b>		<b>Contact:</b>	
Development Services		Environmental Health Officer		Ext: 175	
<b>Date Effective</b>	TBA	<b>Last Reviewed</b>		N/A	
<b>Date Adopted</b>	TBA	<b>Review Cycle</b>	Tri-Annual	<b>Next Due</b>	TBA
<b>Risk Rating</b>	Low				

REVISED DRAFT POLICY

## 12.4.2 Proposed Transient Accommodation – Lot 103 Salacca Loop Kununurra

<b>DATE:</b>	15 March 2011
<b>PROPONENT:</b>	Whelans Pty Ltd.
<b>LOCATION:</b>	Lot 103 Salacca Loop, Kununurra
<b>AUTHOR:</b>	Jennifer Ninyette, Planning Officer
<b>REPORTING OFFICER:</b>	Nick Kearns, Director Development Services
<b>FILE NO:</b>	A7095P
<b>ASSESSMENT NO:</b>	A7095

### **PURPOSE**

For Council to consider an application for planning approval for transient accommodation units at Lot 103 Salacca Loop, Kununurra.

### **BACKGROUND**

The Shire has received a development application from Whelans, on behalf of the owners of Lot 103 Salacca Loop, Kununurra. The proposal involves the construction of two transportable accommodation units, each consisting of a kitchen, bedroom and ensuite, to be located at the rear of the property as part of a staged light industry development.

A 577m<sup>2</sup> workshop/storage shed has recently been approved to be constructed on the land to allow for the storage and maintenance of drilling rigs and associated equipment, and the front of the property is intended to be developed at a later stage for an office and caretakers' residence, which can approved under delegated authority once the plans have been submitted.

The applicant states that this development is to provide transient accommodation for employees' of the drilling business to be established and based on the property. The employees will for the majority of their working time be housed in mobile accommodation at remote work sites, and when not working will return to their main place of residence interstate. The accommodation will therefore be used by the employees for a few days immediately before and immediately after dispatch to remote locations, in order to prepare, clean and/or undertake maintenance of machinery and equipment. Currently, there are two drillers employed by the company, however this is likely to be expanded to two rotating crews, which will occupy the accommodation at different times.

At present there is no existing development on the land, and the development proposed will only make use of the southern portion of the property, which is expected to be subdivided at a later stage.

Copies of the submitted plans are shown at Attachment 1.



**STRATEGIC IMPLICATIONS**

There are no strategic implications associated with this item.

**STATUTORY IMPLICATIONS**

The land is zoned Light Industry under the Kununurra and Environs Town Planning Scheme No. 7 (TPS7).

The objectives of the Light Industry zone are:

- (a) *To provide for areas for the establishment of light industrial pursuits such as small scale manufacturing, service industry pursuits, prefabrication and vehicle repairs and storage;*
- (b) *To ensure that residential uses are not established in the area unless the residential use is a caretaker's dwelling associated with an established industrial use, and that the Council is satisfied that the proposed residential use will not compromise existing industrial activity both on the site and any adjoining site and that it is contained on land zoned Light Industry zone at the date of the gazettal of Town Planning Scheme No. 7.*

The definition of Transient Accommodation is:

*Any habitable building permanently affixed to the ground by footings as required by Council and includes any caravan, transportable dwelling or any structure used for habitation for the purposes of accommodation and not occupied by the same tenant for a continuous period for more than 6 months in any 12 month period.*

The accommodation units are considered Transient Accommodation, which within the Light Industry zone, is a land use requiring Council's discretion subject to advertising (SA) under the Town Planning Scheme.

No specific development standards are applicable to Transient Accommodation in the Scheme.

### **POLICY IMPLICATIONS**

Local Planning Policy 11 - Transient Accommodation is relevant to the proposal. It divides Transient Accommodation into three categories: Rural Transient Accommodation 1, Rural Transient Accommodation 2 and Townsite Transient Accommodation.

The definition of Townsite Transient Accommodation is:

*Applies to the Kununurra townsite only where Transient Accommodation development is permissible under Town Planning Scheme No. 7 and the total number of persons allowed to be housed in the accommodation does not exceed 7 persons on a lot containing another land use, of which the Transient Accommodation may or may not be ancillary to.*

The Policy sets out the requirements for protecting and maintaining the residential and visual amenity for transient accommodation.

### **FINANCIAL IMPLICATIONS**

The applicant has paid all fees.

### **COMMUNITY CONSULTATION**

The proposal has been advertised and referred to surrounding land owners for comment for a period of 21 days, from 2 December 2010 to 23 December 2010. Three submissions were received, one indifferent and two supporting the proposal.

A summary of all submissions are provided in the Summary of Submissions table as Attachment 2.

### **COMMENT**

The development proposal complies with the requirements for transient accommodation in the Kununurra town site and is similar to other proposals that have been approved in the Light Industry zone. The development, furthermore, is proposed to be sufficiently setback from the road and will be screened by vegetation. It will also be partially screened by the proposed workshop, which will need to be built before the transient accommodation can be occupied.

The Council Policy requires 1 car parking bay per every 2 transient workers, which is adequately catered for in the submitted proposal.

Additional conditions are recommended for the provision of a statutory declaration confirming that the transient accommodation units will only be occupied by workers employed in the industry for periods not exceeding 6 months and to acknowledge that there are potential nuisances in the industrial area which may affect the occupants. A Section 70 Notification to ensure that the units are removed once the property is transferred is also recommended.

## **ATTACHMENTS**

Attachment 1 – Site and Floor Plans

Attachment 2 – Summary of Submissions Table

## **VOTING REQUIREMENT**

Simple Majority

## **OFFICER'S RECOMMENDATION**

That Council grants planning consent for Transient Accommodation at Lot 103 Salacca Loop, Kununurra subject to the following conditions:

1. Development shall be in accordance with the attached approved plan(s) and subject to any modifications on the plans or required as a consequence of any condition(s) of this approval. The endorsed plans shall not be modified or altered without the prior written approval of the Shire.
2. Occupants of the Transient Accommodation must be employed in the project associated with the Transient Accommodation.
3. The Transient Accommodation cannot be occupied prior to the completion of the Industrial Shed.
4. Transient Accommodation must be screened using vegetation in accordance with submitted plans.
5. Entries to Transient Accommodation are to be covered.
6. A maximum of two occupants are to stay in a Transient Accommodation unit at any time.
7. A minimum of 2 car parking bays shall be provided for the development.
8. Provision of a Statutory Declaration confirming that the transient accommodation units will only be occupied by workers employed in the industry for periods not exceeding 6 months and that there are potential nuisances in the industrial area, which may affect the occupants.
9. A Section 70 Notification under the *Transfer of Land Act 1893* on the certificate of is to be placed on the title within 90 days of this approval, stating that:

“This property has a conditional planning approval No. 163/10 for two transient accommodation units from the Shire of Wyndham East Kimberley, which requires the two transient accommodation units to be removed prior to this property being transferred”.

**COUNCIL DECISION**

**Minute No: 9416**

**Moved: Cr K Wright**

**Seconded: Cr D Ausburn**

**That Council grants planning consent for Transient Accommodation at Lot 103 Salacca Loop, Kununurra subject to the following conditions:**

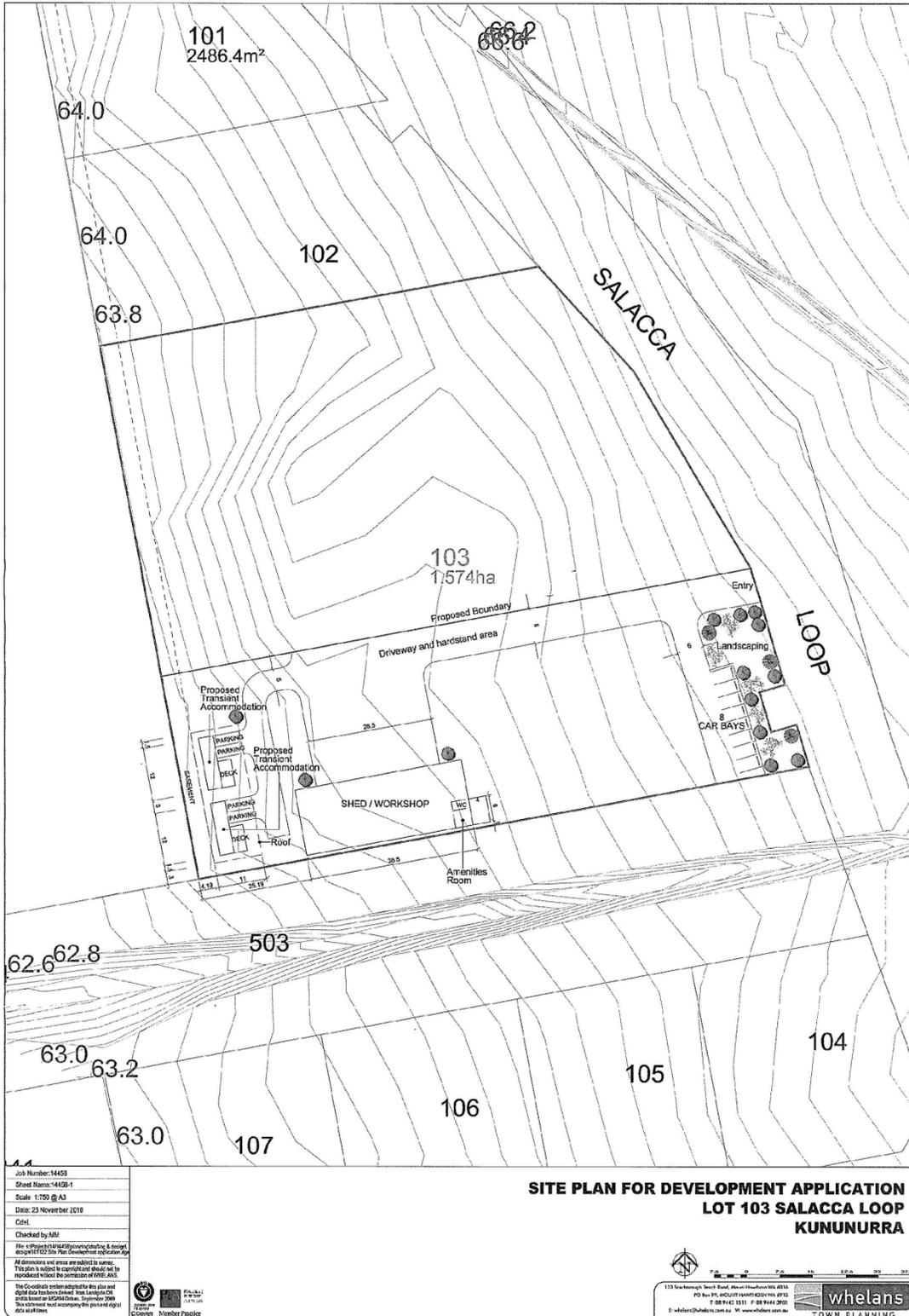
- 1. Development shall be in accordance with the attached approved plan(s) and subject to any modifications on the plans or required as a consequence of any condition(s) of this approval. The endorsed plans shall not be modified or altered without the prior written approval of the Shire.**
- 2. Occupants of the Transient Accommodation must be employed in the project associated with the Transient Accommodation.**
- 3. Transient Accommodation must be screened using vegetation in accordance with submitted plans.**
- 4. Entries to Transient Accommodation are to be covered.**
- 5. A maximum of two occupants are to stay in a Transient Accommodation unit at any time.**
- 6. A minimum of 2 car parking bays shall be provided for the development.**
- 7. Provision of a Statutory Declaration confirming that the transient accommodation units will only be occupied by workers employed in the industry for periods not exceeding 6 months and that there are potential nuisances in the industrial area, which may affect the occupants.**
- 8. A Section 70 Notification under the *Transfer of Land Act 1893* on the certificate of is to be placed on the title within 90 days of this approval, stating that:**

**“This property has a conditional planning approval No. 163/10 for two transient accommodation units from the Shire of Wyndham East Kimberley, which requires the two transient accommodation units to be removed prior to this property being transferred”.**

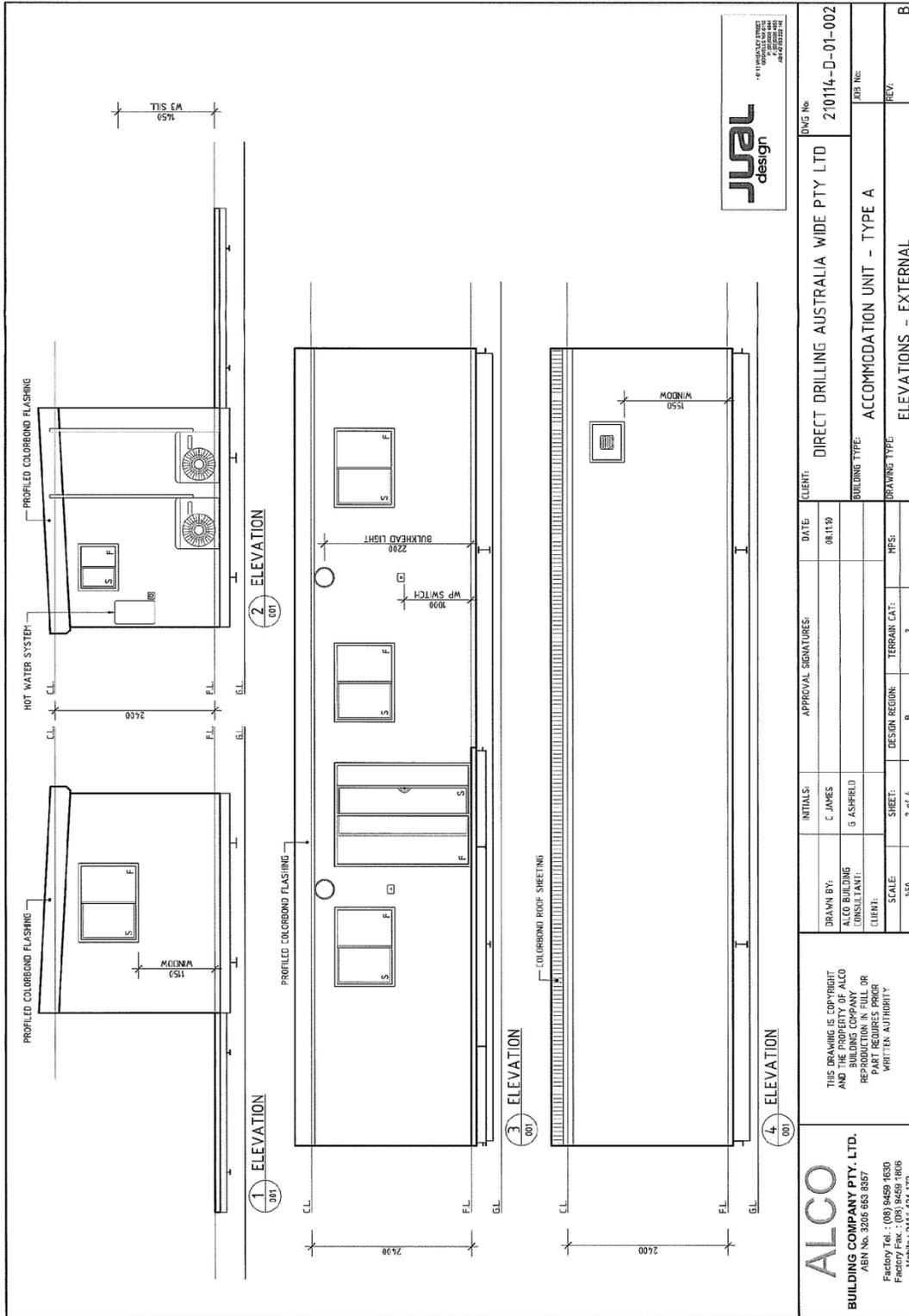
**CARRIED UNANIMOUSLY: (7/0)**

***Note: The Council decision differed from the Officer’s recommendation to reflect Council’s opinion that the accommodation should be allowed to be occupied prior to the completion of the shed.***

**ATTACHMENT 1 - Site and Floor Plans**







<b>ALCO</b> <b>BUILDING COMPANY PTY. LTD.</b> ABN No. 3265 865 887 Factory Tel.: (08) 9459 4830 Factory Fax.: (08) 9459 4806 Mobile: 0411 524 172	THIS DRAWING IS COPYRIGHT AND THE PROPERTY OF ALCO BUILDING COMPANY PTY. LTD. REPRODUCTION IN FULL OR PART REQUIRES PRIOR WRITTEN AUTHORITY		DRAWN BY: A.LCO BUILDING CONSULTANT: CLIENT:	INITIALS: C JAMES G ASHFELD	APPROVAL SIGNATURES:   	DATE: 08.11.10	CLIENT: DIRECT DRILLING AUSTRALIA WIDE PTY LTD	DWG No. 210114-D-01-002
	SCALE: 1:50	SHEET: 2 of 4	DESIGN REGION: B	TERRAIN CAT: 2	MPFS	BUILDING TYPE: ACCOMMODATION UNIT - TYPE A	DRAWING TYPE: ELEVATIONS - EXTERNAL	JDS No.  

**ATTACHMENT 2 - Summary of Submissions Table**

SUBMISSION NO. NAME & ADDRESS	OBJECTION, SUPPORT OR INDIFFERENT	SUMMARY OF RESPONSES (all responses typed as received)
<b>RESPONSE 1</b> Lot 2340 Kentia Way, Kununurra	INDIFFERENT	Can't see how this would impact on our operation.
<b>RESPONSE 2</b> Paula Cooney 8 Cocus Way, Kununurra	SUPPORT	Support because: <ul style="list-style-type: none"> <li>- Property is more than 200m from ours so impact on us will be minimal.</li> <li>- 2 X 1BRM units is same bedroom number of caretaker dwellings currently allowed. If the No. Of bedrooms was greater than 2 then we would be inclined to disagree.</li> </ul>
<b>RESPONSE 3</b> Colin Wilkinson Investments Pty Ltd Lot 102 Salacca Loop, Kununurra	SUPPORT	Fully support as transient accommodation for employees is in high demand in Kununurra, particularly with the rapid growth in construction & mining based development in the region.

## 12.5 COMMUNITY DEVELOPMENT

### 12.5.1 Community Sports and Recreation Facilities Funds (CSRFF) 2010/2011 Small Grants

<b>DATE:</b>	15 March 2011
<b>PROPONENT:</b>	Shire of Wyndham East Kimberley
<b>LOCATION:</b>	Kununurra Multi Purpose Courts
<b>AUTHOR:</b>	Wayne Richards, Manager Recreation and Leisure
<b>REPORTING OFFICER:</b>	Karyn Apperley, Director Community Development
<b>FILE NO:</b>	GS.05.1
<b>ASSESSMENT NO:</b>	N/A

#### **PURPOSE**

For Council to endorse the Shire of Wyndham East Kimberley's application to the current 2010/11 Small Grants round under the Department of Sport and Recreation's Community Sports and Recreation Facilities Fund (CSRFF).

#### **BACKGROUND**

The purpose of the CSRFF program is to provide financial assistance to community groups and local government authorities to develop infrastructure for sport and recreation to meet current and future community needs. The program also aims to increase participation in sport and recreation with an emphasis on physical activity through rational development of good quality, well designed and well utilised facilities. The program is administered by the WA Department of Sport and Recreation.

Under the program, local government authorities are required to consider applications from local organisations and/or submit applications themselves, advise the WA Department of Sport and Recreation if the Council supports the applications, and if supported, rank the applications in priority order.

#### **STATUTORY IMPLICATIONS**

There are no specific statutory implications with regard to this report.

#### **POLICY IMPLICATIONS**

There are no specific policy implications with regard to this report.

#### **FINANCIAL IMPLICATIONS**

Under the guidelines of the CSRFF Small Grants program, applications from remote areas such as the Shire of Wyndham East Kimberley are eligible to apply for up to 50% CSRFF funding for the total cost of the proposed project.

The Shire of Wyndham East Kimberley has budgeted for an upgrade of the Kununurra multipurpose courts toilet facilities. The Shire's contribution will be \$25,000 as identified in the 2010/11 Budget. Therefore, the amount requested in the

CSRFF application is \$25,000, being 50% of the overall project budget. Both the Kununurra Netball Club and the Kununurra Tennis Club have been consulted regarding the proposed project and will have continued input in the project. They have expressed that they are open to contributing to the project through in kind labour.

### **STRATEGIC IMPLICATIONS**

The Shire's Strategic Plan identifies the following key result areas relevant to this matter:

Key Results Area 1 – Infrastructure includes the objective 'Sustainable asset management for infrastructure under the Shire's control'; and

Key Results Area 2 – Community includes the objective 'Equitable access to quality recreational facilities and services'.

### **COMMUNITY CONSULTATION**

The grant application has been prepared in consultation with the Kununurra Netball Club and Kununurra Tennis Club.

Previous consultation has occurred over time and informally via feedback from facility user groups as well as from community members in relation to continued need for the construction of disability access toilets at the multipurpose courts.

Then inclusion of disability access toilets and other courtside amenities is not contradictory to the Draft Kununurra Sports Precinct Master Plan prepared by Creating Communities in consultation with local stakeholders.

### **COMMENT**

No applications from local community sporting groups were received at the Shire by the closing date of 28 February 2011. Therefore, the only application is from Shire, in partnership with the Kununurra Tennis Club and Kununurra Netball Club for an upgrade of the Kununurra Multipurpose Court surrounds. The project includes the installation of disability access toilet facilities, installation of lighting for viewing area, construction of storage shed, installation of court side seating and the installation of two vandal proof water bubblers.

The installation of the toilet facility at the multipurpose courts will address access issues being experienced particularly by junior participants of Netball and Tennis, as the current available toilet facilities located at the Town Oval Change Rooms are already shared with the Kununurra Youth Centre Collocation Hub. This would help eliminate the current issues that face the Associations such as Junior Tennis participants sharing the current toilets with other adult sporting users. The location and access of existing toilets in regards to the Netball courts is problematic as the toilets are located up to 500 metres from the Netball courts, with junior netball facing a decrease in membership due to some parents declining to bring their children down to play until toilet access (and therefore safety) is improved.

The lack of suitable furniture at the courts has been raised at several discussions with user groups. Currently spectators either watch from the pre-existing viewing area between the courts or sit around the edges of the courts. Measures to prevent people bringing their own "deck chairs" onto the court area had to be enforced on a number of occasions, as damage was being caused to the court surface by the legs of these chairs. The proposed court side seating would meet all current safety requirements and would prevent further damage to the court surface.

If successful, the project will need to be completed by 31 December 2011 and acquitted by 30 June 2012.

### **ATTACHMENTS**

There are no attachments to this report.

### **VOTING REQUIREMENT**

Simple Majority

### **OFFICER'S RECOMMENDATION**

That Council:

1. Endorses submission of an application for the construction of disability access toilets and other courtside amenities at the Kununurra Multipurpose Courts under the Community Sports and Recreation Facility Fund Small Grant 2010/2011 round.
2. Advises the WA Department of Sport and Recreation of its decision and forwards the application received to the Department prior to the closing date of 31 March 2011.

### **COUNCIL DECISION**

***Minute No: 9417***

***Moved: Cr D Ausburn***

***Seconded: Cr J Parker***

**That Council:**

1. **Endorses submission of an application for the construction of disability access toilets and other courtside amenities at the Kununurra Multipurpose Courts under the Community Sports and Recreation Facility Fund Small Grant 2010/2011 round.**
2. **Advises the WA Department of Sport and Recreation of its decision and forwards the application received to the Department prior to the closing date of 31 March 2011.**

***CARRIED UNANIMOUSLY: (7/0)***

## 12.5.2 Proposed Partnership For Wyndham Recreation Services

<b>DATE:</b>	15 March 2011
<b>PROPONENT:</b>	Shire of Wyndham East Kimberley
<b>LOCATION:</b>	Shire of Wyndham East Kimberley
<b>AUTHOR:</b>	Karyn Apperley, Director Community Development
<b>REPORTING OFFICER:</b>	Karyn Apperley, Director Community Development
<b>FILE NO:</b>	COMTBA
<b>ASSESSMENT NO:</b>	N/A

Cr McCoy left the room at 6:16pm as she had declared a Financial Interest in this item as she has a family member who lives with her who is impacted by this item.

### **PURPOSE**

For Council to consider a proposed partnership arrangement between the Shire and Garnduwa Amboorny Wirnan for the provision of recreation services in Wyndham.

### **BACKGROUND**

The Shire employed a fulltime Wyndham Recreation Officer in November 2010. For 16 months prior there was no recreation staff member following the resignation of the then part time Recreation Officer in July 2009. The Shire employed the full time Recreation Officer to also assist with relief management of the Wyndham Pool. The Wyndham Recreation Officer is currently completing the WA Pool Operators Certificate.

Collocation of a Garnduwa Recreation Officer at the Shire's Wyndham Recreation Centre has been in place for the past 5 years. The original collocation agreement in 2006/07 involved payment by Garnduwa for shared office space for a 9 month period at \$75 per week, followed by a \$4,400 annual payment for 2007/08 shared office space. Since 2008/09 a Memorandum of Understanding (MOU) between the two organisations has been in place. Under the MOU, the Shire provides office and activity space to Garnduwa in return for 15 hours per week of recreation activity provision by the Garnduwa Recreation Officer at the Wyndham Recreation Centre. In addition, Garnduwa has met the costs associated with office equipment of computer and phone and a vehicle for their staff member.

During the past 5 years, Garnduwa staffing was consistent for the first few years and then spasmodic until a former staff member returned in 2009. This staff member recently resigned in January 2011.

Advertising of the Garnduwa position in February 2011 resulted in two applications from local Wyndham school leavers, with both applicants assessed as excellent candidates for a trainee recreation role. With the Garnduwa supervising officer based in Kununurra and given the difficulties of managing and supporting young and inexperienced staff in Wyndham from Kununurra, Garnduwa approached the Shire for assistance. A proposal to further develop the existing partnership between both organisations was developed over a few weeks so that it could be presented to Council at the Briefing Session held 1 March 2011.

## **STATUTORY IMPLICATIONS**

There are no specific statutory implications with regard to this report.

## **POLICY IMPLICATIONS**

There are no specific policy implications with regard to this report.

## **FINANCIAL IMPLICATIONS**

Under the proposal, Garnduwa would provide the funds to the Shire to employ up to two Recreation Trainees through Kimberley Group Training under the National Traineeship Award.

Garnduwa would also meet the costs of the Trainees participation in a Certificate 2 in Sport and Recreation, any Garnduwa in-house training provided and the Trainees attendance at up to three regional Garnduwa events.

The Shire would meet costs of office space for the Trainees and program/activity venues, which are currently being met through the operational budget for the Wyndham Recreation Centre. An additional computer may be required. Increased activity and program provision is likely to result in increased utilities and maintenance costs which may be considered to be 'offset' by the benefits of increased program and recreation service delivery for the Wyndham community.

The Shire would incur additional administration costs associated with organisational functions including financial management, in-house training and overall service management. For two additional staff members this is not likely to be a high cost.

The main cost associated with the proposal would be the requirement to reclassify the Wyndham Recreation Officer position due to required staff supervision of up to two Recreation Trainees. However this is offset by the fact that the Wyndham Recreation Officer position is already proposed for reclassification from Level 4 to Level 5 upon completion of the Pool Operators Certificate. The salary difference between Level 4/1 and Level 5/1 is approximately \$4,000.

Estimates to date assess the approximate cost to the Shire for the first 12 months of the proposed partnership as up to \$10,000 including in-kind/admin allocated contributions. There is a current underspend in the Wyndham recreation salaries budget due to the commencement of the Wyndham Recreation Officer in November 2010, 4 months after the start of the financial year.

Following the completion of the 12 month traineeship, additional salary funds would be required for the graduate Trainees (or Assistant Recreation Officers), and it is proposed that these funds would be sought from external funding bodies. The proposed Memorandum of Understanding between the Shire and Garnduwa would include the condition that an extension of the partnership after the first 12 months would require securing additional external funding to cover wage increases.

## **STRATEGIC IMPLICATIONS**

The Shire's Strategic Plan identifies the following key result areas relevant to this matter:

Key Results Area 2 – Community includes the objective ‘Equitable access to quality recreational facilities and services’.

### **COMMUNITY CONSULTATION**

No community consultation has occurred in the preparation of this proposal.

Community consultation and engagement would be sought in the implementation of the proposed partnership through involvement in program and activity design and ongoing service delivery review and evaluation processes.

### **COMMENT**

The proposed partnership approach seeks to address overall recreation service provision sustainability; staffing ratios, supervision and development; and to provide a consistent level of service for the Wyndham community.

Benefits of the proposed partnership include:

- Improved staff retention and development through supervised and supported work and personal development.
- Increased recreation staff available in Wyndham will increase the capacity to implement programs and activities for the different groups in the Wyndham community.
- Recreation Trainees would support the delivery of programs by the Shire’s Wyndham Recreation Officer, addressing the limitations of solo staffing of programs and activities.
- Service and community capacity building through the employment of two local young people.
- The Trainee positions would provide further backup for the operations of Shire facilities, including the Swimming Pool. One of the applicants recently attended both the Pool Lifeguard and Pool Operations training courses held in Kununurra in January 2011.
- Having both recreation service providers operating under the one ‘banner’ will assist in providing more coordinated service provision, thereby assisting to meet the needs and interests of the whole community.
- As both applicants are Indigenous, a requirement of the Garnduwa recruitment, this is a positive opportunity for the Wyndham Youth and Recreation Centre to develop a greater indigenous staffing presence.

The partnership is based on the following proposals:

- Garnduwa to provide funds of up to \$50,000 to the Shire to employ up to two 12 month Indigenous Recreation Trainees.
- Shire to employ up to two 12 month Recreation Trainees through Kimberley Group Training so that trainee employment conditions are consistent with the National Traineeship Award.
- Shire to manage the day to day work activities and on the job training of the Trainees, through their supervision by the Shire’s Wyndham Recreation Officer.
- Garnduwa to meet training costs associated with enrolment and attendance of the Trainees in Certificate 2 in Sport and Recreation delivered by TAFE.
- Common reporting templates would be developed to meet both organisations requirements for statistical and other data collection.

- Garnduwa would prepare and submit any reports required by their funding bodies for the funds transferred to the Shire for employment of up to two 12 month Recreation Trainees.
- Trainees to attend organisational training as provided by both the Shire and by Garnduwa.
- Each Trainee to be additionally supported by an appropriate Mentor. The role of the mentor is to support the Trainee in both work and personal development and advise the steering group of matters that may impact on work performance and assist to develop strategies and solutions. Two community members have been identified as potential mentors.
- A project steering group be established to provide input into the management of service delivery arrangements. Membership of the steering group would include the Shire's Manager Recreation and Leisure, Garnduwa's East Kimberley program Coordinator, the Mentors and others as deemed necessary.
- To support good practice and service delivery, regular review and evaluation of performance and outcomes would be performed by the project steering group. Meetings of the steering group would be held at least quarterly and more frequently if required.
- It is proposed that the service would be known as the Shire of Wyndham East Kimberley and Garnduwa Wyndham Recreation Services, so that both organisations are acknowledged. In addition, staff shirts would display both organisations' logos, similar to that of the Kununurra Community Library staff shirts.
- The second year of operation will require additional salary funds, currently not available from either organisation, and therefore external grants would be sourced to meet these salary cost increases. These external grants would need to be secured prior to the end of the first 12 month period of operation and the outcomes of the regular review and evaluation would be used to demonstrate the need for additional funding and continuation of the service delivery arrangements.

To formalise the proposed partnership arrangements, a Memorandum of Understanding would be developed between the two organisations defining the roles and responsibilities outlined in this report. Following finalisation of the MOU, employment of the current applicants can occur.

### **ATTACHMENTS**

There are no attachments with regard to this report.

### **VOTING REQUIREMENT**

Simple majority.

### **OFFICER'S RECOMMENDATION**

That Council:

1. Enter into an expanded partnership agreement with Garnduwa Amboorny Wirman for the delivery of recreation services in Wyndham;

2. Formalise the partnership agreement by signing a Memorandum of Understanding between the Shire of Wyndham East Kimberley and Garnduwa Amboorny Wirnan for an initial 12 month period;
3. Authorise the Chief Executive Officer to negotiate the terms of a Memorandum of Understanding based on the proposed roles and responsibilities as identified in this report.

**COUNCIL DECISION**

**Minute No: 9418**

**Moved: Cr D Ausburn**

**Seconded: Cr J Parker**

**That Council:**

1. Enter into an expanded partnership agreement with Garnduwa Amboorny Wirnan for the delivery of recreation services in Wyndham;
2. Formalise the partnership agreement by signing a Memorandum of Understanding between the Shire of Wyndham East Kimberley and Garnduwa Amboorny Wirnan for an initial 12 month period;
3. Authorise the Chief Executive Officer to negotiate the terms of a Memorandum of Understanding based on the proposed roles and responsibilities as identified in this report.

***CARRIED: (5/1)***

***For: Cr F Mills, Cr D Ausburn, Cr R Dessert, Cr J Parker, Cr J Moulden***

***Against: Cr K Wright***

Cr McCoy returned to the room at 6:24pm and was advised of the outcome of the item.

## 12.6 CHIEF EXECUTIVE OFFICER

### 12.6.1 Use of Common Seal

<b>DATE:</b>	15 March 2011
<b>PROPONENT:</b>	Shire of Wyndham East Kimberley
<b>LOCATION:</b>	Shire of Wyndham East Kimberley
<b>AUTHOR:</b>	Fiona Kuiper, Executive Assistant
<b>REPORTING OFFICER:</b>	Gary Gaffney, Chief Executive Officer
<b>FILE NO:</b>	GN.02.1
<b>ASSESSMENT NO:</b>	N/A

### **PURPOSE**

For Council to receive this report on the application of the Shire of Wyndham East Kimberley Common Seal for the period 11 February to 8 March 2011.

Information is presented to inform Council on those documents to which the Shire's Common Seal has been applied. In the time period specified above, the following documents have had the Shire of Wyndham East Kimberley Common Seal applied;

<b>Date of Use</b>	<b>Document</b>	<b>Responsible Officer</b>
23/02/2011	Grant Agreement Regional Collaborative Group Local Government Reform Program: Strategic Planning Capacity Building	Gary Gaffney
23/02/2011	Proposed Amendment No. 37 to Town Planning Scheme No. 7 Kununurra and Environs	Jennifer Ninnette

### **STATUTORY IMPLICATIONS**

Local Government Act 1995

Council's Standing Order Local Law makes reference to the application of the Common Seal.

### **POLICY IMPLICATIONS**

There are no policy implications associated with this item.

### **FINANCIAL IMPLICATIONS**

There are no financial implications associated with this item.

### **STRATEGIC IMPLICATIONS**

This report aligns with Council's focus on Governance, Key Result Area 5, in Council's Strategic Plan.

### **COMMENT**

It is the Officer's recommendation that Council formally receive a report on use of the Shire's Common Seal.

### **ATTACHMENTS**

There are no attachments for this item.

### **VOTING REQUIREMENT**

Simple Majority

### **OFFICER'S RECOMMENDATION**

That Council receives the report on the application of the Shire of Wyndham East Kimberley Common Seal for the period 11 February to 8 March 2011.

#### **COUNCIL DECISION**

***Minute No: 9419***

***Moved: Cr D Ausburn***

***Seconded: Cr J Parker***

**That Council receives the report on the application of the Shire of Wyndham East Kimberley Common Seal for the period 11 February to 8 March 2011.**

***CARRIED UNANIMOUSLY: (7/0)***

## 12.6.2 Delegated Authority Report

<b>DATE:</b>	15 March 2011
<b>PROPONENT:</b>	Shire of Wyndham East Kimberley
<b>LOCATION:</b>	Shire of Wyndham East Kimberley
<b>AUTHOR:</b>	Fiona Kuiper, Executive Assistant
<b>REPORTING OFFICER:</b>	Gary Gaffney, Chief Executive Officer
<b>FILE NO:</b>	PL.02.1
<b>ASSESSMENT NO:</b>	Nil

### **PURPOSE**

To report to Council on the use of Delegated Authority by Officers for the period 1 February to 28 February 2011.

### **BACKGROUND**

Use of Council approved Delegated Authority by Officers is reported to Council on a monthly basis.

The attached tables outline use of Delegated Authority by relevant Officers for the above period.

### **STATUTORY IMPLICATIONS**

Local Government Act 1995 - Sect 5.46

5.46. Register of, and records relevant to, delegations to CEO's and employees.

- (1) The CEO is to keep a register of the delegations made under this Division to the CEO and to employees.
- (2) At least once every financial year, delegations made under this Division are to be reviewed by the delegator.
- (3) A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty.

### **POLICY IMPLICATIONS**

No policy implications apply in the preparation of the report.

### **FINANCIAL IMPLICATIONS**

There are no financial implications associated with this item.

### **STRATEGIC IMPLICATIONS**

This report aligns with Council's focus on Governance, Key Result Area 5, in Council's Strategic Plan.

## **COMMUNITY CONSULTATION**

No community consultation was required in the preparation of this report.

## **COMMENT**

The attached report outlines the use of Delegated Authority by relevant Council Officers for endorsement by Council.

## **ATTACHMENTS**

Delegated Authority Report

## **VOTING REQUIREMENT**

Simple Majority

## **OFFICER'S RECOMMENDATION**

That Council receives the Delegated Authority Report for the period 1 February to 28 February 2010.

### **COUNCIL DECISION**

***Minute No: 9420***

***Moved: Cr K Wright***

***Seconded: Cr D Ausburn***

**That Council receives the Delegated Authority Report for the period 1 February to 28 February 2010.**

***CARRIED UNANIMOUSLY: (7/0)***

## Attachment 1: Delegated Authority Report

### BUILDING LICENCES ISSUED UNDER DELEGATED AUTHORITY – 1 – 28 February 2011

LIC#	DATE RECEIVED	DATE LICENCED	OWNER	BUILDER	LOCATION	DESCRIPTION	NEW /ADD	EST. VALUE	COMMENT / PROCESSING TIME – WORKING DAYS
009/2011	5/01/2011	1/02/2011	C & S Jolly	Darren Fulcher	Lot 101 Salacca Loop, Kununurra	Class 7B/8 Commercial Storage & Production building with Class 5 Office & Class 1A Caretakers Quarters	New	\$600,000.00	
010/2011	7/01/2011	7/02/2011	Rick & Linda Downie	Rick & Linda Downie	Lot 34 (3) Cajuput Street, Kununurra	Class 10A balcony & shade sail addition to existing dwelling	Add	\$15,000.00	
011/2011	28/01/2011	8/02/2011	Matt de Candia & Georgina Michelson	Matt de Candia & Georgina Michelson	Lot 101 Teal Road, Kununurra	Class 10B below ground swimming pool with 2 x shade sails	New	\$30,000.00	6/15 days
012/2011	18/01/2011	15/02/2011	Melanie & Matthew Gray	Colin Wilkinson Developments Pty Ltd	Lot 317 (15) Zamia Link, Kununurra	Class 1A dwelling with attached Class 10A carport and outdoor living	New	\$420,000.00	
013/2011	14/02/2011	15/02/2011	Andrew & Kelly Cripps	Andrew & Kelly Cripps	Lot 1829 (16) Bossea Street, Kununurra	Class 10A freestanding patio	New	\$5,000.00	1/15 days

014/ 2011	19/11/2010	16/02/2011	Ashley Black & Jasmine Triplett	Ashley Black & Jasmine Triplett	Lot 192 Drysdale Approach, Kununurra	Class 10A - Non-habitable shed without ablution	New	\$18,000.00	
015/ 2011	16/02/2011	17/02/2011	Hollie Nichols	Mark Crumblin	Lot 675 (16) Flinders Street, Wyndham	Class 10A non-habitable shed & Class 10A verandah & deck attached to existing dwelling	New	\$19,000.00	1/15 days
016/ 2011	13/12/2010	17/02/2011	G & C Spurling	G & C Spurling	Lot 1033 (5) Carbeen Street, Kununurra	Class 10B Sea Container	New	\$5,000.00	
017/ 2011	3/12/2010	18/02/2011	Shire of Wyndham - East Kimberley	Shire of Wyndham - East Kimberley	Lot 914 Coverley Street, Wyndham	Class 1A transportable dwelling	New	\$80,000.00	
018/ 2011	11/08/2010	18/02/2011	Colin Wilkinson Developments Pty Ltd	Colin Wilkinson Developments Pty Ltd	Lot 102 Salacca Loop, Kununurra	Class 7B/8 Commercial Production & Storage Shed, Class 5 Office & Class 3 Workers Accommodation Units (5)	new	\$440,000.00	
019/ 2011	9/08/2010	18/02/2011	Study & Prevention Of Psychological Diseases Foundation	Study & Prevention Of Psychological Diseases Foundation	Lot 638 Packsaddle Road, Kununurra	Class 7b/8 Mezzanine and Internal addition to existing Commercial Production and Storage Shed	Add	\$80,000.00	
020/ 2011	7/02/2011	25/02/2011	Hans-Christian Bloecker	Colin Wilkinson Developments Pty Ltd	Lot 308 (6) Zamia Link, Kununurra	Class 1A dwelling with attached Class 10A carport and outdoor living	New	\$420,000.00	13/15 days

021/ 2011	25/01/2011	27/02/2011	Keith Spencer	Keith Spencer	Lot 824 (21) Great Northern Highway, Wyndham	Class 10B Sea container	New	\$2,000.00	
								<b>\$2,134,000.00</b>	

**THERE WERE NO DEMOLITION LICENCES ISSUED UNDER DELEGATED AUTHORITY – 1 – 28 February 2011**

**SIGN LICENCES ISSUED UNDER DELEGATED AUTHORITY – 1 – 28 February 2011**

<b>SIGN LIC#</b>	<b>DATE APPLIC RECVD</b>	<b>DATE LICENCED</b>	<b>ASSESS NO.</b>	<b>OWNER</b>	<b>ADDRESS</b>	<b>BUILDER/ CONTRACTOR</b>	<b>BUILDER ADDRESS</b>	<b>LOCATION</b>	<b>DESCRIPTION</b>	<b>PLANNING APPROVAL</b>
SL 001/ 2011	8/02/2011	8/02/2011	A2148	ROAD RESERVE		Kununurra 50 <sup>TH</sup> Anniversary Committee	PO Box 283 Kununurra	Lot 2446 Coolibah Drive, Kununurra "Post Office Access Road"	Temporary Banner Sign	N/A exempt sign

**CERTIFICATES OF CLASSIFICATION ISSUED UNDER DELEGATED AUTHORITY – 1 – 28 February 2011**

<b>CERTIFICATE OF CLASSIFICATION</b>	<b>DATE</b>	<b>BUILDING LICENCE NO</b>	<b>ASSESS NO.</b>	<b>BUILDING CLASS</b>	<b>OWNER</b>	<b>BUILDER</b>	<b>LOCATION</b>	<b>DESCRIPTION</b>
001/2011	23.02.11	084/2008	A633P	5	Graham Fysh	Graham Fysh	Lot 10 Weaber Plain Road, Kununurra	Class 5 Office attached to existing shed.
002/2011	25.02.11	076/ 2010	A502	9B	Wyndham Picture Gardens Incorporated	Simon Gray t/as EC Solutions	Lot 1 (Former Lots 1322 & 1134) Civic Way, Wyndham	Class 9B - Public venue: shop, projection booth, store & ablution

**THERE WERE NO FORMAL NOTICES RAISED PURSUANT TO LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1960 FOR ISSUE BY THE CEO UNDER DELEGATED AUTHORITY – 1 – 28 February 2011**

**COMMUNITY QUICK GRANTS DELEGATED AUTHORITY APPROVALS – 1 February – 28 February 2011**

<b>Approval Date</b>	<b>Organisation</b>	<b>Purpose of Quick Grant</b>	<b>Total Project Cost</b>	<b>Amount Requested</b>	<b>Amount Approved</b>
10 Feb 2011	Ord Valley Country Women's Association	In-kind contribution for the hire of KLC and equipment for the Bush Dance held on 19 February 2011	\$13,000	\$500	\$500
21 Feb 2011	St Joseph's Parent's & Friends Committee	In-kind Contribution to KLC Hall Hire for Fundraising St Patrick's Day Quiz Night to be held on Saturday 19 March 2011	\$2216	\$500	\$500
23/02/2011	East Kimberley Football League Inc	Contribution towards the cost of supplying umpires for the football league annual pre-season competition to be held 01 -02 April 2011	\$2000	\$500	\$500

### 12.6.3 Compliance Audit Return for the period January to December 2010

<b>DATE:</b>	15 March 2011
<b>PROPONENT:</b>	Shire of Wyndham East Kimberley
<b>LOCATION:</b>	Shire of Wyndham East Kimberley
<b>AUTHOR:</b>	Gary Gaffney, Chief Executive Officer
<b>REPORTING OFFICER:</b>	Gary Gaffney, Chief Executive Officer
<b>FILE NO:</b>	CM.13.2
<b>ASSESSMENT NO:</b>	Nil

#### **PURPOSE**

For Council to adopt the 2010 Compliance Audit Return.

#### **BACKGROUND**

The Chief Executive Officer is required to complete and submit a Compliance Audit Return to the Department of Local Government by 31 March each year. The Compliance Audit is one of the tools that allows Council to monitor how the organisation is functioning in regard to compliance (or otherwise) with the various legislation that pertains to local government administration and decision making.

Regulations require that upon completion of the Compliance Audit Return the return is to be:

- Presented to the Council at a meeting of the Council.
- Adopted by the Council.
- Recorded in the minutes of the meeting at which it is adopted.

The Compliance Audit is undertaken using an online Compliance Audit Return that is prepared by the Department of Local Government.

#### **STATUTORY IMPLICATIONS**

Local Government Act 1995

#### **POLICY IMPLICATIONS**

No policy implications apply in the preparation of the report.

#### **FINANCIAL IMPLICATIONS**

There are no financial implications associated with this item.

#### **STRATEGIC IMPLICATIONS**

This report aligns with Council's focus on Governance, Key Result Area 5, in Council's Strategic Plan.

#### **COMMUNITY CONSULTATION**

No community consultation was required in the preparation of this report.

### **COMMENT**

The 2010 Compliance Audit return was answered by the Chief Executive Officer in consultation with the relevant responsible Officer

### **ATTACHMENTS**

The 2010 Compliance Audit Report will be provided as a separate attachment.

### **VOTING REQUIREMENT**

Simple Majority

### **OFFICER'S RECOMMENDATION**

That Council adopts the 2010 Compliance Audit Report and submits to the Department of Local Government.

### **COUNCIL DECISION**

***Minute No: 9421***

***Moved: Cr J Parker***

***Seconded: Cr D Ausburn***

**That Council adopts the 2010 Compliance Audit Report and submits to the Department of Local Government.**

***CARRIED UNANIMOUSLY: (7/0)***

#### 12.6.4 Five Year Capital Works Program

<b>DATE:</b>	15 March 2011
<b>PROPONENT:</b>	Shire of Wyndham East Kimberley
<b>LOCATION:</b>	Shire of Wyndham East Kimberley
<b>AUTHOR:</b>	Jo-Anne Ellis, Director Corporate Services
<b>REPORTING OFFICER:</b>	Jo-Anne Ellis, Director Corporate Services
<b>FILE NO:</b>	
<b>ASSESSMENT NO:</b>	N/A

#### **PURPOSE**

To consider and adopt the Five Year Capital Works Program for the Financial Years ended 30 June 2011 to 2015.

#### **BACKGROUND**

The Department of Regional Development and Lands provided a grant of \$35,000 for the Royalties for Regions – Country Local Government Fund (CLGF) Forward Capital Works Planning Component. The Forward Capital Works Plan authorised by Council is a prerequisite for receiving CLGF funding in 2010-11.

#### **STRATEGIC IMPLICATIONS**

The analysis and setting of the Capital Works plan for the next five years provides a strategic focus to Councils planning. It is the first component of the Five Year Strategic Plan. In addition year two of the plan will provide a focus for the 2011-12 budget process.

#### **STATUTORY IMPLICATIONS**

No statutory implications apply in the preparation of the report.

#### **POLICY IMPLICATIONS**

No policy implications apply in the preparation of the report.

#### **FINANCIAL IMPLICATIONS**

The Five Year Capital Works Program for the Financial Years Ended 30 June 2011 to 2015 reflects the 2010-11 adopted budget as year one of the program. Years two to five are subject to amendment at the time of review.

#### **COMMUNITY CONSULTATION**

No community consultation was required in the preparation of this report.

#### **COMMENT**

The adopted budget for 2010-11 has been amended to transfer funds previously allocated to Water Lily Place Housing Development to Staff Housing. This budget amendment was shown in this document prior to the budget amendment being

adopted by Council as it relates to the CLGF expenditure. The primary purpose of this document was to demonstrate the intended use of the CLGF funding so that the grant can be paid for 2010-11. This change to budget expenditure was discussed at the briefing session on 1 March 2011.

### **ATTACHMENTS**

The Five Year Works Program for the Financial Years ended 30 June 2011 to 2015 will be provided as separate attachment.

### **VOTING REQUIREMENT**

Absolute Majority

### **OFFICER'S RECOMMENDATION**

That Council adopts the Five Year Capital Works Program for the Financial Years ended 30 June 2011 to 2015.

### **COUNCIL DECISION**

***Minute No: 9422***

***Moved: Cr D Ausburn***

***Seconded: Cr J Parker***

**That Council adopts the Five Year Capital Works Program for the Financial Years ended 30 June 2011 to 2015.**

***CARRIED UNANIMOUSLY: (7/0)***

## **12.7 ELECTED MEMBER REPORTS**

### **Cr D Ausburn**

18/02/2011	Kununurra Sport Precinct Draft Master Plan Meeting
19/02/2011	KVC/Shire Meeting - October Tourism Conference
22/02/2011	Liquor Accord Meeting
23/02/2011	Census Meeting Shire Offices
25/02/2011	KVC/Shire Meeting - Town Entrance Signage
28/02/2011	White Gum Park Tour – Update on Progress
01/03/2011	Australia Day Debrief
01/03/2011	Wyndham Briefing Session
15/03/2011	Audit Committee Meeting Wyndham
15/03/2011	Council Meeting Wyndham

### **Cr J Moulden**

18/02/2011	Kununurra Sport Precinct Draft Master Plan Meeting
23/02/2011	ABS Meeting Kununurra
15/03/2011	Kununurra/Wyndham Liquor Accord Meeting

Cr Wright requested that Cr Moulden speak in regards to the meeting he attended for the Kununurra Sport Precinct Draft Master Plan Meeting.

Cr Moulden advised as follows:

The meeting was held at the Kimberley Grande and was very well attended by stakeholders. There seems to some disappointed amongst the sporting community in regards to the plan they are being presented. The presentation was fairly placid, stakeholder submissions are being accepted until the 30 April closing date. Cr Moulden's personal view that the plan was lazy, lacked inspiration or thought into the document, though we are now at the transitional phase.

## **13. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

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

Nil

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

Nil

## **16. MATTERS BEHIND CLOSED DOORS**

Nil

**17. CLOSURE**

With all matters of business complete the Shire President declared the meeting closed at 6:43pm.