



**MINUTES OF ORDINARY MEETING OF COUNCIL  
HELD ON 19 MARCH 2013**

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

<b>Item No</b>	<b>Description</b>	<b>Page No</b>
1.	DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS.....	4
2.	RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE) PREVIOUSLY APPROVED.....	4
3.	DECLARATION OF INTEREST .....	5
4.	RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE.....	5
5.	PUBLIC QUESTION TIME .....	5
6.	PETITIONS.....	5
7.	APPLICATIONS FOR LEAVE OF ABSENCE .....	5
8.	CONFIRMATION OF MINUTES .....	6
8.1	CONFIRMATION OF MINUTES OF ORDINARY COUNCIL MEETING OF 19 FEBRUARY 2013 .....	6
9.	ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION .....	6
10.	DEPUTATIONS / PRESENTATIONS / SUBMISSIONS.....	6
11.	MINUTES OF COUNCIL COMMITTEE MEETINGS .....	6
12.	REPORTS.....	6
12.1	MATTERS ARISING FROM COMMITTEES OF COUNCIL .....	6
12.2	CORPORATE SERVICES .....	7
12.2.1	Monthly Financial Report.....	7
12.2.2	List of Accounts Paid Under Delegation .....	23
12.3	INFRASTRUCTURE SERVICES .....	35
12.3.1	Kimberley Croc Backpackers .....	35
12.3.2	Kununurra Flood Study .....	39
12.4	COMMUNITY DEVELOPMENT .....	44
12.4.1	Cat Act Implementation .....	44
12.4.2	Council Policy – CP/COM-3582 Annual Community Grants Scheme.....	47
12.4.3	Request for Building Review, Wyndham Family Support Services .....	52
12.4.4	Community Development December 2012 Quarterly Report .....	58
12.4.5	Adoption of Firebreak Order .....	70
12.4.6	Review of Local Planning Strategy.....	76
12.5	CHIEF EXECUTIVE OFFICER.....	98
12.5.1	Use of the Common Seal .....	98
12.5.2	Delegated Authority Report.....	100
12.5.3	Sponsorship to Support a Cultural Exchange in Shanghai, China in 2013 .....	112
12.5.4	Outcomes of Annual General Meeting of Electors 2013.....	115
12.6	ELECTED MEMBER REPORTS .....	118
12.7	CHIEF EXECUTIVE OFFICER REPORTS .....	120
13.	MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN .....	121
14.	QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN .....	121

<b>15. URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION.....</b>	<b>121</b>
<b>16. MATTERS BEHIND CLOSED DOORS.....</b>	<b>122</b>
<b>16.1 TENDER EVALUATION REPORT T04 12-13 CLEANING CONTRACT .....         KUNUNURRA .....</b>	<b>122</b>
<b>16.2 APPOINTMENT OF DIRECTOR CORPORATE SERVICES .....</b>	<b>123</b>
<b>17. CLOSURE .....</b>	<b>125</b>

**SHIRE OF WYNDHAM EAST KIMBERLEY  
MINUTES  
OF THE ORDINARY COUNCIL MEETING  
HELD ON TUESDAY, 19 MARCH 2013 AT 5:00 PM.**

---

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

The Shire President declared the meeting open at 5:02pm.

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

**ATTENDANCE**

Cr J Moulden	Shire President
Cr D Ausburn	Deputy Shire President
Cr J Parker	Councillor
Cr J McCoy	Councillor
Cr R Dessert	Councillor
Cr D Learbuch	Councillor
Cr M Kelly	Councillor
G Gaffney	Chief Executive Officer
D Hannington	Director Corporate Services
K Hannagan	Director Infrastructure
N Kearns	Director Community Development
W Richards	Manager Community and Youth
Megan Callus	Executive Assistant
D McCallum	Governance Officer (Minute Taker)

**GALLERY**

Nil

**APOLOGIES**

Nil

**LEAVE OF ABSENCE PREVIOUSLY APPROVED**

Cr C Gore-Birch Gault	Councillor
Cr R Addis	Councillor

**3. DECLARATION OF INTEREST**

- **Financial Interest**

Nil

- **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**

Cr Maryanne Kelly applies for a leave of absence for April 2013 Ordinary Council Meeting

**COUNCIL DECISION**

**Minute No. 10005**

**Moved: Cr J McCoy**

**Seconded: Cr D Ausburn**

**That Council grants Cr Maryanne Kelly a leave of absence for April 2013 Ordinary Council Meeting**

**Carried Unanimously 7/0**

**8. CONFIRMATION OF MINUTES**

**8.1 CONFIRMATION OF MINUTES OF ORDINARY COUNCIL MEETING OF 19 FEBRUARY 2013**

**RECOMMENDATION**

That Council confirms the Minutes of the Ordinary Council Meeting held on 19 February 2013

**COUNCIL DECISION**

**Minute No. 10006**

**Moved: Cr D Ausburn**

**Seconded: Cr J Parker**

**That Council confirms the Minutes of the Ordinary Council Meeting held on 19 February 2013**

**Carried Unanimously 7/0**

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

Nil

**10. DEPUTATIONS / PRESENTATIONS / SUBMISSIONS**

Nil

**11. MINUTES OF COUNCIL COMMITTEE MEETINGS**

Nil

**12. REPORTS**

**12.1 MATTERS ARISING FROM COMMITTEES OF COUNCIL**

Nil

## 12.2 CORPORATE SERVICES

### 12.2.1 Monthly Financial Report

<b>DATE:</b>	19 March 2013
<b>PROPONENT:</b>	Shire of Wyndham East Kimberley
<b>LOCATION:</b>	Shire of Wyndham East Kimberley
<b>AUTHOR:</b>	Dave Hannington, Acting Director Corporate Services
<b>REPORTING OFFICER:</b>	Dave Hannington, Acting Director Corporate Services
<b>FILE NO:</b>	FM.09.5

#### **PURPOSE**

For Council to note and accept the Monthly Financial Report for January 2013.

#### **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**

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 January 2013.

**COUNCIL DECISION**

**Minute No. 10007**

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

**That Council accepts the Monthly Financial Report for the month of January 2013.**

**Carried Unanimously 7/0**



# Shire of Wyndham East Kimberley

## Monthly Financial Report 2012/2013

As at 31 January 2012

Presented to Council 19 March 2013

### 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 31 January 2013

	YTD Actual 2012/13 \$	YTD Budget 2012/13 \$	YTD Variance 2012/13	
			\$	%
<b>Revenue</b>				
General Purpose Funding	1,559,401	1,483,829	75,572	5% ▲
Governance	147,755	625,032	(477,277)	-76% ▼
Law, Order, Public Safety	32,300	23,947	8,353	35% ▲
Health	7,047	13,650	(6,603)	-48% ▼
Education and Welfare	103,665	91,477	12,188	13% ▲
Housing	99,333	116,798	(17,465)	-15% ▼
Community Amenities	1,960,924	1,897,973	62,951	3% ▲
Recreation and Culture	308,122	302,709	5,413	2% ▲
Transport	3,309,577	3,795,936	(486,359)	-13% ▼
Economic Services	65,846	88,162	(22,316)	-25% ▼
Other Property and Services	152,628	147,890	4,738	3% ▲
	<u>7,746,597</u>	<u>8,587,403</u>	<u>(840,806)</u>	<u>-10% ▼</u>
<b>Expenses</b>				
General Purpose Funding	(341,137)	(296,790)	(44,347)	15% ▲
Governance	(1,033,946)	(1,716,276)	682,330	-40% ▼
Law, Order, Public Safety	(312,190)	(319,538)	7,348	-2% ▼
Health	(256,912)	(232,056)	(24,856)	11% ▲
Education and Welfare	(269,025)	(255,203)	(13,822)	5% ▲
Housing	(397,502)	(386,458)	(11,044)	3% ▲
Community Amenities	(2,643,012)	(2,752,940)	109,928	-4% ▼
Recreation & Culture	(2,648,342)	(2,578,753)	(69,589)	3% ▲
Transport	(4,362,773)	(4,706,593)	343,820	-7% ▼
Economic Services	(440,126)	(507,818)	67,692	-13% ▼
Other Property and Services	(85,083)	(305,736)	220,653	-72% ▼
	<u>(12,790,048)</u>	<u>(14,058,161)</u>	<u>1,268,113</u>	<u>-9% ▼</u>
<b>Adjustments for Cash Budget Requirements:</b>				
<b>Non-Cash Expenditure and Revenue</b>				
(Profit)/Loss on Asset Disposals	(52,737)	34,860	(87,597)	-251% ▲
Movement in Accruals and Provisions	(152,358)	52,204	(204,562)	-392% ▲
Depreciation on Assets	2,375,143	1,843,667	531,476	29% ▲
<b>Capital Expenditure and Revenue</b>				
Purchase Land Held for Resale	(23,185)	(14,000)	(9,185)	66% ▲
Purchase Land and Buildings	(3,711,757)	(4,782,769)	1,071,012	-22% ▼
Purchase Infrastructure Assets - Roads	(3,353,264)	(3,764,362)	411,098	-11% ▼
Purchase Infrastructure Assets - Footpaths	(10,000)	(39,378)	29,378	-75% ▼
Purchase Infrastructure Assets - Drainage	(270,322)	(669,230)	398,908	-60% ▼
Purchase Infrastructure Assets - Other	(572,730)	(2,004,521)	1,431,791	-71% ▼
Purchase Plant and Equipment	(319,769)	(559,000)	239,231	100% ▼
Purchase Furniture and Equipment	(345,085)	(583,212)	238,127	-41% ▼
Grants / Contributions for Development of Assets	1,385,397	3,431,496	(2,046,099)	-60% ▼
Proceeds from Disposal of Assets	131,971	177,744	(45,773)	-26% ▼
Proceeds from Sale of Land Held for Resale	0	0	0	0% ▼
Repayment of Debentures	(122,697)	(122,696)	(1)	0% ▲
Proceeds from New Debentures	4,000,000	4,400,000	(400,000)	0% ▼
Transfers to Reserves (Restricted Assets)	(234,168)	(240,000)	5,832	-2% ▼
Transfers from Reserves (Restricted Assets)	0	6,091	(6,091)	0% ▼
ADD Estimated Surplus/(Deficit) July 1 B/Fwd	8,590,706	9,029,406	(438,700)	-5% ▼
LESS Estimated Surplus/(Deficit) June 30 C/Fwd	9,337,591	7,849,692	1,487,899	19% ▲
Minutes Ordinary Council Meeting	7,065,896	7,124,150	(58,254)	1% ▲
<b>Amount Required to be Raised from Rates</b>				

## Shire of Wyndham East Kimberley

### Note to Statement of Financial Activity

#### Net Current Assets as at 31 January 2013

#### NET CURRENT ASSETS

#### Composition of Estimated Net Current Asset Position

	YTD Actual 2012/13	Brought Forward 1 July 2012
<b>CURRENT ASSETS</b>		
Cash - Unrestricted	7,946,898	7,245,397
Cash - Restricted	6,702,624	6,468,456
Cash - Restricted Unspent Grants	0	0
Receivables	2,456,951	3,206,224
Inventories	5,569	11,865
	<u>17,112,043</u>	<u>16,931,942</u>
<b>LESS: CURRENT LIABILITIES</b>		
Payables and Provisions	(1,071,827)	(1,872,780)
Less: Cash - Restricted	<u>(6,702,624)</u>	<u>(6,468,456)</u>
<b>NET CURRENT ASSET POSITION</b>	<u><u>9,337,591</u></u>	<u><u>8,590,706</u></u>

# Shire of Wyndham East Kimberley

## Notes to Statement of Financial Activity

For the Period Ended 31 January 2013

### Explanation of Material Variances

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

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

#### Operating

##### Recurrent Income - Excluding Rates ▼

##### General Purpose Funding ▲

Interest - Rates	\$	5,000	▲ Annual budget set at conservative level.
Recovery of Legal Expenses - Rates	\$	20,000	▲ Higher income offset by higher costs.
Emergency Services Levy - Rates	\$	8,600	▲ Higher levy collected than budget estimates. Funds collected on behalf of external party. Will be offset by higher expenditure.
Grants Commission - General Purpose Grant	\$	19,700	▼ Coding error in budget formulation to be corrected - see account below.
Grants Commission - Local Road Funding Grant	\$	48,700	▲ Coding error in budget formulation to be corrected - see account above.
Interest Income - Reserve Fund	\$	5,800	▼ Timing related to year to date budget estimates due to investment maturity dates.
Interest Income - East Kimberley Development Package Funds	\$	9,500	▲ No annual budget set for this.
Non Payment Penalty Interest - Sundry Debtors	\$	5,300	▲ Increase offset by higher collection costs.

##### Governance ▼

Business Planning Capacity Building - Grant - Kimberley Regional Collaborative Group (KRCG) MUN	\$	27,300	▲ No annual budget set for this account.
Other Income - Other Governance	\$	19,300	▼ Local Government Insurance Services member rebate not yet received.
Integrated Planning Framework (IPF) - Strategic Community Plan Funding	\$	45,000	▲ Progress payment Dept Regional Devel & Lands not included in annual budget, should have been a carry forward.
Kimberley Zone and Regional Collaborative Group contributions and grant income	\$	550,000	▼ Timing related to year to date budget estimates. Pending transfer to new Secretariat
Interest Income - Kimberley Zone	\$	23,800	▲ Variance due to delay in transfer of funds to Secretariat.

##### Law, Order and Public Safety ▲

ESL Grant Brigades	\$	5,300	▲ Budget phasing, expected to correct by year end.
--------------------	----	-------	--

##### Health ▼

No material variances to report

##### Education and Welfare ▲

Operating Subsidy - Wyndham Childcare	\$	10,000	▲ New subsidies received for staff training and equipment.
Lease Fee Kununurra Childcare	\$	5,200	▲ Coding errors to be investigated and corrected.

##### Housing ▼

Staff Housing - Rental Income	\$	19,400	▼ Lower rental income set-off against lower rental expenditure.
-------------------------------	----	--------	---

##### Community Amenities ▲

Waste Management Receptacle Charge	\$	17,300	▲ Charges higher than anticipated when issuing Rates notices. Some corrections expected throughout year.
Rubbish Disposal Charges	\$	30,600	▲ Liquid waste charge increase
Landfill Recycling Income	\$	28,900	▼ Mulch burnt so can't sell.
Development Application Fees	\$	28,500	▼ Timing related to year to date budget estimates.
Youth Services Grants Wyndham and Kununurra	\$	53,900	▲ Backlog of acquittals now cleared and funding received.

##### Recreation and Culture ▲

Wyndham Hall Hire	\$	6,600	▲ Long term hire increased revenue greater than budget estimates.
Foreshore Leases	\$	37,400	▲ Budget phasing issue. Expected to correct by end of financial year.
Recreation Hall Hire - Kununurra Leisure Centre	\$	10,700	▲ Higher level of hall hire than budget

# Shire of Wyndham East Kimberley

## Notes to Statement of Financial Activity

For the Period Ended 31 January 2013

(continued)

### Operating (continued)

#### Recurrent Income - Excluding Rates (continued)

##### Recreation and Culture (continued)

Memberships - Kununurra Leisure Centre	\$	9,700	▲	Timing related to year to date budget estimates. Expected to correct by end of financial year.
Sale of Consumables - Kununurra Leisure Centre	\$	7,500	▼	Lower than year to date budget estimates due to closure of pool. Offset by less expenditure to purchase consumables.
Group Fitness - Kununurra Leisure Centre	\$	7,800	▲	Income from annual agreement memberships received earlier than expected.
Hardcourt Hire - Kununurra Grounds	\$	12,900	▼	Correction of 11/12 charges impacting on 12/13 income.
Contributions - Water Supply	\$	5,500	▼	Timing related to year to date budget estimates. Expected to correct by end of financial year.
Writers Festival Income - Libraries	\$	7,100	▼	Timing related to year to date budget estimates. Expected to correct by end of financial year.
Grant Income - Club Development	\$	50,000	▼	Project being rescoped, yet to be finalised. Offset by no expenditure.

##### Transport ▼

MRWA Direct Grants	\$	13,100	▲	Received more than budget estimate.
WANDRRA Funding - Monsoonal Trough and Associated Flooding	\$	80,800	▼	Awaiting final claim for Wyndham Work
Bridge Funding - WALGGC/MRWA	\$	110,000	▼	Timing related to year to date budget estimates. MRWA will keep their 2/3, see exp offset.
Aircraft Landing Fee - East Kimberley Regional Airport	\$	54,200	▼	Timing related to year to date budget estimates. Expected to correct.
Passenger Taxes and Screening Fees - East Kimberley Regional Airport	\$	214,800	▼	Timing related to year to date budget estimates. Expected to correct.
Leases - East Kimberley Regional Airport Terminal and Other	\$	9,100	▲	Timing related to year to date budget estimates. Expected to correct.
Other Income - East Kimberley Regional Airport	\$	5,800	▼	Being investigated.
Aircraft Landing Fees - Wyndham Airport	\$	9,300	▼	Fees down on budget expectations, lower flight activity.

##### Economic Services ▼

Lease Fee - Visitors Centre	\$	10,000	▼	Lease fee not yet charged.
Licences - Building Control	\$	13,800	▼	Very difficult to estimate, new Building Act has impacted negatively on level of income.

##### Other Property and Services ▲

Private Works Income	\$	10,000	▲	Unbudgeted income for Department of Environment and Green Swamp Agriculture
Profit on Sale of Assets - Plant Operation	\$	52,700	▲	Timing. Plant exchanged earlier than budget estimates, expected to correct.
Landcorp/SWEK Deed Agreement - Reimbursements	\$	62,000	▼	Timing and expenditure offset
Transfer in Long Service Leave Entitlements MUN	\$	7,800	▲	Unbudgeted transfer of Long Service Leave entitlement for former employee.

#### Recurrent Expenditure ▼

##### General Purpose Funding ▲

Debt Collection Costs - Rates	\$	27,800	▲	Higher costs offset by higher income.
Emergency Services Levy Payment - Rates	\$	21,100	▲	Payment of higher collections. Partly offset by increased revenue.

##### Governance ▼

Member Fees - Meeting Allowance	\$	5,400	▼	Timing related to year to date budget estimates. Expected to correct.
Conferences - Members	\$	11,000	▲	Timing related to year to date budget estimates. Expected to correct.
Audit Fees	\$	6,700	▲	Budget timing issue.
Lobby and Representation - Governance	\$	7,500	▲	Additional expenditure regarding visit of Prime Minister.
Website Development	\$	15,000	▼	Timing related to year to date budget estimates. Expected to correct.
SWEK Contribution and Travelling expenses to Kimberley Zone Secretariat	\$	60,900	▼	Timing related to year to date budget estimates. Pending transfer to new Secretariat.
Occupational Safety and Health	\$	13,500	▼	Project may need rescoping as costs are expected to exceed estimates.

# Shire of Wyndham East Kimberley

## Notes to Statement of Financial Activity

For the Period Ended 31 January 2013

(continued)

### Operating (continued)

#### Recurrent Expenditure (continued)

##### Governance (continued)

Integrated Planning Framework (IPF) - Asset Management, Strategic Community Plan and Long Term Financial Plan	\$ 27,000	▼	Timing related to year to date budget estimates. Variance has reduced in recent months. Trend expected to continue.
Organisational Culture Training	\$ 7,000	▼	Timing related to year to date budget estimates. Expected to correct.
Administration Overheads - Other Governance	\$ 5,200	▼	Overall administrative overheads less than year to date budget estimates. Expected to correct.
Kimberley Zone and Regional Collaborative Group	\$ 560,400	▼	Secretariat salary expenses payout offset with underspend in project activity pending transfer to new Secretariat.

##### Law, Order and Public Safety

Firebreaks	\$ 10,200	▼	Firebreaks expenditure highly seasonal. Needs to be closely monitored. Potential budget saving.
Animal Control Expenses	\$ 30,600	▲	Significant overspend on project expenditure, matched by underspend in direct salaries (see above).
Ranger Services - Other Law, Order and Public Safety	\$ 10,800	▲	Overspend on salaries. To be monitored.
Direct Salaries - Ranger Services	\$ 20,700	▼	Significant overspend on project expenditure, matched by underspend in direct salaries (see above).
Job Costed Wages Allocated - Ranger Services	\$ 17,900	▼	Significant overspend on project expenditure, matched by underspend in direct salaries (see above).
Vehicle Expenses - Other Law, Order and Public Safety	\$ 6,300	▲	Budget understated.

##### Health ▲

Mosquito Control	\$ 7,900	▲	Timing related to year to date budget estimates. Expected to correct.
Direct Salaries, Salary Overheads & Admin Overheads - Other Health	\$ 20,600	▲	Higher costs due to filling vacant positions with short term contracted replacements.

##### Education and Welfare ▲

Direct Salaries - Wyndham Childcare Centre	\$ 13,500	▲	Extra casual coverage during staff absences. Expected to correct.
--	-----------	---	---

##### Housing ▲

Lease Costs - Kwinana St, Wyndham	\$ 10,700	▼	Budget estimates require review.
Lease Costs - Rattlepod Close, Kununurra	\$ 5,900	▲	No annual budget set for this account.
Depreciation - Staff Housing	\$ 51,700	▲	Budget estimates will require review due to completed housing. Non cash item.

##### Community Amenities ▼

Tip Maintenance	\$ 185,000	▲	Extra costs related to fires, wet season preparation and DEC compliance requirements re lagoons and wet weather access.
Refuse Collection	\$ 11,100	▼	Awaiting invoices.
Litter Control	\$ 24,200	▲	Timing, invoices paid earlier than budget estimates.
Pre Cyclone Cleanups	\$ 18,700	▼	Seasonal expenditure - to be monitored.
Weaber Plain Flood Mitigation	\$ 52,000	▼	Timing, await wet season to assess damage.
Street Tree Planting - Protection of Environment	\$ 20,500	▼	Timing related to year to date budget estimates. Expected to correct.
Cumbungi Management - Protection of Environment	\$ 38,300	▼	Aquatic Weed Harvester requires repairs.
Waste Management Strategy - Protection of Environment	\$ 12,500	▼	Budget phasing expected to correct by year end.
Wyndham Foreshore Protection and Enhancement Plan - Expenses	\$ 11,100	▼	Timing related to year to date budget estimates. Expected to correct.
Consultants - Town Planning and Regional Development	\$ 29,400	▼	Delayed project initiation for East Lily Creek Structure Plan update.
Legal Expenses - Town Planning and Regional Development	\$ 5,300	▼	Delayed project initiation for East Lily Creek Structure Plan update.

# Shire of Wyndham East Kimberley

## Notes to Statement of Financial Activity

For the Period Ended 31 January 2013

(continued)

### Operating (continued)

#### Recurrent Expenditure (continued)

##### Community Amenities (continued)

Direct Salaries and Vehicle expenses - Town Planning and Regional Development	\$ 8,700	▲	Vacant planning officer position.
Community Grants	\$ 29,600	▲	March funding round payments.
Community Events - In Kind Works on Council Property	\$ 11,500	▼	Timing related to year to date budget estimates. Expected to correct.
Public Conveniences - Lower Bastion, Bonaparte Street and Wyn Ovel	\$ 27,400	▲	Demolition costs not provided for in budget. Budget amendment required.
Building Maintenance - Kununurra Youth Centre	\$ 14,300	▼	Timing related to year to date budget estimates. Expected to correct.
Regional Youth Development Coordinator - Program Expenses	\$ 38,800	▼	Audit fee costs incurred earlier than anticipated. Timing, expected to correct.
Direct Salaries - Wyndham and Kununurra Youth Services	\$ 39,200	▼	Position vacancy caused underspend. Externally funded activity.
<b>Recreation and Culture</b>		▲	
Building Maintenance - Peter Reid Memorial Hall	\$ 8,900	▼	Timing related to year to date budget estimates. Electrical works occurring. Expected to correct.
Pool Operating - Kununurra Swimming Complex	\$ 30,800	▼	Pool chemicals and other costs not being incurred due to closure.
Pool Operating & Maintenance - Wyndham Swimming Complex	\$ 12,300	▲	Higher level of expenditure than budgeted. To be monitored.
Direct Salaries - Wyndham Swimming Complex	\$ 7,800	▼	Staff vacancy being covered by staff at Kununurra Leisure Centre. Costs to be quantified and transferred.
Foreshores and Boat Ramps - Wyndham	\$ 9,700	▼	Additional unbudgeted maintenance work on small Wyndham jetty.
Direct Salaries & Overhead - Kununurra Swimming Complex and Leisure Centre	\$ 30,900	▼	Timing related to year to date budget estimates. Expected to correct.
Depreciation - Recreation and Culture	\$ 113,000	▲	Budget estimates will require review due to completed infrastructure now depreciating. Non cash item.
Building Maintenance - Kununurra Leisure Centre	\$ 15,000	▼	Timing related to year to date budget estimates. Expected to correct.
Purchase of Consumables for Sale - Kununurra Leisure Centre	\$ 5,000	▼	Lower than year to date budget estimates due to closure of pool. Offset by less revenue from consumables sales.
Building Operating - Kununurra Leisure Centre	\$ 21,800	▼	Timing related to year to date budget estimates. Expected to correct.
Agricultural Oval Maintenance	\$ 9,100	▼	Timing related to year to date budget estimates. Expected to correct.
Hardcourts Maintenance - Kununurra Grounds	\$ 6,200	▲	Timing related to year to date budget estimates. Expected to correct.
Wyndham Sports Oval and Oval Club Rooms Maintenance	\$ 16,600	▼	Timing related to year to date budget estimates. Expected to correct.
Parks and Gardens Maintenance - Wyndham and Kununurra	\$ 109,100	▲	Reticulation repairs, litter and timing related to year to date budget estimates. Expected to correct.
KidSport Expenses - Club Development	\$ 15,900	▼	Timing related to year to date budget estimates. Grant funded activity.
Direct Salaries - Club Development	\$ 32,100	▼	Grant funded project may not proceed. Offset revenue not received.
Joint Use Contribution - Libraries	\$ 10,500	▼	Timing related to year to date budget estimates. Expected to correct.
Writers Festival - Libraries	\$ 20,400	▲	Timing related to year to date budget estimates. Expected to correct.
Kununurra Community Library Upgrade Project - Libraries	\$ 49,500	▼	Timing related to year to date budget estimates. Expected to correct.
<b>Transport</b>		▼	
Rural Road Maintenance	\$ 116,700	▼	Timing. Closing grades commenced.
Urban Road Maintenance - Kununurra and Wyndham	\$ 143,900	▼	Timing.
Bridge Repairs	\$ 165,000	▼	Timing related to year to date budget estimates. Expected to correct.
Renew Shire/Town Entry Signage	\$ 19,500	▼	Only being replaced as required.
WANDRRRA Monsoonal Trough and Associated Flooding - Expenditure	\$ 162,400	▼	Invoices being processed, may come in under budget.
Depreciation - Streets, Roads & Bridges - Maintenance	\$ 107,400	▲	Budget estimates will require review due to completed infrastructure now depreciating. Non cash item.

# Shire of Wyndham East Kimberley

## Notes to Statement of Financial Activity

For the Period Ended 31 January 2013

(continued)

### Operating (continued)

#### Recurrent Expenditure (continued)

##### Transport (continued)

Consultancy Fees - East Kimberley Regional Airport	\$	20,000	▼	Timing related to year to date budget estimates. Expected to correct.
Airport Terminal Building Maintenance - East Kimberley Regional Airport	\$	136,800	▼	Timing related to year to date budget estimates. Expected to correct.
Technical Services - East Kimberley Regional Airport	\$	6,300	▼	Budget appears to have been set too high - possible savings.
Airport Grounds Maintenance - East Kimberley Regional Airport	\$	10,700	▲	Timing related to year to date budget estimates. Expected to correct.
Airside Operations - East Kimberley Regional Airport	\$	5,800	▲	Timing related to year to date budget estimates. Expected to correct.
Passenger Screening Expenses - East Kimberley Regional Airport	\$	28,700	▼	Contractor costs higher than anticipated, due to timing of training and takeover of airport services in-house.
EKRA Master Planning - East Kimberley Regional Airport	\$	24,300	▼	Timing related to year to date budget estimates. Expected to correct.
Salary expenses Direct - East Kimberley Regional Airport	\$	97,100	▼	Vacant positions.
Vehicle Expenses - East Kimberley Regional Airport	\$	12,800	▼	Airport salaries, contractor accounts and related expenditure to be subject to independent review.
Direct Salaries & Overhead- Airport Screening and Reporting	\$	301,400	▲	Airport salaries, contractor accounts and related expenditure to be subject to independent review.
Plant Costs - Wyndham Airport	\$	6,600	▼	Very minimal expenditure, possible budget savings.
Consultancy Fees - Wyndham Airport	\$	5,800	▼	No expenditure, possible budget savings.
Airport Outbuilding Building Maintenance - Wyndham Airport	\$	5,800	▼	No expenditure, possible budget savings.
Airport Operating and Building Maintenance - Wyndham Airport	\$	37,100	▼	Timing related to year to date budget estimates. Expected to correct.
Repairs to Perimeter Fencing - Wyndham Airport	\$	7,000	▼	Timing related to year to date budget estimates. Expected to correct.
Depreciation - East Kimberley Regional Airport	\$	181,400	▲	Budget estimates will require review due to completed infrastructure now depreciating. Non cash item.

##### Economic Services ▼

Admin Overheads Allocated - Building Control	\$	5,500	▼	Timing, overall administrative overheads less than year to date budget estimates. Expected to correct.
Economic Development Grants - Other Economic Services	\$	30,200	▼	Timing related to year to date budget estimates. Expected to correct.
Direct Salaries & Overheads - Building Control	\$	13,000	▼	Timing related to year to date budget estimates. Expected to correct.
Building Maintenance - East Kimberley Tourism House	\$	6,100	▼	Timing related to year to date budget estimates. Expected to correct.
Sponsorship - Other Economic Services	\$	5,000	▼	Very hard to predict sponsorship income.

##### Other Property and Services ▼

Wyndham Depot Building and Grounds	\$	22,300	▼	Timing related to year to date budget estimates. Expected to correct.
Minor Equipment Purchases (under \$5,000) - Kununurra Works	\$	10,500	▼	Timing related to year to date budget estimates. Expected to correct.
Direct Salaries and Overheads - Public Works	\$	91,700	▼	Timing related to staffing levels and year to date budget estimates. Expected to correct.
Kununurra Administration Office expenses	\$	29,600	▼	Timing related to year to date budget estimates. Expected to correct.
Administration Salaries and overheads	\$	35,500	▲	Staffing vacancies in Information Technology, Customer Service, Finance and Executive.
Software Licencing - Information Services	\$	44,200	▼	Timing related to year to date budget estimates. Expected to correct.
Network Support and Monitoring - Information Services	\$	20,500	▲	Budget estimates will require review due to changeover of IT staff and rebuild of library server.
Depreciation - Plant Operation	\$	53,700	▲	Budget estimates will require review due to vehicle purchases now depreciating. Non cash item.
Landcorp /SWEK Deed Agreement - Expenses	\$	58,300	▼	Timing, position was vacant for period. Partially externally funded.

# Shire of Wyndham East Kimberley

## Notes to Statement of Financial Activity

For the Period Ended 31 January 2013

(continued)

### Non Cash Expenditure and Revenue

#### Adjustments and Accruals

Profit/Loss on Sale of Assets - Plant Operation	\$ 87,600	▼ Internal postings yet to occur. Non cash item.
Movement in Accruals and Provisions	\$ 204,600	▲ Provisioning for employee costs and movement of land from inventory to non current assets
Depreciation	\$ 531,500	▲ Budget estimates will require review due to completed infrastructure now depreciating. Non cash item.

### Capital

#### Purchase Land Held for Resale ▲

No material variances to report

#### Purchase Land and Buildings ▼

Land Subdivision - Stage One - East Kimberley Regional Airport	\$ 9,200	▲ Plumbing costs higher than budget expectations.
20, Coolibah - Administration Land & Building - Purchase	\$ 894,100	▼ Pending receipt of final invoicing.
Waterlily Place - Staff Housing Stage One	\$ 106,400	▲ Sewer connection commenced earlier than budgeted. Expected to correct.
Staff Housing - 4x2 Kununurra	\$ 5,100	▲ Part of project brought forward.
Building Upgrades - Kununurra Swimming Complex	\$ 37,900	▼ Timing related to year to date budget estimates. Expected to correct.
Kununurra Leisure Centre Hall Upgrade	\$ 36,400	▼ Pending receipt of final invoicing.
Airport Terminal Expansion - East Kimberley Regional Airport	\$ 59,800	▼ Pending receipt of invoices. Project progressing with some activities requiring tendering.
Wyndham Depot Upgrade	\$ 31,000	▼ Potential savings.
Kununurra Depot Upgrade	\$ 100,000	▼ Timing. Contractors sourced in November.
Banking Security Upgrade - Wyndham Office	\$ 25,000	▼ Timing. Project not yet commenced.

#### Purchase Infrastructure Assets - Roads ▼

Kalumburu Road - Re-sheet	\$ 90,900	▲ Works ahead of schedule.
Road Reseals - Townsites	\$ 107,100	▼ Timing related to year to date budget estimates. Jetpatching has now commenced.
Weaber Plain Road - RRG - Reconstruct	\$ 29,000	▲ Project almost finalised, cost more than budget estimates. Offset by savings in other areas.
Research Station Road - RRG - Road Repairs	\$ 39,900	▼ Project almost finalised, cost less than budget estimates. Savings will offset costs in other areas.
Kalumburu Road - RRG Projects	\$ 41,900	▼ Timing related to year to date budget estimates. Works in progress.
Gardenia Drive Reseal - RRG	\$ 32,800	▼ Project finalised, cost less than budget estimates. Externally funded 2/3. Council savings 1/3 will offset costs in other areas.
Mount Elizabeth Road Crossing Upgrade	\$ 24,700	▼ Timing related to year to date budget estimates. Contractor has been engaged.
Jetpatch - Townsites	\$ 9,100	▼ Timing related to year to date budget estimates. Works not yet commenced.
Weero Road - Construct and Seal	\$ 65,100	▼ Timing. Pending receipt of invoices.
Research Station Road - Construct and Seal	\$ 109,200	▼ Timing. Pending receipt of invoices.
Packsaddle Road - Road Shoulder Repairs	\$ 52,400	▼ Timing related to year to date budget estimates. Contractor has been engaged.
Cato Court - Reconstruction	\$ 29,900	▼ Review of work scope to occur after wet season.
Egret Close - Construct and Seal	\$ 94,500	▲ Additional cement stabilising required, cost more than budget estimates. Offset by savings in other areas.
Parry Creek Road- Drain, Resheet, Grade	\$ 9,200	▼ Timing, pending receipt of final invoicing.
Meatworks Road Wyndham - Reconstruct and Seal	\$ 105,000	▼ Timing related to year to date budget estimates. Contractor has been engaged.

# Shire of Wyndham East Kimberley

## Notes to Statement of Financial Activity

For the Period Ended 31 January 2013

(continued)

### Capital (continued)

#### Purchase Infrastructure Assets - Footpaths

Footpath renewal	\$	9,400	▼	Timing related to year to date budget estimates.
Coolibah Estate - Footpath Construction	\$	20,000	▼	Timing related to year to date budget estimates.

#### Purchase Infrastructure Assets - Drainage

D2 Drain Rehabilitation	\$	40,700	▼	Project to be reviewed after wet season.
River Farm Road - Drainage Upgrades	\$	62,600	▼	Materials purchased. Waiting on dry season to commence work. Timing.
Drainage Feature Survey	\$	12,800	▼	Timing related to year to date budget estimates. Works in progress, almost complete.
Drainage - Picture Gardens/Coolibah Drive	\$	24,600	▲	Timing related to year to date budget estimates. Materials purchased earlier than anticipated. Work to be completed in dry season.
Drainage - Kununurra Childcare (Ewin) Centre Chestnut Drive	\$	14,100	▲	Cost and scope of necessary drainage work greater than budget.
Victoria Highway Kununurra Townsite - Drainage Upgrade	\$	321,500	▼	Timing, pending invoicing.

#### Purchase Infrastructure Assets - Other

20, Coolibah - Admin Building Car park	\$	27,200	▲	Carpark construction budgeted under building acquisition. Budget to be amended as part of budget review.
Kununurra Landfill Site - Fencing Upgrades	\$	20,000	▼	Timing due to a delay in project commencement.
Kununurra Landfill Site - Liquid Waste Lagoon	\$	172,300	▼	Timing related to year to date budget estimates. Design and licence application completed.
Pool Capital Repairs - Kununurra Swimming Complex	\$	95,000	▲	Timing related to year to date budget estimates. Works in progress.
Celebrity Tree Boat Ramp - Planning	\$	5,400	▼	Timing related to year to date budget estimates. Works in progress.
Lake Kununurra Foreshore Recreational Nature Trail	\$	25,300	▼	Project completed, potential savings.
Celebrity Tree Boat Ramp Upgrade Stage 1	\$	12,500	▼	Timing. In discussion with consultant regarding final draft.
Multi Purpose Courts Redevelopment Kununurra	\$	25,900	▼	Timing related to year to date budget estimates. Expected to correct.
Agricultural Oval Lighting wyndham - non Potable water to Reserves	\$	683,600	▼	Timing due to a delay in project commencement.
Whitegum / Warlarring Park Power and Lighting Upgrade	\$	43,000	▼	Timing due to a delay in project commencement.
Konkerberry Drive Carparks (x3)	\$	18,500	▼	Timing related to year to date budget estimates. Expected to correct.
Street Light Upgrades	\$	148,900	▼	Timing due to a delay in project commencement.
Ivanhoe Bridge Railing	\$	28,500	▼	Timing related to year to date budget estimates. Parts received.
Leichart Street -Angle Parking	\$	48,900	▼	Timing related to year to date budget estimates.
Carpark Upgrade - East Kimberley Regional Airport	\$	52,300	▼	Awaiting final costs, potential savings
Reticulation Works - East Kimberley Regional Airport	\$	83,600	▼	Timing. Project scoping has now commenced.
Security Fence Upgrade - East Kimberley Regional Airport	\$	20,000	▼	Timing due to a delay in project commencement.
Reseal Apron - East Kimberley Regional Airport	\$	20,000	▼	Timing. Project expected to occur over wet season.
Car Park Repairs - Wyndham Airport	\$	100,000	▼	Timing related to year to date budget estimates.
Runway Maintenance - Wyndham Airport	\$	10,000	▼	Timing due to a delay in project commencement.
	\$	30,000	▼	Timing due to a delay in project commencement.

#### Purchase Plant and Equipment

ULV Thermal Fogger - Preventative Services - Pest Control	\$	12,000	▼	Timing due to a delay in project commencement.
Trailer for Fogger - Preventative Services - Pest Control	\$	10,000	▼	Timing due to a delay in project commencement.
Metering of Pump Stations	\$	6,000	▲	Project complete. Overexpended, cost to Council.

# Shire of Wyndham East Kimberley

## Notes to Statement of Financial Activity

For the Period Ended 31 January 2013

(continued)

### Capital (continued)

#### Purchase Plant and Equipment (continued)

Airport Plant - Purchase Price	\$	183,500	▼	Timing related to year to date budget estimates. One item purchased.
Light and Medium Plant - Purchase Price	\$	35,700	▼	Timing related to year to date budget estimates. Expected to correct.

#### Purchase Furniture and Equipment ▼

Wyndham Youth Service - Setup	\$	29,600	▼	Timing. Contractor engaged.
Telephone System - East Kimberley Regional Airport	\$	12,000	▲	Timing due to a delay in project commencement.
Air Services Building Fitout - East Kimberley Regional Airport	\$	74,800	▼	Project completed. Awaiting invoices.
Server and Network Upgrades - Information Technology	\$	13,200	▲	Timing related to year to date budget estimates. Expected to correct.
Laptop and Desktop Upgrades - Information Technology	\$	16,500	▼	Timing related to year to date budget estimates. Expected to correct.
Printer Replacements - Information Technology	\$	57,900	▼	Timing related to year to date budget estimates. Expected to correct.
Implementation Synergy Modules - Information Technology	\$	19,700	▼	Timing related to year to date budget estimates. Expected to correct.
GIS - Information Technology	\$	13,600	▲	Timing related to year to date budget estimates. Expected to correct.
Kununurra Projector Upgrade - Information Technology	\$	5,800	▼	Project deferred.
Payroll System - Information Technology	\$	25,000	▼	Project not to proceed this financial year with funds being used for Integrated Workforce Plan.

#### Grants / Contributions for Development of Assets ▼

Country Local Government Fund - Kimberley Regional Collaborative Group	\$	474,000	▼	Timing related to year to date budget estimates. Pending transfer to new Secretariat
Royalties for Regions Infrastructure Grant	\$	947,800	▼	Timing related to year to date budget estimates. Timing of payment tied to completion of projects.
Celebrity Tree Boat Ramp - Grant	\$	16,000	▼	Timing related to a delay in the receipt of grant income.
Multi Purpose Community Courts - Grants and Contributions	\$	23,300	▼	Timing. Expected to correct.
Celebrity Tree Boat Ramp Upgrade Stage 1- Grant	\$	50,000	▼	Timing due to a delay in project commencement.
Hall Upgrade Kununurra Leisure Centre - Grants	\$	147,600	▼	Timing related to a delay in the receipt of grant income. Expected to correct.
Agricultural Oval Lighting - Grant	\$	350,000	▼	Timing related to a delay in the receipt of grant income. Expected to correct.
Developers Contribution - Footpaths - Landcorp (Lakeside)	\$	7,400	▲	Additional contribution from Landcorp.
Aboriginal Roads Funding - Federal Grants	\$	154,000	▼	Timing. Will correct.
Aboriginal Roads Funding - State Grants	\$	77,400	▼	Timing. Expected to correct.
Regional Road Group Grants	\$	11,700	▲	Timing. Expected to correct.
Road Contributions - Carlton Hill Road	\$	225,000	▲	Unbudgeted contribution for roadworks. Capital expenditure will offset. To be addressed in Budget Review.
Road Contributions - Meatworks Road Wyndham	\$	50,000	▼	Timing related to a delay in the receipt of grant income. Expected to correct.

#### Proceeds from Disposal of Assets ▼

Heavy Plant - Trade Value	\$	81,800	▼	Timing. Loader will now be traded in 2013.
Light Plant - Trade Value	\$	36,000	▲	Timing related to year to date budget estimates. Expected to correct.

#### Debentures

New Loan - Liquid Waste Facility	\$	400,000	▼	Project deferred.
----------------------------------	----	---------	---	-------------------

#### Reserves

Reserve Interest - Transfer to Reserve	\$	5,800	▼	Timing of interest due to investment maturity dates.
Staff Entitlement Reserve - Transfer from Reserve	\$	6,100	▼	Transfer yet to occur.

# Shire of Wyndham East Kimberley

## Note to Statement of Financial Activity

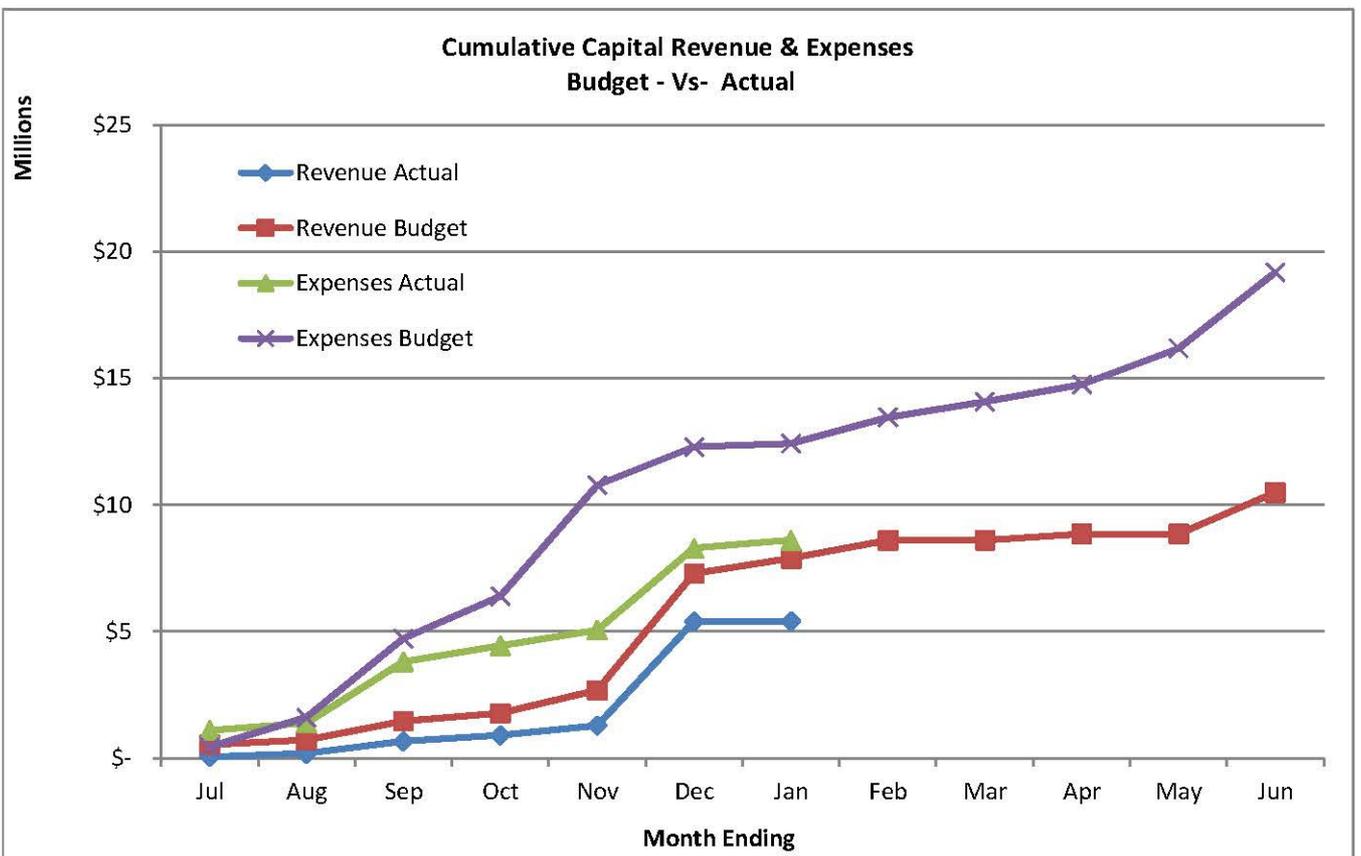
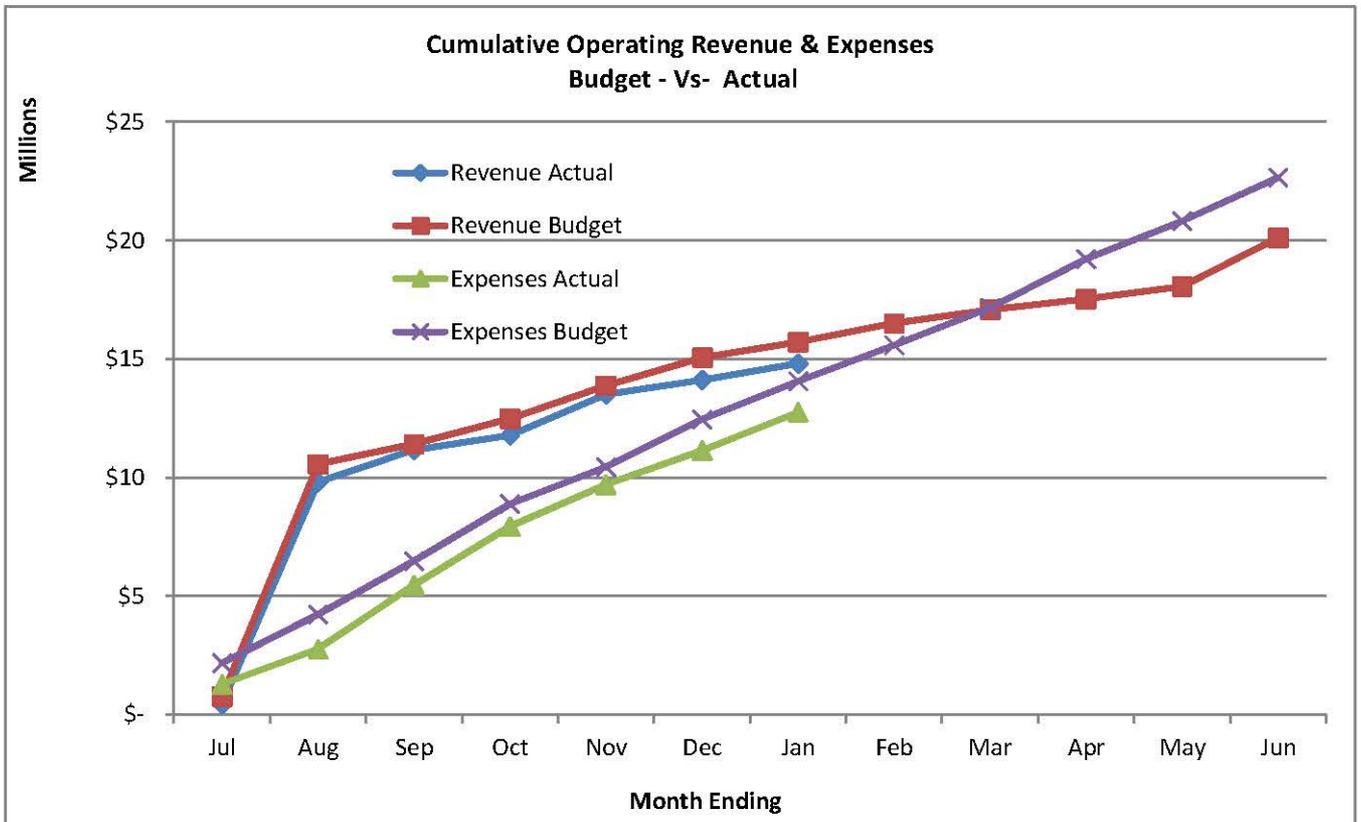
### Budget Remaining to Collect/Spend

as at 31 January 2013

	YTD Actual 2012/13 \$	Annual Budget 2012/13	Budget Remaining 2012/13	
			\$	%
<b>Revenue</b>				
General Purpose Funding	1,559,401	2,421,912	862,511	36% ▼
Governance	147,755	677,320	529,565	78% ▼
Law, Order, Public Safety	32,300	226,138	193,838	86% ▼
Health	7,047	61,900	54,853	89% ▼
Education and Welfare	103,665	164,305	60,640	37% ▼
Housing	99,333	919,339	820,006	89% ▼
Community Amenities	1,960,924	2,198,633	237,709	11% ▼
Recreation and Culture	308,122	583,820	275,698	47% ▼
Transport	3,309,577	5,314,142	2,004,565	38% ▼
Economic Services	65,846	144,000	78,154	54% ▼
Other Property and Services	152,628	275,806	123,178	45% ▼
	<u>7,746,597</u>	<u>12,987,315</u>	<u>5,240,718</u>	<u>40%</u> ▼
<b>Expenses</b>				
General Purpose Funding	(341,137)	(550,904)	(209,767)	38% ▼
Governance	(1,033,946)	(2,785,482)	(1,751,536)	63% ▼
Law, Order, Public Safety	(312,190)	(555,566)	(243,376)	44% ▼
Health	(256,912)	(421,676)	(164,764)	39% ▼
Education and Welfare	(269,025)	(424,198)	(155,173)	37% ▼
Housing	(397,502)	(587,194)	(189,692)	32% ▼
Community Amenities	(2,643,012)	(4,492,415)	(1,849,403)	41% ▼
Recreation & Culture	(2,648,342)	(4,298,745)	(1,650,403)	38% ▼
Transport	(4,362,773)	(7,273,309)	(2,910,536)	40% ▼
Economic Services	(440,126)	(884,859)	(444,733)	50% ▼
Other Property and Services	(85,083)	(372,478)	(287,395)	77% ▼
	<u>(12,790,048)</u>	<u>(22,646,826)</u>	<u>(9,856,778)</u>	<u>44%</u> ▼
<b>Adjustments for Cash Budget Requirements:</b>				
<b>Non-Cash Expenditure and Revenue</b>				
(Profit)/Loss on Asset Disposals	(52,737)	(876,321)	(823,584)	94% ▼
Movement in Accruals and Provisions	(152,358)	52,204	204,562	392% ▼
Depreciation on Assets	2,375,143	3,160,790	785,647	25% ▼
<b>Capital Expenditure and Revenue</b>				
Purchase Land Held for Resale	(23,185)	(94,000)	(70,815)	75% ▼
Purchase Land and Buildings	(3,711,757)	(9,380,170)	(5,668,413)	60% ▼
Purchase Infrastructure Assets - Roads	(3,353,264)	(4,462,412)	(1,109,148)	25% ▼
Purchase Infrastructure Assets - Footpaths	(10,000)	(42,500)	(32,500)	76% ▼
Purchase Infrastructure Assets - Drainage	(270,322)	(969,995)	(699,673)	72% ▼
Purchase Infrastructure Assets - Other	(572,730)	(2,501,391)	(1,928,661)	77% ▼
Purchase Plant and Equipment	(319,769)	(1,059,000)	(739,231)	70% ▼
Purchase Furniture and Equipment	(345,085)	(666,550)	(321,465)	48% ▼
Grants / Contributions for Development of Assets	1,385,397	5,141,800	3,756,403	73% ▼
Proceeds from Disposal of Assets	131,971	1,048,991	917,020	87% ▼
Proceeds from Sale of Land Held for Resale	0	250,000	250,000	100% ▼
Repayment of Debentures	(122,697)	(352,066)	(229,369)	65% ▼
Proceeds from New Debentures	4,000,000	4,400,000	400,000	9% ▼
Transfers to Reserves (Restricted Assets)	(234,168)	(939,744)	(705,576)	75% ▼
Transfers from Reserves (Restricted Assets)	0	822,619	822,619	100% ▼
ADD Estimated Surplus/(Deficit) July 1 B/Fwd	8,590,706	9,029,406	438,700	5% ▼
LESS Estimated Surplus/(Deficit) June 30 C/Fwd	9,337,591	26,300	(9,311,291)	-35404% ▲
Minimum Annual Revenue Required to be Raised from Rates	<u>19,065,893</u>	<u>7,124,150</u>	<u>58,254</u>	<u>20 of 125</u> ▼

# Shire of Wyndham East Kimberley

Note to Statement of Financial Activity  
as at 31 January 2013

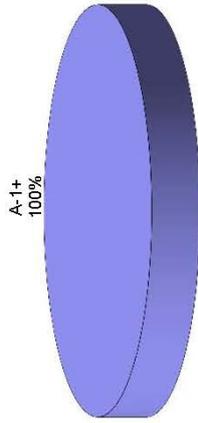


# MONTHLY REPORT ON INVESTMENT PORTFOLIO (CASH)

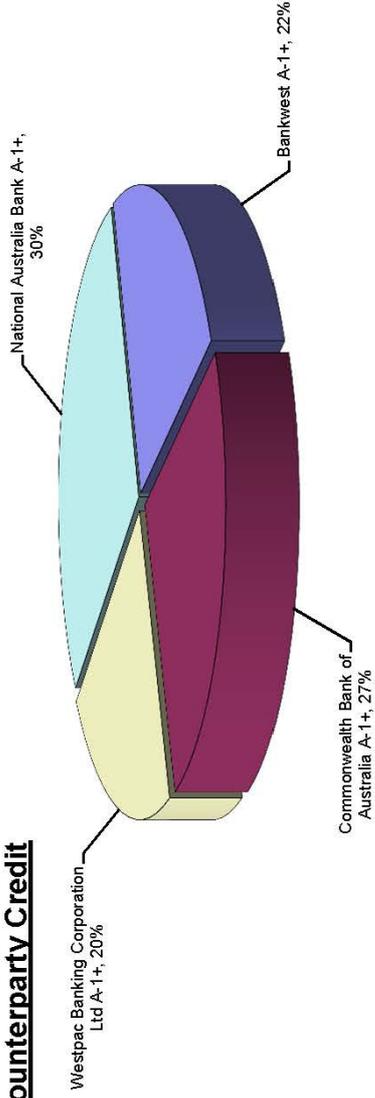
RESULTS AS AT 31 JANUARY 2013

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%
<i>Note: "S &amp; P" relates to Standard &amp; Pooers credit rating agency</i>			
<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>			
Overall Portfolio Term to Maturity Limits			
Portfolio % < 1 year	100% max 40% min		
Portfolio % > 1 year	60%		
Portfolio % > 3 year	35%		
Portfolio % > 5 year	25%		
Individual Investment Maturity Limits			
ADI	5 years		
Non ADI	3 years		
<i>Note: "ADI" relates to an Authorised Deposit Institution (authorised under the Banking Act 1959)</i>			

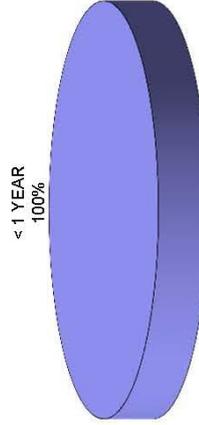
## Overall Portfolio



## Counterparty Credit



## Term to Maturity



## 12.2.2 List of Accounts Paid Under Delegation

<b>DATE:</b>	19 March 2013
<b>PROPONENT:</b>	Shire of Wyndham East Kimberley
<b>LOCATION:</b>	Shire of Wyndham East Kimberley
<b>AUTHOR:</b>	Paulette Strongman, Finance Officer Asanka Jayakody, Accountant
<b>REPORTING OFFICER:</b>	Dave Hannington, Acting 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 EFT117387 – EFT117541 (01 Feb – 22 Feb 13)	\$ 751,159.87
Municipal cheques 41845 - 41876 (01 Feb – 22 Feb 13)	\$ 137,758.37
Trust cheques 468 - 473 (06 Feb – 12 Feb 13)	\$ 34,711.06
Trust EFT 500425 - 500433 (01 Feb – 13 Feb 13)	\$ 8,340.30
Payroll (06 Feb – 21 Feb 13)	\$ 434,476.41
Direct bank debits (01 Feb – 28 Feb 13)	<u>\$ 40,230.91</u>
TOTAL	\$ 1,406,676.92

**COUNCIL DECISION**

**Minute No. 10008**

**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:**

<b>Municipal EFT117387 – EFT117541 (01 Feb – 22 Feb 13)</b>	<b>\$ 751,159.87</b>
<b>Municipal cheques 41845 - 41876 (01 Feb – 22 Feb 13)</b>	<b>\$ 137,758.37</b>
<b>Trust cheques 468 - 473 (06 Feb – 12 Feb 13)</b>	<b>\$ 34,711.06</b>
<b>Trust EFT 500425 - 500433 (01 Feb – 13 Feb 13)</b>	<b>\$ 8,340.30</b>
<b>Payroll (06 Feb – 21 Feb 13)</b>	<b>\$ 434,476.41</b>
<b>Direct bank debits (01 Feb – 28 Feb 13)</b>	<b><u>\$ 40,230.91</u></b>
<b>TOTAL</b>	<b>\$ 1,406,676.92</b>

**Carried Unanimously 7/0**

**LIST OF ACCOUNTS SUBMITTED TO COUNCIL 19 MARCH 2013**

<b>CHQ/EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT117387	01/02/2013	2 K TOURS	HIRE COACH - SWEK CHRISTMAS FUNCTION 2012 - KNX/WYN	784.50
EFT117388	01/02/2013	AUSFUEL	FUEL COSTS - DEC 12 - KNX/WYN	2,301.94
EFT117389		CANCELLED	CANCELLED	-
EFT117390	01/02/2013	BOC GASES AUSTRALIAN LIMITED	WELDING GASES AND BOTTLE RENTAL - DEC 12	294.32
EFT117391	01/02/2013	STAFF MEMBER	REFUND IN ACCORDANCE WITH EMPLOYMENT CONTRACT	782.02
EFT117392	01/02/2013	EAST KIMBERLEY HARDWARE	HARDWARE ITEMS - DEC 12, STAFF HOUSING, KYC, WCC, SES - KNX/WYN	501.10
EFT117393	01/02/2013	EAST KIMBERLEY PLUMBING	CLAIM # 3 WATER RETIC. SERVICE TO PROPOSED SUBDIVISION. AIRPORT KNX	16,614.18
EFT117394	01/02/2013	FUJI XEROX AUSTRALIA P/L	PRINTING EXPENSES - DEC 12 - DEPOT KNX	18.32
EFT117395	01/02/2013	FULLY JUICED ELECTRICS	SUPPLY & INSTALL - RCDS - CHILD CARE CENTRE WYN	1,540.00
EFT117396	01/02/2013	GHD PTY LTD	CLAIM #6 - FLOOD RISK ASSESSMENT - TWO AREAS WITHIN TOWNSHIP KNX	440.00
EFT117397	01/02/2013	HITACHI CONSTRUCTION MACHINERY	PARTS - P477 - RH TIE ROD END, STEERING CYLINDER END	974.10
EFT117398	01/02/2013	HYDRO KLEEN	CLEAN & SERVICE AIR-CONDITIONERS - STAFF HOUSING WYNDHAM	363.00
EFT117399	01/02/2013	IBAC PLUMBING PTY LTD	PLUMBING WORKS - UNBLOCK TOILETS - LEISURE CENTRE KNX	189.20
EFT117400	01/02/2013	STAFF MEMBER	REFUND IN ACCORDANCE WITH EMPLOYMENT CONTRACT	1,155.32
EFT117401	01/02/2013	KUNUNURRA RURAL TRADERS	SERVICES & CHECKS - FIRE EQUIPMENT - WYN/KNX	317.50
EFT117402	01/02/2013	ORD RIVER ELECTRICS	WIRING OF NEW POWER SUPPLY TO SEWERAGE PUMP - AIRPORT WYN	5,138.79
EFT117403	01/02/2013	OFFICE NATIONAL KUNUNURRA	OFFICE EQUIPMENT & STATIONERY - ADMIN, AIRPORT, LIBRARY KNX	1,239.69
EFT117404	01/02/2013	OLLIE'S IRRIGATIONS & PLUMBING SUPP.	VARIOUS RETICULATION ITEMS - DEC 12 - KNX	219.18
EFT117405	01/02/2013	TNT AUSTRALIA PTY LIMITED	FREIGHT - LANDFILL, HEALTH, DEPOT - KNX	1,394.19
EFT117406	01/02/2013	TOLL EXPRESS	FREIGHT - INFRASTRUCTURE, DEPOT , SWIMMING POOL- KNX	17,039.55
EFT117407	01/02/2013	VANDERFIELD MACHINERY PTY LTD	MAIN PTO SAFETY GUARDS - P435	283.87
EFT117409	07/02/2013	@LEISURE PLANNERS	DESIGN CONCEPT - LEISURE & AQUATIC CENTRE - KNX	10,980.20
EFT117410	07/02/2013	A & R WELDING FABRICATION	NEW FLOAT VALVE - MAIN RETIC TANK GN HIGHWAY - WYN	275.00
EFT117411	07/02/2013	ABCO PRODUCTS	TOILETRIES & CLEANING ITEMS - AIRPORT KNX	913.03
EFT117412	07/02/2013	AUSFUEL	7000 LITRES OF DIESEL - DEPOT KNX	10,741.04
EFT117413	07/02/2013	AUSTRAL MERCANTILE COLLECTIONS	DEBT COLLECTION - RATES	1,828.25
EFT117414	07/02/2013	ALLCLEAN COMMERCIAL CLEANERS	CLEANING - VARIOUS LOCATIONS - KNX - JAN 13	13,218.13

EFT117415	07/02/2013	ALLGEAR MOTORCYCLES AND SMALL ENGI.	REPAIR & PARTS - P357, P356	148.90
EFT117416	07/02/2013	ARGYLE ENGINEERING	REPAIR SHAFT - P401	104.50
EFT117417	07/02/2013	ARGYLE MOTORS	SERVICE - P122	338.55
EFT117418	07/02/2013	AUST LOCAL GOVERNMENT JOB DIRECTORY	ADVERTISING - DIRECTOR CORPORATE SERVICES AND AIRPORT MANAGER KNX	1,155.00
EFT117419	07/02/2013	AUSTRALIA POST - ACCOUNTS RECEIVABLE	POSTAGE AND STATIONERY PURCHASES - DEC 12	732.82
EFT117420	07/02/2013	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	206.10
EFT117421	07/02/2013	BLACKWOODS ATKINS PTY LTD	PARTS - P356, P477, P350, P479, P382, P384, ADMIN, MESSMATE WAY PUMP KNX	640.28
EFT117422	07/02/2013	C & S JOLLY ELECTRICS PTY LTD	REPLACE LIGHT GLOBES - STAFF HOUSING KNX	738.16
EFT117423	07/02/2013	CHADSON ENGINEERING	POOL TESTING KITS. - KNX SWIMMING POOL	880.00
EFT117424	07/02/2013	CHEFMASTER AUSTRALIA	BIN LINERS - DEPOT, ADMIN, AIRPORT, LEISURE CENTRE KNX	1,626.25
EFT117425	07/02/2013	CJ PEARSON PAINTING	PAINTING - AIR SERVICES BUILDING - KNX	14,850.00
EFT117426	07/02/2013	CIVIC LEGAL	LEGAL ADVICES	968.00
EFT117427	07/02/2013	COMMUNICATION & PROTECTIVE SOLU.	AERIAL AND CABLING - STAFF HOUSING - EUGINA STREET KNX	491.37
EFT117428	07/02/2013	DORMA AUTOMATICS PTY LTD	6 MONTHLY INSPECTION & SERVICE -AUTOMATIC DOORS (X 3) - AIRPORT KNX	1,056.00
EFT117429	07/02/2013	DSC CONTRACTING	ROOF/CEILING TILES - NEW ADMIN - KNX, FIRE ALARM TESTING - AIRPORT KNX	6,220.00
EFT117430	07/02/2013	DAVEY TYRE & BATTERY SERVICE	N70EX BATTERY - AIRPORT WYN	199.00
EFT117431	07/02/2013	E & MJ ROSHER PTY LTD	PARTS - P362	199.60
EFT117432	07/02/2013	EAST KIMBERLEY GLASS	REPLACE GLASS - NAS OFFICE - AIRPORT KNX, LAMINATED GLASS - ADMIN KNX	2,306.70
EFT117433	07/02/2013	EAST KIMBERLEY HARDWARE	HARDWARE ITEMS -ADMIN, SWIM BEACH, WHITE GUM PK, OVAL TOILETS KNX	162.75
EFT117434	07/02/2013	EAST KIMBERLEY PLUMBING	INSTALL NEW TAP WARE - AIR SERVICES KNX	8,294.00
EFT117435	07/02/2013	FRANMOR CONSTRUCTIONS PTY LTD	REGLAZE WINDOW - STAFF HOUSING KUNUNURRA	655.51
EFT117436	07/02/2013	FULLY JUICED ELECTRICS	REPAIR LIGHTING - PETER REID HALL WYNDHAM	2,728.48
EFT117437	07/02/2013	HALLMARK EDITIONS	SUBSCRIPTION - COUNCIL MANAGER RENEWAL - 12/13	330.00
EFT117438	07/02/2013	IRRIBIZ	STORMWATER PVC PIPE - DRAINAGE - KNX CHILDCARE	10,285.00
EFT117439	07/02/2013	JASON SIGNMAKERS LTD	SWINGING SIGNS - NEW ADMIN CAR PARK - KNX	1,399.20
EFT117440	07/02/2013	JSW HOLDINGS PTY LTD	AGGREGATE - COOLIBAH CAR PARK KNX	7,304.00
EFT117441	07/02/2013	KIMBERLEY COMMUNICATIONS	SOUND EQUIPMENT - GYM - LEISURE CENTRE KNX	2,268.00
EFT117442	07/02/2013	KIMBERLEY KOOL REFRIG. & AIRCON	REPAIR A/C - ADMIN KNX. REPAIR REPORT - WATER COOLER ADMIN KNX	418.00
EFT117443	07/02/2013	KIMBERLEY MOTORS	FUEL COSTS / VISITOR INFORMATION SERVICES - NOV 12 - WYN	862.76
EFT117444	07/02/2013	KUNUNURRA COMMERCIAL BODY WORKS	REPLACE WINDSCREEN - P388	576.00

EFT117445	07/02/2013	KUNUNURRA HOME & GARDEN	PRUNING SAW - KNX GEN, ACCESSORIES - P367, P356	128.41
EFT117446	07/02/2013	KUNUNURRA LOCK & KEY	RE-KEY - LOCKS - AIRPORT TERMINAL & FENCE GATES, DEPOT -KNX	4,398.50
EFT117447	07/02/2013	KUNUNURRA PANEL BEATING WORKS WA	REPLACE CAR SIDE WINDOW - XIV524 -DAMAGED BY SWEK LAWN MOWER -KNX	430.23
EFT117448	07/02/2013	KUNUNURRA POOLS & SPAS	CLEANING POLE - WYNDHAM SWIMMING POOL	46.00
EFT117449	07/02/2013	KUNUNURRA REFRIGERATION & AIR CON	REPAIR A/C - AIRPORT - WYN & LEISURE CENTRE - KNX	220.00
EFT117450	07/02/2013	KUNUNURRA SECURITY SERVICE	SECURITY PATROL, MONITOR ALARMS- JAN 13 - KNX/WYN	1,755.50
EFT117451	07/02/2013	L.G.R.C.E.U	PAYROLL DEDUCTIONS	19.40
EFT117452	07/02/2013	LAWRENCE & HANSON GROUP	BOOK LOG TEST-TAG, SINGLE SADDLES, CONDUIT CABLE- ADMIN KNX	283.27
EFT117453	07/02/2013	MARTIN MCCLELLAND	DIGITAL LOCKS - SERVICE CONTROLS & CLEANERS ROOMS - AIRPORT KNX	1,957.50
EFT117454	07/02/2013	MAXXIA	PAYROLL DEDUCTIONS	5,612.75
EFT117455	07/02/2013	ORDCO	HERBICIDES - KNX	1,661.00
EFT117456	07/02/2013	ORICA AUSTRALIA PTY LTD	HIRE AND STORAGE CHLORINE GAS CYLINDERS - JAN 13 - POOL WYN/KNX	391.81
EFT117457	07/02/2013	OFFICE NATIONAL KUNUNURRA	STATIONERY/ OFFICE EQUIPMENT - KNX ADMIN/AIRPORT	1,023.47
EFT117458	07/02/2013	ORD MACHINING	REPAIRS TO BROKEN SHAFT IN LEVELLER WHEEL - P386	534.99
EFT117459	07/02/2013	QUICK CORPORATE AUSTRALIA	STATIONERY ORDER - JAN 13 - ADMIN KNX	249.98
EFT117460	07/02/2013	RED ELEVEN - RED 11 PTY LTD	IT EQUIPMENT - KNX	6,432.62
EFT117461	07/02/2013	RJ & MG MARSHALL	DETAIL CLEAN - P115, P478	700.00
EFT117462	07/02/2013	RED RUST CONTRACTING PTY LTD	MINOR WORKS - SHADE SAIL, DIG HOLE, GRILL SCREENS - LEISURE CENTRE - KNX	21,323.50
EFT117463	07/02/2013	RHOMBUS BCA PTY LTD	COMPLIANCE DESIGN CERTIFICATE - AG GROUNDS LIGHTING KNX	396.00
EFT117464	07/02/2013	STAFF MEMBER	REFUND IN ACCORDANCE WITH EMPLOYMENT CONTRACT	2,442.70
EFT117465	07/02/2013	SGS ENVIRONMENTAL SERVICES	KUNUNURRA LANDFILL SAMPLING - SOIL ANALYSIS	10,085.90
EFT117466	07/02/2013	SJR CIVIL CONSULTING PTY LTD	DESIGN PARKING CORNER OF KONKERBERRY AND COTTON TREE AVE- KNX	1,760.00
EFT117467	07/02/2013	SHAWMAC PTY LTD	DESIGN OF BUS BAYS COOLIBAH DRIVE - KDHS	5,197.50
EFT117468	07/02/2013	SHIRE OF WYNDHAM EAST KIMBERLEY	PAYROLL DEDUCTIONS	70.00
EFT117469	07/02/2013	TENSENS CLEANING SUPPLIES	TOILETRIES & CLEANING ITEMS - LEISURE CENTRE KNX	348.04
EFT117470	07/02/2013	TNT AUSTRALIA PTY LIMITED	FREIGHT - SAMPLES - HEALTH - KNX	116.56
EFT117471	07/02/2013	TOLL EXPRESS	FREIGHT - TELFORDS - SWIMMING POOL WYN/KNX	1,106.62
EFT117472	07/02/2013	TIDAL TYRE AND BATTERIES	REPAIR PUNCTURE - P354	88.00
EFT117473	07/02/2013	TOX FREE SOLUTIONS LTD	REFUSE COLLECTION - DEC 12 - KNX	71,517.90
EFT117474	07/02/2013	UHY HAINES NORTON (WA) PTY LTD	AUDIT SERVICES PROVIDED IN RESPECT OF YEAR ENDED 30/06/12	23,750.57

EFT117475	07/02/2013	VANDERFIELD MACHINERY PTY LTD	GREASE GUN & GREASE - WYN, PARTS - P435	189.21
EFT117476	07/02/2013	WA LIBRARY SUPPLIES	LIBRARY STATIONERY'S - LIBRARY KNX	357.90
EFT117477	07/02/2013	WA LOCAL GOVERNMENT SUPER	SUPERANNUATION CONTRIBUTIONS	27,089.50
EFT117478	07/02/2013	WA ELECTORAL COMMISSION	POLLING SCREENS, BALLOT BOXES - EXTRAORDINARY ELECTION - FEB 2013.	150.00
EFT117479	07/02/2013	WYNDHAM SUPERMARKET	FOOD ITEMS - COUNCIL MEETINGS - WYN	121.45
EFT117480	12/02/2013	STAFF MEMBER	REFUND IN ACCORDANCE WITH EMPLOYMENT CONTRACT	2,213.24
EFT117481	22/02/2013	KIMBERLEY WASTE SERVICES	SKIP EMPTIES - JAN 13 - LEISURE CENTRE	581.00
EFT117482	22/02/2013	AUSTRAL MERCANTILE COLLECTIONS	DEBT COLLECTIONS - SUNDRY	44.99
EFT117483	22/02/2013	AUSTRALASIAN PERFORMING RIGHT ASSOC	APRA LICENCE - LEISURE CENTRE KNX	517.34
EFT117484	22/02/2013	ALLGEAR MOTORCYCLES AND SMALL ENGI.	MOWER BLADES, OIL - P356	81.15
EFT117485	22/02/2013	AUSTRALIAN TAXATION OFFICE	BAS - JAN 2013	165,621.00
EFT117486	22/02/2013	AUTO ONE KUNUNURRA	RAGS - WYN. CAR ACCESSORIES - P490	252.00
EFT117487	22/02/2013	BOC GASES AUSTRALIAN LIMITED	WELDING GASES AND BOTTLE RENTAL - JAN 13	311.73
EFT117488	22/02/2013	BLACKWOODS ATKINS PTY LTD	RAGS, SQUINCHER - DEPOT KNX	236.68
EFT117489	22/02/2013	C & M DINGO SERVICES	TIDY UP GROUNDS AROUND ABLUTIONS - SWIM BEACH KNX	260.00
EFT117490	22/02/2013	CENTURION TRANSPORT	FREIGHT - DEPOT KNX	253.50
EFT117491	22/02/2013	CJ PEARSON PAINTING	FIRST PAYMENT - PAINT NEW SHIRE BUILDING - KNX	44,000.00
EFT117492	22/02/2013	COATES HIRE OPERATIONS PTY LTD	HIRE GENERATOR - AUSTRALIA DAY CELEBRATIONS - KNX	100.55
EFT117493	22/02/2013	COURIER AUSTRALIA	FREIGHT - PARTS - P122, P115 KNX	254.43
EFT117494	22/02/2013	CROCODILE SIGNS PTY LTD	SIGNS - NEW SHIRE BUILDING - KNX	1,177.00
EFT117495	22/02/2013	DELRON CLEANING PTY LTD	FULL OUTGOING/INCOMING CLEAN - STAFF HOUSING KUNUNURRA.	825.00
EFT117496	22/02/2013	EAGLE ELECTRICAL AND REFRIGERATON	REPAIR RADIO TRANSMITTER - JJJ RADIO STATION - BASTION. KNX	379.50
EFT117497	22/02/2013	EAST KIMBERLEY MARINE	BEST DRESSED' PRIZES - AUSTRALIA DAY 2013.	50.00
EFT117498	22/02/2013	FUJI XEROX AUSTRALIA P/L	PRINTING - JAN 13 - KYC, CHILDCARE, GOVERNANCE, ADMIN, DEPOT- KNX	1,566.73
EFT117499	22/02/2013	GUERINONI & SONS	WATER CART HIRE - EXTINGUISH TIP FIRE - KNX	2,722.50
EFT117500	22/02/2013	IBAC PLUMBING PTY LTD	PLUMBING WORKS - REPAIR LEAKING PUMP - LEISURE CENTRE KNX	200.42
EFT117501	22/02/2013	ICE AGE REFRIGERATION & AIRCON.	REPAIR A/C - STAFF HOUSING KUNUNURRA	517.00
EFT117502	22/02/2013	JASON SIGNMAKERS LTD	SIGNAGE - VARIOUS ROADS KNX	1,092.30
EFT117503	22/02/2013	JSW HOLDINGS PTY LTD	TONNES CRACKER DUST - COURTWOOD COURT KNX	316.80
EFT117504	22/02/2013	JAB INDUSTRIES	EXCAVATOR HIRE - LANDFILL - KNX	6,539.50

EFT117505	22/02/2013	STAFF MEMBER	REFUND IN ACCORDANCE WITH EMPLOYMENT CONTRACT	229.40
EFT117506	22/02/2013	KENYON & COMPANY PTY LTD	DOUBLE MAGNETIC HAZARD LIGHT - P122, P115	648.01
EFT117507	22/02/2013	KIMBERLEY COMMUNICATIONS	RESET JJJ SERVICES	231.00
EFT117508	22/02/2013	KIMBERLEY ECHO - ALBANY ADVERTISER	ADVERTISING - SWEK NEWS - DEC 2012	1,936.37
EFT117509	22/02/2013	KIMBERLEY KOOL REFRIGE. & AIRCON	HIRE OF CHILLIER TRAILER - STORAGE OF FOOD FOR AUSTRALIA DAY BBQ	396.00
EFT117510	22/02/2013	KIMBERLEY MARKETING - CASH AND CARRY	RESALE ITEMS - LEISURE CENTRE KNX	970.71
EFT117511	22/02/2013	KIMBERLEY MOTORS	FUEL COSTS / VISITOR INFORMATION SERVICES - DEC 12 - WYN	3,680.47
EFT117512	22/02/2013	KUNUNURRA LOCK & KEY	REPAIR OF FIRST AID ROOM LOCK - LEISURE CENTRE KNX	220.00
EFT117513	22/02/2013	KUNUNURRA MOBILE WELDING SERVICE	REPLACE BROKEN FENCE AND BAR WIRING - LEISURE CENTRE KNX	770.00
EFT117514	22/02/2013	LANGFORD MACHINERY PTY LTD	SERVICE - P382	400.00
EFT117515	22/02/2013	MOTOMARA COMMUN. AUSTRALIA	HANDHELD CB - AIRPORT KNX	4,271.30
EFT117516	22/02/2013	NJ GAFF & C YATES	BOAB TREES, SEEDLINGS. - BABY TREE PROGRAM 2013 - KNX/WYN	325.00
EFT117517	22/02/2013	NISBETS	BINS - NEW SHIRE BUILDING, BABY CHANGE - AIRPORT KNX	988.55
EFT117518	22/02/2013	OPTEON (NORTH WEST WA) PTY LTD	LEASE VALUATION - AGRICULTURAL SOCIETY - COOLIBAH DRIVE, KUNUNURRA	3,190.00
EFT117519	22/02/2013	ORD RIVER ELECTRICS	REPAIR WATER DAMAGED SWITCHBOARD - TOWN OVAL LIGHTS KNX	456.50
EFT117520	22/02/2013	ORDCO	HERBICIDES - KNX	275.00
EFT117521	22/02/2013	OFFICE NATIONAL KUNUNURRA	OFFICE FURNITURE/STATIONERY - KNX ADMIN	5,858.91
EFT117522	22/02/2013	ORD FUEL SUPPLIES	GREASE, OIL - P488, P351	439.52
EFT117523	22/02/2013	PIVOTEL	SERVICE CHARGES - 4 X SATELLITE PHONES - DEC 12/JAN 13	323.81
EFT117524	22/02/2013	PRITCHARD BOOKBINDERS	BOOK BINDING - ORDINARY COUNCIL MEETING MINUTES	266.20
EFT117525	22/02/2013	RAECO INTERNATIONAL P/L	STATIONERY - LIBRARY KNX	98.60
EFT117526	22/02/2013	REMOTE IT PERSPECTIVES	RELOCATE IT INFRASTRUCTURE TO NEW SHIRE OFFICE. IT SUPPORT - KNX	16,067.70
EFT117527	22/02/2013	SHELF SUPPLY	OUTDOOR SAFETY WEAR - KNX	941.00
EFT117528	22/02/2013	SCOTT DAY - DJ/KARAOKE HIRE	DJ HIRE - AUSTRALIA DAY CELEBRATIONS - KNX	200.00
EFT117529	22/02/2013	SUNNY SIGN COMPANY PTY LTD	SIGNAGE - KNX	147.05
EFT117530	22/02/2013	TELFORD INDUSTRIES	POOL CHEMICALS KNX	1,940.40
EFT117531	22/02/2013	TNT AUSTRALIA PTY LIMITED	FREIGHT - WATER SAMPLES - KNX	166.24
EFT117532	22/02/2013	TOLL EXPRESS	FREIGHT - AIRPORT, LIBRARY, COMMUNITIES - KNX	448.24
EFT117533	22/02/2013	TOTAL SAFETY & FIRE SOLUTIONS	6 MONTH SERVICE/REPAIR/RENEWAL FIRE EXTINGUISHERS - AIRPORT KNX	786.50
EFT117534	22/02/2013	TST ELECTRICAL	REPAIR AIR COMPRESSOR - KNX DEPOT	110.00

EFT117535	22/02/2013	TIDAL TYRE AND BATTERIES	BATTERY - P354, P473	293.00
EFT117536	22/02/2013	TOP END MOTORS	SERVICE - P471	498.63
EFT117537	22/02/2013	TOX FREE SOLUTIONS LTD	HIRE SKIP BINS - SHIRE MOVE TO 20 COOLIBAH KNX	1,408.00
EFT117538	22/02/2013	VANDERFIELD MACHINERY PTY LTD	PARTS - P491. OIL - P384	165.94
EFT117539	22/02/2013	WESTRAC EQUIPMENT PTY LTD	REPAIR P488 DUE TO FIRE DAMAGE	8,968.82
EFT117540	22/02/2013	WESTERN AUST. TREASURY CORPORATION	LOAN PAYMENTS - 113, 114, 115, 120, 120A PRINCIPAL & INTEREST	112,109.60
EFT117541	22/02/2013	WUNAN FOUNDATION INC.	ELECTICITY - 20 COOLIBAH UNIT A/B/C PERIOD: 15/12/12-15/01/13	1,170.91
<b>TOTAL MUNI EFT PAYMENTS</b>				<b>751,159.87</b>

<b>CHQ</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
41845	01/02/2013	HORIZON POWER	ELEC - VARIOUS STREET LIGHTING - 01/12/12 TO 31/12/12 -KNX	39,271.71
41846	01/02/2013	WATER CORPORATION	WATER - WYN ADMIN & OTHER VARIOUS PLACES - WYN - 01/08/12 TO 18/12/12	5,831.30
41847	04/02/2013	SUZANNE KENTON	GOLD MEMBERSHIP REFUND DUE TO POOL CLOSURE	160.00
41848	07/02/2013	AMP LIFE LTD	SUPERANNUATION CONTRIBUTIONS	456.07
41849	07/02/2013	AUST ETHICAL INVESTMENT & SUPER	SUPERANNUATION CONTRIBUTIONS	141.16
41850	07/02/2013	ACTIVE NETWORK	TRAINING COURSE - KLC STAFF IN CLASS SOFTWARE SYSTEM - KNX	10,334.83
41851	07/02/2013	AUSTRALIAN COMM. & MEDIA AUTHORITY	LICENSE RENEWAL 13/14 - AIRPORT KNX	243.00
41852	07/02/2013	AUSTRALIAN SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	992.59
41853	07/02/2013	BT FINANCIAL GROUP	SUPERANNUATION CONTRIBUTIONS	204.16
41854	07/02/2013	BT LIFETIME PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	229.25
41855	07/02/2013	COLONIAL FIRST STATE	SUPERANNUATION CONTRIBUTIONS	244.45
41856	07/02/2013	HORIZON POWER	ELEC - KNX ADMIN & NICHOLSON PK - 12/12/13 TO 10/01/13	7,055.72
41857	07/02/2013	HOSTPLUS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	738.18
41858	07/02/2013	LG SUPER	SUPERANNUATION CONTRIBUTIONS	418.05
41859	07/02/2013	LOCAL GOVERNMENT SUPER	SUPERANNUATION CONTRIBUTIONS	454.99
41860	07/02/2013	MLC MASTERKEY PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	666.56
41861	07/02/2013	MLC NOMINEES PTY LTD	SUPERANNUATION CONTRIBUTIONS	464.55
41862	07/02/2013	REST SUPER	SUPERANNUATION CONTRIBUTIONS	710.59
41863	07/02/2013	SEAFARERS RETIREMENT FUND	SUPERANNUATION CONTRIBUTIONS	191.71

41864	07/02/2013	STRATCO KUNUNURRA	REFUND - DEVELOPMENT APPLICATION - WITHDRAWN	139.00
41865	07/02/2013	SUNSUPER	SUPERANNUATION CONTRIBUTIONS	224.77
41866	07/02/2013	TELSTRA	LANDLINE COSTS - DEC 12	6,425.87
41867	07/02/2013	THE TRUSTEE FOR HEADING SUPER FUND	SUPERANNUATION CONTRIBUTIONS	400.74
41868	07/02/2013	UNISUPER	SUPERANNUATION CONTRIBUTIONS	163.60
41869	07/02/2013	VISION SUPER	SUPERANNUATION CONTRIBUTIONS	3,272.91
41870	08/02/2013	CASH - PETTY CASH KNX OFFICE	PETTY CASH - JAN 12 - KUNUNURRA ADMIN	190.35
41871	22/02/2013	CASH - PETTY CASH KNX DEPOT	PETTY CASH - JAN 12 - KUNUNURRA DEPOT	97.50
41872	22/02/2013	CASH - PETTY CASH KNX OFFICE	PETTY CASH - JAN 12 - KUNUNURRA ADMIN	166.50
41873	22/02/2013	HORIZON POWER	ELEC - KNX AIRPORT & VARIOUS STREET LIGHTING 11/12/12 TO 10/01/13 -KNX	50,865.69
41874	22/02/2013	PANORAMA DIAMONDS PTY LTD	RATES REFUND FOR ASSESSMENT - A7146	1,079.92
41875	22/02/2013	WATTLEUP TRACTORS	HYDRAULIC COUPLINGS UNITS & SEAL KITS - AIRPORT KNX	1,762.35
41876	22/02/2013	WATER CORPORATION	WATER - WYN POOL & OTHER VARIOUS PLACES -WYN - 01/08/12 TO 18/12/12	4,160.30
<b>TOTAL MUNI CHEQUE PAYMENTS</b>				<b>137,758.37</b>

CHQ	DATE	NAME	DESCRIPTION	AMOUNT
468	06/02/2013	ANDREW MIZZI	BOND REFUND - ASIC CARD	50.00
469	06/02/2013	DEPARTMENT OF AGRICULTURE	BOND REFUND - ASIC CARD	50.00
470	06/02/2013	ROBERT HARVEY	BOND REFUND FOOTPATH - BL NO. 201/2009	370.00
471	06/02/2013	BUILDING & CONS. INDUSTRY TRAIN. FUND	BCITF COLLECTION - FROM 01/7/12 TO 30/12/12	33,628.06
472	06/02/2013	SHIRE OF WYNDHAM EAST KIMBERLEY	BCITF COLLECTION AGENCY FEE - FROM 01/7/12 TO 30/12/12	363.00
473	12/02/2013	KUNU. WARINGARRI ABORIGINAL CORP.	BOND REFUND - WHITEGUM PARK HIRE	250.00
<b>TOTAL TRUST CHEQUE PAYMENTS</b>				<b>34,711.06</b>

CHQ	DATE	NAME	DESCRIPTION	AMOUNT
500425	01/02/2013	TRUST DPI CLEARING	TRANSPORT CLEARING - 01/02/13	1,515.75
500426	04/02/2013	TRUST DPI CLEARING	TRANSPORT CLEARING - 04/02/13	368.65
500427	05/02/2013	TRUST DPI CLEARING	TRANSPORT CLEARING - 05/02/13	1,970.05
500428	06/02/2013	TRUST DPI CLEARING	TRANSPORT CLEARING - 06/02/13	379.60

500429	07/02/2013	TRUST DPI CLEARING	TRANSPORT CLEARING - 07/02/13	680.70
500430	08/02/2013	TRUST DPI CLEARING	TRANSPORT CLEARING - 08/02/13	307.85
500431	11/02/2013	TRUST DPI CLEARING	TRANSPORT CLEARING - 11/02/13	503.40
500432	12/02/2013	TRUST DPI CLEARING	TRANSPORT CLEARING - 12/02/13	1,629.10
500433	13/02/2013	TRUST DPI CLEARING	TRANSPORT CLEARING - 13/02/13	985.20
<b>TOTAL TRUST EFT PAYMENTS</b>				<b>8,340.30</b>

DATE	NAME	DESCRIPTION	AMOUNT
06/02/2013	PAYROLL	PAYROLL	213,262.73
11/02/2013	PAYROLL	PAYROLL	4,412.45
13/02/2013	PAYROLL	PAYROLL	273.98
18/02/2013	PAYROLL	PAYROLL	3,900.67
20/02/2013	PAYROLL	PAYROLL	210,163.15
21/02/2013	PAYROLL	PAYROLL	2,463.43
<b>TOTAL PAYROLL PAYMENTS</b>			<b>434,476.41</b>

DATE	NAME	DESCRIPTION	AMOUNT
01/02/2013	DIRECT DEBIT	FEE - BPAY	166.92
01/02/2013	DIRECT DEBIT	LEASE COSTS - 11 KWINANA STREET WYNDHAM	1,441.00
04/02/2013	DIRECT DEBIT	VISACARD PAYMENT	466.83
05/02/2013	DIRECT DEBIT	LEASE COST S - 9B PLUM COURT KUNUNURRA	1,375.50
11/02/2013	DIRECT DEBIT	LEASE COST S - 38 GARDENIA DRIVE KUNUNURRA	3,606.55
11/02/2013	DIRECT DEBIT	LEASE COSTS - 5, RATTLEPOD CLOSE KUNUNURRA	2,946.66
15/02/2013	DIRECT DEBIT	VEHICLE LEASE - SG FLEET AUSTRAL	1,036.20
18/02/2013	DIRECT DEBIT	LEASE COSTS - 1/25 KONKERBERRY DRIVE KUNUNURRA	3,141.66
22/02/2013	DIRECT DEBIT	LEASE COSTS - 12/33 KONKERBERRY DRIVE KUNUNURRA	2,166.67
19/02/2013	DIRECT DEBIT	LEASE COST S - 9B PLUM COURT KUNUNURRA	1,380.50
20/02/2013	DIRECT DEBIT	MASTERCARD PAYMENT	19,545.38
27/02/2013	DIRECT DEBIT	LEASE COSTS - 17/33 KONKERBERRY DRIVE KUNUNURRA	2,210.00

FEB 13 DIRECT DEBIT

BANK FEE

747.04

**TOTAL DIRECT DEBIT PAYMENTS**

40,230.91

## 12.3 INFRASTRUCTURE SERVICES

### 12.3.1 Kimberley Croc Backpackers

<b>DATE:</b>	19 March 2013
<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>	CP.06.15

#### **PURPOSE**

To seek Council endorsement to not proceed with formalising the construction of a kerbed, drained and sealed car park facility at the Kimberley Croc Backpackers YHA and Kimberley Croc Lodge, located at 120 Konkerberry Drive, Kununurra.

#### **BACKGROUND**

The proprietor of the Kimberley Croc Backpackers YHA and Kimberley Croc Lodge has been negotiating with the Shire since March 2003 to construct the car park in front of their premises.

As the existing car park in front of the backpacker's premises at the time was covered in potholes, the proprietor constructed their own pine posted car park with cracker dust road material. A later planning decision negotiated to take off this cost (\$6337.27 ex GST) from the negotiated 2 car bays and to contribute \$6888.73 (ex GST) as a cash-in-lieu contribution for the balance. Council agreed to seal the car park at a later date.

#### **STATUTORY IMPLICATIONS**

No Statutory implications apply in the preparation of this report.

#### **POLICY IMPLICATIONS**

No policy implications apply in the preparation of this report.

#### **FINANCIAL IMPLICATIONS**

The estimated cost to construct the car park to kerbed / drained and sealed specification is around \$160,000. The proprietor has originally borne the cost of \$13,226.00 (ex GST) to supply and lay cracker dust road material and install pine posting, the current condition the car park is in now.

Council holds the cash contribution paid of \$6,888.73 in its car park contributions Reserve Fund.

#### **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*.

- Sustainable asset management for infrastructure under the Shire's control
- Road network that is safe and meets its functional requirements

## **COMMUNITY CONSULTATION**

Community consultation is not required in relation to this item. However Infrastructure Officers have consulted with the Proprietors throughout the design process until the major construction flaws were identified.

## **COMMENT**

In new commercial developments, or as commercial areas are redeveloped, it is generally a development condition that parking be provided. The parking should provide an adequate number of spaces for the proposed use of associated areas, be landscaped to an approved level to provide shade and screening for cars, and also provide a safe environment for users and meet the relevant Australian Standards.

The layout and physical geometry of a car park is to be designed in accordance with Australian Standards AS 2890.1; AS 2890.2 and AS 2890.3.

The design of the car park and surrounding landscape should provide clear sightlines into and throughout the car park. The car park layout is to be designed to be sympathetic with the landform and surrounding landscape and the design of the car park and facilities must take into account sewer mains, water pipes, telecommunication cables, easements and pipe protection rules. Consultation with the *Utility Providers Code of Practice for Western Australia, February 2010*, is required to reference their pipe protection rules.

Proximity to existing trees with car parks with hard surfaces, suffer stress from poor growing medium, and lack of water and air, and they often conflict due to roots damaging the road pavement surface.

The proposed design shows all existing trees on Konkerberry Drive frontage will be adversely impacted with close proximity to the car park. The tree roots are likely to be damaged during construction activity whereby the structural integrity of the tree/s could be compromised. To mitigate Council against potential liability claims should the tree/s fall down onto persons and/or vehicles should the proposed car park construction proceed, all tree/s would require removal.

Design of car parks need to be carefully coordinated with existing underground services to ensure that service pipe protection rules are not compromised. Unfortunately with the geometric design in compliance with current Australian Standards in respect to safety, drainage management and sightlines, the integrity of existing underground services, particularly two (2) water mains, cannot be guaranteed due to their longevity in the ground and importantly the material that they are made of viz. asbestos concrete.

It is very likely that construction plant to achieve the desired compaction required prior to placement of sealed pavement surface, may have adverse impact on the AC water pipes that could lead to immediate fracture and burst, or may do so in a matter of months or even possibly years. Council could be held accountable and liable for significant costs to repair damaged pipe and road surface but also the adverse impact on businesses and residents if they had no water for an extended period of time.

To proceed with construction to a kerbed/ drained / sealed car park is high risk with extreme consequences. It is therefore recommended that Council not proceed with the construction to a formal car park design standard but to leave it in its current constructed unsealed

condition and return the cash contribution to the proprietor from the car parking reserve account.

### **ATTACHMENTS**

There are no attachments associated with this report.

### **VOTING REQUIREMENT**

Simple Majority

### **OFFICER'S RECOMMENDATION**

That Council advise the proprietor of Kimberley Croc Backpackers YHA and Kimberley Croc Lodge the following:

That Council:

- 1) Is not proceeding with the construction of a sealed, kerbed and drained car park facility at 120 Konkerberry Drive, Kununurra due to the adverse impacts construction plant may have on the structural integrity of two existing asbestos concrete water main pipes within the proposed car park upgrade works.
- 2) Returns the cash-in-lieu contribution of \$6,888.73 (ex GST).
- 3) Is satisfied that the existing contribution of a pine posted, cracker dust car park by the Kimberley Croc Backpackers YHA and Kimberley Croc Lodge, satisfies Councils car parking requirements for the development.

### **COUNCIL DECISION**

**Minute No. 10009**

**Moved: Cr J Parker**

**Seconded: Cr J McCoy**

**That Council advise the proprietor of Kimberley Croc Backpackers YHA and Kimberley Croc Lodge the following:**

**That Council:**

- 1) Is not proceeding with the construction of a sealed, kerbed and drained car park facility at 120 Konkerberry Drive, Kununurra due to the adverse impacts construction plant may have on the structural integrity of two existing asbestos concrete water main pipes within the proposed car park upgrade works.**
- 2) Returns the cash-in-lieu contribution of \$6,888.73 (ex GST).**
- 3) Is satisfied that the existing contribution of a pine posted, cracker dust car park by the Kimberley Croc Backpackers YHA and Kimberley Croc Lodge, satisfies Councils car parking requirements for the development.**

**Carried Unanimously 7/0**

**COUNCIL DECISION**

**Minute No. 10010**

**Moved: Cr D Ausburn**

**Seconded: Cr J Parker**

**That Council suspend standing order 7.5 Limitation of Number of Speeches to discuss item 12.3.2, Kununurra Flood Study.**

**Carried Unanimously 7/0**

Council suspend standing orders 5:10pm

### 12.3.2 Kununurra Flood Study

<b>DATE:</b>	19 March 2013
<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>	CP.13.1

#### **PURPOSE**

For Council to receive the Kununurra Flood Study report to enable Shire Officers to further investigate options contained within, to improve stormwater management for two selected areas of Kununurra town ship and future budget consideration.

#### **BACKGROUND**

Kununurra was built in the 1960's as the work camp / town for the Ord River Diversion Dam.

Drainage and drainage problems have been inherited by the current town of Kununurra over the years.

A flood risk assessment was undertaken for two areas in Kununurra town to identify drainage and flood characteristics of those areas. Both areas are shown in Attachment 1.

#### **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 significant financial implications regarding Infrastructure Renewal and Maintenance budgets. Council Officers will review and prioritise the report recommendations. It is initially proposed to do maintenance as recommended which can be done within Council's existing mid-year budget review process.

#### **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*.

- Sustainable asset management for infrastructure under the Shire's control
- Road network that is safe and meets its functional requirements
- Drainage network that achieves its functional requirements
- Council has effective relationships with external organisations

## **COMMUNITY CONSULTATION**

Community consultation is not required at this point in time but as works are undertaken which impact residents, consultation will be required.

## **COMMENT**

Flood characteristics of both areas were defined by building and running a flood model of the existing situation and running that model for a 5 year Average Recurrence Interval (ARI), a 10 year ARI and a 100 year ARI storm event.

After defining the flood characteristics of both areas based on model runs of the existing situation, options have been proposed to better manage flooding in Kununurra Town. These measures were discussed with SWEK Officers during a combined presentation and site visit. Councillors have also been given a presentation on the report at their March 2103 'Briefing' session and a copy of the report.

A single preferred flood management option has been chosen for each area. This flood management option has been set-up as a scenario in the flood model to evaluate the effectiveness of the preferred option. All results have been presented in the report using flood maps.

Stormwater in the north area runs generally from north-east to south-west. There are several external catchments to the north and east that contribute stormwater to the study area. There are two main drains that collect this external stormwater – north of Ironwood Drive and east of Weaber Plain Road.

The modelling indicates that in larger events (5 year ARI or greater), stormwater breaks out of the Weaber Plain Road drain north of Ironwood Drive, flows across Weaber Plain Road into the area east of Kelly's Knob and reports to the drain north of Ironwood Drive.

A culvert under Ironwood Drive allows some flood water from the drain to the north to discharge into the residential area. A small stream from the hills in Mirima National Park intersects the drain to the east of Weaber Plain Road near the intersection of Weaber Plain Road and Ironwood Drive.

There is sedimentation evident and the drain has been largely filled. Stormwater overtops the footpath in several places near this area. Water also ponds on Weaber Plain Road just south of the intersection and damage to the road base is evident.

Stormwater from direct rainfall and from the inflow from the external catchments flows through the residential area toward the southwest. Some roads in the residential area have been lowered and kerbs have been provided to convey the water away from the properties. The model results clearly show these roads conveying the water to lower locations. Since not all roads have been lowered, the higher roads block the flow of water and cause ponding on and around the lower roads.

Water ponds and overtops the road on the corner of Konkerberry Drive and Leichardt Street, around the church.

The park along Messmate Way overtops at the north end of the park and floods the areas south west of the park. The park has underground drainage that discharges under Victoria Highway to the Lily Creek Lagoon but this is inadequate to prevent overtopping of the park in even a 5 year ARI event.

Water flows in south-west direction and ponds against Ivanhoe Road. Tail water levels in the drain downstream of the Victoria Highway can, after wet weather, flood the drain up to Ivanhoe Road. The combination of limited culvert and drain capacity downstream of Ivanhoe Road and high tail water causes extensive flooding through the commercial area.

The north-eastern part of the commercial area seems to clear quickly, but water remains ponded against Ivanhoe Road for hours.

Water also ponds against Victoria Highway on the eastern side of the commercial area, around Lakeview Apartments. A new culvert with a greater capacity was constructed in November 2012. This is intended to relieve flooding in this area. Ponding of water against roads and buildings or overtopping of roads occurs in smaller and larger storm events.

With bigger storm events the duration of flooding and the maximum flood depth increases. Important in finding the right solutions for flooding issues in Kununurra Town is that some drains are located on land that is not owned by the Shire of Wyndham-East Kimberly. This will affect the feasibility of some flood mitigation options.

To help alleviate flooding in the northern area of Kununurra, it is recommended that a levee is constructed north of Ironwood Drive in conjunction with cleaning and reconstructing the drain and raising the levee east of Weaber Plain Road near the intersection with Ironwood Drive.

To help alleviate flooding in the southern area of Kununurra, it is recommended that a levee is constructed south of the park on Messmate Way.

The Shire needs to develop a maintenance and reconstruction plan for all drainage structures which will set out responsibilities in preparation and remediation for the annual wet season and following major storm events. This recommendation will be given immediate priority as it is a low cost option that may produce immediate benefits during the next wet season.

Further to the above recommendations, a number of strategies and potential options for consideration including lowering of roads, resizing of culverts, construction of floodways and setting planning and construction requirements within the flood prone areas should be considered.

All options discussed in the report require further investigation and review prior to preliminary design (feature survey, etc), final design and cost estimates for budget consideration prior to construction. Further design will determine the final locations, size and potential impacts of the recommended structural measures.

It is also recommended that administrative measures, such as planning controls should be implemented to include selection of appropriate protection levels for different structures and land uses.

Consultation and cooperation of affected landowners is key to the successful implementation of the recommendations contained within this report. Failure to implement a coordinated solution will affect the overall flood management solution. Cooperation and approval by some landowners (e.g. Department of Environment and Conservation and Water Corporation) is required for some measures when part or all work needs to be carried out on their land.

## **ATTACHMENTS**

Attachment 1 – Kununurra Flood Study Areas

## **VOTING REQUIREMENT**

Simple Majority

## **OFFICER'S RECOMMENDATION**

That Council:

- 1) Receives the Kununurra Flood Study; and
- 2) Gives consideration during its Mid Year Budget Review for budget of \$50,000, to develop and commence implementation of a Kununurra maintenance and reconstruction plan for all drainage structures.

**Officer's recommendation is moved with adjustment**

**That Council receives the Kununurra Flood Study**

### **COUNCIL DECISION**

**Minute No. 10011**

**Moved: Cr J Parker**

**Seconded: Cr D Ausburn**

**That Council receives the Kununurra Flood Study**

**Carried Unanimously 7/0**

### **COUNCIL DECISION**

**Minute No. 10012**

**Moved: Cr J Parker**

**Seconded: Cr D Ausburn**

**That Council resumes standing orders.**

**Carried Unanimously 7/0**

Council resumes standing orders 5:17pm



## 12.4 COMMUNITY DEVELOPMENT

### 12.4.1 Cat Act Implementation

<b>DATE:</b>	19 March 2013
<b>PROPONENT:</b>	Shire of Wyndham East Kimberley
<b>LOCATION:</b>	N/a
<b>AUTHOR:</b>	Nick Kearns, Director Community Development
<b>REPORTING OFFICER:</b>	Nick Kearns, Director Community Development
<b>FILE NO:</b>	LE.05.1
<b>ASSESSMENT NO:</b>	N/a

#### **PURPOSE**

The purpose of this report is to inform Council of the implementation of the Cat Act 2011.

#### **BACKGROUND**

The Cat Act 2011 will be imposed on the Shire in November of this year, requiring cat owners to sterilise, microchip and register cats. Prior to that time, the following schedule is proposed by way of implementing it.

#### **Public information**

A poster that has been prepared by the Department of Local Government has already been displayed in Shire Offices, libraries and leisure and recreation centres. A separate flyer and brochure is also proposed to be prepared, which will be distributed with the Fire Break Order; with the Rates Notices, and separately as a letterboxed drop. The brochures will also be available at each of the Shire's facilities and distributed to the veterinary centre.

It is proposed to operate two stalls at this year's Saturday markets, which can also provide opportunity for additional engagement with the community on other issues.

A press release will be prepared for issue sometime in May 2013 and again in October 2013.

The information will also become a standing news item (or banner) within SWEK news – from early April 2013 and will also feature on the Shire's website and Facebook page.

#### **Registration**

A new module for the Shire's Synergy computer system has been ordered for the purpose of registering cats. New registration tags have also been purchased.

The Shire will start registering cats from 1 May 2013 which will coincide with the discount offer for dog registrations. Officers will investigate if a similar discount is available for cats, which would then help promote new registrations.

#### **Cat pound**

Some minor building works are proposed for the purpose of impounding cats. This work will commence prior to the end of the financial year.

### Local Laws

An update to the Health Local Law is proposed, which will be presented to the Council April OCM. Amongst other things, this update will remove part of the Local Law that deals specifically with cats.

A new model local law for cats is being drafted by the Department of Local Government.

### Enforcement

Enforcement of the Cat Act 2011 will be carried out by the Shire's Rangers.

### **STATUTORY IMPLICATIONS**

The Cat Act 2011 comes into force in November 2013.

### **POLICY IMPLICATIONS**

No policy implications apply in the preparation of this report.

### **FINANCIAL IMPLICATIONS**

The new synergy module is budgeted to approximately \$2,600 with annual licence fees of around \$500. Training for staff is included in the initial implementation of the new software. \$30,000 has been budgeted for the modifications to pound infrastructure. Additional line items for the 2013/14 budget will need to be created with respect to revenue and expenses associated with the implementation of the Cat Act.

### **STRATEGIC IMPLICATIONS**

Strategy 3.3.9 - Provide animal control in accordance with legislative requirements.

### **COMMUNITY CONSULTATION**

No community consultation was required for the purpose of this report. Consultation and public information ids, nevertheless, required for the purpose of meeting the Shire's legislative responsibilities.

### **COMMENT**

The information with regard to the implementation of the Cat Act 2011 is provided to Council for noting.

### **ATTACHMENTS**

Nil

### **VOTING REQUIREMENT**

Simple Majority

### **OFFICER'S RECOMMENDATION**

That Council notes the schedule proposed for the purpose of implementing the Cat Act 2011.

**COUNCIL DECISION**

**Minute No. 10013**

**Moved: Cr J Parker**

**Seconded: Cr R Dessert**

**That Council notes the schedule proposed for the purpose of implementing the Cat Act 2011.**

**Carried Unanimously 7/0**

## 12.4.2 Council Policy – CP/COM-3582 Annual Community Grants Scheme

<b>DATE:</b>	19 March 2013
<b>PROPONENT:</b>	Shire of Wyndham East Kimberley
<b>LOCATION:</b>	N/a
<b>AUTHOR:</b>	Trena Janczyk, Community Development Support Officer
<b>REPORTING OFFICER:</b>	Nick Kearns, Director Community Development
<b>FILE NO:</b>	GS.05.3

### **PURPOSE**

For Council to consider the regular review of Council's strategic policies in relation to the provision of funding for the Annual Community Grants Scheme

### **BACKGROUND**

The Community Development directorate conducts regular reviews of Council and Administrative policies and undertakes ongoing development and review of procedures/work instructions. The Annual Community Grants Scheme Policy was adopted by Council in June 2008 and has been periodically updated since. The following updates are now proposed:

1. The first dot point was amended to remove reference to the amount budgeted amount in the funding pool as it was unnecessary to state.
2. The makeup of the Grants Assessment Panel has been updated to reflect the changed structure of the Community Development directorate, being the creation of the Manager Community and Youth position. The new panel will now consist of the following:
  - A minimum of 2 Councillors; and
  - Manager of Community and Youth.

No other changes to the policy are proposed.

A copy of the updated policy is provided at Attachment 1.

### **STATUTORY IMPLICATIONS**

There are no statutory implications associated with this matter.

### **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*" adopted by Council on 17 November 2009 (Minute 8910), provides the structure and format of Council Policies, Administrative Policies, Procedures/Work Instructions as well as Delegations and Sub Delegations.

## **FINANCIAL IMPLICATIONS**

There are no financial implications associated with this item.

## **STRATEGIC IMPLICATIONS**

The policy aligns with the Shire's long term strategy to provide support to not for profit community, sporting, cultural, environmental, service groups and association's financial assistance to foster high quality programs, community events, facilities and services that provide benefit to the community.

## **COMMUNITY CONSULTATION**

Community consultation is not required in relation to this item.

## **COMMENT**

The changes to Policy CP/COM-3582 are minor and mostly reflect the change to the structure of positions in the Community Development directorate. None of the changes, furthermore, affect the purpose and effect of the policy or the funding scheme.

It is recommended that Council adopt the updated policy as provided at the attachment to this report.

## **ATTACHMENTS**

Attachment 1 – Council Policy CP/COM – 3582 Annual Community Grants Scheme

## **VOTING REQUIREMENT**

Simple Majority

## **OFFICER'S RECOMMENDATION**

That Council adopt the updated policy CP/COM-3582 Annual Community Grants Scheme as provided at attachment 1.

## **COUNCIL DECISION**

**Minute No. 10014**

**Moved: Cr D Ausburn**

**Seconded: Cr J Parker**

**That Council adopt the updated policy CP/COM-3582 Annual Community Grants Scheme as provided at attachment 1.**

**Carried Unanimously 7/0**



## Council Policy Number: 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 association's 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 makes an allocation for Annual Community Grants within each annual budget, which is reviewed annually.
- 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.
    - 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
    - Manager Community and Youth

- 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.
- 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 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 Work Instruction Annual Community Grants Application forms, Acquittal forms and guidelines

## POLICY ADMINISTRATION

<b>Directorate</b>		<b>Officer Title</b>		<b>Contact:</b>	
Community Development		Manager Community and Youth		Ext:	
<b>Date Effective</b>	17 June 2008	<b>CEO Approved</b>			
<b>Date Adopted</b>	17 June 2008	<b>Last Reviewed</b>		28/02/2013	
<b>Risk Rating</b>	Low	<b>Review Cycle</b>	Annual	<b>Next Due</b>	28/02/2014
<b>Organisational Compliance</b>					
<b>Process Links</b>		Annual Community Grants Scheme Work Instruction Annual Community Grants Application forms, Acquittal forms and guidelines			

### 12.4.3 Request for Building Review, Wyndham Family Support Services

<b>DATE:</b>	19 March 2013
<b>PROPONENT:</b>	Shire of Wyndham East Kimberley
<b>LOCATION:</b>	Shire of Wyndham East Kimberley
<b>AUTHOR:</b>	Wayne Richards, Manager Community and Youth
<b>REPORTING OFFICER:</b>	Nick Kearns, Director Community Development
<b>FILE NO:</b>	CP.07.17

#### **PURPOSE**

To inform Council of a request from Wyndham Family Support Services (Joongari House) regarding the state of their current premises and for Council to endorse the proposed response.

#### **BACKGROUND**

The Shire leased 48 Koolama Street Wyndham to the Wyndham Family Support Service (Joongari House) in 1998. The lease expired in 2003 and they have since occupied the land as a tenant at will at no cost.

Correspondence has been received previously from Wyndham Family Support Services requesting review of the state of the building in 2006 and again in 2011. Some repairs have been conducted in that time, funded by the Shire, including for the replacement of the electrical switchboard however the correspondence indicates that due to the age of the building; major maintenance would not be cost effective.

On 14 January 2013, a letter was received from Wyndham Family Support Services again raising concerns over the condition of the building on this reserve with possible safety concerns although these are not specified. The letter also states that the condition of the building was a factor in the service being unsuccessful in receiving funding through the Department for Communities. A copy of the letter is attached.

It should be recognised that no other similar service or organisation within the Shire is a sole occupant of a Shire building at a peppercorn lease.

#### **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**

The Shire has not budgeted previously for maintenance of this building or for its replacement. No funds are currently available for assessment of the building, which would need to be done by a certified structural engineer, which would be in the vicinity of \$5,000 to \$10,000 plus disbursements.

## **STRATEGIC IMPLICATIONS**

The Shire's Strategic Community Plan supports family support services, but in manner that reduces wastage and duplication and which promotes colocation – with other community (support) services.

## **COMMUNITY CONSULTATION**

Community consultation is not required in relation to this item.

## **COMMENT**

A letter has been drafted in response to the request from Wyndham Family Support, which is attached to this report.

## **ATTACHMENTS**

The associated attachment will be provided under separate cover.

Attachment 1 – Letter from Wyndham Family Support regarding the building at 48 Koolama  
Attachment 2 – Proposed letter of response

## **VOTING REQUIREMENT**

Simple Majority

## **OFFICER'S RECOMMENDATION**

That Council endorse the proposed response to Wyndham Family Support Service regarding the building at 48 Koolama St, Wyndham.

Motion – Cr Jane Parker

That Council advises Wyndham Family Support Services (Joongari House) that it does not support the use of their building and land beyond 12 months and will assist in their endeavours to relocate.

## **COUNCIL DECISION**

**Minute No. 10015**

**Moved: Cr J Parker**

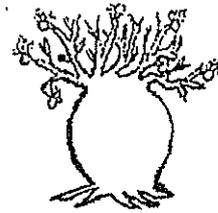
**Seconded: Cr R Dessert**

**That Council advises Wyndham Family Support Services (Joongari House) that it does not support the use of their building and land beyond 12 months and will assist in their endeavours to relocate.**

**Carried Unanimously 7/0**

14 JAN 2013

1-16951



Joongari House  
Everyone Welcome

Wyndham Family Support Incorporation.  
PO Box 174 Wyndham 6740

Shire President  
Cr. John Moulden  
Shire of Wyndham East Kimberley  
P.O. Box 614  
Kununurra 6743

10<sup>th</sup> January 2013

Dear John,

I am writing to request your assistance in regards to the potential loss of yet another service in Wyndham. Joongarri Family Support Centre has been operating since 1984 and is facing closure due to the dilapidated condition of the building. The service is housed in a property owned by the Shire of Wyndham East Kimberley and is funded by the Department of Child Protection and the Department for Communities.

Joongarri provides a range of services to all members of the community with 80% of clientele being local Aboriginal community members. Core services the Centre provides are

- **Financial Counselling.** This service assists community members in budgeting, negotiating with debtors to make arrangements for the payment of bills. These are often left for long periods of time whereby community members face further hardship facing eviction or having the power turned off. etc.
- **Emergency Relief.** The service provides food vouchers and hampers to community members facing hardship, in many cases this is for the itinerant community. A proportion of this funding is to give assistance to community members in negotiating the payment of bills.
- **Playgroup.** A playgroup meets on a weekly basis; this playgroup is attended by parents who have relocated from other areas to Wyndham. It gives the parents the opportunity to meet other community members and for the children to interact with other children their age. This group is instrumental in combating feelings of isolation and encouraging feelings of belonging and the forming of friendships.
- **Nannas Group** Joongarri provides a venue for the WELLA nannas group that meet 3 mornings a week, it gives the elderly members of the community a place of their own to relax and participate in sewing and craft activities. Many of these women are responsible for their grandchildren; this is a place just for them.
- **Art Show** The Coordinator organises an annual art show which involves the schools, playgroup and any community members wishing to enter a piece of art work. Prizes are sought from local businesses. This function is a whole community affair with the opening of the art show commencing with a show of local talent. It is one of very few annual events held in Wyndham that a broad range of community members participate in.
- **Tax Help.** This is yet another vital service that is provided free of charge to the local community many of whom are on very low incomes and do not understand the process of

Ph; 08 9161 1383

Fax; 08 9161 1387

ABN; 90 813 276 021

u\admin Joongarri letter email: [joongarihouse@westnet.com.au](mailto:joongarihouse@westnet.com.au)

submitting a tax return. This is a learning process for some community members who after the first year know to bring their payment summaries to the office for assistance.

- **Life Skills** Life Skill groups are held regularly these are either delivered by the coordinator or outside presenters are brought in. The sessions include basic budgeting, alcohol and other drug use, family violence, parenting etc.
- **Craft.** There is the opportunity to undertake any craft activity a group or individuals may wish to learn, these have included sewing, leather craft, mosaics, cooking, just to name a few.
- **Venue Use** Visiting Government and non-Government Agencies use Joongarri House either to see clients or get assistance in finding out where they maybe. The building is also used for meetings such as the interagency case management meeting which involves local agencies.
- **Internet Services** Community members have access to internet services for personal banking, centrelink and then for seeking information. Community members who have never used a computer are given the basics to work from.
- **Second Hand Clothing** Clothing to fit men, women and children is available at 50c an item. For many community members this is a crucial service. Clients coming into Ngnowar Aerwah Rehabilitation Centre or Safe House often come with only the clothes on their backs and very little or no money.

As well as offering the programs above Joongarri House is a place where many community members in crisis visit to sit and talk and have a cup of tea. At times referral to relevant counselling services is necessary. Practical support is offered when community members receive high power bills the coordinator will take the community person to their home and show them the wheel in the meter box when all appliances are turned on and also how the speed reduces as appliances are turned off. This practical support has resulted in lower power bills. Help is given to young people to design and make ball gowns for the graduation ball. These young people do not have the money or resources to purchase these items or get to Kununurra a 100 ks away. Without assistance they would be further marginalised and unable to attend the Ball. An elderly gentleman who recently became clinically blind and has been an itinerant community member for as long as anyone can remember was assisted by Joongarri House and Marigu Village to be able to live at Warriu Reserve in the senior's quarters. Joongarri has organised the meals showering and clothing for this gentleman to enable him to live out his days where he chooses on the veranda of his unit.

Five years ago the Shire was informed of the continual maintenance problems the building was having. Sometime later a building inspector was sent to assess the buildings condition. We were informed that the building was condemned and that the Shire was not willing to undertake any maintenance work on the building or to replace the building. We were also informed that the lease had expired and that we were on a month by month lease agreement. Since this time we have undertaken what maintenance work we have been able to, however the building is now unsafe to operate from, and the Shire has refused any assistance. There is only one way in or out the second exit has to be kept closed as it is supporting the wall. During the wet we have numerous leaks and all items have to be kept off the floor, as well as the safety issue in regards to leaking roofs and the electricity supply. The Department for Communities recently visited Joongarri House and took note of the buildings condition. This has resulted in the service being unable to submit a preferred service tender for continued funding from July 2012. This will result in the Family support section of the service being unable to operate.

u\admin Joongarri letters

As demonstrated above Joongarri House provides a vital service to the community of the remote area of Wyndham. A loss of this service would further disadvantage the community. We do not have any other program in this area that provides this practical and much needed service to the community. The diverse services offered and the welcoming feeling allows for both Indigenous, non Indigenous, working and non-working community members from all walks of life a place where they feel safe and receive a service, assistance or just to be listened to and sit and relax in a cool environment when they need or want to.

We are requesting for assistance for the current building to be completely renovated and made safe or that the current building is demolished and a new one erected.

In anticipation of your response the Management Committee of Joongarri House thank you for your support.

Should you wish to contact me I can be contacted on 0408900433 or [lesevans50@gmail.com](mailto:lesevans50@gmail.com).

Yours sincerely



Les Evans  
Chairperson

Our Ref:  
Your Ref:

**Enquiries: Wayne Richards 9168 4100**

20 March 2013

Les Evans  
Wyndham Family Support Incorporation  
PO Box 174  
Wyndham WA 6740

Dear Les

### **Joongari House**

Thank you for your letter regarding the operations of Wyndham Family Support Inc. and seeking the Council's support with respect to the Joongari House building(s).

The Shire of Wyndham East Kimberley is supportive of family support services, and to this end has enabled Wyndham Family Support Inc. to operate Joongari House at 48 Koolama Street, Wyndham at no cost since 1998 and as a tenant at will since 2003, when the previous lease on the reserve expired. The Shire, nevertheless, is not in a position to contribute to the refurbishment or replacement of the facilities, nor to conduct any structural assessments of the buildings.

The Shire would support the construction of a new facility for your service on the basis of it being collocated with another similar community service or function, and would welcome the opportunity to discuss your plans for the future.

Given your concerns about the state of the building, it may be useful to enter into another short-term lease and I urge you to speak to one of the Officers in the Shire's planning section to help with this. In addition, I suggest that you speak to the Shire's Senior Building Surveyor, Sharon McLachlan on 91684100, who can assist you in sourcing a suitably qualified person to conduct an assessment of the building(s).

Yours Sincerely

Cr John Moulden  
Shire President

#### 12.4.4 Community Development December 2012 Quarterly Report

<b>DATE:</b>	19 March 2013
<b>PROPONENT:</b>	Shire of Wyndham East Kimberley
<b>LOCATION:</b>	N/A
<b>AUTHOR:</b>	Julia Hall, Manager Property and Regulatory Services
<b>REPORTING OFFICER:</b>	Nick Kearns, Director Community Development
<b>FILE NO:</b>	GR.06.1, CS.10.2

#### **PURPOSE**

For Council to note the Community Development directorate's Quarterly Report for the period of 1 October 2012 to 31 December 2012.

#### **BACKGROUND**

Each quarter the Community Development directorate provides a report to Council of its activities, including comparisons with previous performance (where relevant) and any other comparative information. These activities encompass a broad range of functions, including approvals and property related functions, support for youth and community development programs (in partnership with the State Government), local laws, and for the running of the Shire's leisure and recreation facilities.

#### **STATUTORY IMPLICATIONS**

The statutory implications of this report are overarching compliance to the:

- *Building Code of Australia*
- *Building Regulations 1989*
- *Caravan and Camping Grounds Regulations 1997*
- *Child Care Services Act 2007*
- *Children and Community Services Act 2004*
- *Control of Vehicles (Off-road areas) 1978*
- *Dangerous Goods Safety Act 1984*
- *Disability Services Act 1993*
- *Dog Act 1976*
- *Environmental Protection Act 1994*
- *Environmental Protection and Biodiversity Act 1999*
- *Environmental Protection (Noise) Regulations 1997*
- *Food Act 2008*
- *Food Regulations 2009*
- *Health Act Western Australia 1911*
- *Health (Aquatic Facility) Regulations 2007, including the Code of Practice for the Design, construction, Operation, Management and Maintenance of Aquatic Facilities (May 2010), Fitness Industry Code of Practice 2005*
- *Library Board of Western Australia Act 1951*
- *Litter Act 1979*
- *Liquor Control Act 1988*
- *Local Government Act 1995*
- *Local Government (Miscellaneous Provisions) Act 1960*
- *Local Laws*
- *Local Planning Schemes*

- *Occupational Safety and Health Act 1984*
- *Planning and Development Act 2005*
- *Planning and Development Regulations*
- *Residential Design Codes Western Australia*
- *The Working with Children (Criminal Record Checking) Act 2004*
- *Town Planning Regulations 1967*
- *Young Offenders Act 1994*

### **POLICY IMPLICATIONS**

The policy implications of this report are overarching compliance to the:

- *Local Planning Policies*
- *Council Policies*
- *Development Control Policies*
- *Local Laws 2003*

### **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 of Wyndham East Kimberley Strategic Plan 2008*
- *Local Planning Strategy*
- *Strategic Planning Policies*

### **COMMUNITY CONSULTATION**

Community consultation is not required in relation to this item.

### **COMMENT**

Major projects within the December quarter included the Integrated Planning and Reporting Framework in particular the presentation of the final draft of the Strategic Community Plan to Council at 11 December 2012 Ordinary Council Meeting for adoption and endorsement to be released for public comment.

Another project for the December quarter was the completion of repairs to the main swimming complex and replacement of the pool liner at the Kununurra Leisure Centre.

Councillors will note that the construction value of the 45 Building Licences issued for the December 2012 Quarter was \$7,064,216.00. In comparison with the figures for the previous quarter the number of building licenses issued and construction value has decreased slightly.

A number of routine assessments of premises were carried out on food shops, itinerant food vendors, caravan parks and camping grounds, lodging houses, public buildings, hairdressers and beauty therapy businesses. During the December 2012 quarter there was also a decrease in the number of complaints received which were all environmental complaints predominately in relation to untidy residential sites.

The December 2012 quarter reflects previous trends in Ranger Services. Councillors will note a sharp increase in the number of dogs impounded (and destroyed) within this period particularly in the month of December in both Wyndham and Kununurra. The statistics for Kununurra also show a substantial increase in the number of rubbish bags collected in December. There was a reduction in cat management activities the amount of fire permits issued and number of fires attended throughout the December quarter. In Wyndham there was a reduction in the number of dog management activities in November with all other ranger activities steady throughout the December quarter.

The Key activities for the Community Development Directorate included:

- Co-facilitation of the Working in Partnership (WIP) Interagency Forum for Human Services Agencies and key non-government organisations.
- Completion maintenance and repair projects at the Kununurra Swimming Complex.
- Continued development of a Quality Improvement Plan, required Nationally by all Child Care Centres as part of the implementation of the new National Child Care Regulations.
- The Kununurra Youth Service Hub continues to provide direct program delivery and partnership program.
- The successful relocation of the Kununurra Community Library to the new building and the reopening on 10 December 2012.
- The continued modifications and preparation for the transition to the new Kununurra Administration Building.

## **ATTACHMENTS**

Attachment 1 – Community Development December 2012 Quarterly Report – Summary Data

## **VOTING REQUIREMENT**

Simple Majority

## **OFFICER'S RECOMMENDATION**

That Council notes the Community Development Quarterly Report for the period of 1 October 2012 to 31 December 2012.

## **COUNCIL DECISION**

**Minute No. 10016**

**Moved: Cr D Ausburn**

**Seconded: Cr J McCoy**

**That Council notes the Community Development Quarterly Report for the period of 1 October 2012 to 31 December 2012.**

**Carried Unanimously 7/0**

# Community Development Quarterly Report - December 2012

---

## **Major projects and planning**

Major projects and planning initiated and/or completed for the December 2012 quarter include:

- Integrated Planning and Reporting Framework:
  - Strategic Community plan - Final Draft presented to Council at 11 December 2012 Ordinary Council Meeting for adoption and endorsement to be released for public comment.
- Project Support relevant to:
  - Asset Management Plan – Asset Management Plan was endorsed by Council in October 2012. Further development continues towards an advanced Asset Management Plan.
  - Long Term Financial Plan – Asset Management Plan is being incorporated into the Long Term Financial Plan. Further development continues.
  - Workforce Plan – Further development continues.
- Ord Expansion Area Rezoning and Road names.
- Local Planning Scheme Review – meeting with Department of Planning on 19 October 2012 to review scheme documentation. Negotiations with Department of Planning regarding process of scheme adoption. Further development continues.

## **Minor Projects and planning**

Minor projects and planning initiated and/or completed for the December 2012 quarter include:

- New Administration Building modifications and transitional logistics.
- East Kimberley Regional Airport Air Services Building internal fit out.
- East Kimberley Regional Airport Air Services Building external cladding fit out.
- East Kimberley Volunteer Marine Rescue facility – survey completed lot created and management order issued to SWEK from RDL.
- Water Lily Place concept plan review and determination of infrastructure costs. Ongoing negotiations with Department of Housing regarding joint venture. Sewer installation and electrical transformer installation completed.
- Pool Liner replacement completed at Kununurra Leisure Centre.
- Building modifications to Wyndham Youth and Recreational Centre.
- Wyndham Community Library refurbishment.
- Kununurra Leisure Centre Hall air conditioner upgrade.
- Wyndham Swimming Pool Office refurbishment.
- Wyndham Youth and Recreation Centre renovations.

## **Planning Approvals**

The Shire issued 23 planning approvals for the December 2012 quarter. Figures illustrate that the number of approvals issued has decreased from the same time last year and previous years. The number of planning approvals issued remained steady in October and November increasing slightly in the month of December.

## Planning Approvals Issued December Quarter 2010 – 2012



### Local Planning Scheme Review

Shire Officers have engaged with consultants to assist and prepare the Shire's new (consolidated) Planning Scheme and met with Department of Planning on 19 October 2012 to review scheme documentation. Negotiations continued with Department of Planning regarding process of scheme documentation and endorsement. In November 2012 the Western Australian Planning Commission advised that the Minister for Planning granted conditional consent for the scheme to be advertised for public inspection. Shire Officers are progressing with the implementation of the modifications and the scheme is pending advertisement.

### Amendments

Shire Officers processed the following Amendments in the December 2012 Quarter:

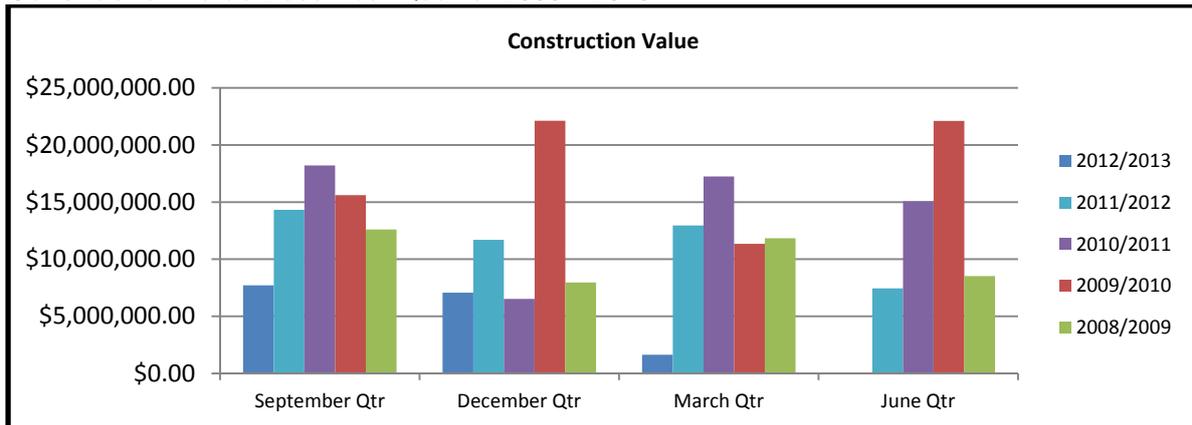
- Amendment 39 to TPS No 7 – Deleting Clause 5.5.1 of the Scheme and replacing it with the following text:  
“5.5.1 Except for development in respect of which the Residential Design Codes apply, if a development is the subject of an application for planning approval and does not comply with a standard or requirement prescribed under the Scheme, the Council may, despite the non-compliance, approve the application unconditionally or subject to such conditions as the Council thinks fit.”
- Amendment 40 to TPS No 7 - To rezone minor portions of Lot 372, Lot 373 and Lot 394, consisting of various zones and reserves including, Rural Agriculture 1 Zone, No Zone, Conservation/Environmental protection Reserve and Waterway Reserve, as shown on the Scheme Amendment Map.

### Building

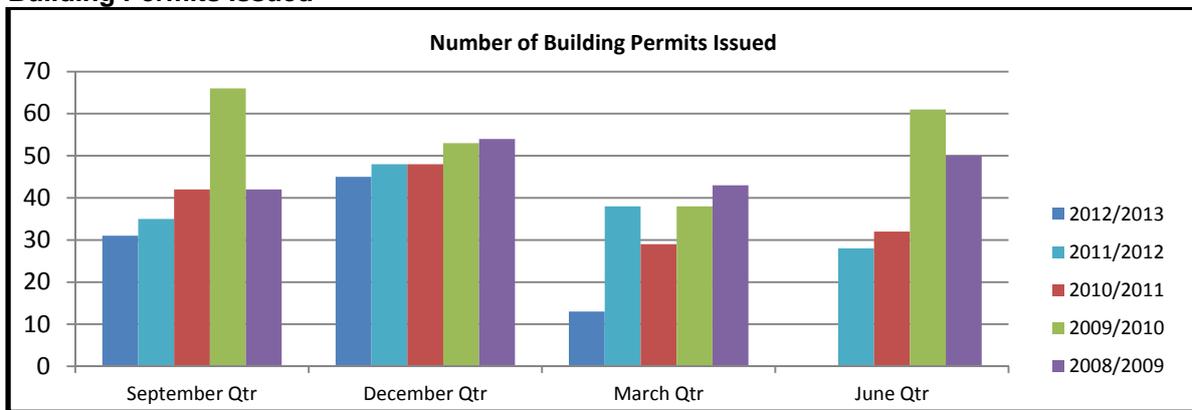
The construction value of the 45 Building Permits issued for the December 2012 Quarter was \$7,064,216.00. In comparison with the figures for the previous quarter the number of building permits issued and the construction value of those permits has decreased slightly.

Figures illustrate that the construction value has decreased substantially from the same time last year and previous years. Also the number of building licences has decreased from the same time last year. This is shown on the figures and tables below and over leaf. This could be a direct result of the introduction in April 2012 of the *Building Act 2011* and the transition of the building industry into the new building permit system.

### Construction Value December Quarter 2008 – 2013



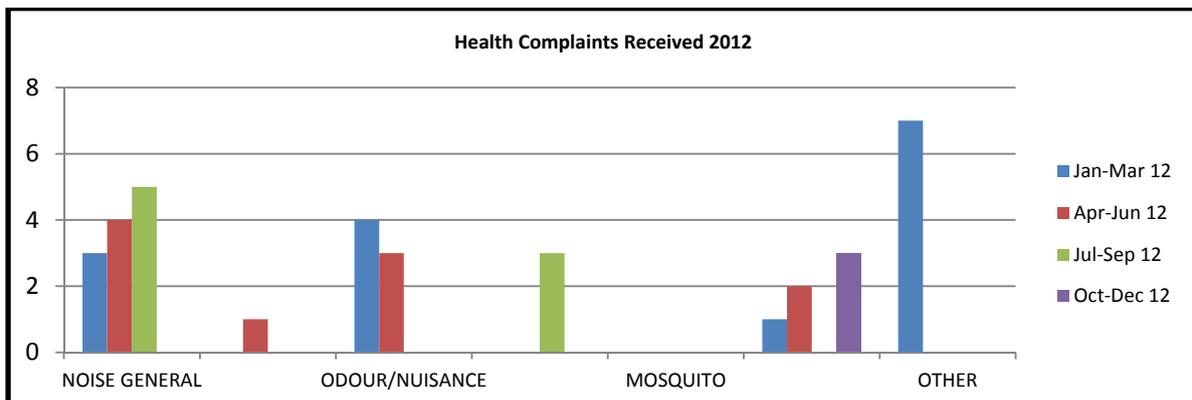
### Building Permits Issued

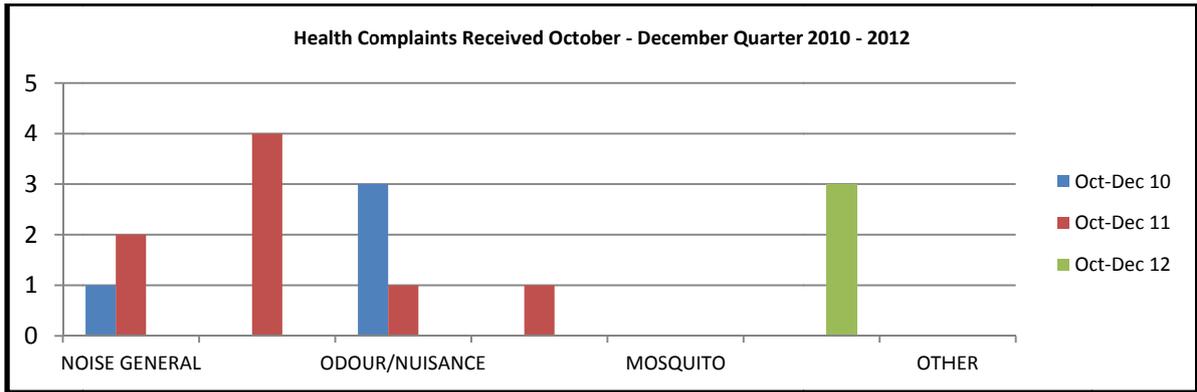


### Environmental Health

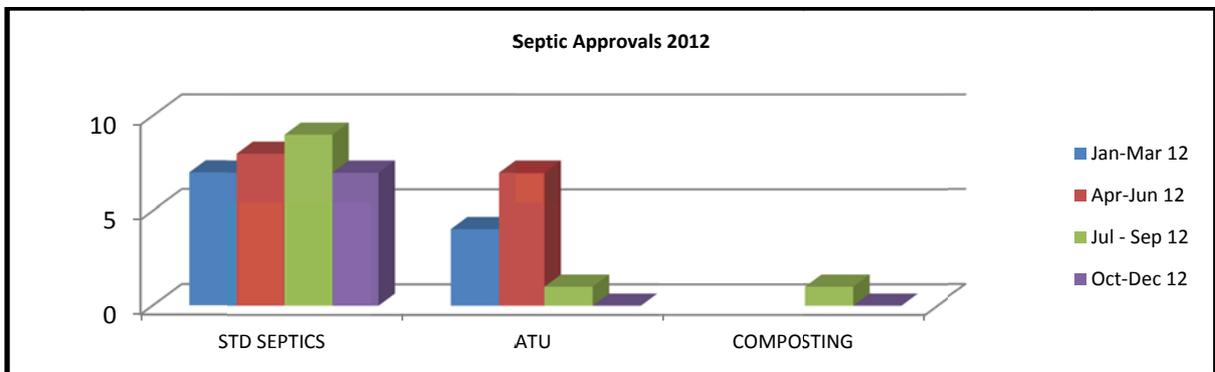
Routine assessment of premises bound by the *Health Act 1911* and other health related legislation ensures high environmental health standards are maintained in the Shire. Those routinely assessed are food shops, itinerant food vendors, caravan park and camping grounds, lodging houses, public buildings, hairdressers and beauty therapy businesses. Frequency of assessment is determined by the potential health risk of business activities and previous inspection history.

Overall there was a dramatic decrease in the total number complaints since last quarter. All of the complaints received were environmental complaints predominately in relation to untidy residential sites, excess rubbish and asbestos. All complaints have been actioned or are pending further investigation.

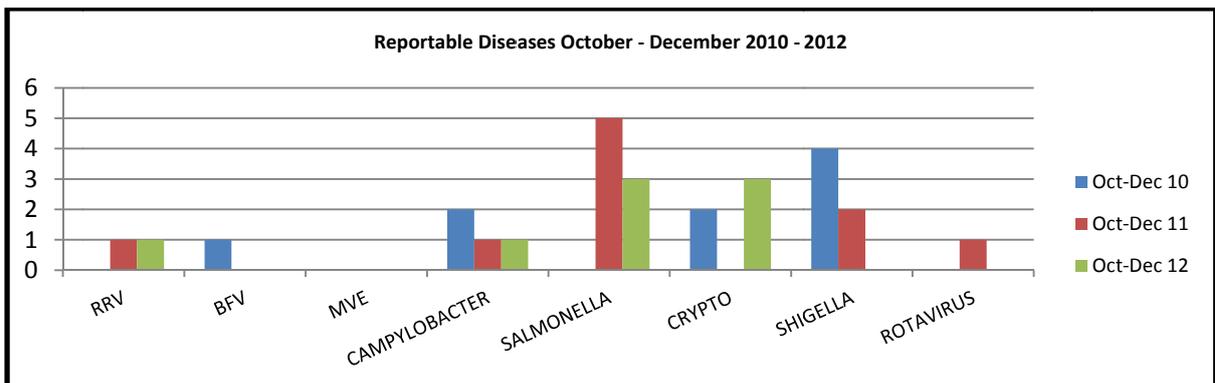
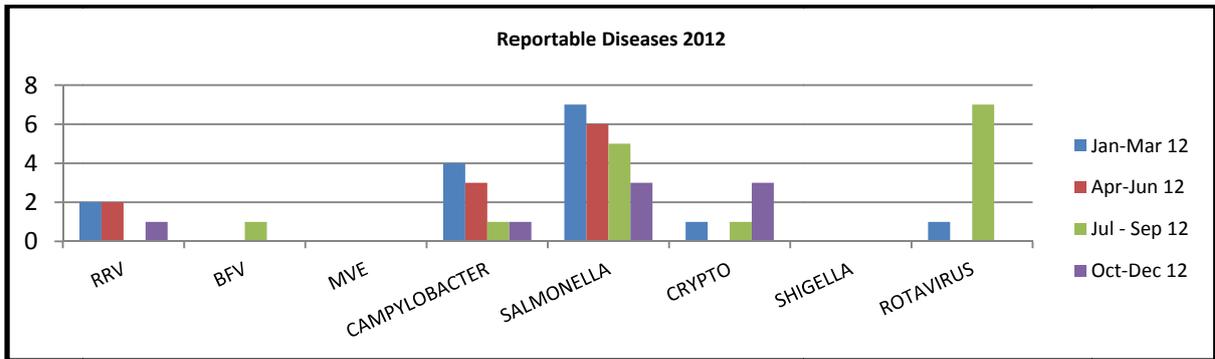




In comparison to previous quarters the number of septic applications processed this quarter has decreased, with a total number of 7 septic approvals issued. All of the septic approvals issued were for standard septic systems.



The December 2012 quarter reveals a marked increase in the number of crypto cases reported however there was a substantial decrease in salmonella and rotavirus.

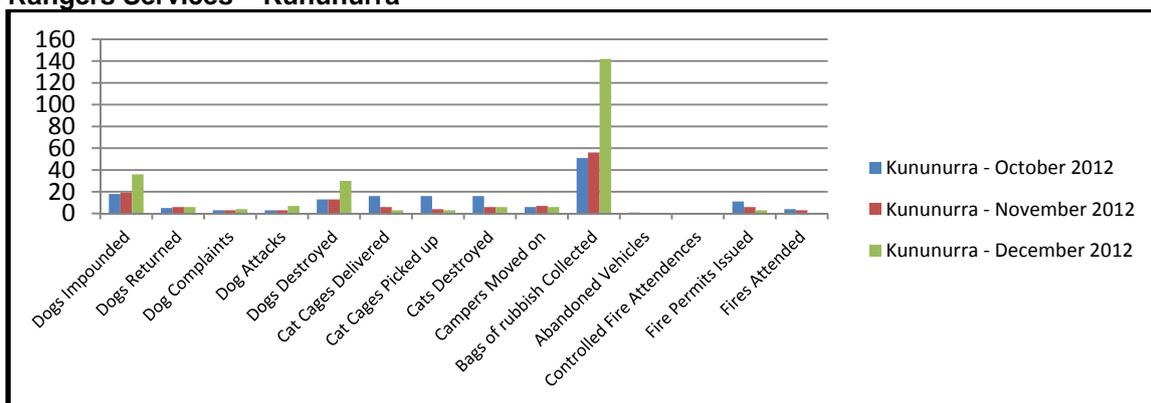


## Local Laws

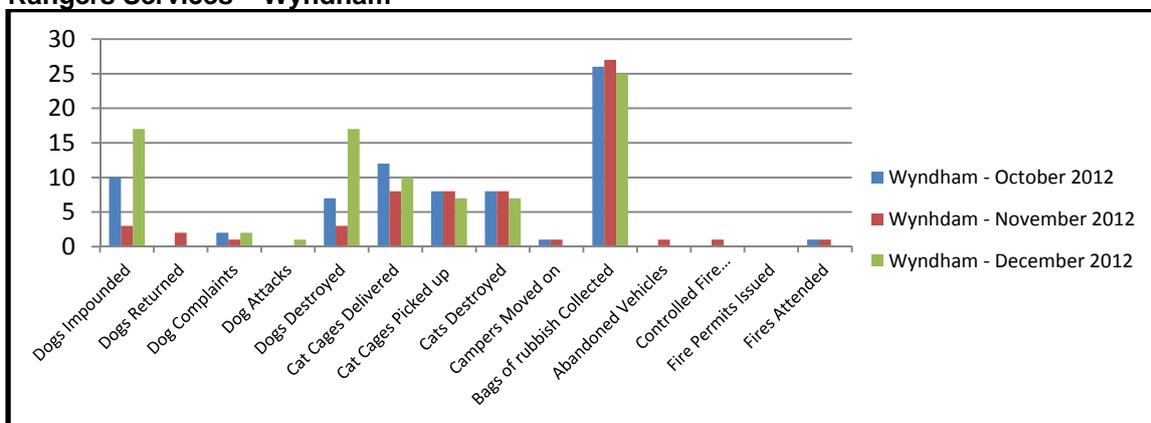
The December 2012 quarter reflects previous trends in Ranger Services. Councillors will note a sharp increase in the number of dogs impounded (and destroyed) within this period particularly in the month of December in both Wyndham and Kununurra. The statistics for Kununurra also show a substantial increase in the number of rubbish bags collected in December. There was a reduction in cat management activities the amount of fire permits issued and number of fires attended throughout the December quarter.

In Wyndham there was a reduction in the number of dog management activities in November with all other ranger activities steady throughout the December quarter.

### **Rangers Services – Kununurra**



### **Rangers Services – Wyndham**



## LIBRARY SERVICES

### Kununurra Community Library

October saw the Library run the Scholastic Book Fair for 2 weeks. In November author Meg Mckinlay visited for three days as part as the “authors on the road tour”. Meg was also present for the closing party for the old library on Thursday 15 October.

The major event this quarter has been the move to the new library. The old library was closed on Monday 19 November, reopening on Monday 10 December in the new library building. In that time 28,000 books were packed and moved. Public feedback to the new library has been positive.

<b>Book Circulation:</b>	<b>Door Count until 18 November:</b>	<b>New Members:</b>
October: 5959	October: 4831	October: 39
November: 4207	November: 4208	November: 34
December: 4208	December: N/A	December: 19
Total: 14,374	Total: 9039	Total: 92

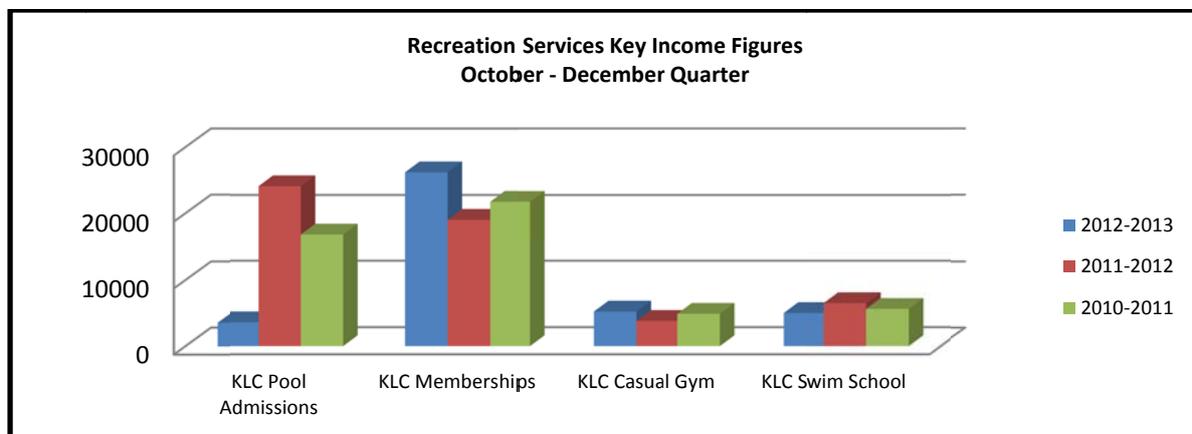
### **Wyndham Community Library**

Wyndham Library underwent a refurbishment in December. The old shelving was removed, the back wall was relined, and the room repainted and shelving from the old Kununurra Community library was installed. This has increased the floor space and appeal of the Wyndham library and enabled greater room for the community.

### **RECREATIONAL FACILITIES**

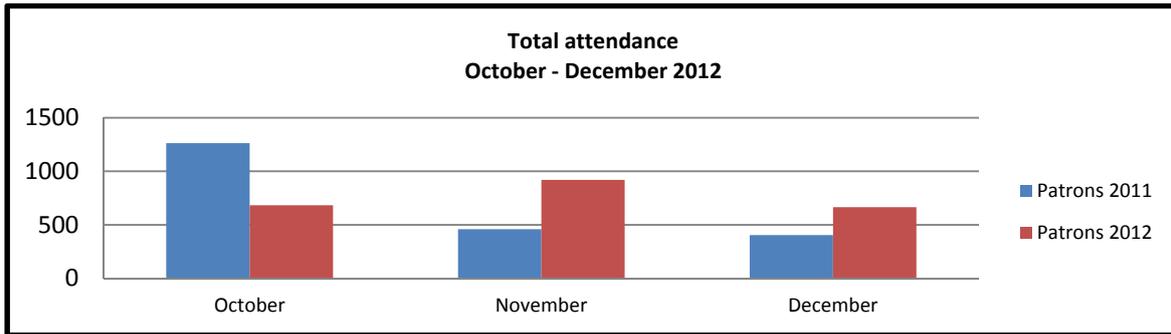
#### **Kununurra Leisure Centre**

- The 25m pool was reopened to the community on the 8<sup>th</sup> December after a 20 week closure to repair the Pool's vinyl liner and crack in the shell base.
- New gym equipment to the value of \$30,000 arrived in October.
- The hall air conditioner unit was upgraded to larger and more energy efficient system.
- There were 10 different community programs run during the quarter with SWEK morning fitness classes being the most popular.
- The KATS group held a stage performance of "Oliver".



#### **Wyndham Swimming Pool**

The Wyndham Swimming Pool has had a consistent December quarter despite the resignation of the Pool Coordinator in early October leading to several unscheduled closures. During this quarter the office has been refurbished including painting, new kitchen and shelving. The plant room had a full maintenance check with repairs completed on the chlorination system and filters. The wiring within the plant room has undergone changes which have minimised the use of external cables and fixed issues with the pool filtration system.



### **Wyndham Youth and Recreation**

Regular activities included Afternoon Splash, Basketball, Casual Sports, Chill Out Friday, Youth Discos, Tucker time, Bushrangers, School visit mentoring and Camps.

<b>Total Visits (repeats included)</b>	
Males Under 12	97
Females Under 12	112
Males 13 - 15	21
Females 13 – 15	34
Males 16 +	7
Females 16+	9
<b>Total</b>	<b>280</b>

The attendance for the Wyndham Youth Disco was consistent throughout the December quarter, represented in the following figures October 94, November 95 and December 121.

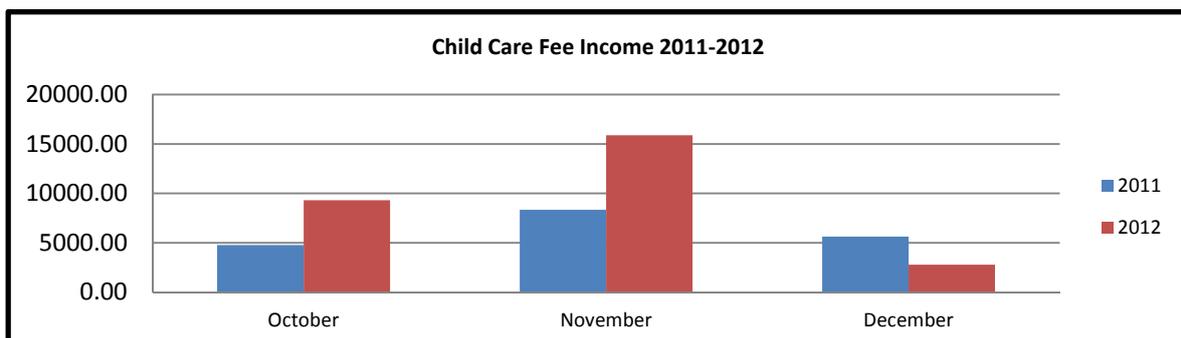
The regular swimming pool visits including a pool disco have been popular with the increased temperatures as well as indoor activities such as tucker time and the recreation facilities (pool table and table tennis).

Recreation activities including Tuesday night Ballroom Dancing was a great success making use of the great space at Peter Reid Memorial Hall. To finish the year there was a dinner with all students achieving their bronze medals thanks to Dance masters Australia and Shire of Wyndham East Kimberley.

Adult Mixed netball held on a Thursday night at the Wyndham recreation centre has proved to be popular with enough participants to make up two teams to play in a social game.

### **Wyndham Child Care Centre**

The Wyndham Child Care Centre has had a successful second quarter however the resignation of the Coordinator leading onto the Christmas closure has meant the centre was closed one week earlier than scheduled.



## Kununurra Youth Services

Kununurra Youth activities, as shown in the chart below, indicate that throughout the December quarter the focus has been on encouraging community use of the facilities at the Youth Services Hub and the development of programs using the partnerships created during the previous 2 quarters whilst maintaining Officer engagement with the young people of the Kununurra community.

	PROGRAM	DESCRIPTION	OTHER AGENCIES INVOLVED	LOCATION	Average Number attending	Ages	Female	Male	Frequency
PARTICIPATION	Deadly Dinkum Fridays	Prevention and diversion program for younger people at risk; engagement and meaningful activity for young people at risk 19-25 years	Save the Children, Garnduwa, KAMS	KYS Hub – youth centre	28	7 - 15	20	20	4 hours weekly
DEVELOP & PARTICIPATE	School Holiday Program	Entertainment and education activities; prevention and diversion program for younger people at risk	DEC, OVAHS, Garnduwa, Save the Children	KYS Hub; Chilling Space; Leisure Centre; Library	14	6 - 15	Av. 3	Av. 11	2 weeks per school term
	Kununurra Youth Development Programme (KYDP) media group	Mentoring program focusing on confidence, knowledge and skills development	Nkandu Beltz; Kununurra Progress Assoc.	KYS Hub; Picture Gardens	3	11 - 16	2	1	5 hours weekly
	Youth Discos	Prevention and diversion program for younger people at risk; engagement and meaningful activity for young people at risk 17-25 years	Save the Children	KLC - Hall	150	4 - 23	75	75	6 hours per term
	Addicted to Dance	Physical activity aimed at skills acquisition; career development	Amanda Doyle	KYS Hub – youth centre	7	14 -16	7		4 hours weekly
DEVELOPMENT	School Holiday Program	Entertainment and education activities; prevention and diversion program for younger people at risk	DEC, KAMS, Garnduwa, Save the Children	various locations including KYS Hub					
	Kimberley Kidz in the Kitchen - hospitality/catering education	Aims to develop commercial food preparation and presentation skills; local food production; preparation and consumption of same for health benefits.	Don Hancey (Panorama Catering)	KYS Hub kitchen					
	Barramundi Concert 2013	Event showcases local aboriginal performers providing the forum for art and performance workshops.	Gelganyem, OVAHS/KAMS, Save the Children, Rio Tinto						
	Nutrition program	Scoping project	Latrobe University; Nutritionist - Rhiannon Savage; KAMSC						
	KYDP - modelling group Kimberley Girl	Mentoring program focusing on confidence, knowledge and skills development	Goolarri; Nkandu Beltz						
	X Games	Event – competition to inspire physical activity and development	Wunan, Police, Save the Children	Skate Park					

## **Community Quick Grants**

### **Community Quick Grants October – December 2012**

<b>Date Approved</b>	<b>Organisation</b>	<b>Project</b>	<b>Total Project Cost</b>	<b>Amount</b>
12/10/2012	Wunan Foundation	Home Loan Expo	\$500	\$500
19/11/2012	Kununurra Crocs Swimming Club	Travel to Wyndham Pool for training	\$5,215	\$500
21/11/2012	Kununurra Carols Committee	Carols by Candlelight	\$1,300	\$500

### 12.4.5 Adoption of Firebreak Order

<b>DATE:</b>	19 March 2013
<b>PROPONENT:</b>	Shire of Wyndham East Kimberley
<b>LOCATION:</b>	N/a
<b>AUTHOR:</b>	Nick Kearns, Director Community Development
<b>REPORTING OFFICER:</b>	Nick Kearns, Director Community Development
<b>FILE NO:</b>	ES.03.1
<b>ASSESSMENT NO:</b>	N/a

#### **PURPOSE**

For Council to adopt the 2013/14 firebreak order.

#### **BACKGROUND**

Each year the Shire compiles and distributes a firebreak order to all landowners and occupiers. The order lists firebreak methods relevant to different areas within the Shire, distinguishing between rural and urban areas and penalties for non-compliance. This year the Order has been slightly amended to clarify requirements with respect to townsite land, but is otherwise unchanged.

The order will apply from 1 April 2013 to 1 January 2014.

A copy of the firebreak order is provided at Attachment 1 (amendments to the Order are highlighted).

#### **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**

There are no strategic implications associated with this report.

#### **COMMUNITY CONSULTATION**

Community consultation is not required in relation to this item. The order will, nevertheless, be published in the Government Gazette, Kimberley Echo and The Bastion.

#### **COMMENT**

It is recommended that Council adopts the firebreak order as provided at the attachment.

## **ATTACHMENTS**

Attachment 1 – 2013/14 firebreak order

## **VOTING REQUIREMENT**

Simple Majority

## **OFFICER'S RECOMMENDATION**

That Council adopts the Shire of Wyndham East Kimberley 2013/2011 Firebreak Order, as amended at Attachment 1.

## **COUNCIL DECISION**

**Minute No. 10017**

**Moved: Cr R Dessert**

**Seconded: Cr D Ausburn**

**That Council adopts the Shire of Wyndham East Kimberley 2013/2011 Firebreak Order, as amended at Attachment 1.**

**Carried Unanimously 7/0**

## Attachment 1

### **BUSH FIRES ACT 1954**

*Shire of Wyndham East Kimberley*

#### **Firebreak Order and Bushfire Information 2013/2014**

(This is a summary of the Order adopted by the Shire of Wyndham East Kimberley under Section 33 of the Bush Fires Act 1954).

In accordance with the provisions of this Order, landowners are required to carry out fire prevention work on land they own or occupy.

Details of work required to be completed are contained in this Order. Work must be completed by 1 July 2013.

PERSONS WHO FAIL TO COMPLY WITH THE REQUIREMENTS OF THE ORDER MAY BE ISSUED WITH AN INFRINGEMENT NOTICE (PENALTY \$250) OR PROSECUTED WITH AN INCREASED PENALTY UP TO (\$1000). IN ADDITION, THE SHIRE MAY CARRY OUT THE REQUIRED WORK AT COST TO THE OWNER OR OCCUPIER OF THE LAND.

There may be instances where it is considered to be impractical to clear firebreaks or remove flammable materials as required by this Order, due to:

- The aggravation of soil erosion;
- The identification of a more effective system of fire prevention; or
- Firebreaks being rendered unnecessary by natural features existing on the land.

In this instance, application may be made to Council not later than 1 April for permission to provide firebreaks in alternative positions or to take alternative action to reduce fire hazards on the land.

***If Council permission is not forthcoming, then you will be required to comply with the provisions of this Order.***

Firebreaks are used primarily to gain access to and provide an area to work from when controlling a fire. They will not stop all fires, and removal of unnecessary flammable material prior to the fire season is your best safeguard against fire threat.

If the requirements of this Order are fulfilled by burning off, then the burning must be carried out in accordance with the relevant provisions of the Bush Fires Act 1954.

#### **1. Ord River Irrigation Project Area:**

Firebreaks for all land within the Ord Irrigation Area must be:

- Not less than three (3) metres wide inside and along and as close as possible to external boundaries; and

- Not less than six (6) metres wide and within three (3) metres of the perimeter of all buildings and/or haystacks and groups of buildings.

NOTE: This requirement need not be met if the property is being worked, and provided the irrigation channels are in use.

## 2. Pastoral Lands:

Firebreaks are required to be a distance of not less than six (6) metres wide and within three (3) metres of buildings and/or haystacks or groups of buildings.

## 3. Townsite Land:

This wording has been added to clarify the exclusion for planted vegetation

Where the area is 2 000m<sup>2</sup> or less, ~~all~~ inflammable material (with the exception of standing live trees and planted/landscaped areas) shall be removed from the whole of the land by clearing or slashing.

Where the area of the land is greater than 2 000m<sup>2</sup>, a firebreak of not less than six (6) metres in width immediately surrounding any buildings, or not less than three (3) metres in width inside and along the whole of the external boundaries of the land is required.

This wording to be deleted as the requirement is excessive

## 4. Rural Lands:

Land outside townsites which is not under a pastoral lease requires firebreaks of:

- Not less than four (4) metres wide inside, along and within ten (10) metres of external boundaries; or
- Not less than six (6) metres wide and within three (3) metres of the perimeter of all buildings and/or haystacks or groups of buildings.

## 5. Rural Living Areas:

1) Where land (up to 5 ha per lot) outside of the Wyndham and Kununurra town sites is used primarily for residential purposes firebreaks are to be provided to all boundaries in accordance with the following requirements:

- a) clear a 3 metre wide firebreak of all flammable material, immediately inside the external boundaries of the land; and
- b) trees must be trimmed back to provide a vertical clearance of 3.5 metres to allow fire appliances along the firebreak

2) Where a Shire managed Strategic Firebreak is provided the provisions of 1(a) do not apply to the boundaries abutting the Strategic Firebreak.

- 3) Where there is a risk soil erosion or the ground conditions do not permit (e.g. rocky terrain) the provisions of 1(a) may be deemed to be satisfied where the grasses are slashed and maintained at a height of 75mm or less.

**5. Rubbish Sites:**

All rubbish sites for pastoral stations and communities require firebreaks not less than three (3) metres wide and within three (3) metres of the perimeter of the rubbish site.

**6. Fuel Dumps and Depots:**

Flammable material must be removed from all land where fuel drum ramps or dumps are located and where fuel drums (whether containing fuel or not) are stored, to a distance of at least fifteen (15) metres outside the perimeter of any drum, ramp or stack of drums.

The acts referred to in paragraphs 1 to 6 herein must be performed to the satisfaction of the duly authorised person appointed by the Shire of Wyndham East Kimberley.

If it is impractical for any reason to clear firebreaks or to remove flammable material from the land as required by this Order, you may apply to Council or its duly authorised officer by not later than 1 April for permission to provide firebreaks in alternative positions, or to take alternative positions or to take alternative action to abate fire hazards on the land.

## **RESTRICTED BURNING PERIOD**

**1 April to 1 January Each Year**

The Restricted Burning Period now includes Kununurra and Wyndham Townsites, the Ord Irrigation Area and pastoral areas.

### **PERMITS TO BURN**

1. Permits to burn are required for the whole of the Restricted Period, and must be obtained from one of the Fire Control Officers identified for your area (see overleaf).
2. Any special conditions imposed by the Fire Control Officer when issuing permits must be strictly adhered to.
3. The permit holder shall give notice of his intention to burn to:
  - a. The Shire's Kununurra Administration Centre by no later than 24 hours prior to the day when the burning is to take place. Weekend burning must be notified by 4.00pm, Friday.
  - b. The owner or occupier of adjoining land.

- c. The nearest Department of Environment and Conservation (DEC) office if the land is situated within three (3) kilometres of State Forest land, National Park, Nature Reserve or other DEC lands.
4. The period of notice to neighbours prior to burning cannot be more than twenty eight (28) days or less than four (4) days, although lesser notice may be determined by mutual agreement of all neighbours.
  5. Your attention is drawn to Items 5, 6 and 7 as listed on the back of the permit.
  6. Burning under permit is permitted during the Restricted Burning Period on Sundays and Public Holidays.
  7. All landowners and occupiers who suffer a bush fire have an obligation to assist each Area Fire Control Officer to compile a Fire Report Form.
  8. Garden refuse (excluding GREEN clippings) burnt on the ground may be lit only between 6.00pm and 11.00pm, and must be completely extinguished with water or earth by midnight. All flammable matter is to be cleared within five (5) metres of all points of the site of the fire, and a person must be in attendance during the whole time the fire is lit.
  9. Any incinerator used to burn rubbish must be properly constructed – an open drum (with or without a lid) is not an appropriate incinerator.
  10. With reference to Item 8 and 9 of this summary, burning may not take place if the Fire Weather Warning for the day is "Very High", or "Extreme".

Gary Gaffney

Chief Executive Officer

## 12.4.6 Review of Local Planning Strategy

<b>DATE:</b>	19 March 2013
<b>PROPONENT:</b>	Shire of Wyndham East Kimberley
<b>LOCATION:</b>	Shire of Wyndham East Kimberley
<b>AUTHOR:</b>	Katya Tripp, Strategic Planner
<b>REPORTING OFFICER:</b>	Nick Kearns, Director Development Services
<b>FILE NO:</b>	GS.01.12

### **PURPOSE**

For Council to consider a business case for review of our Local Planning Strategy (LPS).

### **BACKGROUND**

In 2012 the Shire submitted Expressions of Interest to the Royalties for Regions - Northern Planning Program for funding of two priority planning projects: the development of a residential planning strategy and an industrial planning strategy for Kununurra.

The Department of Planning, which administers the Northern Planning Program, responded to these expressions of interest requesting that we incorporate the two projects into a review of our Local Planning Strategy and that the Shire submit to them a business case.

Council considered the business case (Item 12.4.3) at the February briefing and Ordinary Council Meeting resolving (minute 9997):

**That Council defer consideration of item 12.4.3 Local Planning Strategy Review from February 2013 Ordinary Council Meeting, until it receives further information at a Council briefing session.**

### **STATUTORY IMPLICATIONS**

The current LPS for the Shire of Wyndham East Kimberley was prepared in 2005. The Shire has undertaken a Local Planning Scheme review to consolidate the existing Town Planning Schemes which cover Kununurra and Wyndham respectively, and incorporate the remainder of the Shire.

The review of the LPS is therefore required to occur in line with this statutory Scheme review, and will provide the mechanism to undertake significant additional investigation and study in regard to key issues, which will inform future amendments to the Scheme, particularly in regard to the broader Shire area.

The review of the local planning strategy is necessitated due the Shire's growing economic environment and subsequent major development, social and physical infrastructure required to be planned for.

The reviewed LPS will meet the new standards as required by the State Government which are found in the Department of Planning's Local Planning Manual.

### **POLICY IMPLICATIONS**

No policy implications apply in the preparation of this report.

## **FINANCIAL IMPLICATIONS**

There is currently no budget allocation for this project although a total of \$110,000 was budgeted for the original projects (residential and industrial strategies). This amount is proposed to be directed to the project over the next two financial years, with most expense being incurred in the 2013/14 financial period.

Budgetary implications are explained in the draft business case.

## **STRATEGIC IMPLICATIONS**

A review of the Local Planning Strategy aligns with the Strategic Community Plan 2012-2022 mission "To enable the east Kimberley to develop in a manner that will achieve social, cultural, economic and environmental benefits for all."

The review will also address the following strategies:

- 1.4.1 Ensure legislative compliance and follow best practice principles in planning and service delivery.
- 2.1.1 Encourage a mix of businesses that meet community needs.
- 2.2.1 Promote the expansion of residential and industrial land.
- 2.2.10 Provide growth management plans that identify and guide decision making for potential population growth scenarios.
- 3.3.2 Promote greater vibrancy and activity within town centres, particularly through a mix of restaurants and accommodation. and
- 3.3.8 Ensure quality, consistent and responsive development and building assessment approval processes and enforcement.

This project will review and update the Shire of Wyndham East Kimberley's Local Planning Strategy (LPS), effectively providing a new and up to date LPS that provides the long term strategic planning framework for future developments within the Shire for the next 10 years.

The review will also initiate progress towards the formation of an Industrial Planning Strategy and a Residential Planning Strategy for the town of Kununurra to guide future industrial and residential development. These two strategies have been highlighted in the Kununurra Strategic Directions report as high priorities in the short to medium term and will cover existing and future housing areas, and industrial and business locations including retail and commercial. Issues such as townscape, open space, rural residential, tourism and the Wyndham Port will also need specific planning strategies which are likely to be identified as part of this review.

A new LPS will provide the region with a strategic planning framework that addresses economic, social, environmental and resource management factors that affect or will affect land use and development and which are currently being effected due to the increased growth in the region.

The new LPS will create a coordinated and holistic approach to future development which considers drivers for growth, opportunities and constraints, community benefit, and the optimal approach for infrastructure and development staging.

## **COMMUNITY CONSULTATION**

No community consultation is required in regards to the budget allocation and submission of a business case for funding.

Extensive community consultation will need to be undertaken during project implementation.

## **COMMENT**

A Local Planning Strategy is required to inform a Local Planning Scheme. The main focus of the current LPS is the corridor between Kununurra and Wyndham and Lake Argyle, and only provides broad strategic directions for the remainder of the Shire.

The Shire has undertaken a Local Planning Scheme Review and prepared a draft Scheme (LPS no. 8) which will incorporate, and extend planning control, to the whole Shire. A review of the LPS is therefore required to help guide future use and development, particularly in rural areas that are not adequately addressed in the current strategy.

The LPS review will provide a strategic direction and plan in which to guide future land use and development so local government, state government, developers and land managers are better able to make informed decisions.

The reviewed strategy will increase the local government's capacity to make sound sustainable planning and development decisions that guide the development and use of land, and address region needs including, but not limited to:

- Affordable housing and land
- Identification of infrastructure and services needs
- Expansion of Ord Irrigation area
- Expansion of mining
- Strategic port development
- Opportunities for tourism
- Identification of new settlement location(s)
- Protection of environment and conservation

The project will either incorporate and/or identify the need for the development of additional planning strategies that meet the need for rural residential, industrial, commercial and residential land.

A copy of the draft business case has been provided under separate cover.

## **ATTACHMENTS**

Attachment 1 – Draft Business Case (provided under separate cover)

## **VOTING REQUIREMENT**

Simple Majority

**OFFICER'S RECOMMENDATION**

That Council approves the review of the Shire of Wyndham East Kimberley's local Planning Strategy as detailed in the business case prepared.

**COUNCIL DECISION**

**Minute No. 10018**

**Moved: Cr J Parker**

**Seconded: Cr J McCoy**

**That Council approves the review of the Shire of Wyndham East Kimberley's local Planning Strategy as detailed in the business case prepared.**

**Carried Unanimously 7/0**

**BUSINESS CASE**

**FOR**

**SHIRE OF WYNDHAM EAST KIMBERLEY  
LOCAL PLANNING STRATEGY REVIEW**

## TABLE OF CONTENTS

1. EXECUTIVE SUMMARY.....	<b>Error! Bookmark not defined.</b>
2. PROJECT INFORMATION.....	5
2.1. PROJECT DESCRIPTION.....	5
2.2. OBJECTIVES.....	5
2.3. PROJECT SCOPE.....	6
2.4. KEY DELIVERABLES.....	8
3. NEEDS ANALYSIS / PROJECT FEASIBILITY.....	9
3.1. REGION/PROJECT ANALYSIS.....	9
3.2. CRITICAL ASSUMPTIONS.....	10
4. RISK ASSESSMENT.....	10
4.1. CONCLUSIONS.....	10
5. APPROVAL REQUIREMENTS.....	11
5.1. CONCLUSIONS.....	11
6. CONSULTATION.....	11
6.1. STAKEHOLDERS CONSULTATIONS.....	11
7. GOVERNANCE AND MANAGEMENT.....	11
7.1. PROJECT MANAGEMENT.....	11
7.2. DELIVERY METHOD.....	12
7.3. PROJECT/ASSET MAINTENANCE.....	12
8. PROJECT BUDGET AND IMPLEMENTATION.....	12
8.1. PROCUREMENT STRATEGY.....	12
8.2. COMMUNICATIONS PLAN.....	12
8.3. PROJECT BUDGET.....	14
9. TIMELINES AND REPORTING.....	16
9.1. PROJECT TIMEFRAME AND KEY MILESTONES.....	16
9.2. PERFORMANCE MEASURES.....	16
10. SUPPORTING DOCUMENTATION.....	17
11. RECOMMENDATION OF PROJECT.....	18

This project will review and update the Shire of Wyndham East Kimberley's Local Planning Strategy (LPS), effectively providing a new and up to date LPS that provides the long term strategic planning framework for future developments within the Shire for the next 10 years.

The review will also initiate progress towards the formation of an Industrial Planning Strategy and a Residential Planning Strategy for the town of Kununurra to guide future industrial and residential development. These two strategies have been highlighted in the Kununurra Strategic Directions report as high priorities in the short to medium term and will cover existing and future housing areas, and industrial and business locations including retail and commercial. Issues such as townscape, open space, rural residential, tourism and the Wyndham Port will also need specific planning strategies which are likely to be identified as part of this review.

The current growth and investment in the region has resulted in the need for a long term planning direction for the local government and therefore the region. A new LPS will provide the region with a strategic planning framework that addresses economic, social, environmental and resource management factors that affect or will affect land use and development and which are currently being effected due to the increased growth in the region.

A review of the Local planning Strategy aligns with the Shire of Wyndham East Kimberley's Strategic Community Plan 2012-2022 mission "To enable the east Kimberley to develop in a manner that will achieve social, cultural, economic and environmental benefits for all."

The review will also address the following strategies:

1.4.1 'Ensure legislative compliance and follow best practice principles in planning and service delivery.'

2.1.1 'Encourage a mix of businesses that meet community needs.'

2.2.1 'Promote the expansion of residential and industrial land.'

2.2.10 'Provide growth management plans that identify and guide decision making for potential population growth scenarios.'

3.3.2 'Promote greater vibrancy and activity within town centres, particularly through a mix of restaurants and accommodation.' and

3.3.8 'Ensure quality, consistent and responsive development and building assessment approval processes and enforcement'.

The new LPS will create a coordinated and holistic approach to future development which considers drivers for growth, opportunities and constraints, community benefit, and the optimal approach for infrastructure and development staging.

The LPS will seek to translate elements of the Strategic Community Plan 2012-2022, the Kununurra Strategic Directions Report the Local Planning Scheme review and other relevant documents to:

- Create an identifiable and economically viable retail core for Kununurra, with improved connections and pedestrian pathways.
- Activate an interface with the Lake Kununurra waterfront and create a viable and vibrant Tourism Precinct.
- Improve the Wyndham Port to cater to/for a greater diversity of industry.
- Provide housing diversity and choice, and diversified housing form to meet a broad demographic profile.
- Deliver industrial, commercial and residential land supply, and create readily developable land banks which can be quickly released to the market.

- Create a modern vibrant and attractive town centre for Kununurra which offers diversified opportunities to shop, recreate and socialise.
- Provide community facilities and services at a standard that meets the needs and expectations of a diverse community.
- Provide improved, practical connectivity and transport linkages throughout the towns.
- Identify land to be rezoned for Rural Residential based on a review of the current demand and supply of rural residential land and protection of agricultural land.
- Consider rezoning(s) for MG Corporation landholdings.
- Include any investigations and plans available for relocation of the waste water treatment plant, power generation site and relocation and development of the bore fields,
- Prepare a structure plan for a dedicated Events Precinct.
- Undertake detailed planning for Lake Argyle, including beyond the existing Interim Development Order.
- Infill of the Ord Irrigation Area and further expansion to the Northern Territory
- More detailed land use planning for areas outside the main town sites to provide for future growth, integrated settlement and potential development nodes.

The milestones for the project brief, in line with the WA Local Planning Manual, are outlined below:

1. Preparation of project brief
2. Completion of tender process and appointment of consultant
3. Preliminary consultation and information gathering
4. Analysis of information and identification of issues
5. Preparation of draft strategy
6. Consideration of draft strategy by SWEK
7. Consultation on draft
8. Council adoption on strategy
9. Submissions of strategy to WAPC for assessment
10. Changes to strategy from WAPC assessment
11. Certification by Planning Commission
12. Advertising, public comment and referral to agencies
13. Consideration of submissions by SWEK, modification (if necessary) and adoption
14. Strategy to commission for final endorsement and assessment of modifications
15. Endorsement of final strategy by commission.

The Shire of Wyndham East Kimberley, as the responsible local government for the planning strategy will be responsible for management of the project including funds. The project will be outsourced to a consultant yet will be managed by the Senior Planning Officer and Strategic Planner within the Shire and will be overseen by the Shire's Director Community Development.

The project will be primarily managed by SWEK and its Council in partnership with the Department of Planning. Feedback will be sought from Department of Regional Development and Lands, Department of Water, Department of Environment and Conservation, Indigenous Affairs, Water Corporation, LandCorp and Department of Agriculture and Food.

Communications with key stakeholders are likely to include:

- Key stakeholders (letters and meetings),
- Government agencies (letters and meetings)

- Service providers (letters and meetings)
- Council (presentations and meetings) and
- Community (advertising, online consultation, displays)
- Traditional Owners, Native Title holders or claimants, and Indigenous Communities (letters and meetings)

## **1. PROJECT INFORMATION**

### **1.1. *Project Description***

The Shire has undertaken a Local Planning Scheme review to consolidate the existing Town Planning Schemes which cover Kununurra and Wyndham respectively, and incorporate the remainder of the Shire. The draft Local Planning Scheme No. 8 is a policy neutral Scheme consistent with the Model Scheme Text, which aims primarily to provide consistency over the main towns, and extend planning controls to cover the whole Shire.

The Shire considered that the Scheme review should be limited in scope, ensuring that a new and up-to-date Scheme could be delivered in a reasonable timeframe, addressing a select number of key issues.

The current LPS for the Shire of Wyndham East Kimberley was prepared in 2005 and, with high government investment in the area and high growth associated with increased mining and development of Ord Stage 2, there is a need for an up to date strategic framework to guide sustainable resource management and development through land use planning including zoning and reserves, subdivision and development, and the planning of physical and social infrastructure over the next 10 years.

The review of the LPS is therefore required to occur in line with this statutory Scheme review, and will provide the mechanism to undertake significant additional investigation and study in regard to key issues, which will inform future amendments to the Scheme, particularly in regard to the broader Shire area.

The review of the local planning strategy is necessitated due the Shire's growing economic environment and subsequent major development, social and physical infrastructure required to be planned for.

### **1.2. *Objectives***

The objectives of the LPS review are to:

- Provide strategic planning direction for the next 10 years which responds both to community needs and demands and the need to consider socially, economically and environmentally sustainable development based on comprehensive analysis of state, regional and local planning issues and objectives.
- Demonstrate the application of State and regional plans, policies and strategies with particular emphasis on implementation of the Kununurra Strategic Directions report, SWEK Community Strategic Plan, Kimberley Science and Conservation Strategy, Regional Blueprint and State Planning Strategy.

- Give direction to local government, the Department of Planning, WAPC, the Minister and the State Administrative Tribunal in assessment of amendments, subdivision, development, appeals and provides strategic planning support for this decision making.
- Provide the basis for coordinated decision making on future servicing of the local government area by local, state government and any other service agency.
- Explain/justify the strategic direction for growth and development to all stakeholders.
- Provides the rationale for future zoning, reservation and development provisions for local planning scheme amendments for land uses for the whole Shire.

### **1.3. Project Scope**

This project will review and update the Shire of Wyndham East Kimberley's Local Planning Strategy providing the local government with a long term strategic framework that sets the planning direction for the next 10 years. As part of this review, issues will be updated and recommendations made for the development of supporting strategies and policies. In particular residential, rural residential, industrial, commercial, retail and tourism land uses will be explored. The strategy will include a vision and planning principles, objectives, a strategic plan (including a spatial plan) and strategies and actions required for implementing the plan.

The review of the plan will not include development of all the planning strategies and policies required but will ensure that a thorough analysis of issues is undertaken so that these strategies and policies are clearly identified and prioritised so that they can be achieved in the future.

The LPS review will incorporate reviewed and updated:

- Planning vision and principles for the Shire.
- Objectives.
- Strategic plan (including spatial plans).
- Sensitive environments and natural resources protection areas.
- Priority strategies and actions to pursue for implementation of the Strategic Plan.
- State and regional planning context including current strategies, policy, structure plans and strategic development initiatives, to ensure consistency and provide the rationale for any variation(s).
- Local profile.
- Key issues and their analysis in relation to future strategic planning for the Shire.
- Native title claims status and determinations.
- Available data and its analysis.

The strategy will be compiled in the following manner:

#### **Part 1 – Strategy**

This will include a summary of the major characteristics and issues relevant to the future planning and development of the region and incorporate the strategic plan and the actions required to implement the strategy.

#### Vision and planning principles

Outline a vision for the planning and development of the Shire, and may include a statement of principles on which to base future planning decisions.

### Objectives

To detail the objectives that will guide the preparation of the strategic plan and provide the basis for detailed policies and planning provisions to be included in the Scheme.

### Strategic Plan

Is the focus of the strategy and will include a diagrammatic representation (spatial plan) of strategic land uses, development, infrastructure and natural resources, and is expected to include:

- existing and future housing areas (including density and diversity)
- existing and future industrial and business locations
- existing and future retail and commercial centres by type and function
- existing and future open space (including strategic open space links)
- natural resource management and environmental protection areas
- strategically significant natural resource areas
- known constraints (including flooding, flood plains, bush fire risk, coastal processes, acid soils, risk, air quality, etc)
- existing and future rural residential areas
- existing and future Aboriginal communities
- strategically significant special use sites (tourist facilities, rural industry)
- existing and proposed major transport routes and nodes (roads, ports, airports)
- existing and future utilities (solid waste, waste-water, electricity, water)

### Strategies and actions:

Setting out the strategies and actions by which the objectives are to be pursued and the strategic plan is to be implemented. Actions will recommend local planning scheme provisions such as zoning, reservation and development control, as well as development of future strategies, assessments, and analysis's.

## **Part 2 – Background information and analysis**

Will provide relevant background to the strategy, and include analysis of information and the rationale for the strategy.

### Introduction

Will explain the role and purpose of the strategy, the relationship to other planning mechanisms and outline the various elements and issues which have been taken into account in preparation, including reference to the regulatory framework for local planning strategies, and in particular to the procedure for the preparation, consultation and approval of the strategy.

### State and regional planning context

Identifies any state and regional planning policies, strategies and plans which are relevant to the region.

Particular attention will be given to state policy measures that require implementation at the local planning level and will include other State Government strategies, not necessarily planning, which may have an effect. This section will also identify and justify any variation or departure from state planning policy.

#### Local planning context

Acknowledge any established vision and mission statements of the Shire and local community, the local government's strategic plan and any strategic local government policies relevant to the planning and development of the local area.

#### Local Profile

An outline of the key characteristics of the Shire and the major physical, environmental, social and economic influences relevant to planning for the future, accompanied by a series of maps, also highlighting any relevant opportunities and constraints.

#### Analysis of key issues

A review of key planning issues including those identified through the local profile and planning context, and consideration of options to address each issue.

Analysis will include an explanation of each issue, which interests are affected and the areas that are particularly affected. Consideration will also be given to the urgency of the issue and the information available to establish future direction. This is a fundamental element of the strategy development process and will be given particular attention.

### **1.1. Key Deliverables**

<b>Item / Deliverable</b>	<b>Deliverable Date</b>	<b>Responsibility</b>
Preparation of project brief	May 2013	SWEK
Tender process	July 2013	SWEK
Preliminary consultation and information gathering	October 2013	Consultant
Analysis of information and identification of issues	December 2014	Consultant
Preparation of draft strategy	February 2014	Consultant
Consideration of draft strategy by Local Government	April 2014	SWEK
Consultation on draft with stakeholder group	May 2014	Consultant
Council adoption	June 2014	SWEK

Strategy to WAPC for assessment	September 2014	Consultant
Assessment by WAPC	December 2014	WAPC
Changes to strategy from WAPC assessment	February 2015	Consultant
Certification by Commission	May 2015	WAPC
Advertising, public comment and referral to agencies	August 2015	Consultant
Consideration of submissions, modification and adoption.	October 2015	SWEK
Strategy to Commission for final endorsement and assessment of modifications	November 2015	Consultant
Endorsement of final strategy by Commission	December 2015	WAPC

## 2. NEEDS ANALYSIS

### 2.1. *Region/Project Analysis*

A Local Planning Strategy is required to inform a Local Planning Scheme. The main focus of the current LPS is the corridor between Kununurra and Wyndham and Lake Argyle, and only provides broad strategic directions for the remainder of the Shire.

The Shire has undertaken a Local Planning Scheme Review and prepared a draft Scheme (LPS no. 8) which will incorporate, and extend planning control, to the whole Shire. A review of the LPS is therefore required to help guide future use and development, particularly in rural areas that are not adequately addressed in the current strategy.

The LPS review will provide a strategic direction and plan in which to guide future and use and development so local government, state government, developers and land managers are better able to make informed decisions.

The reviewed strategy will increase the local government's capacity to make sound sustainable planning and development decisions that guide the development and use of land, and address region needs including, but not limited to known:

- Affordable housing and land
- Identification of infrastructure and services needs
- Expansion of Ord Irrigation area
- Expansion of mining
- Strategic port development

- Opportunities for tourism
- Identification of new settlement location(s)
- Protection of environment and conservation

The project will identify the need for the development of additional planning strategies that meet the need for rural residential, industrial, commercial and residential land.

## 2.2. Critical Assumptions

- Alignment with the new Local Planning Scheme (LPS No. 8)
- Growth and investment in the region are strong and will continue to be strong.
- The current LPS needs to be reviewed to align with updated State Planning Policies, regional strategies, the local planning environment and community needs and aspirations, and to guide future planning due to the regional growth already experienced.
- Industrial, commercial and residential land is in demand and will continue to be as a result of the increased investment in mining and agriculture.
- Kununurra town centre needs to be consolidated and diversified.
- Lake Argyle will become an important development area for the Shire.
- Tourism will continue to be a major industry within the Shire, particularly in rural/pastoral and remote areas.
- Protection and management of natural resources required for sustainable development.
- Retain landscape values, vistas, character and feel of the natural environment.

## 3. RISK ASSESSMENT

### 3.1. Conclusions

Risks	Internal or External	Level (low, medium, high)	Mitigation
<i>Staff turn over</i>	<i>internal</i>	<i>high</i>	<i>Have at least two officers plus the Director involved in the project</i>
<i>Time for commission to assess</i>	<i>external</i>	<i>medium</i>	<i>Allow for appropriate time frames</i>
<i>Ongoing financial resourcing</i>	<i>internal</i>	<i>low</i>	<i>Incorporate into business planning. Secure external funds</i>
<i>Lengthy consultation process</i>	<i>external</i>	<i>high</i>	<i>Development of an appropriate consultation plan</i>

Risks	Internal or External	Level (low, medium, high)	Mitigation
Scope creep	internal and external	medium	Develop detailed activities and outcomes for tender and remain within tender scope.

## 4. APPROVAL REQUIREMENTS

### 4.1. Conclusions

Approval Type (i.e. Native Title, Heritage, etc)	Issues	Actions	Timeframe for Resolution
WAPC	WAPC is responsible for certifying a LPS as being consistent with the Town Planning Regulations 1967, and adoption of the LPS following the consultation.	Regular meetings and consultation with the Department of Planning throughout the project.	Ongoing for the length of the review.

## 5. CONSULTATION

### 5.1. Stakeholders Consultations

- Land Corp – Paul Ferrante
- Regional Development and Lands (RDL) – Jackie Farmer
- Department of Planning (DoP) – Phil Woodward
- Kimberley Development Commission (KDC) – Geoff Gooding

The Shire, in partnership with Department of Planning will steer the project and feedback will be sought from Department of Regional Development and Lands, Department of Water, Department of Environment and Conservation, Indigenous Affairs, Water Corporation, LandCorp and Department of Agriculture and Food.

## 6. GOVERNANCE AND MANAGEMENT

### 6.1. Project Management

Shire of Wyndham East Kimberley, as the responsible local government for the planning strategy will be responsible for all management of funds including receipting. The project will be managed by the senior planning officer and strategic planner within the Shire and overseen by the Director of Community Development who reports directly to the Chief

Executive Officer. Partner to the project will be the Department of Planning who will play an advisory and steering role.

## **6.2. Delivery Method**

The project will be delivered by a consultant managed by SWEK.

## **6.3. Project Maintenance**

Implementation of the new Local Planning Strategy will be the responsibility of SWEK.

All statutory obligations will be met as part of preparation and development of the LPS i.e. certification and endorsement of the strategy by the WAPC.

# **7. PROJECT BUDGET AND IMPLEMENTATION**

## **7.1. Procurement Strategy**

Procurement would be initiated in line with the Shire's Purchasing and Tendering Policy (F19) and in line with best practice procedures of the Western Australian Local Government Association Procurement Handbook, and AS4122-2000 General Conditions of Contract for the Engagement of Consultants.

- Council budget of \$110,000 funds to undertake the project
- Allocation of officers and managers to the project
- Tender for suitable consultant to undertake the project
- Working in partnership with agencies and businesses for relevant and required information.

Indicative payment schedule for NPP funding

<b>Milestone</b>	<b>NPP Funding total) Ex GST (%)</b>	<b>Payment Due</b>
Preparation of project brief	0	May 2013
Tender process	22,000 (10%)	June 2013
Preliminary consultation and information gathering	55,000 (25%)	October 2013
Analysis of information and identification of issues	44,000 (20%)	December 2014
Preparation of draft strategy	55,000 (25%)	February 2014
Consideration of draft strategy by Local Government	0	April 2014
Consultation on draft with stakeholder group	22,000(10%)	May 2014
Council adoption	22,000 (10%)	June 2014

## **7.2. Communications Plan**

Effective consultation/communication will be carried out with the aim of ensuring synergies between key stakeholders and the Shire for the vision and priority objectives of the Strategy.

Communications will be included as part of the deliverables of the tender yet is likely to target:

- Key stakeholders (letters and meetings),
- Government agencies (letters and meetings)
- Service providers (letters and meetings)
- Council (presentations and meetings) and
- Community (advertising, online consultation, displays)
- Traditional Owners, Native Title holders or claimants, and Indigenous Communities

### 7.3. Project Budget

The budget for this project will extend over three financial periods. The Shire has allocated \$65,000 for consultant fees associated with this project (not inclusive of fees associated with the preparation of the project brief and tender documents) and notionally allocated an additional \$45,000 into the following period within its 5 year financial plan. These contributions were originally associated with the Expressions of Interest for Royalties for Regions funding for the preparation of a Residential Development Strategy and for an Industrial Development Strategy – both of which are proposed to be assessed as part of this larger piece of work.

#### 5.2.1 PRO-FORMA CASH BUDGET (All amount must be shown exclusive of GST)

**TOTAL PROJECT COST: \$415,000 (\$330,000 + \$85,000 in-kind)**

List each item of project expenditure	Own Organisation Contribution \$	Northern Planning Program Funding Contribution \$	Other Grant Contribution (specify) \$	Other Grant Contribution (specify) \$	Other Cash Contribution (specify) \$	TOTAL \$
Consultant fees and expenses	\$110,000 (\$10,000 2012/13) (\$90,000 2013/14) (\$10,000 2014/15)	\$220,000 (\$90,000 2012/13) (\$115,000 2013/14) (\$15,000 2014/15)				\$330,000
<b>TOTAL CASH COST (\$)</b>						<b>\$330,000</b>

**5.2.2 PRO-FORMA IN-KIND BUDGET (All amount must be shown exclusive of GST)**

<b>List each item of project expenditure</b>	<b>Own Organisation Contribution \$</b>	<b>Other Organisation Contribution (specify) \$</b>	<b>TOTAL \$</b>			
e.g. Wages / Administration	\$85,000					\$85,000
<b>TOTAL PROJECT IN-KIND CONTRIBUTIONS</b>						<b>\$85,000</b>
<b>TOTAL IN-KIND COST (\$)</b>						<b>\$85,000</b>

## 8. TIMELINES AND REPORTING

### 8.1. *Project Timeframe and Key Milestones*

Item / Milestone	Expected Date of Finalisation	Responsibility	Estimated Total Cost	NPP Funds Sought
Preparation of project brief	May 2013	Shire (Director Community Services)	\$15,000 (in kind)	0
Tender process (WALGA)	July 2013	Shire (CEO)	\$5,000	0
Preliminary consultation and information gathering	October 2013	Consultant (Project Manager) and Shire (Director Community Services)	\$175,000 (\$25,000 Shire in-kind)	\$160,000 (\$22,000 2012/13 + \$138,000 2013/14)
Analysis of information and identification of issues	December 2013	Consultant (Project Manager)	\$40,000 (\$15,000 in-kind)	\$30,000 (2014/15)
Preparation of draft strategy	February 2014	Consultant (Project Manager)	\$30,000	\$15,000 (2014/15)
Consideration of draft strategy by LG	April 2014	Shire (Director Community Services)	(\$5,000 in-kind)	0
Consultation on draft	May 2014	Consultant Shire (Director Community Services)	\$25,000 (\$25,000 in-kind)	\$15,000 (2014/15)
Council adoption	June 2014	Shire (Director Community Services)	0	0
Strategy to WAPC for assessment	September 2014	Consultant (Project Manager)	0	0
Assessment by WAPC	December 2014	WAPC (Minister)	0	0

Changes to strategy from WAPC assessment	February 2015	Consultant (Project Manager)	\$15,000	0
Certification by commission	May 2015	WAPC (Minister)	0	0
Advertising, public comment and referral to agencies	August 2015	Consultant (Project Manager)	\$5,000	0
Consideration of submissions, modification and adoption.	October 2015	Shire (Director Community Services)	\$25,000	0
Strategy to commission for final endorsement and assessment of modifications	November 2015	Consultant (Project Manager)	\$10,000	0
Endorsement of final strategy by commission	December 2015	WAPC (Minister)	0	0

## **8.2. Performance Measures**

- Tender developed in consultation with Department of Planning
- Consultant employed
- Information collected and analysed
- Draft LPS developed
- LPS endorsed by Council
- LPS assessed by WAPC
- Consultation period – submissions received and modification made
- Modifications endorsed by Council and WAPC
- Final endorsement by Council and WAPC
- Project completed within budget and on time.

## **9. SUPPORTING DOCUMENTATION**

1. SWEK 10 year community plan (endorsed)
2. Strategic directions (extract)
3. RDA Kimberley strategic plan (extract)
4. Letter from LandCorp

## 10. RECOMMENDATION OF PROJECT

Signed	_____	Signed	_____
Completed by	_____	Approved by	_____
Position	_____	Position	_____
Organisation	_____	Organisation	_____
Date	_____	Date	_____

---

## 12.5 CHIEF EXECUTIVE OFFICER

### 12.5.1 Use of the Common Seal

<b>DATE:</b>	20 March 2012
<b>PROPONENT:</b>	Shire of Wyndham East Kimberley
<b>LOCATION:</b>	Shire of Wyndham East Kimberley
<b>AUTHOR:</b>	Debbie McCallum, Governance Officer
<b>REPORTING OFFICER:</b>	Gary Gaffney, Chief Executive Officer
<b>FILE NO:</b>	GN.02.1

#### **PURPOSE**

For Council to receive this report on the application of the Shire of Wyndham East Kimberley Common Seal for the period 15 February to 14 March 2013.

#### **STATUTORY IMPLICATIONS**

*Local Government Act 1995*

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

#### **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 Council's Strategic Plan.

#### **COMMENT**

The following documents have had the Shire of Wyndham East Kimberley Common Seal applied:

<b>Date of Use</b>	<b>Document</b>
21 February	SWEK/CASA Proposed lease Kununurra Airport
6 February	Section 70A notification of subdivision of lot 103 Salacca Loop, Kununurra.

## **ATTACHMENTS**

There are no attachments associated with this report.

## **VOTING REQUIREMENT**

Simple Majority

## **OFFICER'S RECOMMENDATION**

That Council receives the report on the application of the Shire of Wyndham East Kimberley Common Seal for the period 15 February to 14 March 2013.

## **COUNCIL DECISION**

**Minute No. 10019**

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

**That Council receives the report on the application of the Shire of Wyndham East Kimberley Common Seal for the period 15 February to 14 March 2013.**

**Carried Unanimously 7/0**

## 12.5.2 Delegated Authority Report

<b>DATE:</b>	19 March 2013
<b>PROPONENT:</b>	Shire of Wyndham East Kimberley
<b>LOCATION:</b>	Shire of Wyndham East Kimberley
<b>AUTHOR:</b>	Debbie McCallum, Governance 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 15 February to 14 March 2013.

### **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.

- 4) The CEO is to keep a register of the delegations made under this Division to the CEO and to employees.
- 5) At least once every financial year, delegations made under this Division are to be reviewed by the delegator.
- 6) 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 15 February to 14 March 2013.

### **COUNCIL DECISION**

**Minute No. 10020**

**Moved: Cr J Parker**

**Seconded: Cr D Ausburn**

**That Council receives the Delegated Authority Report for February 2013.**

**Carried Unanimously 7/0**

**COMMUNITY QUICK GRANTS DELEGATED AUTHORITY APPROVALS – 1 FEBRUARY – 28 FEBRUARY 2013**

<b>Approval Date</b>	<b>Organisation</b>	<b>Purpose of Quick Grant</b>	<b>Total Project Cost</b>	<b>Amount Requested</b>	<b>Amount Approved</b>
25/02/2013	Kununurra Neighbourhood House	International Womens Day	\$3,942	\$500	\$500
28/02/2013	Garnduwa Amboorny Wirnan	Remote communities Netball Development Camp	\$5,600	\$500	\$500

**AMENDMENTS TO EXISTING BUILDING PERMIT (Form BA03) ISSUED AS THE CERTIFIER FOR THE PERMIT ISSUING AUTHORITY –  
01 TO 28 FEBRUARY 2013**

<b>DOC NO</b>	<b>DATE ISSUED</b>	<b>ASSESS NO.</b>	<b>BUILDING PERMIT</b>	<b>AMEND NO</b>	<b>OWNER</b>	<b>BUILDER</b>	<b>BRB / OB NO</b>	<b>LOCATION</b>	<b>DESCRIPTION</b>	<b>AMENDMENT DETAILS</b>
BA5032	22/02/2013	A39P	177/2012	2	P J Letchford	P J Letchford	Owner Builder - Less than \$20,000	Owner Builder - Less than \$20,000	Lot 40 (King Loc 239) Weaber Plain Road Kununurra	Class 10A verandah extension to existing shed

**CERTIFICATE OF DESIGN COMPLIANCE (Form BA03) ISSUED AS THE CERTIFIER FOR THE PERMIT ISSUING AUTHORITY –  
01 TO 28 FEBRUARY 2013**

<b>APPLIC NO</b>	<b>DATE APPLIC RECD</b>	<b>DATE ISSUED</b>	<b>ASSESS NO.</b>	<b>CERT No</b>	<b>LOCATION</b>	<b>DESCRIPTION</b>
100940	1/02/2013	5/02/2013	A1268P	BA4968	Lot 140 (1) Rosewood Avenue Kununurra	Class 10A - Non-habitable garage
100944	4/02/2013	5/02/2013	A7611P	BA4970	Lot 300 (22) Zamia Link Kununurra	Class 1A dwelling with attached Class 10A carport & outdoor living
100945	4/02/2013	5/02/2013	A1222P	BA4975	Lot 17 (1) Bauhinia Street Kununurra	Class 10A Raised Deck with roof
100949	11/02/2013	19/02/2013	A6027P	BA5007	Lot 141 Whimbrel Road Kununurra	Class 1A - extension to existing dwelling
100948	5/02/2013	12/02/2013	A2048P	BA5034	"Argyle Homestead Museum" Lot 400 Lake Argyle Road Lake Argyle	Class 10B Windmill Entry Statement
100950	13/02/2013	26/02/2013	A1196P	BA5037	Lot 10 (23) Rosewood Avenue Kununurra	Class 1A dwelling (Group dwelling)
67209	14/08/2009	26/02/2013	A7129P	BA5046	Lot 469 Foreshore Road Wyndham	Class 10A Non-habitable storage shed
100955	19/02/2013	28/02/2013	A834P	BA5055	Lot 6 (148) Coolibah Drive, Kununurra	Class 10A Patio

**BUILDING PERMITS (Form BA04) ISSUED AS THE PERMIT ISSUING AUTHORITY – 01 to 28 February 2013**

<b>LIC#</b>	<b>DATE RECEIVED</b>	<b>DATE LICENCED</b>	<b>OWNER</b>	<b>BUILDER</b>	<b>LOCATION</b>	<b>DESCRIPTION</b>	<b>NEW / ADD</b>	<b>EST. VALUE</b>	<b>COMMENT / PROCESSING TIME – WORKING DAYS</b>
013/2013	1/02/2013	5/02/2013	James Cameron Walker	James Cameron Walker	Lot 140 (1) Rosewood Avenue Kununurra	Class 10A - Non-habitable garage	New	\$ 15,000.00	1/25 assess days
014/2013	4/02/2013	5/02/2013	Matthew Byers & Jessica Webster	Ben Marr	Lot 300 (22) Zamia Link Kununurra	Class 1A dwelling with attached Class 10A carport & outdoor living	New	\$ 465,975.00	1/25 assess days
015/2013	4/02/2013	5/02/2013	Brendan & Marian Carpenter	Ben Marr	Lot 17 (1) Bauhinia Street Kununurra	Class 10A Raised Deck with roof	Add	\$ 14,000.00	1/25 assess days
016/2013	4/02/2013	5/02/2013	Nguyen Quang Truong & Van Khua Nguyen	Gary Holben t/as Pandanus Homes	Lot 335 (46) Argentea Avenue Kununurra	Class 1A dwelling with attached Class 10A outdoor living & carport	New	\$ 378,500.00	Certified 1/10 assess days
017/2013	5/02/2013	6/02/2013	Road Reserve	Thoroughbred Constructions	Lot 42 (16) Bandicoot Drive Kununurra	Hoarding Permit - Valid to 30/05/2013		N/A	
018/2013	11/02/2013	20/02/2013	Darren Fulcher	Darren Fulcher	Lot 141 Whimbrel Road Kununurra	Class 1A - extension to existing dwelling	Add	\$ 10,000.00	6/25 assess days
019/2013	12/02/2013	25/02/2013	Beverley De Morton, Kerry Grist & Yvette Groenheide	Colin Wilkinson Developments	Lot 327 (35) Zamia Link Kununurra	Class 1A dwelling with attached Class 10A Carport & Outdoor Living	New	\$ 476,046.00	Certified 8/10 assess days
020/2013	5/02/2013	12/02/2013	Kununurra Visitors Centre	Northern Metal Work	"Argyle Homestead Museum" Lot 400 Lake Argyle Road Lake Argyle	Class 10B Windmill Entry Statement	New	\$ 16,450.00	4 + 2/25 assess days

021/ 2013	13/02/2013	26/02/2013	Rhys Jenkins & Tania Lewis	Pivot Way Pty Ltd t/as McGrath Homes	Lot 10 (23) Rosewood Avenue Kununurra	Class 1A dwelling (Group dwelling)	New	\$ 248,397.00	8/25 assess days
022/ 2013	14/08/2009	26/02/2013	East Kimberley Volunteer Marine Rescue Group	East Kimberley Volunteer Marine Rescue Group	Lot 469 Foreshore Road Wyndham	Class 10A Non- habitable storage shed	New	\$ 329,260.00	
023/ 2013	19/02/2013	28/02/2013	Nerissa & Liam Khan Black	Nerissa & Liam Khan Black	Lot 6 (148) Coolibah Drive, Kununurra	Class 10A Patio	New	\$ 10,000.00	6/25 assess days
								<b>\$ 1,963,628.00</b>	

**BUILDING PERMITS (BA04), DEMOLITION PERMITS (BA06) AND CERTIFICATES OF DESIGN COMPLIANCE (BA03) &  
Record Purposes Only (exempt)  
ISSUED BY EXTERNAL PERMIT ISSUING AUTHORITIES UNDER BUILDING ACT 2011 S.7(02)  
RELATING TO PROPERTIES WITHIN THE SHIRE OF WYNDHAM EAST KIMBERLEY. – 01 TO 28 FEBRUARY 2013**

PERMIT NO	DATE OF ISSUE	PERMIT ISSUING AUTHORITY	PROPERTY ASSESS NO.	PROPERTY ADDRESS	DESCRIPTION	BUILDING CLASS	BUILDER	CERTIFICATE OF DESIGN COMPLIANCE ISSUED BY:	CONSTRUCTION VALUE
B2013-2336-0039	19/02/2013	Department of Finance - Building Management and Works	A760P	Lot 157 (14) MacPhee Street Wyndham	Class 9B Meeting Room & Gym	9B	Kestle Family Trust t/as Attention to Detail	Rhombus BCA Pty Ltd	\$ 204,500.00
B2013-2068-0042	19/02/2013	Department of Finance - Building Management and Works	A7699P	Lot 572 Ivanhoe Road (5) Coolibah Drive Kununurra	Class 9A Hospital	9A	Colin Wilkinson Developments Pty Ltd	IDS Consultants Pty Ltd t/a Ian Lush & Associates	\$ 1,141,572.00

**OCCUPANCY PERMITS (Form BA10 and BA12) ISSUED – 01 TO 28 FEBRUARY 2013**

<b>OCCUP PERMIT NO</b>	<b>DATE</b>	<b>BUILDING PERMIT / LICENCE NO</b>	<b>ASSESS NO.</b>	<b>Receipt No</b>	<b>Buildin g Class</b>	<b>OWNER</b>	<b>BUILDER</b>	<b>BRB / OB NO</b>	<b>LOCATION</b>	<b>DESCRIPTION</b>
BA5000	12/02/2013	BP 066/2012	A1189P	383588	9B	The Roman Catholic Bishop of Broome	Top End Building Company Pty Ltd	WA 12796	Lot 970 Coolibah Drive Kununurra	Class 9B - Outside School Hours Care Building
BA5028	22/02/2013	BP 096/2012	A7536P	383695	7B/8	Ashley Keeffe	Ian McKenna	WA 9123	Lot 10 (53/55) Bandicoot Drive Kununurra	2 x Class 7B/8 Commercial Production & Storage Sheds (1 with ablution)

**CERTIFICATES OF CONSTRUCTION COMPLIANCE (Form BA17) ISSUED AS THE CERTIFIER FOR THE PERMIT ISSUING AUTHORITY  
 – 01 to 28 February 2013**

APPLIC NO	DATE ISSUED	ASSESS NO.	CERT No	BUILDING PERMIT NO	LOCATION	DESCRIPTION
100542	12/02/2013	A1189P	BA4999	BP 066/2012	St Josephs - KununurraLot 970 Coolibah Drive Kununurra	Class 9B - School - Outside School Hours Care Building

**THERE WAS NO REPORTABLE ACTIVITY FOR THE PERIOD – 01 to 28 February 2013 for the following:**

**DEMOLITION PERMITS (Form BA06) ISSUED AS THE PERMIT ISSUING AUTHORITY**

**BUILDING APPROVAL CERTIFICATES – STRATA (Form BA16)**

**CERTIFICATES OF BUILDING COMPLIANCE (Form BA18)**

**SIGN LICENCES**

**FORMAL NOTICES RAISED PURSUANT TO THE BUILDING ACT 2011**

**NOTICE OF PROPOSED BUILDING ORDER – pursuant to Building Act 2011 Part 8 Division 5 Section s.111 (14 day notice)**

**PLANNING DELEGATED AUTHORITY APPROVALS - 1 - 28 February 2013**

<b>Application / Delegation Number</b>	<b>Approval Type</b>	<b>Date Received</b>	<b>Owner</b>	<b>Address</b>	<b>Proposed Development</b>	<b>Assess't Number</b>	<b>Approval Date</b>	<b>Approved By</b>
DA5/13	Sign	17/01/2013	Catherine Atkins	Lot 3, O'Donnell Street, Wyndham	Signage approval- The Rusty Shed	245	22/02/2013	Julia Hall
DA6/13	P	17/01/2013	Ralph Searle, Auto Pro	Lot 1099, Poinciana Street, Kununurra	Proposed extension to shop	1168	5/02/2013	Julia Hall
DA9/13	P	22/01/2013	Darren Fulcher	141 Whimbrel Rd, Kununurra	Office & Shelter Extension	6027	7/02/2013	Julia Hall
DA11/13	Sign	25/01/2013	Wunan - Cameron Elliott	Lot 500 Coolibah Drive, Kununurra	A Frame Sign	7152	4/02/2013	Julia Hall
DA12/13	HBB	25/01/2013	Robert and Maxine Marshall	Lot 1734 Casuarina Way, Kununurra	Home Based Business - Car Detailing	2117	4/02/2013	Julia Hall
DA13/13	P	11/12/2012	St. Johns Ambulance	Lot 2449 Coolibah Drive, Kununurra	Temporary Volunteer Accommodation	5475	22/02/2013	Julia Hall
DA14/13	P	4/02/2013	Katherine and Ian Collinson	Lot 1894 Melaleuca Drive, Kununurra	Temporary Placement of Sea Container	1764	8/02/2013	Julia Hall

**COUNCIL DECISION**

**Minute No. 10021**

**Moved: Cr D Ausburn**

**Seconded: Cr J McCoy**

**That Council receives late items 12.5.3, Sponsorship to Support a Cultural Exchange in Shanghai, China, 2013 and item 15.5.4, Outcomes of Annual Electors Meeting**

**Carried Unanimously 7/0**

### 12.5.3 Sponsorship to Support a Cultural Exchange in Shanghai, China in 2013

<b>DATE:</b>	<b>19 MARCH 2013</b>
<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.05.4

#### **PURPOSE**

This paper seeks Council approval to provide up to \$10,000 to support a proposed cultural exchange being organised jointly by Mr Peter Stubbs Director Ord-East Kimberley Expansion Project, East Kimberley Regional Development and Lands and Shanghai Zhong Fu as the parent Company and Kimberley Agricultural Investment (KAI) as their Australian based company involved in negotiations for sugar growing and selected processing related to Ord Stage 2.

The exchange is planned for 2013 and will be based in Shanghai China.

#### **BACKGROUND**

Relationship building during this early phase is essential in all large enterprises and even more so within Chinese business culture.

China is a key market for Australia with investment being made at both State and Federal levels in building strong relationships for example in the Tourism and Export sectors.

Many promotional events being planned by Austrade and Tourism agencies involve cultural events such as that being planned for 2013.

The exhibition will be hosted in Shanghai and it is expected that selected Aboriginal artists will accompany their works to the exhibition. Groups include

- Waringarri Arts,
- Warmun Arts,
- Kalumburu Arts, and
- Balgo Arts

Funding can be released for this event through the Economic Development Fund to a sum of up to \$10,000.

#### **STATUTORY IMPLICATIONS**

Any issues regarding cultural heritage and the export of indigenous cultural items will be covered by the overall project manager external to the Shire.

#### **POLICY IMPLICATIONS.**

No policy implications.

## **FINANCIAL IMPLICATIONS**

Funding of up to \$10,000 is available from the Economic Development Fund and a full assessment would be undertaken when more details are to hand and then it will be approved by the CEO and reported back to Council as per the policy.

## **STRATEGIC IMPLICATIONS**

The focus in the Shire of Wyndham East Kimberley Strategic Community Plan 2012 – 2022, under

Goal 1:

Strong leadership and governance that underpins a more strategic approach to community engagement, regional development and organisational sustainability.

Objective 2.2 Maintenance of economic diversity and greater community returns from investment in the region has the following strategies.

- 2.2.1 Promote the expansion of irrigation land
- 2.2.2 Support agricultural opportunities
- 2.2.4 Work with the Ord East Kimberley Expansion Project to encourage tourism associated with the expansion of the agricultural area.

This sponsorship enables the Shire to contribute to this beginning relationship and to support any opportunities that it may present.

It also enables the community to participate in this event and to share their experiences when they return back to the East Kimberley.

## **COMMUNITY CONSULTATION**

This sponsorship enables the Shire to contribute to this beginning relationship and to support any opportunities that it may present. It also enables the community to participate in this beginning relationship and to share their experiences when they return back to the East Kimberley. It would be hoped that ongoing art commission opportunities for Aboriginal artists may be available.

## **COMMENT**

This is an important gesture from Council to be part of starting this business relationship through this planned cultural exchange. Linkages with Austrade and Tourism Australia offices in Shanghai will further help to consolidate the ongoing relationship and provide regional leverage to Federal and State wide projects planned in the future. It is expected that these relationships will already be in place through the project leadership of Mr Peter Stubbs.

For the Shire these sector relationships will be important as China becomes a key tourism market and working in with projects planned by Australia's Northwest for example will be essential.

## **ATTACHMENTS**

There are no attachments associated with this report.

## **VOTING REQUIREMENT**

Simple Majority

## **OFFICER'S RECOMMENDATION**

That Council approve the sum of up to \$10,000 as sponsorship of the planned Cultural Exchange being organised by Mr Peter Stubbs Regional Development and Lands and hosted by Kimberley Agricultural Investment in Shanghai China in 2013.

## **COUNCIL DECISION**

**Minute No. 10022**

**Moved: Cr J McCoy**

**Seconded: Cr J Parker**

**That Council approve the sum of up to \$10,000 as sponsorship of the planned Cultural Exchange being organised by Mr Peter Stubbs Regional Development and Lands and hosted by Kimberley Agricultural Investment in Shanghai China in 2013.**

**For: Cr J Moulden, Cr D Ausburn, Cr J Parker, Cr J McCoy, Cr Maryanne Kelly,  
Cr Don Learbuch**

**Against: Cr R Dessert**

**6/1**

## 12.5.4 Outcomes of Annual General Meeting of Electors 2013

<b>DATE:</b>	19 March 2013
<b>PROPONENT:</b>	Shire of Wyndham East Kimberley
<b>LOCATION:</b>	Shire of Wyndham East Kimberley
<b>AUTHOR:</b>	Debbie McCallum, Governance Officer
<b>REPORTING OFFICER:</b>	Gary Gaffney, Chief Executive Officer
<b>FILE NO:</b>	CM.13.1

### **PURPOSE**

To consider the outcomes of the Annual General Meeting of Electors, 24 January 2013.

### **BACKGROUND**

The presentation of the Annual Report 2011-2012 to electors occurred on 24 January 2013. The report includes an update on the Shire's annual performance from the Chief Executive Officer, Gary Gaffney and Shire President, Cr John Moulden.

The purpose of the report is to provide an overview of the operational milestones in the key result areas of Governance, Infrastructure, Community, and Economic Development which have occurred in the last financial year and an outline of the plan for the future of the district. The report includes a detailed financial report and independent audit report for the financial year.

The Annual Report was accepted by Council at the Annual Meeting of Electors 24 January 2013.

### **COUNCIL DECISION**

***Minute Number: 9984***

***Moved: Cr D Ausburn***

***Seconded: Cr McCoy***

***That Council accepts the 2011-2012 Annual Report of the Shire of Wyndham East Kimberley including Shire President's Report, Chief Executive Report and Independent Audit Report.***

***Carried Unanimously 4/0***

No members of the public were present in the gallery during the Annual General Meeting of Electors.

## **STATUTORY IMPLICATIONS**

The *Local Government Act 1995, Division 5 – Annual reports and planning* dictates that Council prepare a formal annual report for each financial year.

### *5.54 Acceptance of Annual Reports*

*1) Subject to subsection (2), the annual report for a financial year is to be accepted by the local government no later than 31 December after that financial year.*

It is advised that the outcomes of the meeting be presented to Council at the next Ordinary Meeting for consideration.

## **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*.

- Communication of Council roles and activities
- Compliance with legislative requirements

## **COMMUNITY CONSULTATION**

Community consultation is not required in relation to this item. Members of the public are welcome to attend the annual meeting (as advertised) however this year there was nil attendance in the gallery.

## **COMMENT**

The purpose of this item is to consider the outcomes of the Annual Meeting of Electors. Primarily due to the absence of members of public, no formal questions were asked of Council and the item was passed with all 4 elected members in support of accepting the Shire of Wyndham East Kimberley Annual Report 2011-2012.

## **ATTACHMENTS**

There are no attachments associated with this report.

## **VOTING REQUIREMENT**

Simple Majority

**OFFICER'S RECOMMENDATION**

That Council accepts the outcomes of the Annual General Meeting of Electors 24 January 2013

**COUNCIL DECISION**

**Minute No. 10023**

**Moved: Cr J Parker**

**Seconded: Cr R Dessert**

**That Council accepts the outcomes of the Annual General Meeting of Electors 24 January 2013.**

**Carried Unanimously 7/0**

## 12.6 ELECTED MEMBER REPORTS

### Councillor John Moulden

8 Jan	Australia Day preparation meeting
22 Jan	Foreshore Committee meeting
24 Jan	Electors meeting, Wyndham
25 Jan	Meeting with Ken Baston Barramundi release
26 Jan	Australia Day celebration
12 Feb	Meeting with ANW
13 Feb	Meeting with Landcorp
18 Feb	CRG public forum
19 Feb	Meeting with Mike Moloney, Landcorp
20 Feb	Financial Review, Ingrid Bishop Meeting with Mr Yin, KAI
21 Feb	Meeting Historical Society
25 Feb	CRG meeting
5 Mar	Special Council Meeting
11 Mar	Meeting with Glen Chidlow, Australia's North West

### Councillor Di Ausburn

05 March	Briefing
11 March	Glenn Chidlow, Australia's North West
12 March	Kununurra Visitor Centre Board Meeting Local Emergency Management Committee Meeting
14 March	DEHAC Board Meeting Integrated Planning Workshop Ord Stage 2 Briefing Peter Stubbs

**COUNCIL DECISION**

**Minute No. 10024**

**Moved: Cr D Ausburn**

**Seconded: Cr J Parker**

**That Council accepts the Elected Member Reports for the period 15 February to 14 March 2013.**

**Carried Unanimously 7/0**

## 12.7 CHIEF EXECUTIVE OFFICER REPORTS

The Chief Executive attended the following meetings on behalf of Council:

15 February	Kalumburu Community Manager, Eddie Oxenbridge
18 February	Alan Pardoe Bell Wyndham Sea Rescue
18 February	Peter Handel GM Leightons Rob Dierck Project Director Leightons Stuart Dyson Project Manager Leightons
19 February	East Lilly Creek concept plans with Mike Moloney, LandCorp
20 February	Financial Review Presentation Craig Dale, Department of Housing
21 February	Mr Yin, Kimberley Agricultural Investments Department of Fire and Emergency Services
22 February	Employment opportunities with the Shire, Landcorp,
26 February	Ken Baston, MLC
1 March	Rod Boehm, Officer In Charge, Kununurra Police Station
5 March	Special Council Meeting Council Briefing Session
6 March	Tourism House
7 March	Tourism House
11 March	Kent Osmotherly Glen Childlow, Australia's North West
12 March	Local Emergency Management Committee Annie Henry-Kerr, Pinctada Hotels & Resorts Business Development Manager
13 March	Pat Hancock and Kevin Thomas Air link Halls Creek

### **COUNCIL DECISION**

**Minute No. 10025**

**Moved: Cr D Ausburn**

**Seconded: Cr J McCoy**

**That Council accepts the Chief Executive Officer reports for the period 15 February to 14 March 2013.**

**Carried Unanimously 7/0**

**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. 10026**

**Moved: Cr D Ausburn**

**Seconded: Cr R Dessert**

**That Council move behind closed doors to consider item 16.1 Tender Evaluation report T04 12-13 Cleaning Contract, Kununurra and item 16.2 Appointment of Director Corporate Services**

**Carried Unanimously 7/0**

Council moves behind closed doors 6:03pm

## 16. MATTERS BEHIND CLOSED DOORS

### 16.1 TENDER EVALUATION REPORT T04 12-13 CLEANING CONTRACT KUNUNURRA

<b>DATE:</b>	19 March 2013
<b>PROPONENT:</b>	Shire of Wyndham East Kimberley
<b>LOCATION:</b>	Kununurra Shire buildings
<b>AUTHOR:</b>	Nick Kearns, Director Community Development
<b>REPORTING OFFICER:</b>	Nick Kearns, Director Community Development
<b>FILE NO:</b>	N/a
<b>ASSESSMENT NO:</b>	Tender T04 12-13

The business of the meeting is of a confidential nature as it relates to the business affairs of a person. The 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**

To provide Council with details of the Tenders received for T04 12-13 Provision of cleaning services in Kununurra, document the results of the tender assessment and make recommendations regarding award of the Tender.

#### **COUNCIL DECISION**

**Minute No. 10027**

**Moved: Cr R Dessert  
Seconded: Cr J McCoy**

**That Council accepts the tender submitted by Delron Cleaning Pty Ltd for the provision of cleaning services in Kununurra for a sum of \$176,649.00 per annum, in accordance with the tender documentation.**

**Carried Unanimously 7/0**

Chief Executive Officer asks all administration staff with the exception of the minute taker to leave the room in order for Councillors to consider item 16.2 – Appointment of Director Corporate Services.

6:05pm Nick Kearns, Dave Hannington, Kevin Hannagan, Wayne Richards, Megan Callus leave the room.

## 16.2 APPOINTMENT OF DIRECTOR CORPORATE SERVICES

<b>DATE:</b>	19 March 2013
<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>	PL.21.93

The business of the meeting is of a confidential nature as it relates to the business affairs of a person. The 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 appointment of Mr Dave Hannington to the vacant Director Corporate Services for a period of 3 years, following the non-renewal of contract of Ms Jo-Anne Ellis.

### **VOTING REQUIREMENT**

Simple Majority

### **COUNCIL DECISION**

**Minute No. 10028**

**Moved: Cr R Dessert  
Seconded: Cr D Ausburn**

**That Council offer a 3 year contract of employment with an option of two years at the discretion of the Shire as Director Corporate Services to Mr Hannington subject to the receipt of satisfactory National Police Certificate and Medical Certificate.**

**Carried Unanimously 7/0**

**COUNCIL DECISION**

**Minute No. 10029**

**Moved: Cr J Parker**

**Seconded: Cr D Ausburn**

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

**Carried Unanimously 7/0**

Council move out from behind closed doors 6:10pm

6:10pm Nick Kearns, Dave Hannington, Kevin Hannagan, Wayne Richards, Megan Callus enter the room.

Cr John Moulden congratulates Dave Hannington on his appointment to Director Corporate Services.

Motion - Cr Ausburn

Officers write to watercorp and request the justification to why such a severe cutback of vegetation was undertaken along Lake View Drive, (during the week of 11<sup>th</sup> – 16 March) that has devastated the area.

**COUNCIL DECISION**

**Minute No. 10030**

**Moved: Cr D Ausburn**

**Seconded: Cr J Parker**

**That Council agree to officers writing to watercorp and requesting the justification as to why such a severe cutback of vegetation was undertaken along Lake View Drive, (during the week of 11<sup>th</sup> – 16 March) that has devastated the area.**

**For: Cr D Ausburn, Cr J Parker, Cr J McCoy, Cr Maryanne Kelly, Cr Don Learbuch, Cr Dessert**

**Against: Cr J Moulden**

**6/1**

## **17. CLOSURE**

The Shire President declares the meeting closed at 6.19pm. Thank you to staff for attendance in gallery.