



**MINUTES OF ORDINARY MEETING OF COUNCIL  
HELD ON 22 NOVEMBER 2011**

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

\_\_\_\_\_  
**Shire President Confirmed**

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

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**SHIRE OF WYNDHAM EAST KIMBERLEY  
MINUTES  
OF THE ORDINARY COUNCIL MEETING  
HELD ON TUESDAY, 22 NOVEMBER 2011 AT 6:00 PM.**

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

The Deputy Shire President declared the meeting open at 6.01pm.

**2. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE  
(PREVIOUSLY APPROVED)**

**RECORD OF ATTENDANCE**

Cr R Addis	Deputy Shire President
Cr D Ausburn	Councillor
Cr R Dessert	Councillor
Cr Cissy Gore-Birch Gault	Councillor
Cr Adele Horn	Councillor
Cr J Parker	Councillor
Cr J McCoy	Councillor
Cr K Torres	Councillor
G Gaffney	Chief Executive Officer
J Ellis	Director Corporate Services
K Hannagan	Director Infrastructure
K Apperley	Director Community Development
N Kearns	Director Development Services
K Tripp	Strategic Planner
R Drew	Wyndham Area Services Manager
Therese Whalan	Executive Assistant
J McGuinness	Governance Support Officer (Minute Taker)

**GALLERY**

Nil

**LEAVE OF ABSENCE**

Cr J Moulden                      Shire President

**3. DECLARATION OF INTEREST**

• **Financial Interest**

Cr J McCoy declared interest in Item 12.6.1 Delegated Authority Report as an employee of WELA, grant applicant.

Cr J Parker declared interest in Item 12.6.1 Delegated Authority Report as an employee of WELA, grant applicant.

- **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**

**COUNCIL DECISION**

**Minute No. 9616**

**Moved: Cr J Parker**

**Seconded: Cr K Torres**

**That Council grant Cr R Addis and Cr C Gore-Birch Gault leave of absence for Ordinary Council Meeting 13 December 2011.**

**Carried Unanimously 8/0**

**8. CONFIRMATION OF MINUTES**

**8.1 CONFIRMATION OF MINUTES OF ORDINARY COUNCIL MEETING OF 25 OCTOBER 2011**

**RECOMMENDATION**

That Council confirms the Minutes of the Ordinary Council Meeting held on 25 October 2011.

**COUNCIL DECISION**

**Minute No. 9617**

**Moved: Cr D Ausburn  
Seconded: Cr J Parker**

**That Council confirms the Minutes of the Ordinary Council Meeting held on 25 October 2011.**

**Carried Unanimously 8/0**

**8.2 CONFIRMATION OF MINUTES OF SPECIAL COUNCIL MEETING OF 15 NOVEMBER 2011**

**RECOMMENDATION**

That Council confirms the Minutes of the Special Council Meeting held on 15 November 2011.

**COUNCIL DECISION**

**Minute No. 9618**

**Moved: Cr J Parker  
Seconded: Cr K Torres**

**That Council confirms the Minutes of the Special Council Meeting held on 15 November 2011.**

**Carried Unanimously 8/0**

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

Nil

**10. DEPUTATIONS / PRESENTATIONS / SUBMISSIONS**

Letter to Council Members and Karyn Apperley, Director Community Development  
RE: Access to Swimming Lessons for infants to 4yr olds  
Received 21 November 2011

8<sup>th</sup> of November 2011

Dear:

Ord Valley Aboriginal Health Service and Miriuwung Gajerrong  
 Ms Karyn Apperley: Community Development Officer  
 Mr Dean Holder: Kimberley Regional Manager Dept of Sport and Recreation  
 Letters to the Editor: Kimberley Echo  
 Council Members of the Shire of Wyndham East Kimberley  
 Honourable Mrs Carol Martin MLA Kimberley Region  
 Honourable Mr Terry Waldron, MLA, Minister for Sport and Recreation, Racing and Gaming

Access to swimming lessons for infants to 4yr olds are not generally available in the Kununurra East Kimberly area. We have a wonderful pool and leisure centre and very conducive climate but no practising instructors. With a myriad of waterways close by (Lake Kununurra, Ski Beach, Swim Beach, El Questro, Emma Gorge, Parry Creek, Valentine Springs, Molly Springs to name a few) aquatic safety and education is a high priority in all young children. Many mums are keen to build these skills in their children but lack more than basic knowledge.

Recently it was advertised that swimming lessons for 6mths to 4year olds were to be provided by the OVAHS MG HL Program<sup>1</sup>. Hurray! Just what mums had been asking for! Disappointingly when ringing to book, many mums discovered that program eligibility was for Aboriginal children and their parents/carers only. A response was circulated by the organisers stating that the aim of the OVAHS Program is to provide culturally appropriate healthy lifestyle activities for local Aboriginal people, and that the limitations in eligibility were due to limited places and that funding is coming from MG OES<sup>2</sup>.

The organisers are to be applauded for going to great lengths to organise a term-long program of this nature, sourcing funding for an area of need and sourcing instructors in a remote location. However there is currently no alternative readily available for the remainder of the community. In light of the need of aquatic safety and education needed across the board in the Kununurra East Kimberley area, and the opportunity to bring people together rather than to divide on the basis of race why not open availability to all Kununurra residents?

If the real limitation is lack of funding to expand the program, then how about providing a free program for those unable to pay (ie families with Centrelink concession cards) and a small fee for those with the funds. We all acknowledge the need for culturally appropriate education.

So how about keep the program culturally appropriate to the Indigenous community and then the other families attending will like learn a lot more about the local culture! That way we can build bridges and grow our community.

Food for thought: should we not be working towards having a harmonious community? Segregating a program like this does nothing to build relationships in the community, we should work to bridge the gap, not widen it.

<sup>1</sup> Ord Valley Aboriginal Health Service Miriuwung Gajerrong Healthy Lifestyle Program

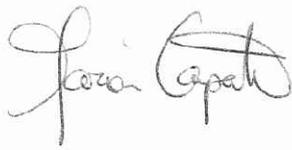
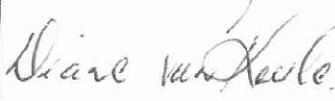
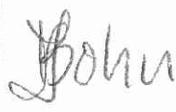
<sup>2</sup> Miriuwung Gajerrong Ord Expansion Scheme

Regards

Kristen Grove

Kununurra resident, mother of 5month old, hoping for equal access to swimming programs when my son is old enough to attend

NAME	SIGNATURE	COMMENT
1. Margaret Williams		I have a 13.mth old daughter and think it is essential she learn to swim as early as possible.
2. Clare Parore		8 month old- would be great for guidance on how to get him swimming in our hot climate.
3. Jodie CRIPPS		Agree we need a Program available in Kununurra for ALL.
4. Tonnie-ann Smith		6 mth old that I dont want to become a statistic in drowning
5. Katy Stevens		I have a 6month old son and 4 year old who missed out on Leisure centre lessons by 3days. very keen to swim ASAP.
6. Theresa Sweeney		Winnipeg is a public safety issue best addressed by a thorough education in the hot yrs.
7. Natasha Lourens		My 10 month old really needs this as our home is provided with a pool and therefore a worry when your child can't swim.
8. Elizabeth Fitzpatrick		

9.	MARIAN CARPENTER		1 year old who would greatly benefit from swimming lessons
10.	DIANE VAN KEULE		
11.	MARIA MAGNAY		
12.	TEENA SILLIFANT		I have a 19 month old who would benefit from swimming lessons.
13.	Amanda Patton		I have a 1 1/2 + 2yr old who would love to have lessons.
14.	Fiona Bohn		My 3 1/2 yo needs more swimming lessons
15.	XISA Holtan		one year old would love swimming lessons for her
16.	NICOLA BLUNDEN		WOULD REALLY LIKE TO LEARN SOME TECHNIQUES TO TEACH MY 16mth old to swim
17.	Nadine Maher		My son has been waiting 19mths for lessons

AS WE HAVE A LARGE DAM NEAR OUR HOUSE

18.	Debbie McCallum	Dry-Callum	Think it's very unfair to discriminate on the basis of cultural background, this program should be made available to all Kununurra children.
19.	Emily Boffa	EB	Water education for all children. I have a 3 year old and 11 month-old who are denied access based on their ethnicity.
20.	Amy Freethe	afreet	In my opinion having a divide by race does not bridge the gap.
21.	Danny Patton	Danny Patton	
22.	Debbie Davidson	D. Davidson	I have just moved from Darnin where we had started lessons for Jermin (2½ yrs) but was disappointed that we can't continue in Kununurra.
23.	Jasmin McFadden	jmcf	What happened to equality?
24.			
25.			
26.			

**11. MINUTES OF COUNCIL COMMITTEE MEETINGS**

**11.1 UNCONFIRMED MINUTES OF AUDIT (RISK AND FINANCE) COMMITTEE MEETING 25 OCTOBER 2011**

**RECOMMENDATION**

That Council accepts the Unconfirmed Minutes of Audit (Risk and Finance) Committee Meeting held on 25 October 2011.

**COUNCIL DECISION**

**Minute No. 9619**

**Moved: Cr D Ausburn  
Seconded: Cr J Parker**

**That Council accepts the Unconfirmed Minutes of Audit (Risk and Finance) Committee Meeting held on 25 October 2011.**

**Carried Unanimously 8/0**

## 12. REPORTS

### 12.1 MATTERS ARISING FROM COMMITTEES OF COUNCIL

#### 12.1.1 Matters Arising from Audit (Risk and Finance) Committee

Meeting held on 25 October 2011

<b>DATE:</b>	22 November 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>	GN.05.2

#### **PURPOSE**

To consider recommendations from Council's Audit (Risk and Finance) Committee.

#### **BACKGROUND**

The Audit (Risk and Finance) Committee meets on a bi-monthly basis to fulfil the requirement to provide an independent oversight of the financial systems of the local government on behalf of the Council. These meetings are not open to the public however the agenda and minutes are available.

The Audit (Risk and Finance) Committee has no delegated authority from the Council and as such makes recommendations to Council on issues considered by the Committee.

#### **STATUTORY IMPLICATIONS**

Local Government Act 1995 – Section 7.1A

#### **POLICY IMPLICATIONS**

No policy implications apply in the preparation of this report.

#### **FINANCIAL IMPLICATIONS**

The financial implications of the Audit (Risk and Finance) Committee recommendations have been disclosed in the Audit (Risk and Finance) Committee agenda and minutes.

#### **STRATEGIC IMPLICATIONS**

The Audit (Risk and Finance) Committee supports Council in providing effective corporate governance by providing an oversight function relating to audit and financial management.

#### **COMMUNITY CONSULTATION**

Community consultation is not required in relation to this item.

## **COMMENT**

The officer reports that accompany the Audit (Risk and Finance) Committee resolutions and provide detail of the background and implications of the officers recommendation have been distributed to Councillors in the agenda and minutes of the Audit (Risk and Finance) Committee. The agenda and minutes of the Audit (Risk and Finance) Committee are available to the public.

## **ATTACHMENTS**

Attachment 1 - Independent Audit Report to the Electors of the Shire of Wyndham-East Kimberley

Attachment 2 - Management Report for the Year Ended 30 June 2011

*Confidential Attachment provided under separate cover*

## **VOTING REQUIREMENT**

Simple Majority

## **AUDIT COMMITTEE RECOMMENDATION 1**

That Council

- 1) Receives the Independent Audit Report the Electors of the Shire of Wyndham East Kimberley.
- 2) Receives the Management Report for the Year Ended 30 June 2011
- 3) Takes the following actions be taken in relation to the results of Audit for the Year Ended 30 June 2011
  - a) The Audit (Risk and Finance) Committee continues to monitor the rates debts under legal process with a focus on Outstanding Rates Ratio.
- 4) Requests a report on the status of actions taken in relation to the results of Audit for the Year Ended 30 June 2011 to be included in the Audit (Risk and Finance) Committee Agenda as a standing item until all issues are resolved.
- 5) Requests that actions in relation the results of Audit for the Year Ended 30 June 2011 are reported to the Minister following the May 2012 Audit (Risk and Finance) Committee Meeting.

## **COUNCIL DECISION**

**Minute No. 9620**

**Moved: Cr D Ausburn**

**Seconded: Cr J Parker**

**That Council**

- 1) Receives the Independent Audit Report the Electors of the Shire of Wyndham East Kimberley.**
- 2) Receives the Management Report for the Year Ended 30 June 2011**
- 3) Takes the following actions be taken in relation to the results of Audit for the Year Ended 30 June 2011**
  - b) The Audit (Risk and Finance) Committee continues to monitor the rates debts under legal process with a focus on Outstanding Rates Ratio.**
- 4) Requests a report on the status of actions taken in relation to the results of Audit for the Year Ended 30 June 2011 to be included in the Audit (Risk and Finance) Committee Agenda as a standing item until all issues are resolved.**
- 5) Requests that actions in relation the results of Audit for the Year Ended 30 June 2011 are reported to the Minister following the May 2012 Audit (Risk and Finance) Committee Meeting.**

**Carried Unanimously 8/0**

## Attachment 1 - Independent Audit Report to the Electors of the Shire of Wyndham-East Kimberley



### INDEPENDENT AUDITOR'S REPORT TO THE ELECTORS OF THE SHIRE OF WYNDHAM – EAST KIMBERLEY

#### *Report on the Financial Report*

We have audited the accompanying financial report of the Shire of Wyndham – East Kimberley, which comprises the statement of financial position as at 30 June 2011, statement of comprehensive income by nature or type, statement of comprehensive income by program, statement of changes in equity, statement of cash flows and the rate setting statement for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information and the statement by Chief Executive Officer.

#### *Management's Responsibility for the Financial Report*

Management is responsible for the preparation of the financial report that gives a true and fair view in accordance with Australian Accounting Standards, the Local Government Act 1995 (as amended) and the Local Government (Financial Management) Regulations 1996 (as amended) and for such internal control as management determines is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

#### *Auditor's Responsibility*

Our responsibility is to express an opinion on the financial report based on our audit. We conducted our audit in accordance with Australian Auditing Standards. These Auditing Standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance about whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation of the financial report that gives a true and fair view in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by Council, as well as evaluating the overall presentation of the financial report.

We believe the audit evidence we obtained is sufficient and appropriate to provide a basis for our audit opinion.

#### *Auditor's Opinion*

In our opinion, the financial report of the Shire of Wyndham – East Kimberley is in accordance with the Local Government Act 1995 (as amended) and the Local Government (Financial Management) Regulations 1996 (as amended), including:

- a giving a true and fair view of the Shire's financial position as at 30 June 2011 and of its performance for the year ended on that date; and
- b complying with Australian Accounting Standards, the Local Government Act 1995 (as amended) and the Local Government (Financial Management) Regulations 1996 (as amended).

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**INDEPENDENT AUDITOR'S REPORT  
TO THE ELECTORS OF THE SHIRE OF WYNDHAM – EAST KIMBERLEY (Continued)**

***Report on Other Legal and Regulatory Requirements***

In accordance with the Local Government (Audit) Regulations 1996, we also report that:

- a) There are no matters that in our opinion indicate significant adverse trends in the financial position or the financial management practices of the Shire.
- b) No matters indicating non-compliance with Part 6 of the Local Government Act 1995 (as amended), the Local Government (Financial Management) Regulations 1996 (as amended) or applicable financial controls of any other written law were noted during the course of our audit.
- c) All necessary information and explanations were obtained by us.
- d) All audit procedures were satisfactorily completed in conducting our audit.

UHY HAINES NORTON  
CHARTERED ACCOUNTANTS



DAVID TOMASI  
PARTNER

Date: 24 October 2011  
Perth, WA

## 12.2 CORPORATE SERVICES

### 12.2.1 Monthly Financial Report

<b>DATE:</b>	22 November 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

#### **PURPOSE**

For Council to note and accept the Monthly Financial Report for September 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 target.

#### **STRATEGIC IMPLICATIONS**

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

#### **COMMUNITY CONSULTATION**

Community consultation is not required in relation to this item.

#### **COMMENT**

Councils 2011/2012 Budget was adopted on 19 July 2011.

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

**ATTACHMENTS**

Attachment 1 – Monthly Financial Report

**VOTING REQUIREMENT**

Simple Majority

**OFFICER'S RECOMMENDATION**

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

**COUNCIL DECISION**

**Minute No. 9621**

**Moved: Cr K Torres**

**Seconded: Cr D Ausburn**

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

**Carried Unanimously 8/0**

## Attachment 1 – Monthly Financial Report



# Shire of Wyndham East Kimberley

## Monthly Financial Report 2011/2012

**As at 30 September 2011**

**Presented to Council 22 November 2011**

### Contents:

- 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)

Financial Activity Legend:  
Above Budget Expectations: ▲  
Below Budget Expectations: ▼

# Shire of Wyndham East Kimberley

## Statement of Financial Activity Year to Date Actual v Year to Date Budget as at 30 September 2011

	YTD Actual 2011/12 \$	YTD Budget 2011/12 \$	YTD Variance 2011/12 \$	%	
<b>Revenue</b>					
General Purpose Funding	1,182,304	1,180,300	2,004	0%	▲
Governance	120,061	97,200	22,861	24%	▲
Law, Order, Public Safety	4,305	4,150	155	4%	▲
Health	6,214	5,500	714	13%	▲
Education and Welfare	40,266	40,390	(124)	0%	▼
Housing	43,259	38,070	5,189	14%	▲
Community Amenities	1,196,709	1,178,925	17,784	2%	▲
Recreation and Culture	137,984	133,250	4,734	4%	▲
Transport	988,792	976,200	12,592	1%	▲
Economic Services	32,104	30,720	1,384	5%	▲
Other Property and Services	58,527	11,500	47,027	409%	▲
	<u>3,810,525</u>	<u>3,696,205</u>	<u>114,320</u>		<u>3%</u> ▲
<b>Expenses</b>					
General Purpose Funding	(142,752)	(139,400)	(3,352)	2%	▲
Governance	(416,504)	(365,802)	(50,702)	14%	▲
Law, Order, Public Safety	(194,846)	(184,260)	(10,586)	6%	▲
Health	(67,380)	(65,325)	(2,055)	3%	▲
Education and Welfare	(79,423)	(74,843)	(4,580)	6%	▲
Housing	(138,908)	(120,509)	(18,399)	15%	▲
Community Amenities	(1,781,164)	(1,748,932)	(32,232)	2%	▲
Recreation & Culture	(858,916)	(845,680)	(13,236)	2%	▲
Transport	(1,309,985)	(1,302,900)	(7,085)	1%	▲
Economic Services	(230,737)	(181,300)	(49,437)	27%	▲
Other Property and Services	(647,150)	(107,450)	(539,700)	502%	▲
	<u>(5,867,763)</u>	<u>(5,136,401)</u>	<u>(731,362)</u>		<u>14%</u> ▲
<b>Adjustments for Cash Budget Requirements:</b>					
<b>Non-Cash Expenditure and Revenue</b>					
(Profit)/Loss on Asset Disposals	0	0	0	0%	▲
Movement in Accruals and Provisions	(114,956)	(114,956)	0	0%	▼
Depreciation on Assets	781,852	772,177	9,675	0%	▲
<b>Capital Expenditure and Revenue</b>					
Purchase Land Held for Resale	0	0	0	0%	▲
Purchase Land and Buildings	(1,426,447)	(1,422,000)	(4,447)	0%	▲
Purchase Infrastructure Assets - Roads	(117,966)	(115,000)	(2,966)	3%	▲
Purchase Infrastructure Assets - Footpaths	(193)	0	(193)	0%	▲
Purchase Infrastructure Assets - Drainage	(33,625)	(33,000)	(625)	0%	▲
Purchase Infrastructure Assets - Other	(871,931)	(894,825)	22,894	-3%	▼
Purchase Plant and Equipment	(32,713)	(28,000)	(4,713)	0%	▲
Purchase Furniture and Equipment	(63,185)	(62,675)	(510)	1%	▲
Grants / Contributions for Development of Assets	672,982	676,525	(3,543)	0%	▼
Proceeds from Disposal of Assets	0	0	0	0%	▼
Proceeds from Sale of Land Held for Resale	0	0	0	0%	▼
Repayment of Debentures	(74,948)	(74,948)	(0)	0%	▲
Proceeds from New Debentures	0	0	0	0%	▼
Transfers to Reserves (Restricted Assets)	(15,929)	(16,000)	71	0%	▼
Transfers from Reserves (Restricted Assets)	0	0	0	0%	▼
ADD Estimated Surplus/(Deficit) July 1 B/Fwd	7,677,243	7,677,243	0	0%	▼
LESS Estimated Surplus/(Deficit) June 30 C/Fwd	10,620,320	11,388,345	(768,025)	-7%	▼
<b>Amount Required to be Raised from Rates</b>	<u>6,297,374</u>	<u>6,464,000</u>	<u>(166,626)</u>		<u>-3%</u> ▼

## Shire of Wyndham East Kimberley

### Note to Statement of Financial Activity

#### Net Current Assets

as at 30 September 2011

#### NET CURRENT ASSETS

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

	YTD Actual 2011/12	Brought Forward 1 July 2011
<b>CURRENT ASSETS</b>		
Cash - Unrestricted	8,133,725	2,232,123
Cash - Restricted	8,133,003	8,117,074
Cash - Restricted Unspent Grants	0	4,200,124
Receivables	4,555,778	3,482,496
Inventories	15,523	15,002
	<u>20,838,030</u>	<u>18,046,818</u>
<b>LESS: CURRENT LIABILITIES</b>		
Payables and Provisions	(2,084,707)	(2,252,502)
Less: Cash - Restricted	<u>(8,133,003)</u>	<u>(8,117,074)</u>
<b>NET CURRENT ASSET POSITION</b>	<u><u>10,620,320</u></u>	<u><u>7,677,243</u></u>

## Shire of Wyndham East Kimberley

### Notes to Statement of Financial Activity

For the Period Ended 30 September 2011

#### Explanation of Material Variances

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

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

#### **Operating**

<b>Recurrent Income - Excluding Rates</b>		▲	
<b>General Purpose Funding</b>		▲	
No material variances to report			
<b>Governance</b>		▲	
Contributions - Projects/Business Planning - Kimberley Zone	\$ 22,700	▲	▲ Unbudgeted revenue received for Business Case development
<b>Law, Order and Public Safety</b>		▲	
No material variances to report			
<b>Health</b>		▲	
No material variances to report			
<b>Education and Welfare</b>		▼	
No material variances to report			
<b>Housing</b>		▲	
No material variances to report.			
<b>Community Amenities</b>		▲	
No material variances to report.			
<b>Recreation and Culture</b>		▲	
No material variances to report.			
<b>Transport</b>		▲	
No material variances to report.			
<b>Economic Services</b>		▲	
No material variances to report.			
<b>Other Property and Services</b>		▲	
Transfer in Long Service Leave Entitlements	\$ 44,700	▲	▲ Unbudgeted revenue received for staff benefits
<b>Recurrent Expenditure</b>		▲	
<b>General Purpose Funding</b>		▲	
No material variances to report.			
<b>Governance</b>		▲	
Organisational Culture Training	\$ 21,100	▲	▲ Costs to be journalled to individual departments.
<b>Law, Order and Public Safety</b>		▲	
No material variances to report.			
<b>Health</b>		▲	
No material variances to report.			
<b>Education and Welfare</b>		▲	
No material variances to report.			
<b>Housing</b>		▲	
No material variances to report.			
<b>Community Amenities</b>		▲	
Weaber Plain Flood Mitigation	\$ 7,500	▲	▲ Extra expenditure on additional strengthening of concrete. To be adjusted at review.
<b>Recreation and Culture</b>		▲	
No material variances to report.			
<b>Transport</b>		▲	
No material variances to report.			
<b>Economic Services</b>		▲	
Town Entry Statements Kununurra - Tourism & Area Promotion	\$ 44,200	▲	▲ Return of grant. Budget value currently carried in capital, to be adjusted at review.
<b>Other Property and Services</b>		▲	
Insurance - Unclassified	\$ 529,900	▲	▲ Costs of insurance premiums yet to be journalled across organisation accordingly

#### **Non Cash Expenditure and Revenue**

##### **Adjustments and Accruals**

No material variances to report.

## Shire of Wyndham East Kimberley

Notes to Statement of Financial Activity

For the Period Ended 30 September 2011

(continued)

### Capital

#### Purchase Infrastructure Assets -

#### Other

Town Entry Statements Kununurra -  
Tourism & Area Promotion

\$ 44,200

▼ Return of grant. Budget value carried in capital, but expended as operating. To be adjusted at review.

Whitegum Park Redevelopment

\$ 17,100

▲ Additional lighting required within toilet block. Will require budget amendment at review.

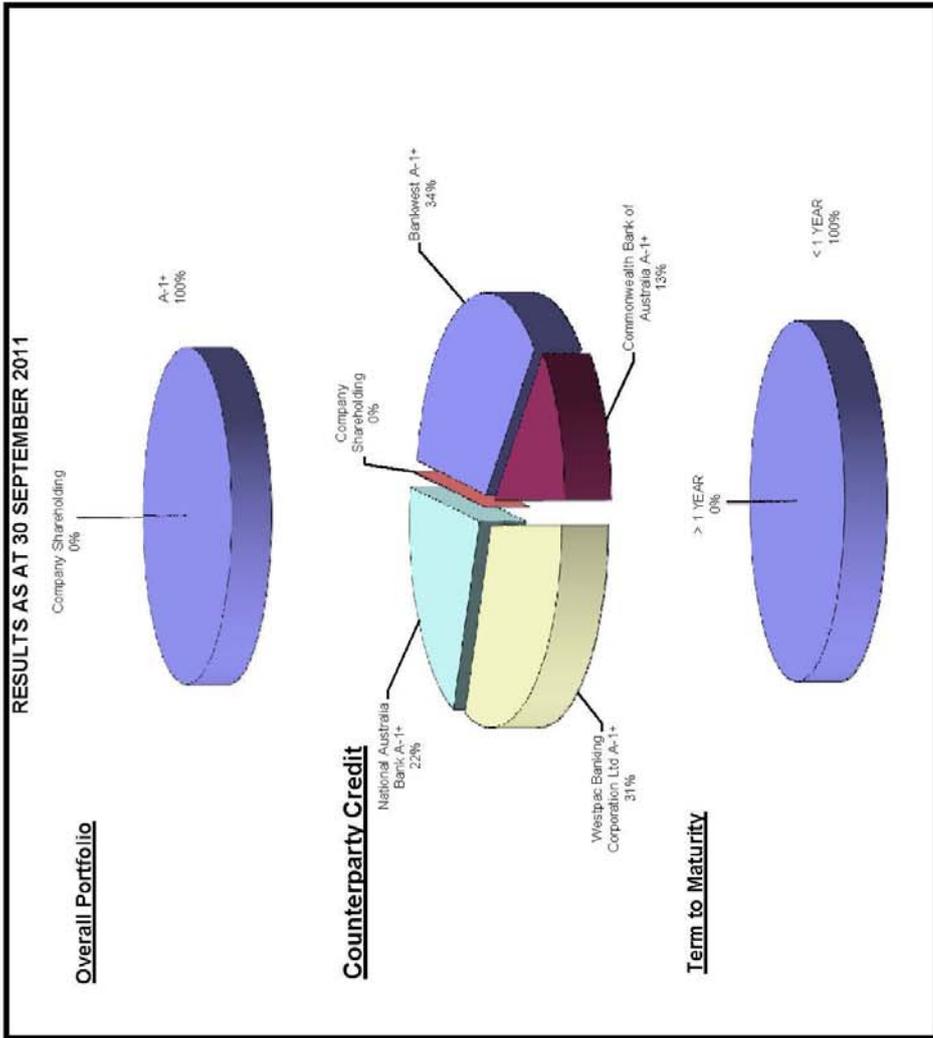
# Shire of Wyndham East Kimberley

## Note to Statement of Financial Activity Budget Remaining to Collect/Spend as at 30 September 2011

	YTD Actual 2011/12 \$	Annual Budget 2011/12	Budget Remaining 2011/12 \$	%	
<b>Revenue</b>					
General Purpose Funding	1,182,304	4,046,649	2,864,345	71%	▼
Governance	120,061	484,320	364,259	75%	▼
Law, Order, Public Safety	4,305	114,507	110,202	96%	▼
Health	6,214	46,500	40,286	87%	▼
Education and Welfare	40,266	125,500	85,234	68%	▼
Housing	43,259	887,889	844,630	95%	▼
Community Amenities	1,196,709	2,162,878	966,169	45%	▼
Recreation and Culture	137,984	584,500	446,516	76%	▼
Transport	988,792	4,392,596	3,403,804	77%	▼
Economic Services	32,104	354,000	321,896	91%	▼
Other Property and Services	58,527	109,904	51,377	47%	▼
	<u>3,810,525</u>	<u>13,309,243</u>	<u>9,498,718</u>	<u>71%</u>	<u>▼</u>
<b>Expenses</b>					
General Purpose Funding	(142,752)	(535,060)	(392,308)	73%	▼
Governance	(416,504)	(2,577,379)	(2,160,875)	84%	▼
Law, Order, Public Safety	(194,846)	(620,666)	(425,820)	69%	▼
Health	(67,380)	(409,222)	(341,842)	84%	▼
Education and Welfare	(79,423)	(402,614)	(323,190)	80%	▼
Housing	(138,908)	(560,822)	(421,914)	75%	▼
Community Amenities	(1,781,164)	(5,012,413)	(3,231,250)	64%	▼
Recreation & Culture	(858,916)	(3,916,755)	(3,057,840)	78%	▼
Transport	(1,309,985)	(5,524,938)	(4,214,953)	76%	▼
Economic Services	(230,737)	(1,043,908)	(813,170)	78%	▼
Other Property and Services	(647,150)	(116,075)	531,075	-458%	▲
	<u>(5,867,763)</u>	<u>(20,719,851)</u>	<u>(14,852,088)</u>	<u>72%</u>	<u>▼</u>
<b>Adjustments for Cash Budget Requirements:</b>					
<b>Non-Cash Expenditure and Revenue</b>					
(Profit)/Loss on Asset Disposals	0	(760,643)	(760,643)	100%	▼
Movement in Accruals and Provisions	(114,956)	0	114,956	0%	▼
Depreciation on Assets	781,852	2,916,607	2,134,755	73%	▼
<b>Capital Expenditure and Revenue</b>					
Purchase Land Held for Resale	0	0	0	0%	▲
Purchase Land and Buildings	(1,426,447)	(12,152,323)	(10,725,876)	88%	▼
Purchase Infrastructure Assets - Roads	(117,966)	(10,172,894)	(10,054,928)	99%	▼
Purchase Infrastructure Assets - Footpaths	(193)	0	193	0%	▲
Purchase Infrastructure Assets - Drainage	(33,625)	(740,000)	(706,375)	95%	▼
Purchase Infrastructure Assets - Other	(871,931)	(3,595,166)	(2,723,235)	76%	▼
Purchase Plant and Equipment	(32,713)	(1,170,500)	(1,137,787)	97%	▼
Purchase Furniture and Equipment	(63,185)	(728,400)	(665,215)	91%	▼
Grants / Contributions for Development of Assets	672,982	16,105,764	15,432,782	96%	▼
Proceeds from Disposal of Assets	0	1,173,002	1,173,002	100%	▼
Proceeds from Sale of Land Held for Resale	0	300,000	300,000	100%	▼
Repayment of Debentures	(74,948)	(1,114,499)	(1,039,551)	93%	▼
Proceeds from New Debentures	0	1,650,000	1,650,000	100%	▼
Transfers to Reserves (Restricted Assets)	(15,929)	(462,024)	(446,095)	97%	▼
Transfers from Reserves (Restricted Assets)	0	2,630,648	2,630,648	100%	▼
ADD Estimated Surplus/(Deficit) July 1 B/Fwd	7,677,243	7,280,968	(396,275)	-5%	▲
LESS Estimated Surplus/(Deficit) June 30 C/Fwd	10,620,320	98,800	(10,521,520)	-10649%	▲
<b>Amount Required to be Raised from Rates</b>	<u>6,297,374</u>	<u>6,348,867</u>	<u>51,493</u>	<u>1%</u>	<u>▼</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%
Note: "S & P" relates to Standard & Poores credit rating agency			
<b>"Counterparty Credit Framework"</b>			
S&P Long Term Rating	S&P Short Term Rating	Direct Investment Maximum %	Managed Funds Maximum %
AAA	A-1+	45%	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%		
<b>Individual Investment Maturity Limits</b>			
ADI	5 years		
Non ADI	3 years		
Note: "ADI" relates to an Authorised Deposit Institution (authorised under the Banking Act 1959)			



**EXPLANATION OF VARIANCES:**

1) 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 9067 of 16 March 2010 confirms Councils intention to sell, requested listing with Company for disposal and reviewing status in twelve months. Council minute 9484 of 21 June 2011 confirms Councils intention to continue listing with the Company for the purposes of disposal and review status in twelve months (June 2012) if still held. A Council decision is required for the disposal of the shares.

## 12.2.2 List of Accounts Paid from Municipal Fund and Trust Fund

<b>DATE:</b>	22 November 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 Services
<b>REPORTING OFFICER:</b>	Jo-Anne Ellis, Director Corporate Services
<b>FILE NO:</b>	FM.09.5

### **PURPOSE**

To present the listing of accounts paid from the Municipal Fund and Trust Fund in accordance with the requirements of the Local Government (Financial Management) Regulations 1996.

### **BACKGROUND**

Council delegated to CEO the exercise of its power under Financial Management Regulation 12 to make payments from Municipal Fund and Trust Fund at the Ordinary Council Meeting of 16<sup>th</sup> August 2011.

### **STATUTORY IMPLICATIONS**

Local Government Act 1995 – Section 5.42  
Local Government (Financial Management) Regulations 1996 – Regulations 12 and 13

### **POLICY IMPLICATIONS**

CD\GOV6113 – Payments from Municipal Fund and Trust Fund.

### **FINANCIAL IMPLICATIONS**

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

### **STRATEGIC IMPLICATIONS**

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

### **COMMUNITY CONSULTATION**

Community consultation is not required in relation to this item.

### **COMMENT**

In accordance with statutory requirements, 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**

Attachment 1 – List of Accounts Paid from Municipal Fund and Trust Fund

**VOTING REQUIREMENT**

Simple Majority

**OFFICER’S RECOMMENDATION**

That Council receives and accepts the listing of accounts paid from the Municipal and Trust fund, being:

Municipal EFT113406 – EFT113646 (06 Oct – 27 Oct 11)	\$ 1,953,515.00
Municipal cheques 40665 - 40737 (06 Oct – 27 Oct 11)	\$ 89,314.62
Trust cheques 214 - 222 (05 Oct – 25 Oct 11)	\$ 23,085.09
Trust EFT 500153 - 500170 (04 Oct – 31 Oct 11)	\$ 14,601.40
Payroll (05 Oct – 26 Oct 11)	\$ 357,785.79
Direct bank debits (03 Oct – 31 Oct 11)	<u>\$ 41,119.74</u>
TOTAL	\$ 2,479,421.64

**COUNCIL DECISION**

**Minute No. 9622**

**Moved: Cr D Ausburn  
Seconded: Cr J McCoy**

**That Council receives and accepts the listing of accounts paid from the Municipal and Trust fund, being:**

Municipal EFT113406 – EFT113646 (06 Oct – 27 Oct 11)	\$ 1,953,515.00
Municipal cheques 40665 - 40737 (06 Oct – 27 Oct 11)	\$ 89,314.62
Trust cheques 214 - 222 (05 Oct – 25 Oct 11)	\$ 23,085.09
Trust EFT 500153 - 500170 (04 Oct – 31 Oct 11)	\$ 14,601.40
Payroll (05 Oct – 26 Oct 11)	\$ 357,785.79
Direct bank debits (03 Oct – 31 Oct 11)	<u>\$ 41,119.74</u>
<b>TOTAL</b>	<b>\$ 2,479,421.64</b>

**Carried Unanimously 8/0**

**Attachment 1 – List of Accounts Paid from Municipal Fund and Trust Fund****LIST OF ACCOUNTS SUBMITTED TO COUNCIL 15 NOVEMBER 2011**

<b>EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT113406	06/10/2011	ATO CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	167.27
EFT113407	06/10/2011	AUSFUEL AFD	FUEL - KUNUNURRA - AUGUST 2011	15,085.96
EFT113408	06/10/2011	AUSTRAL MERCANTILE COLLECTIONS	LEGAL FEES	568.26
EFT113409	06/10/2011	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	194.40
EFT113410	06/10/2011	ABBERFIELD INDUSTRIES PTY LTD	COIN SLOT - KUNUNURRA LEISURE CENTRE SQUASH COURTS	166.10
EFT113411	06/10/2011	ALCOLIZER PTY LTD	SERVICE & RECALIBRATE BREATHALYSER - KUNUNURRA AIRPORT	114.40
EFT113412	06/10/2011	ALLGEAR MOTORCYCLES & SMALL ENGINE	STARTER CORD - P356, BLADES - P362	256.00
EFT113413	06/10/2011	ARGYLE ENGINEERING	REBUILD SKIDS - P333	1,136.44
EFT113414	06/10/2011	BOAB CARPENTRY PTY LTD	NEW WINDOW - WYNDHAM ADMINISTRATION	1,589.50
EFT113415	06/10/2011	C & S JOLLY ELECTRICS PTY LTD	FLUORESCENT LIGHT FITTING - KUNUNURRA ADMIN - CEO'S OFFICE	183.43
EFT113416	06/10/2011	CENTURION TRANSPORT	VARIOUS FREIGHT	77.00
EFT113417	06/10/2011	CIVIC LEGAL	VARIOUS LEGAL FEES	4,455.53
EFT113418	06/10/2011	COATES HIRE OPERATIONS PTY LTD	DISTRIBUTION BOARDS - WHITEGUM PARK MARKETS	100.00
EFT113419	06/10/2011	CROCODILE SIGNS	SIGN HOLDERS - KUNUNURRA AIRPORT	536.80
EFT113420	06/10/2011	COMFORT HOTEL PERTH CITY	ACCOM. SEMINAR- BOOK EXCHANGE 18 - 23/09/11 LIBRARY MANAGER	725.00
EFT113421	06/10/2011	DCD SYSTEMS PTY LTD	RADAR TRAFFIC COUNTER	4,884.00
EFT113422	06/10/2011	DEPT OF TREASURY & FINANCE - LIBRARY	LOST, DAMAGED BOOKS RECOVERIES	859.10
EFT113423	06/10/2011	DAVEY TYRE & BATTERY SERVICE	TYRE REPAIR- P204	45.50
EFT113424	06/10/2011	EAST KIMBERLEY PLUMBING	BLOCKAGE - EXALOO AUTO TOILET	237.93
EFT113425	06/10/2011	EAST KIMBERLEY HARDWARE	VARIOUS HARDWARE ITEMS - KNX ADMIN, KNX DEPOT	1,859.90
EFT113426	06/10/2011	FUJI XEROX AUSTRALIA P/L	VARIOUS PRINTING CHARGES	735.87
EFT113427	06/10/2011	FULLY JUICED ELECTRICS	INSPECT RUNWAY LIGHTING - WYNDHAM AIRPORT, RETIC PUMP - WYN	1,089.00
EFT113428	06/10/2011	HIDDEN VALLEY TOURIST PARK	ACCOMMODATION - MANAGER ENGINEERING 9 -19/09/11	1,160.00
EFT113429	06/10/2011	HITACHI CONSTRUCTION MACHINERY	SERVICE - P477	1,157.90
EFT113430	06/10/2011	ICE AGE REFRIGERATION & AIRCON	AIRCON - KUNUNURRA ADMINISTRATION	1,023.00
EFT113431	06/10/2011	IRRIBIZ	TANK PUMP - KNX REFUSE SITE, VARIOUS RETICULATION PARTS -KNX	3,823.19
EFT113432	06/10/2011	J BLACKWOOD & SON LIMITED	FUEL PUMP - P477 & P479, SAFETY GLOVES & GLASSES - KNX AIRPORT	559.62
EFT113433	06/10/2011	JO-ANNE ELLIS	ANNUAL TRAVEL ALLOWANCE - 10/11	5,700.00
EFT113434	06/10/2011	KIMBERLEY MARKETING	RE-SALE ITEMS - KUNUNURRA LEISURE CENTRE (CREDIT APPLIED)	0.57

EFT113435	06/10/2011	KIMBERLEY MOTORS	FUEL & TOURIST INFORMATION SERVICES - WYNDHAM - AUGUST 2011	1,194.30
EFT113436	06/10/2011	KIMBERLEY PARTY HIRE	OPERATE CUMBUNGI HARVESTER 1 - 30/09/11	4,800.00
EFT113437	06/10/2011	KIMBERLEY WASTE SERVICES	VARIOUS REFUSE COLLECTION - JULY & AUGUST 2011	80,306.52
EFT113438	06/10/2011	KUNUNURRA BETTA ELECTRICAL & GAS	FAREWELL GIFT - PAYROLL OFFICER	150.00
EFT113439	06/10/2011	KUNUNURRA COUNTRY CLUB RESORT	LITERARY LUNCHEON - KIMBERLEY WRITERS FESTIVAL 2011	1,193.90
EFT113440	06/10/2011	KUNUNURRA PANEL BEATING WORKS WA	INSURANCE REPAIRS - P472 & P110	600.00
EFT113441	06/10/2011	KUNUNURRA REFRIGERATION & AIR CON	REPAIR AIRCON - 6 EUGENIA STREET KUNUNURRA	313.50
EFT113442	06/10/2011	KUNUNURRA SECURITY SERVICE	VARIOUS CALLOUTS - KUNUNURRA, CASH ESCORTS KUNUNURRA - WYN	1,025.00
EFT113443	06/10/2011	KIMBERLEY COMMUNICATIONS	REFIT JJJ RECEIVER - WYNDHAM, RESET SBS SATELLITE RECEIVER - KNX	317.00
EFT113444	06/10/2011	L.G.R.C.E.U	PAYROLL DEDUCTIONS	17.40
EFT113445	06/10/2011	LAWRENCE & HANSON GROUP	FLUORO LIGHTS - KUNUNURRA LEISURE CENTRE	190.96
EFT113446	06/10/2011	MCLEODS BARRISTERS AND SOLICITORS	VARIOUS LEGAL FEES	5,401.15
EFT113447	06/10/2011	MARITIME CONSTRUCTIONS PTY LTD	PROGRESS PAYMENT NO. 12 - WYNDHAM COMMUNITY FISHING JETTY	206,996.23
EFT113448	06/10/2011	MAXXIA	PAYROLL DEDUCTIONS	4,898.19
EFT113449	06/10/2011	ORIA ORCHARDS	WEEKLY FLOWER DELIVERY - KUNUNURRA ADMINISTRATION	15.00
EFT113450	06/10/2011	OLLIE'S IRRIGATIONS & PUMPING SUPPLIES	VARIOUS RETICULATION PARTS - KUNUNURRA	557.57
EFT113451	06/10/2011	PIVOTEL	SERVICE CHARGES – 3 SATELLITE PHONES	113.57
EFT113452	06/10/2011	RANNIT PTY LTD	STORAGE CONTAINER - HEALTH OFFICER	464.00
EFT113453	06/10/2011	SHOAL AIR PTY LTD	HEALTH , YOUTH NETWORK & CHILDREN'S BOOK WEEK - KALUMBURU	1,454.00
EFT113454	06/10/2011	SHIRE OF WYNDHAM EAST KIMBERLEY	PAYROLL DEDUCTIONS	70.00
EFT113455	06/10/2011	TNT AUSTRALIA PTY LIMITED	FREIGHT - WATER SAMPLES	96.33
EFT113456	06/10/2011	TOLL EXPRESS	VARIOUS FREIGHT	261.04
EFT113457	06/10/2011	TOP END MOTORS	CLUTCH - P303	620.00
EFT113458	06/10/2011	TROPICAL PEST CONTROL	PEST SPRAY - KUNUNURRA YOUTH CENTRE	240.00
EFT113459	06/10/2011	TYREPLUS KUNUNURRA	BATTERY - P467 , WHEEL ALIGNMENT & BALANCE - P107	298.00
EFT113460	06/10/2011	WA LOCAL GOVERNMENT ASSOCIATION	VARIOUS ADVERTISING	1,740.68
EFT113461	06/10/2011	WA LOCAL GOVERNMENT SUPER	SUPERANNUATION CONTRIBUTIONS	25,801.69
EFT113462	06/10/2011	WRIDGWAYS THE REMOVALISTS	RELOCATION COSTS - ENVIRONMENTAL HEALTH OFFICER	1,746.80
EFT113463	06/10/2011	WILD MANGO	COMMUNITY DEVELOPMENT TEAM MEETING 30/09/11	122.00
EFT113464	13/10/2011	ALLCLEAN COMMERCIAL CLEANERS	CLEANING VARIOUS LOCATIONS - KUNUNURRA	25,247.50
EFT113465	13/10/2011	ABCO PRODUCTS	CLEANING PRODUCTS & CONSUMABLES - WYNDHAM ADMINISTRATION	183.67
EFT113466	13/10/2011	AUSTRAL MERCANTILE COLLECTIONS	COMMISSION ON COLLECTIONS - KUNUNURRA AIRPORT	6.86

EFT113467	13/10/2011	AUSTRALIA POST	POSTAGE - SEPTEMBER 2011 - KUNUNURRA ADMINISTRATION	1,120.55
EFT113468	13/10/2011	AUSTRALIAN PUMP INDUSTRIES	WATER JETTING NOZZLES - P480	1,026.30
EFT113469	13/10/2011	ALLGEAR MOTORCYCLES & SMALL ENGINES	SHARK CHAIN GROUNDHOG- P356	1,128.05
EFT113470	13/10/2011	ARGYLE MOTORS	SERVICE - P314	831.65
EFT113471	13/10/2011	BP ORD RIVER ROADHOUSE	FUEL - P113	206.28
EFT113472	13/10/2011	C & S JOLLY ELECTRICS PTY LTD	SENSOR LIGHTS & LAMP - 3A DRYANDRA STREET KUNUNURRA	390.67
EFT113473	13/10/2011	CAM MANAGEMENT SOLUTIONS	KIMBERLEY JOINT SHIRES PROJECT - REMOTE ABORIGINAL COMMUNITIES	42,274.54
EFT113474	13/10/2011	CENTURION TRANSPORT	VARIOUS FREIGHT	60.50
EFT113475	13/10/2011	COATES HIRE OPERATIONS PTY LTD	HIRE DISTRIBUTION BOARDS - WHITEGUM PARK MARKETS	200.00
EFT113476	13/10/2011	COLIN WILKINSON DEV. PTY LTD	PROGRESS PAYMENT NO. 3 - STAFF HOUSING LOT 42 BELLA LANE	149,054.00
EFT113477	13/10/2011	COUNCILLOR JANE PARKER	TRAVEL REIMBURSEMENT - WYNDHAM-KUNUNURRA	423.99
EFT113478	13/10/2011	CRIPPS, KELLY	WATER SUBSIDY 25/03/11 - 20/07/11	424.86
EFT113479	13/10/2011	CROCODILE SIGNS	ROAD LOAD LIMIT SIGN - KALUMBURU, INFORMATION SIGN - KNX LANDFILL	293.70
EFT113480	13/10/2011	CANDOR TRAINING	MANAGING OUR PEOPLE WORKSHOP	2,830.00
EFT113481	13/10/2011	DEPT OF TREASURY & FINANCE - LIBRARY	BOOKS - BETTER BEGINNINGS - 11/12	704.00
EFT113482	13/10/2011	DAVEY TYRE & BATTERY SERVICE	TYRE - P354 & 327	975.30
EFT113483	13/10/2011	EAGLE ELECTRICAL & REFRIGERATION	SWIMMING POOL PUMP MOTOR - WYNDHAM POOL	484.00
EFT113484	13/10/2011	EAST KIMBERLEY HARDWARE	DOOR LOCK - WYNDHAM CHILD CARE CENTRE	24.55
EFT113485	13/10/2011	FUJI XEROX AUSTRALIA P/L	VARIOUS PRINTING CHARGES	1,943.81
EFT113486	13/10/2011	FYSH GRADER HIRE	HIRE GRADER - LASER DRAIN NORTH SIDE FLIGHT STRIP - KNX AIRPORT	3,168.00
EFT113487	13/10/2011	FIX ALL MOBILE MECHANIC	TYRE & FIT HIGH TENSILE BOLTS TO SLASHER GEARBOX MOUNTS - P333	290.00
EFT113488	13/10/2011	GARY GAFFNEY	WATER SUBSIDY 31/03/11 - 27/07/11	163.07
EFT113489	13/10/2011	HIDDEN VALLEY TOURIST PARK	ACCOMMODATION - SENIOR PROJECTS MANAGER 30/07/11 - 28/08/11	625.57
EFT113490	13/10/2011	HOME VALLEY STATION	ACCOMM - KNX YOUTH OFFICER - YOUTH NETWORK FORUM 5 - 7/09/11	168.00
EFT113491	13/10/2011	HITACHI CONSTRUCTION MACHINERY	SERVICE - P477 & P479	2,771.89
EFT113492	13/10/2011	IBAC PLUMBING PTY LTD	CISTERN & TOILET SEAT - 3A DRYANDRA ST, TOILET LEAKING - KNX ADMIN	746.46
EFT113493	13/10/2011	IRRIBIZ	VARIOUS RETICULATION PARTS - KUNUNURRA & WYNDHAM	2,599.73
EFT113494	13/10/2011	J BLACKWOOD & SON LIMITED	SHRINK WRAP, DRILL SET, HAND CLEANER & EARMUFFS - KNX DEPOT	793.73
EFT113495	13/10/2011	JO-ANNE ELLIS	REIMBURSE-LGMA MEMBERSHIP, FLIGHT LGMA INTEGRATED PLAN W/SHOP	1,160.58
EFT113496	13/10/2011	JORRITSMA H & CO	VARIOUS RETICULATION PARTS - WYNDHAM	301.30
EFT113497	13/10/2011	JAB INDUSTRIES	EXCAVATOR 15/08/11 - 30/08/11 - M1 PROJECT	26,457.75
EFT113498	13/10/2011	JANET TAKARANGI	REIMBURSE - HOTEL & MEALS - REMOTE COMMUNITY MEETINGS	411.17

EFT113499	13/10/2011	KIMBERLEY FIRST NATIONAL REAL ESTATE	ADVANCE RENTAL PAYMENT - 16/33 KONKERBERRY DRIVE KUNUNURRA	1,040.00
EFT113500	13/10/2011	KIMBERLEY GROUP TRAINING	TRAINEE - KUNUNURRA ADMINISTRATION	1,001.65
EFT113501	13/10/2011	KIMBERLEY MOTORS	FUEL - WYNDHAM - AUGUST 2011	5,567.78
EFT113502	13/10/2011	KUNUNURRA BETTA ELECTRICAL & GAS	2 X CAMERAS & MEMORY CARDS - KALUMBURU RD DAMAGE & KNX DEPOT	915.90
EFT113503	13/10/2011	KUNUNURRA COUNTRY CLUB RESORT	ROOM HIRE & FOOD - KNX LEISURE CENTRE FUTURE PLANNING WORKSHOP	302.00
EFT113504	13/10/2011	KUNUNURRA MEDICAL	PRE-EMPLOYMENT MEDICAL	181.50
EFT113505	13/10/2011	KUNUNURRA SECURITY SERVICE	CALLOUTS - KUNUNURRA , CASH ESCORTS KUNUNURRA - WYNDHAM	642.00
EFT113506	13/10/2011	KUNUNURRA TYREPOWER	TYRE - P204	395.00
EFT113507	13/10/2011	KUNUNURRA COURIERS	NEVERFAIL SPRING WATER - KUNUNURRA ADMINISTRATION	19.50
EFT113508	13/10/2011	KUNUNURRA DIESEL SERVICE	NEW BATTERY - STATE EMERGENCY SERVICE	272.10
EFT113509	13/10/2011	KUNUNURRA HOME & GARDEN	VARIOUS HARDWARE ITEMS -WYNDHAM	66.83
EFT113510	13/10/2011	LW PROPERTY CARE	CLEAN SWIM BEACH BBQ'S - OCTOBER 2011	528.00
EFT113511	13/10/2011	MERCURE INN BROOME	ACCOMM. - BUILDING SURVEYOR , 15 - 16/09/11 - ASBESTOS TRAINING	249.00
EFT113512	13/10/2011	MERCURY FIRESAFETY PTY LTD	DRIP TORCHES - FESA	607.20
EFT113513	13/10/2011	MARGARET GRUNSELL	REIMBURSE MEALS - ZONE ORIENTATION MEETING	34.95
EFT113514	13/10/2011	MARITIME CONSTRUCTIONS PTY LTD	PROGRESS PAYMENT NO. 13 - WYNDHAM COMMUNITY JETTY	89,633.21
EFT113515	13/10/2011	NEWSOUTH BOOKS DISTRIBUTION	BOOKS FOR SALE - KIMBERLEY WRITERS FESTIVAL - 2011	719.40
EFT113516	13/10/2011	NORTH KIMBERLEY TRANSPORT	GRADE - KALUMBURU ROAD, GIBB RIVER ROAD & DOONGAN STATION	46,475.00
EFT113517	13/10/2011	OFFICE NATIONAL KUNUNURRA	FILING CABINET - KNX DEPOT, VARIOUS STATIONERY - KUNUNURRA ADMIN	950.88
EFT113518	13/10/2011	ORD MACHINING	MAJOR REPAIRS - P401	1,613.43
EFT113519	13/10/2011	ORD RIVER ELECTRICS	LIGHT SWITCH - KNX DEPOT, POWER UPGRADE - CELEBRITY TREE PK GAZEBO	4,583.38
EFT113520	13/10/2011	ORIA ORCHARDS	WEEKLY FLOWER DELIVERY - KUNUNURRA ADMINISTRATION	15.00
EFT113521	13/10/2011	OLLIE'S IRRIGATIONS & PLUMBING SUPPLIES	VARIOUS RETIC PARS - KUNUNURRA DEPOT, SUMP PUMP - KNX AIRPORT	3,134.48
EFT113522	13/10/2011	PARRY'S CREEK FARM	ACCOMMODATION 04 - 25/09/11 - WYNDHAM AREA MANAGER	2,200.00
EFT113523	13/10/2011	PJ & T ELLIS BUILDERS PTY LTD	PROGRESS PAYMENT NO. 1 - WYNDHAM DEPOT UPGRADE	85,153.70
EFT113524	13/10/2011	RED ELEVEN - RED 11 PTY LTD	ADVANCED DOCKING STATION - IT	157.78
EFT113525	13/10/2011	ROYAL LIFE SAVING (WA BRANCH)	WATCH AROUND WATER REGISTRATION 11/12 - KNX LEISURE CENTRE	70.00
EFT113526	13/10/2011	SHELF SUPPLY	DOG FOOD - POUNDS, WORK BOOTS & UNIFORM - RANGERS & DEPOT STAFF	1,023.50
EFT113527	13/10/2011	SHOAL AIR PTY LTD	CHARTER FLIGHT KNX - DERBY RETURN - REGIONAL ROADS MEETING	2,400.00
EFT113528	13/10/2011	SPOTLIGHT PTY LTD	SEWING MACHINES & MATERIALS - HOMEMAKERS/LIFE SKILLS PROGRAM	1,521.66
EFT113529	13/10/2011	SUNNY SIGN COMPANY PTY LTD	VARIOUS ROAD SIGNAGE	504.58
EFT113530	13/10/2011	TNT AUSTRALIA PTY LIMITED	WATER SAMPLE FREIGHT	155.73

EFT113531	13/10/2011	TOLL EXPRESS	VARIOUS FREIGHT	58.19
EFT113532	13/10/2011	TRIPP, KATYA MARIE	WATER SUBSIDY 30/03/11 - 26/07/11, SPRINKLERS - 3A DRYANDRA ST KNX	547.16
EFT113533	13/10/2011	TERREL MACGREGOR	RELOCATION ENVIRONMENTAL HEALTH OFFICER	170.00
EFT113534	13/10/2011	TYREPLUS KUNUNURRA	TYRE - P467	228.00
EFT113535	13/10/2011	UNITEDBOOK DISTRIBUTORS	BOOKS FOR SALE - KIMBERLEY WRITERS FESTIVAL 2011	3,640.02
EFT113536	13/10/2011	VANDERFIELD MACHINERY PTY LTD	BLADE SET - P435	166.37
EFT113537	13/10/2011	VISION IDZ	WHITE CARDS - KUNUNURRA LEISURE CENTRE MEMBERSHIPS	576.82
EFT113538	13/10/2011	WAYNE RICHARDS & REBECCA MORRALL	WATER SUBSIDY 30/03/11 - 26/07/11	411.56
EFT113539	13/10/2011	WESTRAC EQUIPMENT PTY LTD	AIR FILTER, OIL SEAL & IDLE TIMER - P488	5,448.32
EFT113540	13/10/2011	WYNDHAM EXCAVATIONS	LOADER & TRUCK - WYNDHAM TIP & PARRY CREEK ROAD	7,304.00
EFT113541	13/10/2011	WUNAN FOUNDATION INC.	GRANT - EAST KIMBERLEY ABORIGINAL ACHIEVEMENT AWARDS	10,430.00
EFT113542	20/10/2011	ALLCLEAN COMMERCIAL CLEANERS	CLEANING - KUNUNURRA YOUTH CENTRE - SEPTEMBER 2011	1,604.00
EFT113543	20/10/2011	ATO CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	171.83
EFT113544	20/10/2011	AUSTRAL MERCANTILE COLLECTIONS	LEGAL FEES	1,970.33
EFT113545	20/10/2011	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	194.40
EFT113546	20/10/2011	ALLGEAR MOTORCYCLES & SMALL ENGINES	CHAIN & BAR - P356 , NEW MOWER, NEW BRUSH CUTTERS & NEW PRUNER	7,754.90
EFT113547	20/10/2011	AQUENTA CONSULTING PTY LTD	FINAL PAYMENT - EAST KIMBERLEY REGIONAL AIRPORT EXPANSION	2,605.28
EFT113548	20/10/2011	ARGYLE ENGINEERING	TRACTOR RIM - P355	104.50
EFT113549	20/10/2011	ARGYLE MOTORS	SERVICE - P109, ROD END - P485	601.60
EFT113550	20/10/2011	BOC GASES AUSTRALIAN LIMITED	INDUSTRIAL GAS BOTTLE RENTAL - SEPTEMBER 2011 - VARIOUS LOCATIONS	259.80
EFT113551	20/10/2011	C & S JOLLY ELECTRICS PTY LTD	POWER POINT - CHLORINE RM KNX, LIGHTS - MULTI PURPOSE COURTS KNX	593.45
EFT113552	20/10/2011	COATES HIRE OPERATIONS PTY LTD	HIRE DISTRIBUTION BOARDS - WHITEGUM PARK MARKETS	100.00
EFT113553	20/10/2011	CROCODILE SIGNS	SIGNAGE - KUNUNURRA AIRPORT	396.00
EFT113554	20/10/2011	CADIA GROUP	NEW PUMP & VARIOUS RETICULATION PARTS - KUNUNURRA DEPOT	2,055.73
EFT113555	20/10/2011	DE CARPENTERS PTY LTD	CONCRETE & ERECT - CELEBRITY TREE PARK PLAYGROUND	25,630.00
EFT113556	20/10/2011	DIMENSION DATA LEARNING SOLUTIONS	REGISTRATION - MICROSOFT COURSE - IT OFFICER	3,740.00
EFT113557	20/10/2011	DEPARTMENT OF TRANSPORT	ANNUAL JETTY LICENCE 11/12 - WEST ARM CAMBRIDGE GULF - WYNDHAM	33.63
EFT113558	20/10/2011	EAGLE ELECTRICAL & REFRIGERATION	DISCONNECT POWER - WYNDHAM POOL LIGHTS	181.50
EFT113559	20/10/2011	EAST KIMBERLEY HARDWARE	STAPLE GUN - KNX AIRPORT, SECURITY TAP HANDLE - CELEBRITY TREE PARK	83.50
EFT113560	20/10/2011	FRONTIER POST & NEWS	NEWSPAPERS - WYNDHAM LIBRARY	5.00
EFT113561	20/10/2011	FUJI XEROX AUSTRALIA P/L	VARIOUS PRINTING CHARGES	6,054.87
EFT113562	20/10/2011	FIX ALL MOBILE MECHANIC	SERVICE - P335, P372 & P354	3,082.00

EFT113563	20/10/2011	IBAC PLUMBING PTY LTD	VACUUM LINE - KUNUNURRA POOL , TOILET - AIRPORT MANAGER HOUSE	1,309.59
EFT113564	20/10/2011	IRRIBIZ	SPRINKLER SYSTEM - WHITEGUM PK, VARIOUS RETICULATION PARTS - KNX	1,589.36
EFT113565	20/10/2011	J BLACKWOOD & SON LIMITED	GREASE SHELLS - P350, P477 & P479	118.54
EFT113566	20/10/2011	JSW HOLDINGS PTY LTD	TOPSOIL - LILY CREEK LAGOON	363.00
EFT113567	20/10/2011	KIMBERLEY MARKETING	ITEMS FOR RE-SALE - KUNUNURRA LEISURE CENTRE	1,359.31
EFT113568	20/10/2011	KIMBERLEY WASTE SERVICES	VARIOUS REFUSE COLLECTION - SEPTEMBER 2011	65,365.48
EFT113569	20/10/2011	KUNUNURRA SECURITY SERVICE	PASSENGER & BAG SCREENING - KUNUNURRA AIRPORT	43,491.25
EFT113570	20/10/2011	KIMBERLEY COMMUNICATIONS	RESET CLASSIC FM RADIO & NEW UHF - P375	918.00
EFT113571	20/10/2011	KUNUNURRA COURIERS	WATER COOLER HIRE - KNX TIP, WATER - KNX ADMIN, LANDFILL & AIRPORT	349.00
EFT113572	20/10/2011	KUNUNURRA DIESEL SERVICE	DIAGNOSE ENGINE LIGHT & REPAIR - P309	605.30
EFT113573	20/10/2011	KUNUNURRA HOME & GARDEN	JERRY CAN - P485, POTTING MIX & POTS - KUNUNURRA ADMINISTRATION	158.35
EFT113574	20/10/2011	L.G.R.C.E.U	PAYROLL DEDUCTIONS	17.40
EFT113575	20/10/2011	LANDGATE	GROSS RENTAL VALUATIONS & MINING TENEMENTS - RATES	365.92
EFT113576	20/10/2011	LANGFORD MACHINERY PTY LTD	NEW OIL HOSE - P351	940.00
EFT113577	20/10/2011	LAWRENCE & HANSON GROUP	SURGE PROTECTORS - VENDING MACHINES KUNUNURRA AIRPORT	36.06
EFT113578	20/10/2011	MAXXIA	PAYROLL DEDUCTIONS	5,040.08
EFT113579	20/10/2011	NORTH KIMBERLEY TRANSPORT	MAINTENANCE GRADE - KALUMBURU, GIBB RIVER RD & DOONGAN STATION	46,475.00
EFT113580	20/10/2011	OFFICE NATIONAL KUNUNURRA	DOCUMENT STAMP, EFTPOS & TIL ROLES - KUNUNURRA ADMINISTRATION	127.79
EFT113581	20/10/2011	ORD RIVER ELECTRICS	ADDITIONAL WORKS - WHITEGUM PK, TEST & TAG EQUIPMENT - KNX ADMIN	14,045.16
EFT113582	20/10/2011	ORDCO	RAZE - CUMBUNGI MANAGEMENT	957.00
EFT113583	20/10/2011	ORIA ORCHARDS	WEEKLY FLOWER DELIVERY - KUNUNURRA ADMINISTRATION	15.00
EFT113584	20/10/2011	ORION SOLAR PTY LTD	SOLAR LIGHTS - WHITEGUM PARK	22,179.25
EFT113585	20/10/2011	QUICK CORPORATE AUSTRALIA	STATIONERY - SEPTEMBER & OCTOBER 2011 - KUNUNURRA ADMIN	2,376.50
EFT113586	20/10/2011	RED ELEVEN - RED 11 PTY LTD	LAPTOPS & DESKTOPS - IT	11,568.74
EFT113587	20/10/2011	SHELF SUPPLY	SAFETY BOOTS - KUNUNURRA AIRPORT	160.00
EFT113588	20/10/2011	SPORTSPEOPLE	ADVERTISING - KUNUNURRA RECREATION OFFICER	242.00
EFT113589	20/10/2011	SHIRE OF WYNDHAM EAST KIMBERLEY	PAYROLL DEDUCTIONS	70.00
EFT113590	20/10/2011	SUE GAFFNEY	REIMBURSE ACTIVITY ITEMS - KUNUNURRA YOUTH CENTRE	54.84
EFT113591	20/10/2011	THORLEY'S STORE	GAS BOTTLE REFILL - WYNDHAM POOL, KEY CUTTING - WYNDHAM ADMIN	108.80
EFT113592	20/10/2011	TNT AUSTRALIA PTY LIMITED	WATER SAMPLE FREIGHT	455.23
EFT113593	20/10/2011	TOLL EXPRESS	VARIOUS FREIGHT	58.19
EFT113594	20/10/2011	TUCKERBOX/RETRAVISION	VARIOUS ITEMS - SEPTEMBER 2011	1,427.56

EFT113595	20/10/2011	UHY HAINES NORTON (WA) PTY LTD	ON-SITE GST TRAINING - FINANCE TEAM	1,650.00
EFT113596	20/10/2011	VANDERFIELD MACHINERY PTY LTD	ENGINE & HYDRAULIC OIL - P477 & 479	2,670.30
EFT113597	20/10/2011	WA LOCAL GOVERNMENT SUPER	SUPERANNUATION CONTRIBUTIONS	25,165.82
EFT113598	20/10/2011	WESTERN AUST. TREASURY CORPORATION	LOAN PAYMENT - MULTI-PURPOSE COURTS KUNUNURRA	24,595.50
EFT113599	20/10/2011	WESTRALIA AIRPORTS CORPORATION	ASIC CARDS - KUNUNURRA AIRPORT	275.00
EFT113600	20/10/2011	WYNDHAM SUPERMARKET	VARIOUS ITEMS - WYNDHAM DEPOT UPGRADE	250.08
EFT113601	20/10/2011	WILSON HIRE	HIRE - GENERATOR, LAY FLAT HOSE, FLEX PUMP & MOTOR - M1 PROJECT	4,071.38
EFT113602	20/10/2011	WORLEYPARSONS SERVICES PTY LTD	PROFESSIONAL ENGINEERING SERVICES - WYNDHAM COMMUNITY JETTY	4,641.88
EFT113603	27/10/2011	AUSTRALIAN FUEL DISTRIBUTORS	FUEL - KUNUNURRA - SEPTEMBER 2011	19,267.62
EFT113604	27/10/2011	AUSRECORD	WHITE FILES - RECORDS KUNUNURRA ADMIN	666.32
EFT113605	27/10/2011	ALLGEAR MOTORCYCLES & SMALL ENGINES	WHIPPER SNIPPER CORD - P356	92.40
EFT113606	27/10/2011	BODAN CONSTRUCTIONS PTY LTD	NEW DOOR - 67 KOOJARRA STREET WYNDHAM	352.00
EFT113607	27/10/2011	C & S JOLLY ELECTRICS PTY LTD	HOT WATER SYSTEM - 4 BANYAN STREET KUNUNURRA	154.00
EFT113608	27/10/2011	CENTURION TRANSPORT	VARIOUS FREIGHT	194.26
EFT113609	27/10/2011	COMMUNICATION & PROTECTIVE SOLUTION	PANASONIC PHONE PIN NUMBER - KUNUNURRA YOUTH CENTRE	121.00
EFT113610	27/10/2011	EAST KIMBERLEY GLASS	SECURITY DOORS - 1/7 GREYBOX CRESCENT KUNUNURRA	300.00
EFT113611	27/10/2011	EAST KIMBERLEY MARINE	BILGE PUMP - P485	62.70
EFT113612	27/10/2011	FUJI XEROX AUSTRALIA P/L	VARIOUS PRINTING CHARGES	1,626.10
EFT113613	27/10/2011	FIVE RIVERS CAFÉ	CATERING - COUNCIL BRIEFING SESSION 04/10/11	314.50
EFT113614	27/10/2011	HOST DIRECT	SOUFFLÉ BOWLS - WYNDHAM COUNCIL CHAMBERS	86.24
EFT113615	27/10/2011	IBAC PLUMBING PTY LTD	SOLAR SYSTEM - 14 BANYAN STREET KUNUNURRA	415.03
EFT113616	27/10/2011	IMAGESOURCE	BUSINESS CARDS & ENVELOPES - KUNUNURRA ADMINISTRATION	1,815.99
EFT113617	27/10/2011	JSW HOLDINGS PTY LTD	CONCRETE - BANDICOOT DRIVE	319.00
EFT113618	27/10/2011	KIMBERLEY ECHO-ALBANY ADVERTISER	VARIOUS ADVERTISING	4,664.15
EFT113619	27/10/2011	KIMBERLEY MOTORS	FUEL & TOURIST INFORMATION SERVICES - SEPTEMBER 2011	5,297.23
EFT113620	27/10/2011	KUNUNURRA BETTA ELECTRICAL & GAS	WIRELESS MODEM ROUTER - IT	459.98
EFT113621	27/10/2011	KUNUNURRA LOCK & KEY	KEYS - WYN CHILD CARE CENTRE & PETER REID MEMORIAL HALL - WYN	479.00
EFT113622	27/10/2011	KUNUNURRA PANEL BEATING WORKS WA	NEW FRONT WINDSCREEN - P110	731.50
EFT113623	27/10/2011	KUNUNURRA PROGRESS ASSOCIATION	QUICK GRANT - 11/12	550.00
EFT113624	27/10/2011	KUNUNURRA SECURITY SERVICE	SECURITY PATROLS & MONITORING OF ALARMS – WYN & KNX	4,745.60
EFT113625	27/10/2011	KIMBERLEY CAFÉ	CATERING - SPECIAL COUNCIL MEETING 18/10/11	187.00
EFT113626	27/10/2011	KINNY TINT	TINT WINDOW - FINANCE DEPARTMENT KUNUNURRA	175.00

EFT113627	27/10/2011	KUNUNURRA PEST MANAGEMENT	TERMITE INSPECTIONS - VARIOUS LOCATIONS KUNUNURRA & WYNDHAM	1,650.00
EFT113628	27/10/2011	LANDGATE	LAND ENQUIRY - AUGUST & SEPTEMBER 2011	216.00
EFT113629	27/10/2011	LGIS LIABILITY	SECOND INSTALMENT - LIABILITY 30/06/11 - 30/06/12	35,273.94
EFT113630	27/10/2011	LGIS PROPERTY	SECOND INSTALMENT - PROPERTY 30/06/11 - 30/06/12	97,102.78
EFT113631	27/10/2011	LGIS WORKCARE	SECOND INSTALMENT - WORKCARE 30/06/11 - 30/06/12	98,783.54
EFT113632	27/10/2011	MERCURE HOTEL PERTH	ACCOMM. SHIRE PRESIDENT 04-7/10/11 -WALGA STATE COUNCIL MEETING	603.00
EFT113633	27/10/2011	MERCURE INN BROOME	ACCOM - INTEGRATED PLANNING W/SHOP 21 - 23/08/11 - 3 X STAFF	2,187.00
EFT113634	27/10/2011	MARITIME CONSTRUCTIONS PTY LTD	PRO. PAYMENT NO. 14- WYN COMMUNITY JETTY & RETURN RETENTION	344,561.97
EFT113635	27/10/2011	ORD RIVER ELECTRICS	TEST & TAG ELECTRICAL EQUIPMENT - VARIOUS LOCATIONS WYN & KNX	2,303.46
EFT113636	27/10/2011	ORIA ORCHARDS	WEEKLY FLOWER DELIVERY - KUNUNURRA ADMINISTRATION	15.00
EFT113637	27/10/2011	ORICA AUSTRALIA PTY LTD	CHLORINE - KUNUNURRA POOL & WYNDHAM EFFLUENT SITE	379.17
EFT113638	27/10/2011	PAYMENT CANCELLED	PAYMENT CANCELLED	0
EFT113639	27/10/2011	RAPISCAN SYSTEMS AUSTRALIA PTY LTD	NEW PASSENGER SCREENING X-RAY MACHINE - KUNUNURRA AIRPORT 50%	23,958.00
EFT113640	27/10/2011	SOMERSET ST GEORGES TERRACE	ACCOMM. ZONE EXECUTIVE 19 - 22/09/11 - KIMBERLEY ZONE TRAINING	589.00
EFT113641	27/10/2011	THE CANVAS SHED	NEW BLINDS - 1/7 GREYBOX CRESCENT KUNUNURRA	726.72
EFT113642	27/10/2011	TNT AUSTRALIA PTY LIMITED	WATER SAMPLE FREIGHT	348.39
EFT113643	27/10/2011	TYREPLUS KUNUNURRA	TYRE - P466	35.00
EFT113644	27/10/2011	VENDWEST VENDING MACHINES	RE-SALE ITEMS - KUNUNURRA AIRPORT	273.24
EFT113645	27/10/2011	VISAGE PRODUCTIONS	OUR TOWN DVDS	5,115.00
EFT113646	27/10/2011	WORLEYPARSONS SERVICES PTY LTD	PROFESSIONAL ENGINEERING SERVICES - WYNDHAM COMMUNITY JETTY	13,323.08
<b>TOTAL MUNI EFT PAYMENTS</b>				<b><u>1,953,515.00</u></b>

CHQ	DATE	NAME	DESCRIPTION	AMOUNT
40665	06/10/2011	AUST ETHICAL INVESTMENT & SUPER	SUPERANNUATION CONTRIBUTIONS	139.02
40666	06/10/2011	BT FINANCIAL GROUP	SUPERANNUATION CONTRIBUTIONS	173.91
40667	06/10/2011	BT LIFETIME PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	205.27
40668	06/10/2011	CBUS	SUPERANNUATION CONTRIBUTIONS	181.19
40669	06/10/2011	COLONIAL - PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	371.75
40670	06/10/2011	HORIZON POWER	VARIOUS ELECTRICITY CHARGES	4,037.67
40671	06/10/2011	HOSTPLUS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	651.51
40672	06/10/2011	LG SUPER	SUPERANNUATION CONTRIBUTIONS	1,289.26
40673	06/10/2011	LOCAL GOVERNMENT SUPER	SUPERANNUATION CONTRIBUTIONS	366.77

40674	06/10/2011	MLC NOMINEES PTY LTD	SUPERANNUATION CONTRIBUTIONS	206.22
40675	06/10/2011	QUADRANT	SUPERANNUATION CONTRIBUTIONS	304.67
40676	06/10/2011	REST SUPER	SUPERANNUATION CONTRIBUTIONS	1,003.20
40677	06/10/2011	SEAFARERS RETIREMENT FUND	SUPERANNUATION CONTRIBUTIONS	184.89
40678	06/10/2011	STATEWIDE SUPERANNUATION TRUST	SUPERANNUATION CONTRIBUTIONS	185.14
40679	06/10/2011	SUNSUPER	SUPERANNUATION CONTRIBUTIONS	293.37
40680	06/10/2011	TASPLAN	SUPERANNUATION CONTRIBUTIONS	171.71
40681	06/10/2011	THE TRUSTEE FOR HEADING SUPER FUND	SUPERANNUATION CONTRIBUTIONS	357.15
40682	06/10/2011	VISION SUPER	SUPERANNUATION CONTRIBUTIONS	2,153.96
40683	06/10/2011	WESTSCHEME	SUPERANNUATION CONTRIBUTIONS	543.23
40684	06/10/2011	WATER CORPORATION	VARIOUS WATER CHARGES	3,191.55
40685	13/10/2011	COCA-COLA AMATIL	RE-SALE ITEMS - KUNUNURRA LEISURE CENTRE	819.12
40686	13/10/2011	DEPT. OF HEALTH WASTE WATER MGMNT	ON-SITE EFFLUENT DISPOSAL APPROVAL	35.00
40687	13/10/2011	DEPT FOR PLANNING AND INFRASTRUCTURE	VEHICLE REGISTRATION 11/12 - P369	253.20
40688	13/10/2011	HORIZON POWER	VARIOUS ELECTRICITY CHARGES	29,405.88
40689	13/10/2011	KIMBERLEY FIRST NATIONAL REAL ESTATE	REFUND - RATES OVERPAYMENT, BOND - 16/33 KONKERBERRY DRIVE	4,941.63
40690	13/10/2011	SHIRE OF BROOME	REGISTRATION FEES - BUILDING SURVEYOR ASBESTOS TRAINING	1,600.00
40691	13/10/2011	TELSTRA	EXECUTIVE LANDLINE CHARGES - SEPTEMBER 2011	377.67
40692	13/10/2011	WATER CORPORATION	WATER USAGE 01 - 20/07/11 - 4 QUONDONG STREET KUNUNURRA	12.75
40693	13/10/2011	40693 - 40714 - CHEQUES CANCELLED	PRINTING ERROR	0
40715	20/10/2011	AUST ETHICAL INVESTMENT & SUPER	SUPERANNUATION CONTRIBUTIONS	139.02
40716	20/10/2011	BT FINANCIAL GROUP	SUPERANNUATION CONTRIBUTIONS	193.41
40717	20/10/2011	BT LIFETIME PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	205.27
40718	20/10/2011	CBUS	SUPERANNUATION CONTRIBUTIONS	185.22
40719	20/10/2011	COLONIAL - PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	339.66
40720	20/10/2011	DEPT FOR PLANNING AND INFRASTRUCTURE	VEHICLE REGISTRATION 11/12 - P484	24.05
40721	20/10/2011	HORIZON POWER	VARIOUS ELECTRICITY CHARGES	15,944.39
40722	20/10/2011	HOSTPLUS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	532.10
40723	20/10/2011	LG SUPER	SUPERANNUATION CONTRIBUTIONS	1,288.61
40724	20/10/2011	LOCAL GOVERNMENT SUPER	SUPERANNUATION CONTRIBUTIONS	366.77
40725	20/10/2011	MLC NOMINEES PTY LTD	SUPERANNUATION CONTRIBUTIONS	207.57
40726	20/10/2011	QUADRANT	SUPERANNUATION CONTRIBUTIONS	304.67

40727	20/10/2011	REST SUPER	SUPERANNUATION CONTRIBUTIONS	1,176.66
40728	20/10/2011	SEAFARERS RETIREMENT FUND	SUPERANNUATION CONTRIBUTIONS	184.88
40729	20/10/2011	STATEWIDE SUPERANNUATION TRUST	SUPERANNUATION CONTRIBUTIONS	182.30
40730	20/10/2011	SUNSUPER	SUPERANNUATION CONTRIBUTIONS	307.84
40731	20/10/2011	TELSTRA	MOBILE PHONES - SEPTEMBER 2011	3,616.65
40732	20/10/2011	TEX GUN SUPPLIES	BIRD FRITE - KUNUNURRA AIRPORT	1,622.50
40733	20/10/2011	TASPLAN	SUPERANNUATION CONTRIBUTIONS	171.71
40734	20/10/2011	THE TRUSTEE FOR HEADING SUPER FUND	SUPERANNUATION CONTRIBUTIONS	357.15
40735	20/10/2011	VISION SUPER	SUPERANNUATION CONTRIBUTIONS	2,824.91
40736	20/10/2011	WESTSCHEME	SUPERANNUATION CONTRIBUTIONS	578.32
40737	27/10/2011	HORIZON POWER	VARIOUS ELECTRICITY CHARGES	5,104.27
<b>TOTAL MUNI CHEQUE PAYMENTS</b>				<b>89,314.62</b>

<b>CHQ</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
214	05/10/2011	COLIN WILKINSON DEV. PTY LTD	REFUND FOOTPATH BOND	300.00
215	05/10/2011	WUGGUBUN ABORIGINAL CORPORATION	BOND REFUND - CHAIR HIRE	500.00
216	05/10/2011	DEPT OF TRANSPORT - PLATE SECTION	SPECIAL SERIES NUMBER PLATES - 50TH BIRTHDAY PLATES	465.00
217	14/10/2011	ECOFFICIENT HOMES	PRELIMINARY WORK FOR MG CORPORATION - COMMUNITY HOUSING FUND	19,120.09
218	14/10/2011	GRAHAM GOULD	BOND REFUND - CELEBRITY TREE PARK	500.00
219	14/10/2011	RYAN CHINNERY	REFUND FOOTPATH BOND	300.00
220	25/10/2011	ALENA BIRCH	BOND REFUND - CHAIR & TABLE HIRE	500.00
221	25/10/2011	HAMISH BARTON MUNRO	REFUND FOOTPATH BOND	400.00
222	25/10/2011	WUNAN FOUNDATION INC.	BOND REFUND - HIRE WHITEGUM PARK	1,000.00
<b>TOTAL TRUST CHEQUE PAYMENTS</b>				<b>23,085.09</b>

<b>CHQ/EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
500153	04/10/2011	TRUST DPI CLEARING	TRANSPORT CLEARING - 04/10/11	1,171.80
500154	05/10/2011	TRUST DPI CLEARING	TRANSPORT CLEARING - 05/10/11	1,018.00
500155	06/10/2011	TRUST DPI CLEARING	TRANSPORT CLEARING - 06/10/11	668.25
500156	07/10/2011	TRUST DPI CLEARING	TRANSPORT CLEARING - 07/10/11	569.05
500157	11/10/2011	TRUST DPI CLEARING	TRANSPORT CLEARING - 10/10/11	717.55
500158	10/10/2011	TRUST DPI CLEARING	TRANSPORT CLEARING - 11/10/11	31.80

500159	12/11/2011	TRUST DPI CLEARING	TRANSPORT CLEARING - 12/10/11	605.70
500160	13/10/2011	TRUST DPI CLEARING	TRANSPORT CLEARING - 13/10/11	104.10
500161	14/10/2011	TRUST DPI CLEARING	TRANSPORT CLEARING - 14/10/11	740.70
500162	17/10/2011	TRUST DPI CLEARING	TRANSPORT CLEARING - 18/10/11	2,226.35
500163	18/10/2011	TRUST DPI CLEARING	TRANSPORT CLEARING - 18/10/11	737.30
500164	19/10/2011	TRUST DPI CLEARING	TRANSPORT CLEARING - 19/10/11	289.95
500165	20/10/2011	TRUST DPI CLEARING	TRANSPORT CLEARING - 20/10/11	306.75
500166	24/10/2011	TRUST DPI CLEARING	TRANSPORT CLEARING - 24/10/11	1,129.70
500167	25/10/2011	TRUST DPI CLEARING	TRANSPORT CLEARING - 25/10/11	148.30
500168	26/10/2011	TRUST DPI CLEARING	TRANSPORT CLEARING - 26/10/11	868.10
500169	27/10/2011	TRUST DPI CLEARING	TRANSPORT CLEARING - 27/10/11	2,602.50
500170	31/10/2011	TRUST DPI CLEARING	TRANSPORT CLEARING - 31/10/11	665.50

**TOTAL TRUST EFT PAYMENTS**

**14,601.40**

DATE	NAME	DESCRIPTION	AMOUNT
05/10/2011	PAYROLL	PAYROLL	164,766.60
19/10/2011	PAYROLL	PAYROLL	182,485.70
25/10/2011	PAYROLL	PAYROLL	9,117.09
26/10/2011	PAYROLL	PAYROLL	1,416.40

**TOTAL PAYROLL PAYMENTS**

**357,785.79**

DATE	NAME	DESCRIPTION	AMOUNT
03/10/2011	DIRECT DEBIT	LEASE COSTS - 1 KOOJARRA STREET WYNDHAM	1,191.67
03/10/2011	DIRECT DEBIT	LEASE COSTS - 11 KWINANA STREET WYNDHAM	1,386.00
03/10/2011	DIRECT DEBIT	FEES - BPAY	286.11
03/10/2011	DIRECT DEBIT	16B, PLUM COURT, KUNUNURRA (ZONE)	2,600.00
06/10/2011	DIRECT DEBIT	MESSAGE ON HOLD	507.00
14/10/2011	DIRECT DEBIT	LEASE COSTS - 1/7 GREYBOX CRESCENT KUNUNURRA	2,513.33
15/10/2011	DIRECT DEBIT	FEES - BPOINT	29.01
15/10/2011	DIRECT DEBIT	VEHICLE LEASE - SG FLEET AUSTRAL (ZONE)	1,036.20
21/10/2011	DIRECT DEBIT	LEASE COSTS - 2/1 PLUM COURT KUNUNURRA	2,296.67
26/10/2011	DIRECT DEBIT	LEASE COSTS - 12/33 KONKERBERRY DRIVE KUNUNURRA	2,166.67

31/10/2011	DIRECT DEBIT	LEASE COSTS - 16/33 KONKERBERRY DRIVE KUNUNURRA	2,253.33
Oct 2011	DIRECT DEBIT	MASTERCARD PAYMENT	21,212.49
Oct 2011	DIRECT DEBIT	LEASE COSTS - 9B PLUM COURT KUNUNURRA	2,680.60
Oct 2011	DIRECT DEBIT	BANK FEE	960.66
		<b>TOTAL DIRECT DEBIT PAYMENTS</b>	<b><u>41,119.74</u></b>

## 12.3 INFRASTRUCTURE SERVICES

### 12.3.1 Easement Application – Lot 501 Reserve 50910

<b>DATE:</b>	22 November 2011
<b>PROPONENT:</b>	Shire of Wyndham East Kimberley
<b>LOCATION:</b>	Shire of Wyndham East Kimberley
<b>AUTHOR:</b>	Peter Kerp, Manager Engineering Services
<b>REPORTING OFFICER:</b>	Kevin Hannagan, Director Infrastructure
<b>FILE NO:</b>	LP.02.61

#### **PURPOSE**

For Council to consider an application lodged by Cossill Webley Consulting Engineers on behalf of Water Corporation to create a 3m wide easement through existing POS, Lot 501 Reserve 50910 just north of Livistona Street in Lakeside Stage 7A.

#### **BACKGROUND**

The purpose of the proposed works is to connect the proposed 150mm diameter pressure sewer main to a proposed waste water pump station on freehold Water Corporation land located on the 90 degree bend on the proposed extension of Gardenia Drive and the easement is required to affect the works.

#### **STATUTORY IMPLICATIONS**

Water Corporation will undertake the creation of the 3m wide sewer easement through Reserve 50910 and will be responsible for all costs associated with the works.

#### **POLICY IMPLICATIONS**

No policy implications apply in the preparation of this report.

#### **FINANCIAL IMPLICATIONS**

Nil – all costs associated with installation of sewer line, pump station remedial works and creation of 3m wide easement through POS Lot 501 Reserve 50910 will be borne by the Water Corporation.

#### **STRATEGIC IMPLICATIONS**

There are no strategic implications associated with this report.

#### **COMMUNITY CONSULTATION**

Community consultation is not required in relation to this item.

#### **COMMENT**

Engineering officers have reviewed the application and are satisfied the proposed 3m wide easement will not compromise the integrity of existing and future shire owned infrastructure assets owned on Reserve 50910.

## **ATTACHMENTS**

Attachment 1 - Plan KO66-0-1

*The alignment of the pressure main with respect to the road reserve boundary is shown on Plan KO66-0-1 and the alignment through existing POS Lot 501 Reserve 50910 adjacent to Livistona Street is shown clouded red on Plan KO66-0-2*

## **VOTING REQUIREMENT**

Simple Majority

## **OFFICER'S RECOMMENDATION**

That Council advises Cossill and Webley Consulting Engineers acting on behalf of the Water Corporation that Council has no objection to the creation of a 3 metre wide easement through Lot 501, Reserve 50910, Livistona Street, Kununurra for the purpose of constructing a pressure sewer main subject to the following conditions:

- 1) Proposed sewer alignments within all public road reserves to be installed in accordance with the Utility Providers Code of Practice for Western Australia February 2010 Handbook, alternatively all service providers raising no written objections to the proposed sewer alignments due to existing services, vegetation and other obstructions on the standard alignment and Council being provided with the responses.
- 2) Significant trees along the proposed route to be protected at all times and no trees are to be removed unless prior written approval is granted by the Shire.
- 3) All road crossings and street verges affected by the construction of the sewer pressure main to be reinstated to the satisfaction of Director Infrastructure Services.
- 4) All residents along the route affected by the proposed works to be notified by Water Corporation's Contractor in advance of the works.
- 5) Traffic Management Plan to be lodged by the Water Corporation's Contractor and approved by the Shire prior to any works commencing.
- 6) Main Roads WA approval for the proposed sewer pressure main to be installed along Victoria Highway.

## **COUNCIL DECISION**

**Minute No. 9623**

**Moved: Cr K Torres**

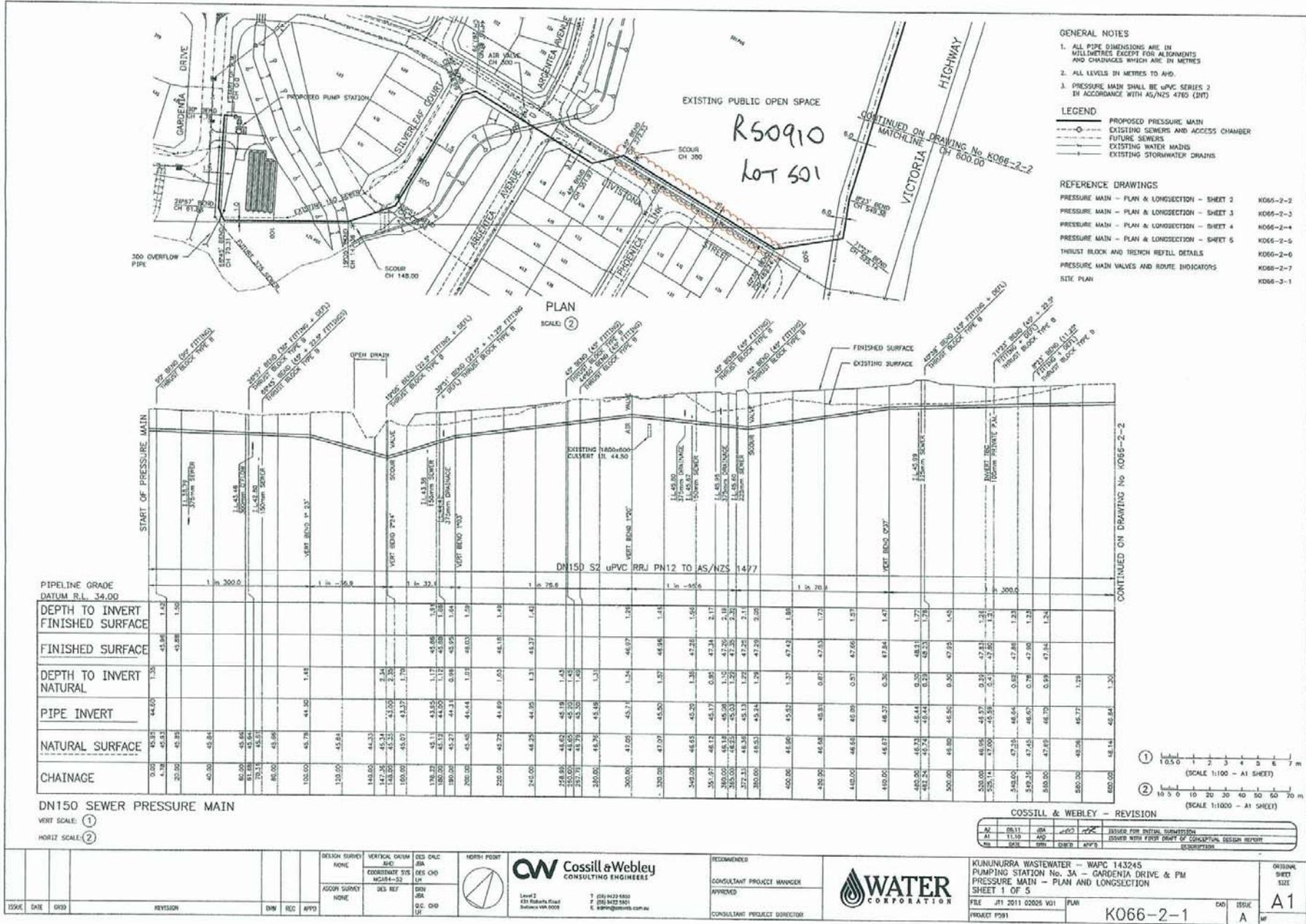
**Seconded: Cr R Dessert**

**That Council advises Cossill and Webley Consulting Engineers acting on behalf of the Water Corporation that Council has no objection to the creation of a 3 metre wide easement through Lot 501, Reserve 50910, Livistona Street, Kununurra for the purpose of constructing a pressure sewer main subject to the following conditions:**

- 1) Proposed sewer alignments within all public road reserves to be installed in accordance with the Utility Providers Code of Practice for Western Australia February 2010 Handbook, alternatively all service providers raising no written objections to the proposed sewer alignments due to existing services, vegetation and other obstructions on the standard alignment and Council being provided with the responses.**
- 2) Significant trees along the proposed route to be protected at all times and no trees are to be removed unless prior written approval is granted by the Shire.**
- 3) All road crossings and street verges affected by the construction of the sewer pressure main to be reinstated to the satisfaction of Director Infrastructure Services.**
- 4) All residents along the route affected by the proposed works to be notified by Water Corporation's Contractor in advance of the works.**
- 5) Traffic Management Plan to be lodged by the Water Corporation's Contractor and approved by the Shire prior to any works commencing.**
- 6) Main Roads WA approval for the proposed sewer pressure main to be installed along Victoria Highway.**

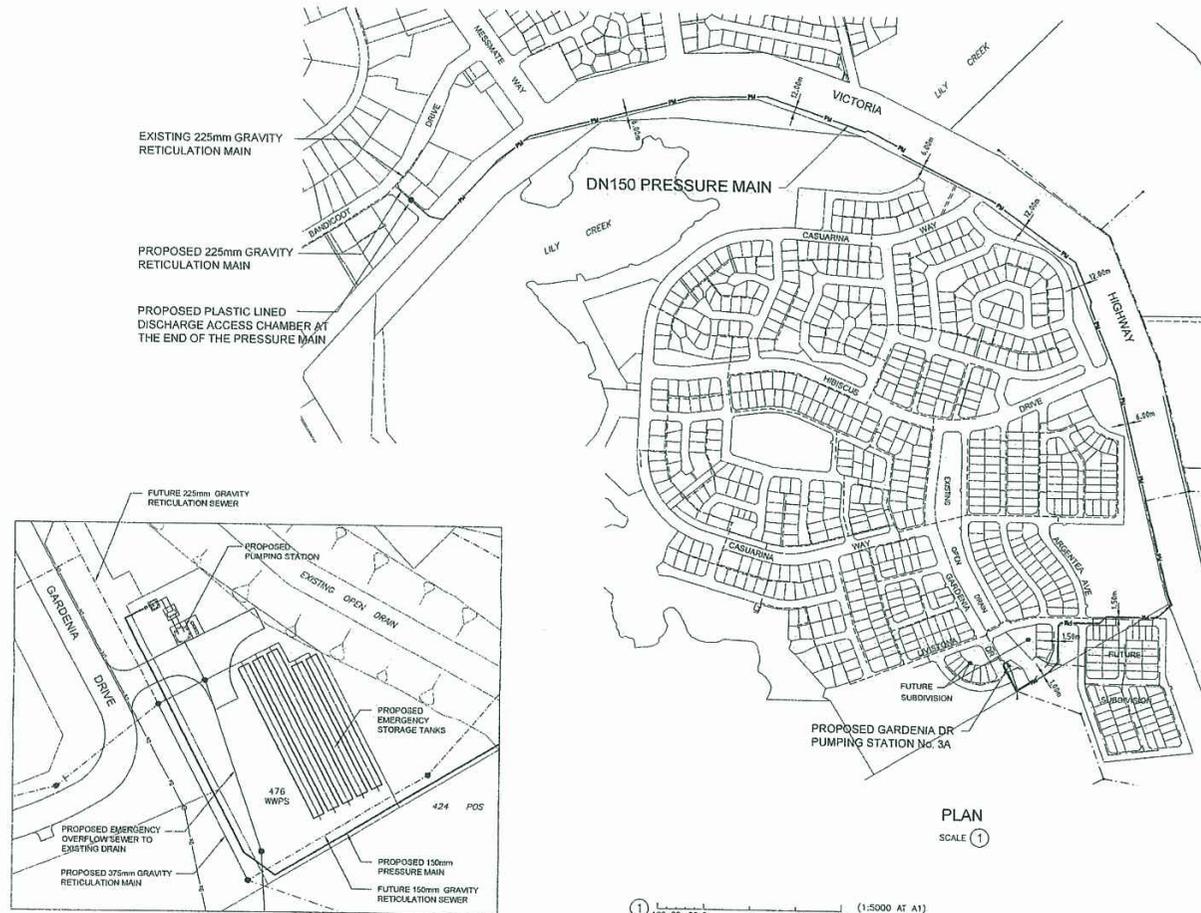
**Carried Unanimously 8/0**

Attachment 1 - Plan KO66-0-1



# Kununurra Wastewater - Shire of Wyndham East Kimberley

## NOTICE OF PROPOSAL TO CONSTRUCT A WASTEWATER PUMP STATION AND 150mm DIAMETER PRESSURE MAIN



To provide for the disposal of wastewater in the Shire of Wyndham East Kimberley the Water Corporation proposes to construct:

- A below ground pumping station and associated pipework and chambers,
- Below ground emergency overflow storage tanks, and emergency overflow to the environment,
- Below ground 150mm pressure main approximately 2940m long complete with fittings and connections.

The pressure main will be constructed by open trench excavation and boring under existing roads. The location of proposed works is in the locality of Lakeside Park in Kununurra as shown on the plan.

The proposed works are to be scheduled to commence in October 2011 and will continue until August 2012.

Further information may be obtained by contacting the Project Engineer Mr Lachlan Harris, on telephone (08) 9422 5800. A copy of the Notice of Proposal (referred to as K066-0-1) is available for viewing, during office hours at the office of Cossill and Webley Consulting Engineers, Level 2, 431 Roberts Road, Subiaco or at Water Corporation's John Tonkin Water Centre, 629 Newcastle Street, Leederville.

Objections to the proposed works will be considered if lodged in writing to the Project Engineer Mr Lachlan Harris of Cossill and Webley Consulting Engineers, Level 2, 431 Roberts Road, Subiaco, WA, 6008, before the close of business 14 days from the date of the accompanying letter.

### LEGEND

- Proposed Pressure Main
- Proposed sewer and access chamber
- Future sewer
- Existing sewer
- Lot numbers shown

22

PLAN  
SCALE ①

① 100 60 20 0 100 200 300 m (1:500 AT A1)

② 0 5 10 15 20 25 30 35 m (1:500 AT A1)

ISSUE	DATE	GRID	REVISION	DRN	REC	APFD
810						

DESIGN SURVEY	VERTICAL DATUM	DES. CALC.	NORTH POINT
NONE	AFD	JBA	
	COORDINATE SYS	RES. CHD	
	MOB44-02	LI	
ASCON SURVEY	DES. REF.	DRN	
NONE		JBA	
		D.C. CHD	
		LI	

**CW Cossill & Webley**  
CONSULTING ENGINEERS  
Level 2  
431 Roberts Road  
Subiaco WA 6008  
T (08) 9422 5800  
F (08) 9422 5801  
E admin@cosweb.com.au

RECOMMENDED  
SUPERVISING ENGINEER 29/06/11  
APPROVED  
MANAGER DEVELOPMENT SERVICES 29/6/11  
RECOMMENDED  
CONSULTANT PROJECT MANAGER  
APPROVED  
CONSULTANT PROJECT DIRECTOR

**WATER CORPORATION**

COSSILL & WEBLEY - REVISION

NO.	DATE	DRN	CHKD	APFD	DESCRIPTION
A2	09.06.11	JBA			AMENDED IN ACCORDANCE WITH WATER CORPORATION COMMENTS
A1	22.03.11	JBA			ISSUED FOR INITIAL COMMENT

KUNUNURRA WASTEWATER - WAPC 143245  
PUMPING STATION NO. 3A - GARDENIA DRIVE & PM  
NOTICE OF PROPOSAL TO CONSTRUCT - GENERAL WORKS  
SHIRE OF WYNDHAM EAST KIMBERLEY  
FILE JTI 2011 02025 V01 PLAN  
PROJECT P591  
K066-0-1  
CDW ISSUE A  
ORIGINAL SHEET SIZE A1

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### 12.3.2 Infrastructure Quarterly Report

<b>DATE:</b>	22 November 2011
<b>PROPONENT:</b>	Shire of Wyndham East Kimberley
<b>LOCATION:</b>	Shire of Wyndham East Kimberley
<b>AUTHOR:</b>	Kevin Hannagan, Director Infrastructure
<b>REPORTING OFFICER:</b>	Kevin Hannagan, Director Infrastructure

#### **PURPOSE**

To give Council and the community an update on activities (non routine) undertaken within the Infrastructure Directorate during the last three months.

#### **BACKGROUND**

The Director Infrastructure commenced with Shire of Wyndham East Kimberley on 4 July 2011 and this is the first Quarterly Report.

#### **STATUTORY IMPLICATIONS**

There are no statutory implications associated with this report.

#### **POLICY IMPLICATIONS**

No policy implications apply in the preparation of this report.

#### **FINANCIAL IMPLICATIONS**

There are no financial implications associated with this item.

#### **STRATEGIC IMPLICATIONS**

This report aligns with Council's focus on Infrastructure, Key Result Area 1, in the *Shire of Wyndham East Kimberley Strategic Plan 2008*.

- Communication of Council roles and activities

#### **COMMUNITY CONSULTATION**

Community consultation is not required in relation to this item.

#### **COMMENT**

##### General

Staffing - recruitment for all vacant positions nearly complete, Admin Support Officer interviews shortly.

WANDRRA – submission approved by FESA for funding of Casual Project Engineer to manage program. Warmun evacuation claim submitted. Emergency works claims of \$800k being submitted for payment. Submissions for reinstatement works of \$1.7m for road assets approved to commence. Clarification being sought with FESA on eligibility of claiming other insurable assets (e.g. buildings, boat ramps).

Funding Applications Submitted - \$120,000 Natural Disaster Resilience Program for Kununurra flood mitigation and stormwater management study. \$3.3m Aboriginal Road

Access, 5 year funding. \$1m Kimberley Regional Road Group, submitted \$37m Regional Development & Lands for upgrade of Kalumburu Rd, Gibb River Road intersection to Port Warrender intersection.

Asset Management Improvement Plan - commenced and to be submitted to Council January 2012.

Asset Management Systems – Roman 2, staff training / review of data base / traffic counts commenced.

Kununurra Community Oval – Draft Land Use Agreement received from RDL, Aboriginal heritage study and geotech studies to be undertaken December.

### Major Projects

Weaber Plain flood mitigation - completed and finalising funding acquittal.

Wyndham Community Fishing Jetty (Anthon's Landing) - completed, funds required to remediate / improve access.

Spillway Creek Bridge - abutment reinstatement (WANDRRA funded) commenced 14 November 2011.

### Operations

Celebrity Tree Park Playground - commenced but delayed due to sourcing of 'wet pour' and 'soft fall'. Anticipate completion prior to Christmas with park furniture, kerbing, pathway, landscaping completed by February, 2012.

Swim Beach to Pump House cycle / walking track - to commence, awaiting availability of contract grader.

Pre Cyclone Clean Up – Kununurra, 583 cubic metres green waste and 356 cubic metres hard waste collected, awaiting Wyndham figures.

White Gum / Warlarring Park – taxi rank relocation and long vehicle parking to be completed November.

Road condition assessments commenced for planned maintenance program 2012/13 budget.

### Engineering Services

East Kimberley Regional Airport runway reseal - completed.

2011/12 Infrastructure Capital Works - numerous tenders to be advertised January 2012.

5 Year Forward Capital Works - review to commence January 2012 with Councillor Briefing February 2012.

## **ATTACHMENTS**

Attachment 1 - Operations Maintenance, gives a list of the type of ongoing works undertaken by Works Units

**VOTING REQUIREMENT**

Simple Majority

**OFFICER'S RECOMMENDATION**

That Council notes the Director Infrastructure Quarterly Report.

**COUNCIL DECISION**

**Minute No. 9624**

**Moved: Cr K Torres**

**Seconded: Cr J Parker**

**That Council notes the Director Infrastructure Quarterly Report.**

**Carried Unanimously 8/0**

## Attachment 1 - Operations Maintenance

### Current Works

- Footpath repairs - ongoing  
Replace all raised or broken sections of footpath
- Repair link path lights  
Replace broken solar panels – waiting for lights – account dispute now settled, new lights will be delivered shortly
- Drain cleaning - completed
- Grading (Shire Grader)
  - Mulligans Lagoon Rd– completed
  - Grade shoulders and drains Weaber Plains Rd – completed
  - Weaber Plain Rd to NT border – completed
  - Carlton Hill Rd - completed
  - Parry Creek Rd South – completed
  - Drovers Rd – completed
  - Tip Rd – completed
  - Egret Close – completed
  - King River Rd – completed
  - North end Parry Creek Rd - completed
  - Reconstruct section Weaber Plain Rd - completed
- Grading (Contract Grader)
  - Maintenance grade Research Station Rd – completed
  - Maintenance Grade Farm Hill Rd – completed
  - Maintenance Grade Weero Rd – completed
- Culvert and pit cleaning on rural roads – completed
- Clean and slash drainage channels
- Irrigation reticulation network  
Upgrade Wyndham system – ongoing
- Lake Kununurra Weed Removal
  - Weed Harvester – ongoing
  - Cumbungi removal on lake edge – completed
- Swim beach walking track – trees trimmed – waiting for contractor
- Cyclone Cleanup – completed 940m<sup>3</sup> removed

## Ongoing Works

- Road patching - ongoing
  - Locate and repair potholes as required
- Mowing - ongoing
  - Keep all parks and verges in a neat and tidy condition
- Town approaches
  - Slash and trim all town approaches
- Graffiti removal
  - Remove all graffiti as required
- Litter control
  - Pick up all glass, cans and paper
- Irrigation reticulation network
  - Maintain Kununurra and Wyndham systems – vandalism is a concern
- Refuse centres
  - Maintain Kununurra and Wyndham landfill areas

## Proposed Works

- Stormwater pit clean outs - ongoing
  - Prepare, check and clean all pits in preparation for wet season - pits checked waiting for vacuum truck - completed
- Tree trimming - completed
  - Under trim trees as required
  - Tree removal under power supply – waiting for contractor
  - Stump removal – waiting for contractor
- Concrete drain repairs - completed
  - Repair broken section of drain Lakeside estate - completed
- Capital Works
  - Packsaddle Rd shoulders – on hold
  - Mulligan's Lagoon Rd gravel resheeting – on hold
- Road stabilisation
  - Various – on hold
- Road reseals
  - Various – on hold
- Wyndham depot upgrade

- Complete upgrade program – evaluating options and prices
- Wyndham Reuse watering
  - Upgrade CL2 dosing equipment - evaluating options
- Riverfarm Rd investigation
  - Overcome drainage problems – evaluating options

### **Other**

- Plant replacement – tractors, slashers and mowers ordered
- Vandalism on irrigation system is increasing costing up to \$5,000 per month during the dry season with an annual average of \$1,500 per month, last month damage was in the vicinity of \$15,000
- Wyndham waste management options being evaluated

### 12.3.3 Waste Management – Budget Amendment

<b>DATE:</b>	22 November 2011
<b>PROPONENT:</b>	Shire of Wyndham East Kimberley
<b>LOCATION:</b>	Shire of Wyndham East Kimberley
<b>AUTHOR:</b>	Kevin Hannagan, Director Infrastructure
<b>REPORTING OFFICER:</b>	Kevin Hannagan, Director Infrastructure
<b>FILE NO:</b>	FM.05.4

#### **PURPOSE**

To seek Council approval for a 2011/12 Budget Amendment to re-allocate expenditure for waste management strategic projects.

#### **BACKGROUND**

Council has allocated in the Capital Works Budget an amount of \$100,000 for erection of a shed at the landfill. This report proposes to re-allocate those funds to more urgent strategic waste management projects.

Council currently has litter (\$328,800) and refuse collection (\$380,000) provided by contract. The refuse collection contract expires next year and decision made regarding re-tendering. It is proposed to undertake a Business Case on the options for provision of these services by contract or in-house services (i.e. Shire). This project will also better inform Shire Officers in contract negotiation of the waste / litter business should the Business Case recommend continuing to contract the service to a private provider. A Business Case for this is expected to cost \$25,000.

Council will also need to consider the future of the Kununurra and Wyndham Landfills that are coming to the end of their economic life (estimated at two to three years). The construction of a new landfill and transfer station and all associated regulatory requirements could take three to five years to complete.

As such Council also needs to consider a Business Case for new Waste Management Landfill / Transfer Stations which is anticipated to cost in excess of \$100,000.

#### **STATUTORY IMPLICATIONS**

An amendment to Councils' approved budget can only be approved by Council.

#### **POLICY IMPLICATIONS**

No policy implications apply in the preparation of this report.

#### **FINANCIAL IMPLICATIONS**

From a 'cash flow' perspective there are no implications. The original budget item was classified Capital Works Expenditure. The proposed use of these funds will be classified as Operating Expenditure which will affect the Operating Profit / Loss Statement.

## **STRATEGIC IMPLICATIONS**

This report aligns with Council's focus on Infrastructure, Key Result Area 1, in the *Shire of Wyndham East Kimberley Strategic Plan 2008*.

- Waste management services meet legislative and sustainable objectives
- Sustainable asset management for infrastructure under the Shire's control

## **COMMUNITY CONSULTATION**

Community consultation is not required as this is a Council Budget Amendment.

## **COMMENT**

The development of a tender document for the above mentioned Business Cases will be quite complex to develop and Shire Officers do not have the expertise to undertake such a specialist piece of work. As such it is proposed to seek external quotes to undertake the tender development using the \$100,000 existing budget. By the time the tender is developed, advertised and assessed, Council will be in its 2012/13 Budget preparation phase and will be in a position to budget for the undertaking of the Business Case.

## **ATTACHMENTS**

There are no attachments associated with this report.

## **VOTING REQUIREMENT**

Absolute Majority

## **OFFICER'S RECOMMENDATION**

That Council adopts the following amendments to the 2011/12 Budget:

- Decrease in Capital Expenditure account 4100110 Kununurra Landfill Site – Shed, \$100,000 to nil;
- Addition of new Operational Expenditure account called Waste Management Business Case Development with a budget of \$100,000.

## **ALTERNATE OFFICER'S RECOMMENDATION**

That Council:

- 1) adopts the following amendments to the 2011/12 Budget:
  - a) Decrease in Capital Expenditure account 4100110 Kununurra Landfill Site – Shed, \$100,000 to nil; and
  - b) Addition of new Operational Expenditure account called Waste Management Strategy (WMS) with a budget of \$100,000,
- 2) engages expert assistance with the preparation of a WMS 'scope of works', to be considered by Council at the February, 2012 Ordinary Council Meeting,
- 3) uses WALGAs' online 'equote' system of approved tenderers for the Chief Executive Officer to engage a suitable provider for development of the WMS by 30 April 2012,
- 4) uses the above mentioned budget allocation to start development of the WMS,
- 5) considers in its 2012/13 Budget process any further budget requirements for the project,
- 6) completes development of a comprehensive Waste Management Strategy to guide Council's waste management operations and infrastructure development over the next 10 years, by 30 September 2012

## **COUNCIL DECISION**

**Minute No. 9625**

**Moved: Cr D Ausburn**

**Seconded: Cr J McCoy**

**That Council:**

- 1) **adopts the following amendments to the 2011/12 Budget:**
  - a) **Decrease in Capital Expenditure account 4100110 Kununurra Landfill Site – Shed, \$100,000 to nil; and**
  - b) **Addition of new Operational Expenditure account called Waste Management Strategy (WMS) with a budget of \$100,000,**
- 2) **engages expert assistance with the preparation of a WMS 'scope of works', to be considered by Council at the February, 2012 Ordinary Council Meeting,**
- 3) **uses WALGAs' online 'equote' system of approved tenderers for the Chief Executive Officer to engage a suitable provider for development of the WMS by 30 April 2012,**
- 4) **uses the above mentioned budget allocation to start development of the WMS,**
- 5) **considers in its 2012/13 Budget process any further budget requirements for the project,**
- 6) **completes development of a comprehensive Waste Management Strategy to guide Council's waste management operations and infrastructure development over the next 10 years, by 30 September 2012**

**Carried Unanimously 8/0**

## 12.4 DEVELOPMENT SERVICES

### 12.4.1 Leases to Community Groups

<b>DATE:</b>	22 November 2011
<b>PROPONENT:</b>	Shire of Wyndham East Kimberley
<b>LOCATION:</b>	Various Shire managed properties
<b>AUTHOR:</b>	Jennifer Ninnette, Planning Officer
<b>REPORTING OFFICER:</b>	Nick Kearns, Director Development Services
<b>FILE NO:</b>	CP.07.4, CP.07.5

#### **PURPOSE**

For Council to consider the renewal of leases, over Shire managed Reserve land, to a number of community groups.

#### **BACKGROUND**

The Shire has received a request from the Kununurra Race Club to commence negotiations for a new lease as their current lease is due to expire on 30 June 2012, and the race dates for 2012 fall beyond the current expiry date. A copy of this request is provided at Attachment 1. Shire Officers have also recently become aware that a similar request to commence renewal action was received from the Wyndham Turf Club. That lease is due to expire on 30 June 2013. A copy of the request from the Wyndham Turf Club is provided as Attachment 2.

There are a number of leases over Shire managed Reserve land to community groups that are due to expire within the next 9 to 18 months, which include the following:

1. Kununurra Agricultural Society (expires 30 June 2012)
2. Kununurra Race Club (expires 30 June 2012)
3. Kununurra Speedway Club (expires 30 June 2013)
4. Kununurra Water Ski Club (expires 1 July 2013)
5. Lake Kununurra Golf Club Inc (expires 30 June 2012)
6. Ord River Magpies Football Club (sub-lease expires 30 June 2012)
7. Wyndham Turf Club (expires 30 June 2013)

Council has already directed Shire Officer's to commence negotiations for a new lease over portion of Reserve 29799 to the Kununurra Agricultural Society, and subsequently with the Ord River Magpies Football Club, and therefore it is considered that the remaining leases due to expire within the next 18 months should be addressed in a similar and consistent manner.

#### **STATUTORY IMPLICATIONS**

The *Local Government Act 1995* provides for leasing under *section 3.58 Disposing of Property* and the *Land Administration Act 1997* provides for the leasing of Crown reserves for one or more purposes of public interest.

The Shire holds management orders for the various reserves, with the power to lease, subject to approval from the Minister for Land. It is intended that in-principle approval under Section 18 of the *Land Administration Act 1997* be sought for each proposed lease, with formal approval from the Minister for Land which will be required once each lease document has been prepared.

## **POLICY IMPLICATIONS**

There are no policy implications associated with this item.

## **FINANCIAL IMPLICATIONS**

The Shire is likely to incur costs involved with the preparation and lodgement of new leases, however will in turn receive rental income from the new leases.

## **STRATEGIC IMPLICATIONS**

The term of a lease on public land for one or more purposes of public interest is of strategic importance, in light of the length of tenure and for the purpose proposed to be put to the land.

## **COMMUNITY CONSULTATION**

The *Local Government (Functions and General) Regulations 1996*, stipulate dispositions which are exempt from the application of *section 3.58* (Disposing of Property) of the *Local Government Act 1995*. This includes when the land is disposed of to a body, whether incorporated or not:

- a) the objects of which are charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature; and
- b) the members of which are not entitled or permitted to receive any pecuniary profit from the body's transactions.

As such, the proposed Community Leases will be exempt from application of *section 3.58*, and therefore will not be required to be advertised.

## **COMMENT**

Council has already initiated negotiations with the Kununurra Agricultural Society, and subsequently the Ord River Magpies Football Club for the preparation of new leases, and has also been approached by other clubs wishing to commence the lease renewal process.

In the instance of the Kununurra Agricultural Society, Council originally proposed to enter into a lease for a term of 10 years with a 10 year option, at the discretion of either party. However the Shire received legal advice that it was not possible to grant a 10 year option, "at the discretion of either party" because the purpose of an option period in a lease is to give the tenant a unilateral right to extend the lease after the expiration of the initial term. This meant that if the Shire was to retain discretion as to whether or not it would allow an extension after the initial term, no option could be given at the outset. In response to this issue, Council recently resolved (at the Ordinary Council meeting of 20 September 2011) to request the Agricultural Society to supply a long term business plan.

As such, it is considered appropriate that all other Community groups are also requested to provide a long term business plan.

It is therefore recommended that Council requests the Chief Executive Officer to enter into negotiations with the following clubs with the view to determining their ongoing requirements in relation to their respective lease areas, and subject to a long term business plan being supplied:

1. Kununurra Race Club over Reserve 30290
2. Lake Kununurra Golf Club Inc over Reserve 29167 and portion of Reserve 41812.
3. Wyndham Turf Club over Reserve 24857
4. Kununurra Speedway Club over Reserve 41793
5. Kununurra Water Ski Club over portion of Reserve 29297 and portion of Reserve 41812.

It is also recommended that Officer's write to the Minister for Land to seek in principle approval to enter into a lease over the abovementioned reserves with the relevant community group for a minimum term of 10 years, with a possible 10 year option.

### **ATTACHMENTS**

Attachment 1 – Request for new lease from Kununurra Race Club

Attachment 2 – Request for new lease from Wyndham Turf Club

Attachment 3 –Table of Community Leases

### **VOTING REQUIREMENT**

Simple Majority

### **OFFICER'S RECOMMENDATION**

- 1) That Council requests the Chief Executive Officer to enter into negotiations with the following clubs with the view to determining their ongoing requirements in relation to their respective lease areas:
  - a) Kununurra Race Club over Reserve 30290
  - b) Lake Kununurra Golf Club Inc over Reserve 29167 and portion of Reserve 41812.
  - c) Wyndham Turf Club over Reserve 24857, Reserve 32816 and Reserve 36818
  - d) Kununurra Speedway Club over Reserve 41793
  - e) Kununurra Water Ski Club over portion of Reserve 29297 and portion of Reserve 41812.
- 2) That Officers write to each club to request that a long term business plan be supplied, in order to assist Council to decide the term of lease to be offered.
- 3) That Officer's write to the Minister for Land to seek in principle approval to enter into a lease over the abovementioned reserves with the relevant community groups for a minimum term of 10 years.

## **COUNCIL DECISION**

**Minute No. 9626**

**Moved: Cr K Torres**

**Seconded: Cr D Ausburn**

- 1) That Council requests the Chief Executive Officer to enter into negotiations with the following clubs with the view to determining their ongoing requirements in relation to their respective lease areas:
  - a) Kununurra Race Club over Reserve 30290**
  - b) Lake Kununurra Golf Club Inc over Reserve 29167 and portion of Reserve 41812.**
  - c) Wyndham Turf Club over Reserve 24857, Reserve 32816 and Reserve 36818**
  - d) Kununurra Speedway Club over Reserve 41793**
  - e) Kununurra Water Ski Club over portion of Reserve 29297 and portion of Reserve 41812.****
- 2) That Officers write to each club to request that a long term business plan be supplied, in order to assist Council to decide the term of lease to be offered.**
- 3) That Officer's write to the Minister for Land to seek in principle approval to enter into a lease over the abovementioned reserves with the relevant community groups for a minimum term of 10 years.**

**Carried Unanimously 8/0**

**Attachment 1 – Request for new lease from Kununurra Race Club**

CP.07.4  
1-9964

**KUNUNURRA RACE CLUB  
PO BOX 140  
KUNUNURRA. WA. 6743**



Gary Gaffney  
Chief Executive Officer  
Shire of Wyndham East Kimberley  
PO Box 614  
KUNUNURRA WA 6743

ATTENTION: JENNIFER NINYETTE

Dear Mr Gaffney

**LEASE – KUNUNURRA RACE CLUB**

The Kununurra Race Club Lease expires on 30 June 2012 and the club would like to commence negotiating a new lease as soon as practicably possible.

The Kununurra Race Club has met all its covenants under the current lease and has taken pleasure in improving the facilities to a standard that ensures a successful race round each calendar year; an event that attracts in excess of 2000 members of the community. The Kununurra races are now established in the social fabric of our community and the Kununurra Race Club hopes that this can continue well into the future.

In order for the club to secure its race dates for 2012, and beyond, with Racing and Wagering Western Australia (RWWA), suitable tenure must be established. The proposed 2012 race dates fall beyond the expiry date of the current lease; hence the clubs desire to commence negotiations with the Shire of Wyndham East Kimberley as soon as practicably possible.

The Executive of the Kununurra Race Club are available to meet with your representatives at any time; please contact Mr Vaughan Davies, on 0417 179 185, to discuss this matter further.

Sincerely

A handwritten signature in black ink, appearing to read "G King", written in a cursive style.

Gary King  
PRESIDENT

5 September 2011

## Attachment 2 – Request for new lease from Wyndham Turf Club



### WYNDHAM TURF CLUB (Inc)

P O Box 71  
WYNDHAM WA 6740

ABN 31 599 765 040

Phone: 0418 949 136 (Sec)  
or (08) 9161 1281 (Pres)

Email:  
margaretwoodland@bigpond.com

9 September 2010

CEO  
Shire of Wyndham East Kimberley  
P O Box 614  
KUNUNURRA WA 6743

Dear Sir

The Wyndham Turf Club currently has a lease agreement with the Shire of Wyndham East Kimberley for the use of Reserves 24857, 32816 and 36818 (Wyndham Townsite Lots 624, 1716, 1732, 1264 and 1693).

This land is used for the purpose of Horse Racing and the Stabling of Horses during the Annual East Kimberley Race Round each year. These leases are due to expire on 30<sup>th</sup> June 2013 and the Wyndham Turf Club is seeking a further 20 year renewal of the current agreement.

The review of the lease is due in June 2012, but we seek to have an assurance that they will be renewed under the current arrangements as we are in the process of making application to our parent body, Racing Wagering Western Australia (RWAA) to construct a new Toilet block at the Racecourse.

This is an absolute necessity in order to comply with Health and Safety regulations. The existing Toilet block is no longer adequate for the increasing number of Patrons now attending the Annual Race Round. This has been a steady increase over the last 10 years.

Wyndham Turf Club has spent a large amount of money during that time, re-furbishing and maintaining the existing public infrastructure and we now consider our facilities are of a very high standard, comparable to any small Race Club in Western Australia.

Doc No.	071930
Date	09 SEP 10
Officer	
Response	
File	
Cross Ref.	

Racing in Wyndham is a major contributor to Tourism in the Wyndham area and attracts Trainers, Horses and Patrons from all over Australia. This was illustrated in 2010 with the Wyndham Cup horse and trainer and connections coming from New South Wales.

Other benefits of the Wyndham Turf Club include the work generated to local businesses in the East Kimberley as we always use local contractors and source nearly all our purchases from within the East Kimberley.

2011 will see the running of the 125<sup>th</sup> Wyndham Cup – some record!!

I await your reply.

**Yours sincerely**



**Margaret Woodland  
Secretary/Treasurer  
Wyndham Turf Club**

**Attachment 3 –Table of Community Leases**

**LEASES TO COMMUNITY GROUPS DUE TO EXPIRE IN THE NEXT 18 MONTHS**

<b>Lessee</b>	<b>Land description</b>	<b>Current Lease Purpose</b>	<b>Lease Start date</b>	<b>Lease Expiry Date</b>	<b>Lease Term</b>	<b>Lease Rent</b>
Kununurra Agricultural Society	Part Reserve 29799 Part Lot 504 on Plan 61898	Entertainment, recreation, equestrian and Agricultural show activities.	1/07/1991	30/06/2012	21 years	\$825
Kununurra Race Club	Reserve 30290 Lot 707 on Plan 217504	Horse racing, Rodeo meetings and other Equestrian Club Activities	1/07/1991	30/06/2012	21 years	\$110
Kununurra Speedway Club	Reserve 41793 Lot 735 on Plan 190116	Speedway Club Activities	1/07/1992	30/06/2013	21 years	\$110
Kununurra Water Ski Club	Part Reserve 29297 & 41812, King Location 714 & 667	Ski Club and related Water/land recreational activities.	1/07/1992	30/06/2013	21 years	\$110
Lake Kununurra Golf Club Inc	Reserve 29167 King Locations 312, 734 & 692	Recreation purposes and Golf Course	1/07/1991	30/06/2012	21 years	\$110
Ord River Magpies (Sublease)	Reserve 29799 Part Lot 504 on Plan 61898	Football clubrooms	1/12/1999	30/06/2012	12 years & 6 mths	\$1
Wyndham Turf Club	Reserve 24857, 32816 & 36818 Wyndham Lots 624, 1716, 1732, 1264 & 1693	Racing Meetings, Gymkhana Events and Horse Stables	1/7/1992	30/06/2013	21 years	\$110

**12.4.2 Instigation of Enforcement Action for non-compliant  
Development – Lot 1 Great Northern Highway, Wyndham**

<b>DATE:</b>	22 November 2011
<b>PROPONENT:</b>	Shire of Wyndham East Kimberley
<b>LOCATION:</b>	Lot 1 Great Northern Highway, Wyndham
<b>AUTHOR:</b>	Jennifer Ninyette, Planning Officer
<b>REPORTING OFFICER:</b>	Nick Kearns, Director Development Services
<b>FILE NO:</b>	A146

**PURPOSE**

For Council to instigate enforcement proceedings against non-compliant development.

**BACKGROUND**

A letter was sent to the owner of Lot 1 Great Northern Highway, Wyndham on 25 March 2010 in regard to an unapproved development on the property, being the placement of two unauthorised sea containers. Aerial imagery and photographs of the unapproved development are shown at Attachment 1.

The owner submitted an application for planning approval on 4 May 2010, and planning consent was issued on 6 May 2010 which, in line with policy, required that the sea containers be painted in the same colour as the surrounding building and structures on the property, or be properly screened from view of the street and neighbouring property by way of landscape planting or a lattice screen structure or similar.

The owner subsequently submitted an application for a building licence on the 6 May 2010, which was issued on 5 November 2010.

However, despite follow up inspections and phone discussions, no action had occurred to comply with the conditions of the planning consent and building licence, prior to June 2011, when the owner submitted a revised site plan to relocate the sea containers to the rear of the property, and a revised planning approval and amended building licence were issued.

On the basis of the non-compliance that had occurred to date, the revised planning consent (issued 1 July 2011) stipulated that the required painting or screening, and/or relocation of the sea containers were to occur within 3 months of the date of the approval, being on or before the 1 October 2011.

Again, follow up inspections have determined that there has been no action by the landowner to date to comply with the revised planning approval and amended building licence.

It is considered that the land owner has been provided with sufficient time to comply with these approvals, and the matter is now referred to Council for the purpose of instigating enforcement.

## **STATUTORY IMPLICATIONS**

Section 214 of the *Planning and Development Act 2005*, outlines what constitutes illegal development and the powers that local government(s) have to give written direction to the owner or any other person who undertook the development to remove the development and to remove or alter the development, and restore the land as nearly as practicable to its condition immediately prior to commencement of the development.

## **POLICY IMPLICATIONS**

Local Planning Policy 2 (*LPP2 – Compliance and Enforcement Policy*) describes procedures for the purpose of instigating enforcement proceedings against non-compliant development. The policy enables matters to be referred to Council for consideration where there has been no action following the issue of a third notice.

Local Planning Policy 5 (*LPP5 – Sea (Shipping) Containers*) enables an application to be made for planning consent and for a building licence for sea containers and other similar relocatable storage units. Applications are required to confirm with the provisions of this policy, and subsequently the conditions of any planning consent. This policy also stipulates enforcement action.

## **FINANCIAL IMPLICATIONS**

Should the landowner fail to comply with a Direction issued under Section 214(3) of the *Planning and Development Act 2005*, they may be deemed to have committed an offence under Section 214(7)(b) of the *Planning and Development Act 2005* and will be liable to a penalty not exceeding \$50,000 and a further daily penalty of \$5,000 for each day which the offence continues.

## **STRATEGIC IMPLICATIONS**

There are no strategic implications associated with this report.

## **COMMUNITY CONSULTATION**

Community consultation is not required in relation to this item.

## **COMMENT**

The structures are not sufficiently tied down to the land and present a risk to the Shire and to surrounding properties, particularly as Wyndham is included in Cyclone Region C. The structures also have negative visual impacts to the streetscape and an impact upon the amenity of surrounding properties.

Officers have written to the owner of the property, and although a planning approval and building licence have been obtained, to date no action has been taken by the owner to comply with the conditions of the planning consent and building licence, or alternatively to remove the structures from the land.

It is considered that the owner has been provided with sufficient time to comply with these conditions, and that this failure to do so should result in Council initiating enforcement action.

It is recommended that the Council gives written direction to the owner of the land that they are required to either comply with the conditions of the planning approval and building

licences issued, or remove the non-compliant structures from the land within 30 days of the written direction, and authorises the Chief Executive Officer to commence enforcement proceedings against the land owners in relation to the non-compliance in the event that they fail to comply with the written direction.

### **ATTACHMENTS**

Attachment 1 – Property map and photographs

### **VOTING REQUIREMENT**

Simple Majority

### **OFFICER'S RECOMMENDATION**

That Council:

- 1) Gives written direction to the owners of Lot 1 Great Northern Highway, Wyndham, that they are required, within 30 days of the written direction, to either:
  - a) Comply with the conditions of the revised planning consent (DA52/10) issued 1 July 2011 and the amended building licence (BL120/2010) issued 25 July 2011; or
  - b) Remove all non-compliant structures from the land,
- 2) Authorises the Chief Executive Officer to commence enforcement proceedings against the land owner in relation to the non-compliant structures in the event that they fail to comply with the written direction.

### **COUNCIL DECISION**

**Minute No. 9627**

**Moved: Cr R Dessert**

**Seconded: Cr R Addis**

**That Council:**

- 1) **Gives written direction to the owners of Lot 1 Great Northern Highway, Wyndham, that they are required, within 30 days of the written direction, to either:**
  - a) Comply with the conditions of the revised planning consent (DA52/10) issued 1 July 2011 and the amended building licence (BL120/2010) issued 25 July 2011; or**
  - b) Remove all non-compliant structures from the land,**
- 2) **Authorises the Chief Executive Officer to commence enforcement proceedings against the land owner in relation to the non-compliant structures in the event that they fail to comply with the written direction.**

**Carried Unanimously 8/0**

**Attachment 1 – Property map and photographs**



## 12.5 COMMUNITY DEVELOPMENT

### 12.5.1 Annual Community Grants 2011/2012 Round 2

<b>DATE:</b>	22 November 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>	GS.05.3

#### **PURPOSE**

For Council to consider the recommendations of the Annual Grants Assessment Panel in relation to Round 2 Annual Community Grants 2011/12.

#### **BACKGROUND**

The second round for 2011/12 of the Annual Community Grants closed on 30 September 2011. Six applications were received, of which all were deemed eligible, however 2 applications required follow up to ensure that all required information was provided.

The Annual Grants Assessment Panel, with membership comprising Cr Jane Parker, Cr Di Ausburn and Karyn Apperley, Director Community Development, met on Wednesday 19 October 2011 to assess the applications and formulate recommendations.

As per Council Policy CP/COM - 3582, the Assessment Panel's recommendations were presented to the November Council briefing session prior to being presented to this Council Meeting for adoption.

#### **STATUTORY IMPLICATIONS**

There are no statutory implications associated with this report.

#### **POLICY IMPLICATIONS**

Council Policy CP/COM – 3582 'Annual Grants Scheme' provides for the administration of Annual Grants. This policy was adopted 17 June 2008 and reviewed on 17 November 2010.

However the adoption of an Economic Development Fund Scheme in 2011 has resulted in two funding schemes – one for economic development projects, administered by the Shire's Economic Development Officer and the CEO and the Annual Community Grants scheme is administered by Director Community Development and the Grant Assessment Panel in accordance with Council Policy CP/COM – 3582.

A further item in this agenda seeks to revise and update the Policy in relation to addressing the above changes.

#### **FINANCIAL IMPLICATIONS**

The annual budget adopted for 2011/12 for Annual Community Grants is \$70,120, being 50% of the amount prescribed by Council Policy CP/COM – 3582 for both economic and

community development projects and activities, representing an increase of 5.5% on the 2010/11 budget of \$66,465.

An amount of \$23,400 was approved and allocated in Round One which closed on May 30 2011. The available balance for Round Two is therefore \$46,720.

The total amount requested in Round 2 through the six applications is \$78,950.52 and the Assessment Panel has recommended \$46,720 with a further \$10,000 to be funded through mid-year budget review amendments as part of the annual 'sponsorship' arrangements such as apply to the Ord Valley Muster and Stars on the Bastion events.

This overall approach to annual 'sponsorship' may require further documentation which will be provided for Council's consideration at a future meeting.

### **STRATEGIC IMPLICATIONS**

This report aligns with Council's focus on Community, Key Result Area 2, in the *Shire of Wyndham East Kimberley Strategic Plan 2008*.

- Provide community and cultural development
- Partnerships addressing social issues in our community
- Facilitate community participation

### **COMMUNITY CONSULTATION**

No community consultation is required in regard to this matter. However, public advertising of the Annual Community Grants Round Two, including the closing date for applications occurred late August/early September in the local paper and via the Shire's website and media releases for other print and radio media.

### **COMMENT**

A summary of applications and the assessment panel's recommendations was provided to Councillors at the November briefing session.

The Assessment Panel has recommended Council approve grant allocations to the following applicants:

- Lake Kununurra Golf Club Inc.  
\$22,735.50 towards assistance with the construction of an ablution block and improved disability access.
- Lake Argyle Swim Inc.  
\$6,000 contribution toward 2012 Argyle Swim and no additional in-kind support, as this was of an unspecified amount in the application.
- Garnduwa Amboorny Wirnan.  
\$5,000 contribution towards Deadly Young Women in Sport, Health and Leadership Program, which is significantly less than requested but consistent with amount provided by the organisation and others.
- Kununurra Neighbourhood House Family Support Service.  
\$3,984.50 towards equipment upgrades for the service

- Kangaroo Haven Inc.  
\$9,000 towards Contribution to Kangaroo Haven Housing and Education Centre – capital infrastructure, provided guarantee received from applicant confirming use of private land for community purpose for at least 8 years.
- Gelganyem Trust.  
\$10,000 contribution to Barramudi Concert 2012 (to be funded through mid-year budget review)

A copy of the Assessment Panel Information Pack which includes copies of the applications received and Assessment Panel feedback (upon which recommendations are based and as presented to the Briefing Session) is available for inspection by Councillors on request.

### **VOTING REQUIREMENT**

Simple Majority

### **OFFICER'S RECOMMENDATION**

That Council adopts the recommendations of the Annual Community Grants Assessment Panel and:

- 1) Fund (ex GST) the following projects from the budgeted Annual Community Grants allocation:
  - a) \$22,735.50 - Lake Kununurra Golf Club Inc.
  - b) \$6,000.00 - Lake Argyle Swim Inc.
  - c) \$5,000.00 - Garnduwa Amboorny Wirnan.
  - d) \$3,984.50 - Kununurra Neighbourhood House Family Support Service.
  - e) \$9,000.00 - Kangaroo Haven Inc on condition of applicant guarantee confirming use of private land for community purposes for at least 8 years.
- 2) Fund through mid-year budget review \$10,000.00 to Gelganyem Trust (Barramundi Concert).

**Cr Parker and J McCoy leave room at 6.25pm**

**COUNCIL DECISION**

**Minute No. 9628**

**Moved: Cr D Ausburn**

**Seconded: Cr K Torres**

**That Council:**

**That Council adopts the recommendations of the Annual Community Grants Assessment Panel and:**

- 1) Fund (ex GST) the following projects from the budgeted Annual Community Grants allocation:
  - a) \$22,735.50 - Lake Kununurra Golf Club Inc.**
  - b) \$6,000.00 - Lake Argyle Swim Inc.**
  - c) \$5,000.00 - Garnduwa Amboorny Wirnan.**
  - d) \$3,984.50 - Kununurra Neighbourhood House Family Support Service.**
  - e) \$9,000.00 - Kangaroo Haven Inc on condition of applicant guarantee confirming use of private land for community purposes for at least 8 years.****
- 2) Fund through mid-year budget review \$10,000.00 to Gelganyem Trust (Barramundi Concert).**

**Carried Unanimously 6/0**

**Cr Parker and J McCoy return to room at 6.26pm.**

## 12.5.2 Review of CP/COM - 3582 Annual Grants Scheme

<b>DATE:</b>	22 November 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>	GS.05.3

### **PURPOSE**

For Council to consider adoption of the reviewed policy for the implementation of the Annual Community Grants Scheme based on changes to Council's administration of community and economic development funding schemes.

### **BACKGROUND**

The Shire's Annual Grants Scheme has been in place for some years and was designed to administer requests for financial support and contributions to both community development and economic development projects and activities in a consistent, equitable and transparent manner.

Since the commencement of the new Economic Development Officer 12 months ago and the development and adoption of the Annual Economic Development Program and Guidelines in April 2011, requests for financial support or contributions to economic development activities have been assessed within those guidelines and the Annual Grants Scheme and policy has applied to community development activities and projects.

Therefore, there is a need to revise and update the existing policy to reflect these changes and separation of the Shire's community and economic funding schemes.

### **STATUTORY IMPLICATIONS**

As per the *Local Government Act 1995, Section 2.7:*

*The Role of the Council;*

*(1) The council —*

- (a) directs and controls the local government's affairs; and*
- (b) is responsible for the performance of the local government's functions.*

*(2) Without limiting subsection (1), the council is to —*

- (a) oversee the allocation of the local government's finances and resources;*
- and*
- (b) determine the local government's policies.*

### **POLICY IMPLICATIONS**

All policies of Council should be of strategic relevance, regularly reviewed and easily accessible. Policies adopted by Council should be strategic, with operational matters being the subject of Administrative Policies approved by the Chief Executive Officer.

Council's "*Guidelines for policy development and review of the Council Policy Manual*" provides the structure and format of Council Policies, Administrative Policies, Procedures/Work Instructions as well as Delegations and Sub Delegations.

The current policy CP/COM – 3582 'Annual Grants Scheme' provides the framework for the administration of financial assistance provision to community development activities and projects in a consistent, equitable and transparent manner.

### **FINANCIAL IMPLICATIONS**

The Annual Community Grants Scheme budget allocation is prescribed by the policy and is included in the development of the Shire's annual budget each year. The adopted budget allocation provides the available pool of funds for distribution through the two rounds of grant applications being May and September each year.

### **STRATEGIC IMPLICATIONS**

Council adopts policies for the effective governance of the organisation. These policies need to provide the strategic guidance to the organisation, be up to date, regularly reviewed and readily available so that Councillors and Staff are aware of and can adhere to the adopted policies of Council.

### **COMMUNITY CONSULTATION**

Community consultation is not required in relation to this item.

### **COMMENT**

A revised policy for the Annual Community Grants Scheme is required to reflect the changes in the Shire's funding schemes for community and economic development projects and activities as previously outlined.

In addition, officers suggest that the existing process of grant application assessment by the Grant Assessment Panel (consisting of 2 Councillors, and Director Community Development and other staff as required), with the Panel's recommendations then presented to a Briefing Session prior to presentation at a Council Meeting for adoption creates an unnecessary time delay in finalising assessment of applications and advising applicants of the outcome.

Currently this process means that as both grant rounds close at the end of a month and due to agenda preparation timelines, applications are not able to be assessed in time for the following month's Briefing Session, being the first Tuesday of the month, resulting in the item being referred to the following month's briefing and meeting. As such, applicants are able to be advised of the outcomes 8 weeks after the closing date. With the checks and balances provided through Councillor representation on the Grant Assessment Panel, consideration of the matter at the next Council Meeting may be considered adequate and appropriate. In comparison, the Annual Economic Development Program approvals are delegated to the CEO.

The current process of advising all Councillors that copies of the applications received and the Assessment Panel's comments and recommendations are available for inspection as part of the Council agenda item would remain.

The attached existing Policy with proposed changes (Attachment 1) and proposed draft policy (Appendix 1) identify this proposed change.

These 2 documents also identify the removal of 'economic' and/or 'economic development' from the Policy and propose to rename the Policy 'Annual Community Grants Scheme'.

### **ATTACHMENTS**

Attachment 1 – CP/COM – 3582 'Annual Grants Scheme' – with proposed changes  
Appendix 1 –Draft Policy CP/COM – 3582 'Annual Community Grants Scheme'

### **VOTING REQUIREMENT**

Simple Majority

### **OFFICER'S RECOMMENDATION**

That Council adopts the draft policy CP/COM – 3582 as provided at Appendix 1 which also renames this policy 'Annual Community Grants Scheme'.

### **COUNCIL DECISION**

**Minute No. 9629**

**Moved: Cr K Torres**

**Seconded: Cr D Ausburn**

**That Council adopts the draft policy CP/COM – 3582 as provided at Appendix 1 which also renames this policy 'Annual Community Grants Scheme'.**

**Carried Unanimously 8/0**

Attachment 1 – CP/COM – 3582 ‘Annual Grants Scheme’ – with proposed changes  
Attachment 1 – CP/COM – 3582 ‘Annual Grants Scheme’ – with proposed changes



*Shire of Wyndham East Kimberley*  
CP/COM - 3582  
Annual Community Grants Scheme

**OBJECTIVE:**

The objective of the Annual Community Grants Scheme is to provide consistent, equitable and accessible funding opportunities for local community based organisations for the purposes of community and economic development activities, events and projects.

**POLICY:**

Scope & Limitations

Each year the Shire will invite submissions from the community. These funds are non-recurrent funding and applications will be received in two rounds with submission closing dates of 30 May and 30 September each year.

Background

The purpose of this funding is to offer not for profit community, sporting, cultural, environmental, service groups and associations and not for profit economic development organisations financial assistance to foster high quality programs, community events, facilities and services that provide benefit to the community of the Shire of Wyndham East Kimberley.

Guiding Statement

**Administration and resourcing**

- Council shall make an allocation for Annual Community Grants within each annual budget. This funding pool is shall be an amount of \$120,000 \$70,120 in 2008/09 2011/12 and shall be increased inline with the adopted rate increase each subsequent year.
- The distribution of the funds shall be via an application process. The process shall involve the following:
  - Annual Community Grants will be promoted through direct distribution to community organisations annually, promotion in the local newspaper and other media and communication mediumson community radio broadcasts. Application forms and guidelines additional information will be available from the Shire Offices and on the Shire's website.
  - Annual Community Grants shall be assessed on the following criteria:
    - Demonstrated need for funding.
    - Benefits to the community, including community development and/or economic development outcomes.
    - Demonstrated partnerships and ability to source additional funds and/or partnerships.
    - Demonstrated community support for the organisation and the project or activities planned.
    - The organisation's demonstrated ability or capacity to achieve measurable outcomes for the community.
    - Demonstration of links to Council's Strategic Direction and Objectives.
  - The Annual Community Grants will be decided by Council decision based on recommendations from the Grants Assessment Panel
  - The Grants Assessment Panel will consist of:
    - A minimum of 2 Councillors
    - Director Community Development

- One other Shire staff member as appropriate
- Projects, activities and events should be in keeping with Council's Strategic Direction and Objectives as noted in Council's Strategic Plan.
- All recommendations of the Grants Assessment Panel will be referred to a Briefing Session and then presented to Council for consideration at the next available Ordinary Council Meeting.
- All organisations receiving community grants will be required to expend and acquit the funds within 12 months of the grant being approved at an Ordinary Council Meeting.

#### Limitations

- Community organisations or events where the primary purpose is to promote political beliefs.
- Community organisations or events where the primary purpose is to promote religious beliefs or where people are excluded on religious grounds.
- Individuals (or sponsorship of cash prizes for individuals or teams).
- Activities or events that are the core responsibility of a state or federal government department, though contribution to components that expand on the core responsibilities may be considered.
- Projects that have already been completed or are currently in progress.
- Funds not to be used for trophies, prizes, insurance or operational expenses (including loan repayments) incurred in the conduct of community activities.
- Applicants must seek other funding where available.
- Applications must be submitted on Council's prescribed forms.
- Council employees, equipment or facilities may be used in lieu of cash distribution and costed against the relevant ledger folio.
- All works are to be completed to the satisfaction of Council.
- Organisations will be limited to one successful application for funds per financial year.
- Council does not intend the Grants to be utilised for monetary profit, but that they help not for profit groups to achieve their objectives and provide benefits to the community.
- Applicants must provide evidence of their own contribution (financial and in-kind) as well as contributions from other sources towards the project.
- Applicants seeking capital/building funding for a project need to ensure that the project relates to crown reserve or land owned or vested in the Shire of Wyndham East Kimberley (or at Council's discretion).

#### Outcomes

Local community based organisations will be provided with consistent, equitable and accessible funding opportunities to support community and economic development activities, events and projects.

#### GOVERNANCE REFERENCES

<b>Statutory Compliance</b>	Local Government Act 1995 Section 6.2
<b>Industry Compliance</b>	
<b>Organisational Compliance</b>	
<b>Process Links</b>	Annual <u>Community</u> Grants Scheme Procedures/ Work Instructions Annual <u>Community</u> Grants Application Form <u>and Guidelines</u>

#### POLICY ADMINISTRATION

Directorate		Officer Title		Contact:	
Community Development		Director Community Development		Ext:151	
<b>Date Effective</b>	17 June 2008				
<b>Date Adopted</b>	17 June 2008	<b>Last Reviewed</b>	17 November 2009		
<b>Risk Rating</b>	Low	<b>Review Cycle</b>	Annual	<b>Next Due</b>	17 November 2010

## Appendix 1 –Draft Policy CP/COM – 3582 ‘Annual Community Grants Scheme’

### Appendix 1 – Draft Policy CP/COM – 3582 ‘Annual Community Grants Scheme’



## *Shire of Wyndham East Kimberley* **CP/COM - 3582** **Annual Community Grants Scheme**

### **OBJECTIVE:**

The objective of the Annual Community Grants Scheme is to provide consistent, equitable and accessible funding opportunities for local community based organisations for the purposes of community development activities, events and projects.

### **POLICY:**

#### **Scope & Limitations**

Each year the Shire will invite submissions from the community. These funds are non-recurrent and applications will be received in two rounds with submission closing dates of 30 May and 30 September each year.

#### **Background**

The purpose of this funding is to offer not for profit community, sporting, cultural, environmental, service groups and associations financial assistance to foster high quality programs, community events, facilities and services that provide benefit to the community of the Shire of Wyndham East Kimberley.

#### **Guiding Statement**

### **Administration and resourcing**

- Council shall make an allocation for Annual Community Grants within each annual budget. This funding pool is \$70,120 in 2011/12 and shall be increased inline with the adopted rate increase each subsequent year.
- The distribution of the funds shall be via an application process. The process shall involve the following:
  - Annual Community Grants will be promoted through direct distribution to community organisations annually, promotion in the local newspaper and other media and communication mediums. Application forms and guidelines will be available from the Shire Offices and on the Shire's website.
  - Annual Community Grants shall be assessed on the following criteria:
    - Demonstrated need for funding.
    - Benefits to the community, including community development outcomes.
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    - The organisation's demonstrated ability or capacity to achieve measurable outcomes for the community.
    - Demonstration of links to Council's Strategic Direction and Objectives.
  - The Annual Community Grants will be decided by Council decision based on recommendations from the Grants Assessment Panel
  - The Grants Assessment Panel will consist of:
    - A minimum of 2 Councillors
    - Director Community Development
    - One other Shire staff member as appropriate

- Projects, activities and events should be in keeping with Council's Strategic Direction and Objectives as noted in Council's Strategic Plan.
- All recommendations of the Grants Assessment Panel will be presented to Council for consideration at the next available Ordinary Council Meeting.
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- Community organisations or events where the primary purpose is to promote political beliefs.
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- Individuals (or sponsorship of cash prizes for individuals or teams).
- Activities or events that are the core responsibility of a state or federal government department, though contribution to components that expand on the core responsibilities may be considered.
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- Funds not to be used for trophies, prizes, insurance or operational expenses (including loan repayments) incurred in the conduct of community activities.
- Applicants must seek other funding where available.
- Applications must be submitted on Council's prescribed forms.
- Council employees, equipment or facilities may be used in lieu of cash distribution and costed against the relevant ledger folio.
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- Applicants must provide evidence of their own contribution (financial and in-kind) as well as contributions from other sources towards the project.
- Applicants seeking capital/building funding for a project need to ensure that the project relates to crown reserve or land owned or vested in the Shire of Wyndham East Kimberley (or at Council's discretion).

### Outcomes

Local community based organisations will be provided with consistent, equitable and accessible funding opportunities to support community development activities, events and projects.

### GOVERNANCE REFERENCES

<b>Statutory Compliance</b>	Local Government Act 1995 Section 6.2
<b>Industry Compliance</b>	
<b>Organisational Compliance</b>	
<b>Process Links</b>	Annual Community Grants Scheme Procedures/ Work Instructions Annual Community Grants Application Form and Guidelines

### POLICY ADMINISTRATION

<b>Directorate</b>		<b>Officer Title</b>		<b>Contact:</b>	
Community Development		Director Community Development		Ext:151	
<b>Date Effective</b>	17 June 2008				
<b>Date Adopted</b>	17 June 2008	<b>Last Reviewed</b>	22 November 2011		
<b>Risk Rating</b>	Low	<b>Review Cycle</b>	Annual	<b>Next Due</b>	22 November 2012

## 12.6 CHIEF EXECUTIVE OFFICER

### 12.6.1 Delegated Authority Report

<b>DATE:</b>	22 November 2011
<b>PROPONENT:</b>	Shire of Wyndham East Kimberley
<b>LOCATION:</b>	Shire of Wyndham East Kimberley
<b>AUTHOR:</b>	Julie-Anne McGuinness, Governance Support Officer
<b>REPORTING OFFICER:</b>	Gary Gaffney, Chief Executive Officer
<b>FILE NO:</b>	PL.02.1

#### **PURPOSE**

To report to Council on the use of Delegated Authority by Officers for the period 1 October to 31 October 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 this 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 the *Shire of Wyndham East Kimberley Strategic Plan 2008*.

### **COMMUNITY CONSULTATION**

Community consultation is not required in relation to this item.

### **COMMENT**

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

### **ATTACHMENTS**

Attachment 1 – Delegated Authority Report

### **VOTING REQUIREMENT**

Simple Majority

### **OFFICER'S RECOMMENDATION**

That Council receives the Delegated Authority Report for the period 1 October to 31 October 2011.

### **COUNCIL DECISION**

**Minute No. 9629**

**Moved: Cr A Horn**

**Seconded: Cr K Torres**

**That Council receives the Delegated Authority Report for the period 1 October to 31 October 2011.**

**Carried Unanimously 8/0**

**Attachment 1 – Delegated Authority Report**

**PLANNING DELEGATED AUTHORITY APPROVALS - 1 - 31 October 2011**

Application / Delegation Number	Approval Type	Date Received	Applicant	Owner	Property Address	Proposed Development	Assess' t Number	Approval Date	Comment
DA98/11	P	21/09/2011	Guerinoni Super P/L	Guerinoni Super P/L	309 Dusty Rankin Drive, Kununurra	Hanger Extension	998	3/10/2011	Approved By Nick Kearns
DA106/11	P	30/09/2011	Ecoefficient Homes	Michael Waller	Lot 39 Bella Lane, Kununurra	New Dwelling	7500	4/10/2011	Approved by Nick Kearns
DA78/11	P	10/08/2011	Darren Fulcher	Darren Fulcher	Lot 141 Weaber Plain Road, Kununurra	Donga,Ablution and Tropical Roof	6027	6/10/2011	Approved by Nick Kearns
DA92/11	P	6/09/2011	Chris Daniels	Tudan Pty Ltd	722 Sharpe Street, Wyndham	Placement of Sea Container and Site Office	298	11/10/2011	Approved by Nick Kearns
DA96/11	P	14/09/2011	Jenny Spragg & Terry French	Jenny Spragg & Terry French	191 Drysdale Approach, Kununurra	Dwelling and shed	7393	17/10/2011	Approved by Nick Kearns
DA110/11	HOCC	18/10/2011	Amanda Dietrich - Boabs in the Kimberley	Amanda Dietrich	631 Crossing Falls Road, Kununurra	Home Occupation renewal - Boabs in the Kimberley	5993	18/10/2011	Approved by Dean Pettit
DA111/11	P	19/10/2011	Ecoefficient Homes	Ian Hilton	Lot 21 Bluegrass Avenue, Kununurra	New dwelling	7482	26/10/2011	Approved by Nick Kearns

## BUILDING LICENCES ISSUED UNDER DELEGATED AUTHORITY – 1 – 31 OCTOBER 2011

LIC#	DATE RECEIVED	DATE LICENCED	OWNER	BUILDER	LOCATION	DESCRIPTION	NEW/ ADD	EST. VALUE	COMMENT / PROCESSING TIME – WORKING DAYS
097/2011	15/09/2011	4/10/2011	Roman Catholic Brishop Broome	Top End Building Company	St Joseph's School Kununurra Lot 970 (14) Coolibah Drive Kununurra	Class 10B - Fence	New	\$30,614.00	12/15 days
098/2011	14/09/2011	4/10/2011	State of W.A. (Drainage Reserve vested to SWEK)	Ertech	Drainage Reserve Lot 423 Setosa Path Kununurra	Class 10B - Footbridge	New	\$106,115.00	
099/2011	15/09/2011	4/10/2011	Guerinoni Super Pty Ltd as trustee for S & L Guerinoni Trust	Top End Building Company	Lot 309 Dusty Rankin Drive Kununurra	Class 7B/8 Extension to Existing Hangar	Add	\$169,000.00	11/15 days
100/2011	13/05/2011	5/10/2011	Lakeview Apartments Kununurra	Lakeview Apartments Kununurra	Lot 118 (13) Salacca Loop Kununurra	Class 4 Caretakers Residence, Class 5 office, Class 7B/8 tearoom & ablution	New	\$260,000.00	
101/2011	25/05/2011	6/10/2011	James O'Kenny	James O'Kenny	Lot 595 (31) Bandicoot Drive Kununurra	Class 1A transportable dwelling with attached	New	\$50,000.00	

						verandah/deck			
102/ 2011	4/10/2011	6/10/2011	Mark & Susan Coventry	Mark & Susan Coventry	Lot 1630 (22) Dryandra Road Kununurra	Class 10A Patio	New	\$6,000.00	1/15 days
103/ 2011	27/09/2011	6/10/2011	Tania Lewis & Rhys Jenkins	Glen Trimby	Lot 10 (23) Rosewood Avenue Kununurra	Class 10A Patio Roof	New	\$19,500.00	6/15 days
104/ 2011	19/07/2011	07/10/11	Trustees of the Diocese of North West Australia (Anglican)	Anglican Parish of Kununurra	Lot 73 Kurrajong Street Kununurra	Class 10A Tropical Roof	Add	\$12,000.00	
105/ 2011	3/10/2011	10/10/2011	Nicholas Hall & Elizabeth Fitzpatrick	Nicholas Hall & Elizabeth Fitzpatrick	Lot 63 (14) Kurrajong Street Kununurra	Class 10A Shade Sail	New	\$3,000.00	4/15 days
106/ 2011	30/09/2011	10/10/2011	Michael Barrie Waller	CKC Nominees t/as Ecoefficient Homes	Lot 39 (4) Bella Lane Kununurra	Class 1A dwelling with attached Class 10A carport & outdoor living	New	\$365,000.00	5/15 days
107/ 2011	6/07/2011	12/10/2011	Bill & Andrea Brogmus	KGC Enterprises	Lot 213 Riverfarm Road Kununurra	Class 4 Caretakers attached to existing Class 7B/8 Commercial Production and Storage building	Add	\$289,485.00	

108/ 2011	12/10/2011	13/10/2011	Ernest & Michele Pucci	Ernest & Michele Pucci	Lot 245 (14) Livistona Street Kununurra	Class 10B - Below ground pool	New	\$24,000.00	1/15 days
109/ 2011	31/08/2011	13/10/2011	Russel Hextall	Alex & Kerri Fountis	Lot 5 (20) Messmate Way Kununurra	Class 10B Coolroom	New	\$25,000.00	
SP 110/ 2011	21/07/2011	14/10/2011	East Kimberley Medical Service	Ri-Con Constructions	Lot 2229 Ironwood Road Kununurra	Temporary site accomadation x4	Temp	\$22,000.00	
111/ 2011	10/08/2011	17/10/2011	Darren Fulcher	Darren Fulcher	Lot 141 Whimbrel Road Kununurra	Class 10A tropical roof and Class 1A dwelling with detached ablution	New	\$40,000.00	
112/ 2011	7/10/2011	19/10/2011	State of W.A. (Road & Recreation Reserve vested to SWEK)	Ertech	Lot 501 (Reserve) Argentea Avenue Kununurra	Class 10A Shade Sails	New	\$39,545.00	7/15 days
113/ 2011	13/09/2011	19/10/2011	Jenny Spragg & Terry French	Jenny Spragg & Terry French	Lot 191 Drysdale Approach Kununurra	Class 10A Non-habitable shed (without ablution)	New	\$30,000.00	
SP 114/ 2011	12/10/2011	25/10/2011	Tudan Pty Ltd	Bodan Constructions	Lot 722 (9) Sharpe Street Wyndham	Special Licence: Valid to 11.04.12 Class 10B Sea Container and Class 5 temporary Site	Temp	\$5,000.00	8/15 days

							Office			
115/ 2011	7/10/2011	26/10/2011	Ty & Helen Rankin	Top End Building Company	Lot 132 Whimbrel Road Kununurra		Class 1A dwelling with attached Class 10A outdoor living	New	\$564,158.00	12/15 days
116/ 2011	19/10/2011	27/10/2011	Ian Hilton	CKC Nominees t/as Ecoefficient Homes	Lot 21 (3) BlueGrass Avenue Kununurra		Class 1A dwelling with attached Class 10A carport & outdoor living and detached Class 10A shed	New	\$386,000.00	5/15 days
									<b>\$2,446,417.00</b>	

**THERE WERE NO SIGN LICENCES ISSUED UNDER DELEGATED AUTHORITY – 1 – 31 OCTOBER 2011**

**DEMOLITION LICENCES ISSUED UNDER DELEGATED AUTHORITY – 1 – 31 OCTOBER 2011**

DEMO LIC#	DATE APPLIC RECVD	DATE LICENCED	ASSESS NO.	OWNER	BUILDER/ DEMOLITION CONTRACTOR	BUILDER ADDRESS	DEMO CLASS (1, 2 or 3 - WARA)	WAD CLASS/ LIC NO	LIC No.	LOCATION	Comments (Asbestos)
DL 11/ 2011	27/10/2011	27/10/2011	A262P	Oombulgurri Association Inc	PO Box 208 Wyndham WA	Australian Civils Pty Ltd	PO Box 136 Melville WA	N/A	N/A	Lot 414 (41) O'Donnell Street Wyndham	Demolition - Non habitable shed (Class 10A)

## CERTIFICATES OF CLASSIFICATION ISSUED UNDER DELEGATED AUTHORITY – 1 – 31 OCTOBER 2011

CERT CLASS#	DATE	Building Licence	ASSESS NO.	Building Class	OWNER	BUILDER	BRB / OB NO	LOCATION	DESCRIPTION
011/2011	27.10.11	109/2010	A2211P	9B	Shire of Wyndham - East Kimberley	Pindan Contracting Pty Ltd		Lot 302 Dusty Rankin Drive Kununurra	Class 9B - Public venue: Airport terminal

**THERE WERE NO FORMAL NOTICES RAISED PURSUANT TO LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1960 FOR ISSUE BY THE CEO UNDER DELEGATED AUTHORITY – 1 – 31 OCTOBER 2011**

## COMMUNITY QUICK GRANTS DELEGATED AUTHORITY APPROVALS – 1 October – 31 October 2011

Approval Date	Organisation	Purpose of Quick Grant	Total Project Cost	Amount Requested	Amount Approved
13/10/2011	WELA Inc	To assist with costs for end of year Christmas party	\$4199	\$500	\$500
20/10/2011	Kununurra Playgroup	Replace old bikes & trikes	\$639.61	\$500	\$500
13//10/2011	Kimberley Population Health	Ngowar Aerwah Flour Drum Cook Up	\$600	\$450	\$450

## 12.6.2 Update on Regional Business Project: CARDNO

<b>DATE:</b>	22 November 2011
<b>PROPONENT:</b>	Shire of Wyndham East Kimberley
<b>LOCATION:</b>	Shire of Wyndham East Kimberley
<b>AUTHOR:</b>	Janet Takarangi, Economic Development Officer
<b>REPORTING OFFICER:</b>	Gary Gaffney, Chief Executive Officer
<b>FILE NO:</b>	GS.05.10

### **PURPOSE**

This paper seeks to have an informed discussion with Council on a regional matter currently before the Regional Collaborative Group and to use the discussion to give an update on the work happening at a regional level on business planning.

### **BACKGROUND**

#### **INTRODUCTION**

The Local Government reform agenda has moved from being a forced agenda to a voluntary one and to facilitate this, funding has been made available through the Department of Local Government to the Kimberley Regional Collaborative Group (RCG) set up in September 2010. All four Shires make up the RCG and the Secretariat of the group currently rests with the Shire of Wyndham East Kimberley. On December 1<sup>st</sup> elections will be held to determine the next ZONE Chair and it has been agreed that the Secretariat will be based in the same Shire.

The RCG leading the Local Government reform agenda for the Kimberley is closely affiliated to the Kimberley ZONE which is a designated ZONE within the Western Australian Local Government Association WALGA. All Shires have made a financial commitment to resource this work with a full time Executive Officer who is based at the Shire of Wyndham East Kimberley. Margaret Grunsell was appointed and commenced in August 2011 after Shire of Wyndham East Kimberley staff carried the work load after the resignation of the previous Executive Officer in February 2011.

Funding has been made available to the RCG by the Department of Local Government to facilitate regional business planning, asset management, strategic planning and long term financial planning. In other regions this work was bundled up and contracted out as one contract i.e. Pilbara. At a meeting of the CEO Group in April 2011 it was decided to phase the work into two steps. Phase one would cover business planning and an assessment of asset management systems in place across the region and depending on results phase two would be designed to lift the state of regional delivery using the results of phase 1. From a reform point of view there could be ways services could be enhanced through better collaboration, sharing services and resources and other delivery options.

To help with a consistent approach to this exercise across the State the Department of Local Government invested in having KPMG design and develop templates to undertake service assessments in each Shire, these templates were a requirement to access the funding.

The Department of Local Government also designed a draft Expression of Interest (EOI) document for regions to use. Taking all this into account a draft EOI was drawn up including the phased approach, the addition of the asset assessment phase along with a stated requirement to undertake a regional skills audit of staff. The draft EOI was submitted to the Department for sign-off which was given.

To further support the reform process the Department had prepared a list of preferred consultants who had undergone an assessment process which meant that projects could go out to a closed tender using this list. Four firms were chosen by the CEO group and the Department was asked for comment, an additional one was added to provide choice.

The EOI was submitted to the five firms and two responded. After due consideration of the submitted documents and discussion CARDNO were chosen by the CEO group this decision was further tabled at the next RCG meeting. CARDNO were contracted to provide the services in the EOI. They did note in their response that they had concerns with the KPMG templates but believed that they would rectify any gaps by using their own tools to obtain the required information.

*We acknowledge that the Department of Local Government has developed an interview package and gap diagnostic toolkit specifically for RCGs. We will utilise these tools as a base for our Investigations, but we will complement this with a number of assessment and gap analysis tools that Cardno has adopted and used in similar projects previously to ensure a comprehensive and thorough assessment is undertaken.*

They commenced work on 26 July 2011 first visiting Halls Creek and then the Shire Wyndham East Kimberley. Discussions were held with the Consultants when they undertook the work with the Shire of Wyndham East Kimberley in that the Principal Consultant was very focussed on regional projects outside the Terms of Engagement. Concerns were relayed to the nominated CARDNO consultant about this in particular following a meeting on the project held with the Kimberley Development Commission CEO.

Work continued throughout July and August and the final results were to be ready for the next full RCG meeting held in Derby October 3<sup>rd</sup>. This meeting

#### ISSUE

The work presented by CARDNO does not meet the agreed Terms of Engagement and we now need to make a decision about the next step. No invoices have been paid to date. The contract was a fixed price contract with all disbursements needing to be agreed before being incurred, this was designed to enable the project to stay within budget.

To obtain feedback on the situation all four Shires were asked for comment along with the Department of Local Government. The Departments comments are attached and outline their views that CARDNO did not meet expectations or achieve the outputs contracted. It needs to be noted that discussions were also held directly between CARDNO and the Department of Local Government in Perth.

This raises concerns as the work contracted for and not undertaken still needs to be done.

Options include:

- 1) Paying them and not engaging them for further work,
- 2) Ask them to deliver the work not yet completed as per the original EOI and agreed contract.
- 3) If they do not agree to do this then the RCG will have to set an amount that will be debited from the contract price. It is suggested that legal advice will be required to ensure this can be done. It is suggested that all costs incurred be considered in making the final payment.

## **STATUTORY IMPLICATIONS**

There are no statutory implications associated with this report.

## **POLICY IMPLICATIONS**

No policy implications apply in the preparation of this report.

## **FINANCIAL IMPLICATIONS**

Getting value for money on behalf of ratepayers and taxpayers is a key principle of accountability. Funding made available by the Department of Local Government for the exercise needs to be spent on the outputs agreed to. Undone work is still required to be completed in order for the region to move ahead.

## **STRATEGIC IMPLICATIONS**

The strategic implications of this report are overarching compliance to the *Shire Wyndham East Kimberley Strategic Plan 2008*

This report aligns with Council's focus on Governance, Key Result Area 5, in the *Shire of Wyndham East Kimberley Strategic Plan 2008*.

- Advocacy and leadership focussed on improved outcomes and services
- Revenue is diversified and maximised
- Compliance with legislative requirements
- Council has effective relationships with external organisations

## **COMMUNITY CONSULTATION**

Note that following the RCG meeting in Derby October 3<sup>rd</sup> and the resolution for each Shire to have further discussion the Shire of Halls Creek has discussed the matter with Shire of Derby West Kimberley and Shire of Broome are considering the matter on November 24<sup>th</sup> at their respective meetings.

## **COMMENT**

At the 3<sup>rd</sup> October meeting of the RCG all Shires were asked to take the matter to Council and seek a view as to the next step. These views will be considered at the next meeting of the RCG on December 1<sup>st</sup> in Kununurra and will guide what happens in resolving this issue.

## **ATTACHMENTS**

Choose an item.

Attachment 1 – CARDNO Scope of work and deliverables

Attachment 2 –Feedback on Draft Kimberley Regional Business Plan – Phase 1 Report

## **VOTING REQUIREMENT**

Simple Majority

## **OFFICER'S RECOMMENDATION**

That Council:

- 1) Recommends to the RCG that CARDNO be asked to fulfil the full Terms of Engagement in particular the asset systems assessment and the staff skills audit as requested and agreed to in the Terms of Engagement.
- 2) Notes the report from Department of Local Government and the comments covering the non-delivered outputs for the regional business plan and that this be used to guide the CEO group in determining the deficits to be corrected by CARDNO.
- 3) That in the event of this not forthcoming that a sum to be determined by the RCG CEO Group be taken off the CARDNO invoice.
- 4) Seeks legal advice to guide this action to reduce any potential risks.

## **COUNCIL DECISION**

**Minute No. 9630**

**Moved: Cr D Ausburn**

**Seconded: Cr C Gore-Birch Gault**

**That Council:**

- 1) **Recommends to the RCG that CARDNO be asked to fulfil the full Terms of Engagement in particular the asset systems assessment and the staff skills audit as requested and agreed to in the Terms of Engagement.**
- 2) **Notes the report from Department of Local Government and the comments covering the non-delivered outputs for the regional business plan and that this be used to guide the CEO group in determining the deficits to be corrected by CARDNO.**
- 3) **That in the event of this not forthcoming that a sum to be determined by the RCG CEO Group be taken off the CARDNO invoice.**
- 4) **Seeks legal advice to guide this action to reduce any potential risks.**

**Carried Unanimously 8/0**

## **Attachment 1 - Copy of CARDNO Letter of Engagement deliverables**

### **CARDNO SCOPE OF WORK AND DELIVERABLES**

*Extract from the letter of engagement*

#### **2. Scope of Work**

The project is designed to achieve the following objectives:

- Develop a regional business plan for the Kimberley that will identify core functions and services that could be delivered more efficiently through a shared services model at a regional level, and where identified at an organisational level
- The Regional Business Plan will comprise of:
  - An assessment of how resources and activities are currently allocated across each individual local government including,
    - Skills audit of regional human resources covering capabilities and capacity by individual Shire and the Kimberley region
    - Systems and processes audit of individual Shire and provide an opportunity analysis
    - Qualitative assessment of potential efficiencies for improved service delivery identified at an organisation level per local government
    - Comparative assessment across member Shires of potential efficiencies delivered through regionalised shared service arrangements and structures
    - Identification of priority areas for shared service arrangements and development of a high level business case identifying:
      - Inputs
      - Outputs
      - Resourcing implications
      - Financial implications
      - Governance framework/structure
      - Establishment costs

To undertake this identification phase work will be done using the templates provided by the Department of Local Government.

#### **3. Project outcomes**

At the completion of the project the Kimberley Regional Collaborative Group will:

- have an understanding of where their current resources are being utilised and activities completed across service lines in relation to key areas commonly undertaken in local governments;
- be able to identify the top priority areas across their services where opportunities for organisational reform and/or a shared service arrangement may exist; and
- have an understanding of whether they should proceed with implementing organisational reform / shared services across certain functions and services, following a high-level comparative analysis and subsequent development of an 'improvement plan' to progress organisational reform; and/or business case for shared service including a management/governance model at a regional level.
- Receive a report highlighting human resource skill gaps identified by the audit.
- Receive a plan of action for Phase 2 covering asset management systems and processes across the region including suggestions for a regional implementation model.
- Have received both qualitative and quantitative reports to inform phase 2 development and future direction.

## **Attachment 2 –Feedback on Draft Kimberley Regional Business Plan – Phase 1 Report**

### Reference Groups

The report indicates that the proposed 5 Reference Groups will incur costs and resources (meetings, travel, staff time etc) but does not evaluate the regional benefits against the costs.

The proposed 5 Reference Groups will draw heavily on the time of the CEO's as some of the Shires will not have a specialist officer with the expertise to provide input. The Reference Groups will then report to a CEO's Group. Is this time commitment what the CEO's want?

### Kimberley Development Commission

Reference is made on p.26 to the KDC Strategic Plan 2009-10, however the report fails to show how the Regional Business Plan relates to the KDC Strategic Plan and how the two plans support each other.

### Shared Service Opportunities

Where distance is not a factor and activities considered are primarily of a strategic planning/management nature, more opportunities may be considered:

- Consideration for the coordination of projects arising from royalties for regions funding
- Interface with Kimberley Development Commission
- Identification of gaps in business development which may lend itself to a regional body developing planning/strategies on behalf of member local governments such as:
  - HR management and Workforce planning
  - ICT planning/management
  - Emergency Risk management
  - Waste management / planning
  - Regional economic development – interface with resources sector / private industry
  - Regional tourism
  - Regional medical / health service/planning and advocacy
  - Procurement
  - Actions arising from regional strategic community plan
- Sourcing grant funding for the region
- Dovetail within a regional model for delivery of services to remote Indigenous communities.

Local governments / regional bodies can be proactive in addressing service gaps in their communities (eg measures to attract doctors in a regional area). Gaps arise due to market failure, or a deficiency in servicing on the part of higher levels of governments. The Kimberley Housing Factory proposal is an example of the Shires seeking to address a market failure. The report does not offer up suggestions of service gaps in other areas that could be addressed in the Regional Business Plan. Other service gaps should be explored.

The report suggests that a number of regional issues do not readily fit into the scope of the RCG as a shared service / collaboration opportunity (section 5.2.3 on p.78). Many of the issues listed might firmly fit within the scope of the RCG, particularly lobbying on a regional basis, and securing funding for regional initiatives. It is

considered that the Regional Business Plan should not dismiss these as out of scope.

#### Kimberley Regional Strategic and Community Plan

The report advocates a delay in compiling the Regional Strategic and Community Plan of 6 – 12 months while the individual Shires complete their Strategic and Community Plans. The delay is not necessary as the Regional Plan can be completed concurrently with the individual Shire plans. There should be enough information from all sources to work on the regional priorities and strategies. The individual Shires will be looking at local priorities and local issues in compiling their plans, the Regional plan will look at region-wide strategies and issues so does not need to wait till the Shires' plans are completed.

#### Servicing Aboriginal Communities

Whilst the report identifies that there is much work to be done on this project before service delivery becomes a reality on the ground, it is disappointing that the report stops at that point and decides that it cannot pursue any work on this as part of Phase 1. The report ought to make the assumption that the program is moving ahead and that service delivery will be required in the near future. It should explore the merits of a regionalised approach to service delivery. Also, given that the Shire of Broome scoping and costing is available, and the Derby West Kimberley, Halls Creek and Wyndham East Kimberley scoping and costing is available, there should be scope for exploring the potential for the regional approach. Some analysis of the 2008 Quantum Consulting recommendation would be helpful in there. In addition, the Shire of Broome is taking steps to actively plan its service delivery rollout, so the RBP should address what implications this has for the regional approach.

Gary Angel  
11 October 2011

### 12.6.3 Scoping and Costing Project – Aboriginal Communities CAMMS

<b>DATE:</b>	22 November 2011
<b>PROPONENT:</b>	Shire of Wyndham East Kimberley
<b>LOCATION:</b>	Shire of Wyndham East Kimberley
<b>AUTHOR:</b>	Janet Takarangi, Economic Development Officer
<b>REPORTING OFFICER:</b>	Gary Gaffney, Chief Executive Officer
<b>FILE NO:</b>	ED.08.1

#### **PURPOSE**

The purpose of this paper is to provide an update to Council on the work recently completed for three Kimberley Shires using funding made available by the Department of Local Government. The purpose of the project was to provide a snapshot of the current state of assets and selected services in a sample of Aboriginal communities. The sample will develop a more informed understanding of what costs will be associated with the provision and delivery of Local Government services to Aboriginal communities planned for 1<sup>st</sup> July 2012. The paper also provides a brief update on work happening within the Shire and across the region to enable a proactive and sustainable approach to be taken to meet the overall goal of quality of life improvement.

#### **BACKGROUND**

For the last 35 years attempts have been made to deliver the same range of services provided to mainstream Australia to remote and town based Aboriginal communities. In 2006 under Closing the Gaps it was announced that Local Government services would be provided to all communities. The same move has occurred in other jurisdictions such as Northern Territory and South Australia. Closing the Gap in Indigenous Disadvantage is an agreement between the Commonwealth of Australia and all States and Territories which is reflected in the National Indigenous Reform Agreement. The Council of Australian Government's (COAG) set a range of targets to achieve the overall objectives.

Western Australia following formal discussion with WALGA and those 22 Local Governments with the largest number of communities has taken a considered approach seeking to have clear service definitions linked to minimum service standards and associated minimum assets. They have also given consideration to defining communities by size.

CAMMS an Adelaide based Consultancy Company was engaged by the Department of Local Government Perth to design the State methodology by which community based information would be gathered and to ensure that service definitions and minimum services were the same as non-Aboriginal communities. CAMMS were then engaged to undertake a pilot of this approach in the Pilbara. Funding was then made available for each Kimberley Shire to engage consultants to undertake the work using the CAMMS templates.

Following discussions held through the Kimberley Regional Collaborative Group it was decided that the Shires of Halls Creek, Derby West Kimberley and Wyndham East Kimberley would combine their funding and engage CAMMS to undertake a project across the three Shires.

By working together the three Shires could increase the sample size and also include a full range of different communities to ensure as much information as possible could be gathered. It was agreed that by scaling up the project the process would elicit as much information as

possible to eliminate future surprises around costs and that project outputs would have multiple uses for related work such as future asset management requirements.

Staff from the Shire were involved as much as possible to ensure internal knowledge was accessed and to build up internal awareness of the forthcoming changes. CAMMS undertook community discussions before going to all communities using relationships in place to enable a good outcome. CAMMS also had discussions with other service delivery agencies including current providers of federally funded services to communities such as Centre of Appropriate Technology (CAT) and Kimberley Regional Service Providers (KRSP).

The Shire of Broome engaged CARDNO to undertake their assessment. To ensure that all results were shared a meeting was held in Broome 31<sup>st</sup> October to bring the results of both projects together and to develop a framework for the Kimberley region to consider in moving ahead. The meeting also sought input from the Department of Indigenous Affairs as a key regional agency and to develop a collaborative approach to this future change.

Originally the project as designed by the State was focussed on remote communities only but during the course of the CAMMS project town communities which were being considered by The Department of Indigenous Affairs separately were integrated and for the sample Junjuwa (Bunuba) was included as a town community.

Work has been underway at State level through the Department of Local Government since 2010 and Kimberley representation has been by the CEOs who have attended under the auspices of the Kimberley ZONE.

The proposed timeline has been set at 1/7/2012 for the changes in service delivery to occur. This timeline and the lack of community consultation to date is of major concern along with the known results of the CAMMS project which indicates that to do the transition well large budgets will be required .

For example to upgrade current assets to meet minimum standards there is a need to have funding for capital expenditure of \$56.3mill just for the 6 larger communities in the sample and \$11.1 mill for the 7 smaller communities

CAMMS also suggested that in-depth asset costing should be done for Kalumburu as a large community with over 400 residents. GHD were subcontracted by CAMMS to do this work. Results generated in these reports have been shared with the Infrastructure team as they cover a range of assets which is of interest and include some useful formula for acquisition costs. Note that the main access road to Kalumburu was excluded as it was felt that the cost of repairs post flood were such as to skew the data.

The GHD study developed a Life Cycle Costing model for Kalumburu which included:

- Acquisition costs
- Operating costs
- Maintenance costs
- Disposal costs and residual value.

These gave an annual sum required of \$14.4 million for capital, maintenance and operations.

GHD developed an asset register for Kalumburu based on what was present and costed in assets required to meet minimum services. Replacement costs were also developed. This then provided the material required to determine a Life Cycle Cost model for Kalumburu for a 50 year timeframe.

Given this there remain concerns which have been identified by the other two Shires and formally conveyed to the Director General Department of Local Government including

- The need for lead-in funding to have plans in place that will ensure this service delivery change is well planned and managed
- Caution is required in using the sample information to extrapolate to all other Kimberley communities given the wide ranging variations that exist and the need to consider each community on its own
- The urgent need for full consultation and discussion with communities and related Aboriginal Corporations
- That funding to enable services and assets to be provided to achieve the overall objective for each community must be provided in full to implement the chosen delivery model.
- That if there is a phased approach there needs to be a well managed transition and that other communities are kept informed.

These issues have been included in the recommended action.

### **STATUTORY IMPLICATIONS**

There are related legislative changes required at State level to enable this change to be fully implemented including but not limited to:

- Land tenure issues
- Community governance
- Community access for staff to communities
- Asset transfer, ownership and ongoing management
- Formalised period for the transition in relation to potential prosecutions for non-compliance for example rubbish tip and waste standards.

There are multiple policy implications and this change will require considerable resources and effort to ensure all risks are identified in policy and procedures along with mitigation solutions.

### **POLICY IMPLICATIONS**

No policy implications apply in the preparation of this report.

### **FINANCIAL IMPLICATIONS**

This is the biggest risk to the Shire given that no decisions have yet been made about funding. Currently each Shire receives a range of funding that enables some services to be delivered to Aboriginal communities for example the Shire pays for street lighting in the communities of Nulleywah and Mirima, they have access to some funding for community access roads and so on but this is not part of an overall plan of action. There are concerns which have been expressed to the Department of Local Government regarding the need to be funded to provide services in an integrated, comprehensive way to ensure standards are met. There are also concerns that lead in work has to be met from internal resources. Whilst some costs have been able to be covered by being the administrator for the Scoping and Costing study this has now been spent. Work will escalate in the lead up to the policy change and staff resources will be diverted, no budget has been allocated to cover these costs. An internal reference group of staff has been convened and met for the first time on November 11<sup>th</sup>. Liaison will continue with the neighbouring Shires such as Halls Creek and Derby West Kimberley as communities on the borders access services from adjacent Shires in recognition of in-country kinship and other ties.

## **STRATEGIC IMPLICATIONS**

This proposed policy change is far reaching and will require changes to State legislation, Local Government funding models and resourcing decisions. Within each Shire and across the Kimberley work is underway to consider delivery options. Kimberley regional involvement in State level planning and implementation working groups remains high and has a strong position to influence delivery design and to identify risks. Work to date has seen considerable investment by the Department of Local Government in researching delivery models and in particular lessons to be learnt from other jurisdictions where implementation has been fraught. The Shire and the Regional Collaborative Group and ZONE are well engaged in the process and are placed to influence the final negotiations with the Commonwealth. Refer to Appendix 3 for a set of agreed Principles to guide both the delivery decisions as well as future negotiations.

At a further meeting of the RCG CEO group held 14<sup>th</sup> November further work is underway to develop a Kimberley statement for this proposed change. The paper will be tabled at the 1<sup>st</sup> December meeting and following that each Shire will be asked to consider the regional position.

The strategic implications of this report are overarching compliance to the *Shire Wyndham East Kimberley Strategic Plan 2008*

This report aligns with Council's focus on Governance, Key Result Area 5, in the *Shire of Wyndham East Kimberley Strategic Plan 2008*.

- Advocacy and leadership focussed on improved outcomes and services
- Effective partnerships with the public and private sectors
- Facilitate community participation
- Advocate for opportunities unique to the region
- Promote and facilitate economic opportunities

## **COMMUNITY CONSULTATION**

The Department of Local Government has suggested that consultation be delayed until there is a clear consultation brief to be held consistently across the State. This delay in proactive engagement is of concern. Given that a desired outcome is economic development and employment opportunities for community residents lead in discussions and planned development will be key. The meeting held in Broome October 31<sup>st</sup> involved the Department of Indigenous Affairs to test this approach of closer planning collaboration and to ensure cross agency linkages are in place. At the meeting held 14<sup>th</sup> November Centrelink and Kimberley Development Commission were invited to attend.

## **COMMENT**

This paper seeks to inform Council of the overall proposed change as well as an update on the CAMMS project and the issues of concern expressed to the Department of Local Government by both the Shires of Halls Creek and Derby West Kimberley. These concerns have been noted as recommendations below for Council consideration.

At the Council briefing held 8<sup>th</sup> November it was agreed that a statement leading to agreed principles need to be developed to guide the change in the Shire of Wyndham East Kimberley. This item was added to the agenda of the internal reference group and the following statement is submitted for Council consideration and discussion

*East Kimberley residents have access to a full range of municipal services including both Primary and Secondary services irrespective of location. Some services are immediately available where people live and work whilst others may have to be travelled to or made available occasionally. For indigenous settlements there will have to be an agreed lead in time for services to be improved to meet minimum legal compliance levels and then by being involved in integrated planning these standards will be improved beyond the legal minimums so that residents have access to services that lift their quality of life as defined by them.*

Work is underway at a regional level to develop a policy position which will be tabled at the RCG and ZONE meeting to be held in Kununurra on 1<sup>st</sup> December. Following this meeting the endorsed policy position will be presented to each Shire.

### **ATTACHMENTS**

Attachment 1 – CAMMS Scoping and Costing Project Outline

### **VOTING REQUIREMENT**

Simple Majority

## **OFFICER'S RECOMMENDATION**

That Council:

- 1) Notes the Scoping and Costing Report that was prepared by CAM Management Solutions for Local Government Services in Remote and Town-based Aboriginal Communities.
- 2) Expresses concern that the Scoping and Costing Report and template did not acknowledge and fully appreciate additional administration overheads and associated costs that will be incurred by Local Government when delivery of services to communities is implemented.
- 3) Expresses concern about the extrapolation process that will be used to scope and cost other Aboriginal Communities within the Shire of Wyndham East Kimberley.
- 4) Requests that a similar Scoping and Costing exercise be undertaken by the Department of Local Government for any identified communities to receive Local Government Services before any implementation commences.
- 5) Requests that money be allocated from the State Government for full and proper consultation to be undertaken with affected communities during any proposed service delivery implementation.
- 6) Highlights to the Department of Local Government the need to provide full funding for implementation of the chosen model for Local Government Services into Indigenous Communities.
- 7) That a copy of the Council resolution be forwarded to the Director General of the Department of Local Government.
- 8) That Council requests the Department of Local Government that with any implementation which may be undertaken, a full review be undertaken within a period of two years.
- 9) Gives consideration to resourcing the preparation work required before any lead-in funding will be made available.
- 10) Note that at the next Shire of Wyndham East Kimberley budget review resources will need to be found to enable this work to continue. Costs incurred to date will need to be captured in a way that enables a clear budget to be set and for a reimbursement of costs incurred to be made once funding is made available.

## **ALTERNATE OFFICER'S RECOMMENDATION**

That Council:

- 1) commits to the principle that normal Local Government services should be provided by Local Government to discreet Aboriginal communities subject to a requirement that appropriate resources related to the task be substantially required
- 2) endorses the formation of the cross functional internal working group to assist with the transition to the service delivery model and
- 3) endorses the following actions to be undertaken by the Chief Executive Officer:
  - a) Expresses concern to the Department of Local Government that the Scoping and Costing Report and template did not acknowledge and fully appreciate additional administration overheads and associated costs that will be incurred by Local Government when delivery of services to communities is implemented.
  - b) Expresses concern to the Department of Local Government about the extrapolation process that will be used to scope and cost other Aboriginal Communities within the Shire of Wyndham East Kimberley.
  - c) Requests that a similar Scoping and Costing exercise be undertaken by the Department of Local Government for any identified communities to receive Local Government Services before any implementation commences.
  - d) Requests that money be allocated from the State Government for full and proper consultation to be undertaken with affected communities during any proposed service delivery implementation.
  - e) Highlights to the Department of Local Government the need to provide full funding for implementation of the chosen model for Local Government Services into Indigenous Communities.
  - f) That a copy of the Council resolution be forwarded to the Director General of the Department of Local Government.
  - g) That Council requests the Department of Local Government that with any implementation which may be undertaken, a full review be undertaken within a period of two years.
  - h) Gives consideration to resourcing the preparation work required before any lead-in funding will be made available.

## **COUNCIL DECISION**

**Minute No. 9631**

**Moved: Cr K Torres**

**Seconded: Cr C Gore-Birch Gault**

**That Council:**

- 1) commits to the principle that normal Local Government services should be provided by Local Government to discreet Aboriginal communities subject to a requirement that appropriate resources related to the task be substantially required**
- 2) endorses the formation of the cross functional internal working group to assist with the transition to the service delivery model and**
- 3) endorses the following actions to be undertaken by the Chief Executive Officer:**
  - a) Expresses concern to the Department of Local Government that the Scoping and Costing Report and template did not acknowledge and fully appreciate additional administration overheads and associated costs that will be incurred by Local Government when delivery of services to communities is implemented.**
  - b) Expresses concern to the Department of Local Government about the extrapolation process that will be used to scope and cost other Aboriginal Communities within the Shire of Wyndham East Kimberley.**
  - c) Requests that a similar Scoping and Costing exercise be undertaken by the Department of Local Government for any identified communities to receive Local Government Services before any implementation commences.**
  - d) Requests that money be allocated from the State Government for full and proper consultation to be undertaken with affected communities during any proposed service delivery implementation.**
  - e) Highlights to the Department of Local Government the need to provide full funding for implementation of the chosen model for Local Government Services into Indigenous Communities.**
  - f) That a copy of the Council resolution be forwarded to the Director General of the Department of Local Government.**
  - g) That Council requests the Department of Local Government that with any implementation which may be undertaken, a full review be undertaken within a period of two years.**
  - h) Gives consideration to resourcing the preparation work required before any lead-in funding will be made available.**

**Carried Unanimously 8/0**

## I INTRODUCTION

### 1.1 Background

In 2010, CAM Management Solutions (CAMMS) was contracted by the Department of Local Government, Western Australia to develop a Scoping and Costing Template and Manual for the Delivery of Local Government Services in Remote and Town-based Aboriginal Communities. The Template and Manual were completed in October 2010.

In May 2011, the Shire of Wyndham East Kimberley (SWEK), Shire of Halls Creek (SHC) and Shire of Derby West Kimberley (SDWK) appointed CAMMS to undertake a Scoping and Costing Template Project in the Kimberley region. The Project was to cost Local Government Services in 13 communities across the 3 Kimberley Shires.

The Scoping and Costing Template specifies four categories of Aboriginal communities based on their population and the number of dwellings they contain. These categories have been slightly modified to differentiate between category 1 remote communities and town-based communities:

**Category 1A:**

Remote communities with a population of 200 people or more and at least 40 dwellings;

**Category 1B:**

All town-based communities;

**Category 2:**

Remote communities with a population of 100 – 200 people and at least 20 – 40 dwellings;

**Category 3:**

Remote communities with a population of 30 – 100 people and less than 20 dwellings; and

**Category 4:**

Remote communities of less than 30 people

These categories are based on the Local Government Advisory Board's (LGAB) 2008 *Report on the Inquiry into Local Government Service Delivery to Indigenous Communities*.

The selection of communities for the Project was subject to the collective input of the Shire of Wyndham East Kimberley, Shire of Halls Creek and Shire of Derby West Kimberley. It also included

consideration of what was achievable within the available budget for the Project. This included the geographical location of the communities as well as their “representativeness” across the region.

The table below lists the communities selected by Category and Local Government.

**Table 1 - Project Communities and Kimberley Local Governments**

LGAB Category	Community	Local Government
1A	Kalumburu	Shire of Wyndham East Kimberley
4	Bell Springs	Shire of Wyndham East Kimberley
4	Geboowama (Morning Glory)	Shire of Wyndham East Kimberley
4	Mud Springs (Ribinyung Dawan)	Shire of Wyndham East Kimberley
4	Munthanmar	Shire of Wyndham East Kimberley
1A	Balgo (Winnimanu)	Shire of Halls Creek
2	Mulan (Lake Gregory)	Shire of Halls Creek
2	Kundat Djaru (Ringer Soak)	Shire of Halls Creek
3	Yiyili (Louisa Downs)	Shire of Halls Creek
1B	Junjuwa (Bunuba)	Shire of Derby West Kimberley
2	Wangkatjungka (Christmas Creek)	Shire of Derby West Kimberley
3	Pandanus Park	Shire of Derby West Kimberley
3	Kupungarri (Mount Barnett)	Shire of Derby West Kimberley

Refer to Section 7.4 Appendix D for the geographic location of the communities.

The *Local Government Services in Indigenous Communities Planning Committee* identified 11 Primary Services and 4 Secondary Services for costing through the Template. Category 1 and 2 communities were to have both Primary and Secondary Services costed, and Category 3 and 4 communities were to have Primary Services costed only.

The **Primary Services** identified by the Planning Committee for Scoping and Costing were:

- Waste collection and disposal, separation and recycling<sup>1</sup>; and landfill management;
- Management and administration of services;
- Maintenance and upgrades of access roads;
- Street lighting;
- Environmental health programs (including dog control, pest control, food preparation and handling, monitoring of sewage and dust control);
- Town planning and building controls;

<sup>1</sup> if applicable, each local government to make its own decision about whether to cost this service

- Cemetery management;
- Emergency management including cyclone preparations and clean-ups and fire prevention;
- Maintenance of community airstrips and barge/jetty landings;
- Maintenance and upgrade of sport and recreational facilities;
- Maintenance and upgrades of internal community roads, including footpaths, verge maintenance, drainage and road signage

The **Secondary Services** identified by the Planning Committee for Scoping and Costing were:

- Aged and disabled services;
- Library services;
- Community development programs; and
- Maintenance and upgrade of parks and open spaces<sup>2</sup>

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<sup>2</sup> For this Project, 'Maintenance and upgrade of parks and open spaces' is considered a Primary Service, due to higher rainfall and increased vegetation growth in comparison to other regions.

## 12.6.4 Councillor Committee Representation

<b>DATE:</b>	22 November 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>	GN.06.2

### **PURPOSE**

The purpose of this report is for Council to consider its delegates and representatives to various committees.

### **BACKGROUND**

Council is involved with a large number of committees, some of which are statutory requirements such as the audit committee and CEO review and selection panel, several in-house committees that assist in the decision-making of Council and numerous committees that relate to the community.

At the Special Council Meeting 15 November 2011, the following positions for Councillor Representation was approved.

#### ***Council Decision***

***Minute No. 9608***

***Moved: Cr K Torres***

***Seconded: Cr D Ausburn***

***That Council endorse the following Councillor representation on Committees:***

<b>Councillor Representation on Committees</b>			
<b>No.</b>	<b>Committee Name</b>	<b>Representative /s</b>	<b>Minute No.</b>
<b><i>Legislated Committees</i></b>			
1.	Audit and Risk Management – bi-monthly meetings ( <i>Local Government Act 1995</i> )	1 2 3 4	
2.	CEO Review and Selection Panel – meets as required ( <i>Local Government Act 1995</i> )	1 2 3 4	
3.	Local Emergency Management Committee (LEMC) – bi-monthly meetings (Emergency Management Act 2005 Sect 38)	1(Kununurra) 1(Wyndham)	
4.	Bush Fire Advisory Committee (BFAC) – bi-monthly meetings (Bush Fires Act 1954 -	1	

	Sect 67)	2	
5.	Development Assessment Panels – meets as required ( <i>Planning and Development Act 2005</i> )	2 plus 2 proxies	
<b>Regional Representation</b>			
6.	WALGA Kimberley Zone Council Delegates – quarterly meetings	1 2 Proxy Proxy	
7.	Regional Collaborative Group – meets as required	1 2 Proxy	
8.	Kimberley Regional Road Group – twice per year	1	
9.	North Kimberley Land Care District Council (LCDC) – twice per year	1 2	
<b>Local Representation</b>			
10.	Annual Community Grants Assessment Panel – twice per year	1 2	
11.	Community and Civic Events (New) Australia Day/Citizenship/Volunteer Awards – once per year and other significant functions	1 2	
12.	Kununurra Community Library Committee – 6 monthly	1 2	
13.	Disability Access and Inclusion Planning Committee – annual meetings	1 2	
14.	Roadwise Committee – bi-monthly meetings	1 2 Proxy	
15.	East Kimberley Visitor Centre – monthly meetings	1	
16.	SWEK Liquor Accord Kununurra – 6 weekly	1 2	
17.	Community Resource Centre – monthly	1	
18.	SWEK DoW Foreshore Committee – quarterly meetings	1 2	
<b>Officer Representation</b>			
19.	Australian Airport Owners Association – twice yearly	1	
20.	Ord Valley Events – meets as required	1	

**and nominates the following Councillors for representation on the following Committees:**

**2. CEO Review and Selection Panel**

- a) Cr D Ausburn
- b) Cr J Moulden
- c) Cr R Addis
- d) Cr C Gore-Birch Gault

**8. Kimberley Regional Road Group**

- a) Cr R Dessert

**11. Community and Civic Events**

- a) Cr D Ausburn (Kununurra)
- b) Cr A Horn (Wyndham)

**Carried Unanimously 8/0**

Council representation to the Audit (Finance and Risk) Committee was decided at the Ordinary Council Meeting 18 October 2011.

***Council Decision***

***Minute No. 9601***

- 1) That the title of the Audit Committee required by Section 7.1a of the Local Government Act be renamed the "Audit (Finance and Risk) Committee"**
- 2) That the functions of the Audit Finance and Risk) Committee be extended to include (in addition to Section 16 of the Local Government (Audit Regulations 1996)**
  - a) Finance – to develop and make recommendations to Council in relation to the financial management and reporting functions of Council specifically to improve the visibility, business focus, and strategic financial management of Council Operations; and**
  - b) Risk – to develop and make recommendations to Council in relation to systems, practices and strategies to ensure appropriate risk management and governance of Council operations, and to assist that Council in identifying and addressing material risk matters.**
- 3) That Council appoints Cr J Moulden, Cr R Addis, Cr D Ausburn and Cr J Parker to the Audit Committee in accordance with Section 5.10 of the Local Government Act.**
- 4) That a Special Audit (Finance and Risk) Committee Meeting be held following the Council Meeting to consider the Results of Audit 2010-11.**

**Carried Unanimously 6/0**

At the Special Council Meeting 15 November 2011, the following positions for Councillor Representation to the Kimberley Zone and Regional Collaborative Group was decided.

**Council Decision**  
**Minute No. 9613**

**Moved: Cr C Gore-Birch Gault**  
**Seconded: Cr D Ausburn**

**That Council:**

- 1) **endorses two (2) councillors, Cr J Parker and Cr J Moulden, and two (2) proxies, Cr C Gore-Birch Gault and Cr R Addis for the WALGA Kimberley Zone and two (2) councillors, Cr J Moulden and Cr C Gore-Birch Gault and one (1) proxy, Cr R Addis for Regional Collaborative Group; and**
- 2) **informs the Zone Executive Officer of its nominations of the representatives to the Kimberley Zone and the Regional Collaborative Group.**

**Carried Unanimously 8/0**

Nominations are required for the remaining committees:

<b>Councillor Representation on Committees</b>			
<b>No.</b>	<b>Committee Name</b>	<b>Representative /s</b>	<b>Minute No.</b>
<b>Legislated Committees</b>			
1.	Audit and Risk Management – bi-monthly meetings ( <i>Local Government Act 1995</i> )	1 2 3 4	
3.	Local Emergency Management Committee (LEMC) – bi-monthly meetings (Emergency Management Act 2005 Sect 38)	1(Kununurra) 1(Wyndham)	
4.	Bush Fire Advisory Committee (BFAC) – bi-monthly meetings (Bush Fires Act 1954 - Sect 67)	1 2	
5.	Development Assessment Panels – meets as required ( <i>Planning and Development Act 2005</i> )	2 plus 2 proxies	
<b>Regional Representation</b>			
9.	North Kimberley Land Care District Council (LCDC) – twice per year	1 2	
<b>Local Representation</b>			
10.	Annual Community Grants Assessment Panel – twice per year	1 2	
12.	Kununurra Community Library Committee – 6 monthly	1 2	

13.	Disability Access and Inclusion Planning Committee – annual meetings	1 2	
14.	Roadwise Committee – bi-monthly meetings	1 2 Proxy	
15.	East Kimberley Visitor Centre – monthly meetings	1	
16.	SWEK Liquor Accord Kununurra – 6 weekly	1 2	
17.	Community Resource Centre – monthly	1	
18.	SWEK DoW Foreshore Committee – quarterly meetings	1 2	
19.	Environmental Sustainability Committee (previously unlisted)	1 Proxy	
<b><i>Officer Representation</i></b>			
20.	Australian Airport Owners Association – twice yearly	1	
21.	Ord Valley Events – meets as required	1	

### **STATUTORY IMPLICATIONS**

Appointments to official Committees of Council are bound by the rules and regulations of the Local Government Act (1995) Section 5.10.

### **POLICY IMPLICATIONS**

Council policies in relation to reimbursements of costs incurred while undertaking the role of Councillor are relevant to this matter.

### **FINANCIAL IMPLICATIONS**

There are no financial implications associated with this item.

### **STRATEGIC IMPLICATIONS**

The strategic implications of this report are overarching compliance to the *Shire Wyndham East Kimberley Strategic Plan 2008*.

### **COMMUNITY CONSULTATION**

Community consultation is not required in relation to this item.

### **COMMENT**

Council policies in relation to reimbursements of costs incurred while undertaking the role of Councillor are relevant to this matter.

### **ATTACHMENTS**

There are no attachments associated with this report.

## **VOTING REQUIREMENT**

Simple Majority

## **OFFICER'S RECOMMENDATION**

1) That Council endorses the following Councillor representation on Committees:

3) Local Emergency Management Committee (LEMC)

- a) Representative 1 - Wyndham
- b) Representative 1 - Kununurra

4) Bush Fire Advisory Committee (BFAC)

- a) Representative 1
- b) Representative 2

5) Development Assessment Panels

- a) Representative 1
- b) Representative 2
- c) Proxy 1
- d) Proxy 2

9) North Kimberley Land Care District Council

- a) Representative 1
- b) Representative 2

10) Annual Community Grants Assessment Panel

- a) Representative 1
- b) Representative 2

12) Kununurra Community Library Committee

- a) Representative 1
- b) Representative 2

13) Disability Access and Inclusion Planning

- a) Representative 1
- b) Representative 2

14) Roadwise Committee

- a) Representative 1
- b) Representative 2
- c) Proxy

15) East Kimberley Visitor Centre

- a) Representative 1

16) SWEK Liquor Accord Kununurra

- a) Representative 1
- b) Representative 2

17) Community Resource Centre

- a) Representative 1

18) SWEK DoW Foreshore Committee

- a) Representative 1
- b) Representative 2

19) Environmental Sustainability Committee

- a) Representative 1
- b) Proxy 1

20) Australian Airport Owners Association

- a) Representative 1

21) Ord Valley Events

- a) Representative 1

2) That Council disbands or ceases representation on the following committees:

- Airport Committee

3) In relation to Council Decision 9613, that Council endorses:

- a) Cr J Moulden as the Voting Member and Cr J Parker as the Deputy Voting Member for the WALGA Kimberley Zone,
- b) Cr J Moulden as the Voting Member and Cr C Gore-Birch Gault as the Deputy Member for the Regional Collaborative Group.

## **COUNCIL DECISION**

**Minute No. 9632**

**Moved: Cr K Torres**

**Seconded: Cr D Ausburn**

**1) That Council endorses the following Councillor representation on Committees:**

**3) Local Emergency Management Committee (LEMC)**

**a) Representative 1 – Wyndham: Cr A Horn**

**b) Representative 1 – Kununurra: Cr D Ausburn**

**4) Bush Fire Advisory Committee (BFAC)**

**a) Representative 1: Cr D Ausburn**

**b) Representative 2: Cr R Dessert**

**5) Development Assessment Panels**

**a) Representative 1: Cr J Moulden**

**b) Representative 2: Cr A Horn**

**c) Proxy 1: Cr J Parker**

**d) Proxy 2: Cr K Torres**

**9) North Kimberley Land Care District Council**

**a) Representative 1: Cr K T**

**b) Representative 2: Cr J Moulden**

**10) Annual Community Grants Assessment Panel**

**a) Representative 1: Cr D Ausburn**

**b) Representative 2: Cr J Parker**

**12) Kununurra Community Library Committee**

**a) Representative 1: Cr C Gore-Birch Gault**

**b) Representative 2: Officer - Director Community Development**

**13) Disability Access and Inclusion Planning**

**a) Representative 1: Cr D Ausburn**

**b) Representative 2: Cr C Gore-Birch Gault**

**14) Roadwise Committee**

**a) Representative 1: Cr J Moulden**

**b) Representative 2: Cr J McCoy**

**c) Proxy: Cr J Parker**

**15) East Kimberley Visitor Centre**

**a) Representative 1: Cr D Ausburn**

**16) SWEK Liquor Accord Kununurra**

**a) Representative 1: Cr D Ausburn**

**b) Representative 2: Cr J Moulden**

**c) Representative 3: Cr C Gore-Birch Gault**

**17) Community Resource Centre**

**a) Representative 1: Cr J Parker**

- 18) SWEK Foreshore Committee  
a) Representative 1: Cr J Moulden  
b) Representative 2: Cr K Torres

- 19) Environmental Sustainability Committee  
a) Representative 1: Cr J Moulden  
b) Proxy 1: Cr R Addis

- 20) Australian Airport Owners Association  
a) Representative 1: Officer G Gaffney

- 21) Ord Valley Events  
a) Representative 1: Officer G Gaffney

Carried Unanimously 8/0

Cr J Parker proposes A Horn join Audit Committee (to be discussed at next Ordinary Council Meeting)

**COUNCIL DECISION**

Minute No. 9633

Moved: Cr J Parker  
Seconded: Cr J McCoy

- 2) That Council disbands or ceases representation on the following committees:
- Airport Committee

Carried: 7/1

For: Cr R Addis, Cr J Parker, Cr J McCoy, Cr C Gore-Birch Gault, Cr R Dessert, Cr K Torres, Cr A Horn  
Against: Cr D Ausburn

**COUNCIL DECISION**

Minute No. 9634

Moved: Cr K Torres  
Seconded: Cr D Ausburn

- 3) In relation to Council Decision 9613, that Council endorses:
- Cr J Moulden as the Voting Member and Cr J Parker as the Deputy Voting Member for the WALGA Kimberley Zone,
  - Cr J Moulden as the Voting Member and Cr C Gore-Birch Gault as the Deputy Member for the Regional Collaborative Group.

Carried Unanimously 8/0

## **12.7 ELECTED MEMBER REPORTS**

### **Cr Di Ausburn**

2 November	KCCI Board Meeting
3 November	LEMAC BOM Presentation
4 November	SWEK Tender Opening
8 November	SWEK Photo Shoot
10 November	KVC Board Meeting
11 November	Remembrance Day
11 November	SWEK Tender Opening
15 November	Special Council Meeting
22 November	Audit Meeting
22 November	Electors Meeting

### **Cr A Horn**

3 November	Presentation to Wyndham District High School – Local Government
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### **COUNCIL DECISION**

**Minute No. 9635**

**Moved: Cr K Torres  
Seconded: Cr J Parker**

**That Council notes the Elected Member Reports from 26 October – 21 November 2011.**

**Carried Unanimously 8/0**

## 12.8 CHIEF EXECUTIVE OFFICER REPORTS

The Chief Executive Officer attended the following meetings:

26 October	Meeting with David Gooch – Airnorth
27 October	Meeting with Federal Member Farrar: Sussan Ley to discuss Employment Participation and Childcare
3 November	Presentation at LGMA Annual State Conference, Fremantle WA
8 November	Meeting with Nick Thomas – Chief Executive Officer Wunan
9 November	Meeting with Halls Creek Shire Representatives to discuss Strategic Planning and Asset Management
10 November	Ord State Implementation Committee meeting
11 November	Internal Meeting - Indigenous Municipal Services
14 November	Kimberley Zone Remote Communities Follow-Up Meeting
15 November	Kununurra Community Resource Centre Big Breakfast
17 November	Warmun Aboriginal Community Re-establishment Taskforce Meeting

### **COUNCIL DECISION**

**Minute No. 9636**

**Moved: Cr C Gore-Birch Gault**

**Seconded: Cr A Horn**

**That Council notes the Chief Executive Officer Reports from 26 October – 21 November 2011.**

**Carried Unanimously 8/0**

**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

**COUNCIL DECISION**

**Minute No. 9637**

**Moved: Cr J Parker**

**Seconded: Cr J McCoy**

**That Council moves behind closed doors to consider Item 16.1 T04 Valuation and Selection of Community Engagement Services, and Item 16.2 – Tender T06 11/12 Road Construction Plant and other Miscellaneous Plant Hire**

**Carried Unanimously 8/0**

**Council Move behind closed doors at 6.56pm.**

**Officer R Drew, T Whalan leave room at 6.56pm.**

## 16. MATTERS BEHIND CLOSED DOORS

### 16.1 T04 11/12 EVALUATION AND SELECTION OF COMMUNITY ENGAGEMENT SERVICES

<b>DATE:</b>	22 November 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>	CM.10.3 T04 11/12

This item will be discussed Behind Closed Doors under Section 5.23 (2) (c) and (e) (ii) as this is a matter that affects:

- c) A contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting.
- e) A matter that if disclosed, would reveal –
  - (ii) information that has a commercial value to a person.

#### **PURPOSE**

For Council to consider the outcome of the tender assessment for T04 11/12 Community Engagement Services for preparation of Strategic Community Plan.

#### **VOTING REQUIREMENT**

Absolute Majority

**Officer K Tripp leaves room at 7.01pm**

## **COUNCIL DECISION**

**Minute No. 9638**

**Moved: Cr D Ausburn**

**Seconded: Cr J Parker**

**The Council:**

- 1) Declines to accept any of the tenders received for T04 11/12;**
- 2) Instructs Officers to re-scope the tender specifications based on identification of the limitations of responses to T04 11/12 and Council feedback, incorporating requirements for Community Engagement strategies which achieve organisational and community capacity building, the active involvement of Councillors, ownership of the implementation of the community engagement process by the Council rather than by an external party and genuine collaborative processes which embed staff and Councillors in the community engagement;**
- 3) Publicly advertises and invites tenders for the delivery of Capacity Building Community Engagement services with the minimum submission period of 14 days;**
- 4) Delegates authority to the Chief Executive Officer to award a contract to the tender considered most advantageous within the value of the available project budget;**
- 5) Approves the addition, within the available project budget, of a separate benchmarking and future scenario document which addresses population growth models and instructs Officers to request quotations for this work consistent with Council's F19 Purchasing and Tendering Policy.**

**Carried Unanimously 8/0**

## 16.2 CONFIDENTIAL – TENDER T06 11/12, ROAD CONSTRUCTION PLANT AND OTHER MISCELLANEOUS PLANT HIRE

<b>DATE:</b>	22 November 2011
<b>PROPONENT:</b>	Shire of Wyndham East Kimberley
<b>LOCATION:</b>	Shire of Wyndham East Kimberley
<b>AUTHOR:</b>	Kevin Hannagan, Director Infrastructure
<b>REPORTING OFFICER:</b>	Kevin Hannagan, Director Infrastructure
<b>FILE NO:</b>	CM 16.25

This item will be discussed Behind Closed Doors under Section 5.23 (2) (c) and (e) (ii) as this is a matter that affects:

- c) A contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting.
- e) A matter that if disclosed, would reveal –
  - (ii) information that has a commercial value to a person.

### **PURPOSE**

For Council to consider rescinding Minute Number 9606 which was to reject all tenders and considering an alternative recommendation to partially award tenders for Tender T06 11/12.

### **VOTING REQUIREMENT**

Simple Majority

### **COUNCIL DECISION**

**Minute No. 9639**

**Moved: Cr J Parker**

**Seconded: Cr D Ausburn**

**Thirder: Cr K Torres**

**That Council rescind Minute Number 9606, T06 11/12 - Road construction Plant and Other Miscellaneous Plant Hire resolved at Ordinary Council Meeting 25 October 2011.**

**Carried Unanimously 8/0**

## **COUNCIL DECISION**

**Minute No. 9640**

**Moved: Cr D Ausburn**

**Seconded: Cr J Parker**

**That Council:**

- 1) Accepts the conforming and non-conforming tenders for Tender T06 11/12 - Road construction Plant and Other Miscellaneous Plant Hire;**
- 2) Awards a contract to the following as per the attached Matrix of Tender Prices for a period of one year:**
  - Guerinoni Nominees;**
  - BEM;**
  - North Kimberley Transport;**
  - Fysh Grader Hire;**
  - JAB Industries; and**
  - JSW Holdings.**
- 3) Delegates the Chief Executive Officer to negotiate with tenderers where necessary to clarify the year one non-conforming components to ensure best value for Council.**

**Carried Unanimously 8/0**

## **COUNCIL DECISION**

**Minute No. 9641**

**Moved: Cr J Parker**

**Seconded: Cr D Ausburn**

**That Council moves out from behind closed doors.**

**Carried Unanimously 8/0**

**Council moves out from behind closed doors at 7.07pm.**

## **17. CLOSURE**

The Deputy Shire President declares the meeting closed at 7.07pm. Thank you to staff for attendance in gallery.