

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

Date



SHIRE OF WYNDHAM | EAST KIMBERLEY

**MINUTES
ORDINARY COUNCIL
MEETING**

24 February 2015

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**SHIRE OF WYNDHAM EAST KIMBERLEY
MINUTES OF THE ORDINARY COUNCIL MEETING
WYNDHAMCOUNCIL CHAMBERS**

HELD ON TUESDAY, 24 FEBRUARY 2015 AT 5:00 PM

1. DECLARATIONS 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 R Dessert	Deputy Shire President
Cr D Learbuch	Councillor
Cr K Wright	Councillor
Cr B Robinson	Councillor
Cr D Spackman	Councillor
Cr S Cooke	Councillor
Cr G King	Councillor
Cr G Taylor	Councillor
L Gee	Acting Chief Executive Officer / Director Community Development
N Octoman	Director Corporate Services
D Klye	Director Infrastructure
M Tonkin	Executive Assistant (Minute Taker)

GALLERY

W Richards	Shire of Wyndham East Kimberley
P Kerp	Shire of Wyndham East Kimberley
Rob Storey	Rate Payer
Jenny Spragg	Rate Payer
Terry French	Rate Payer
Bianca Crake	Rate Payer
Simon Turnbull	SJA (Wyndham)
Jade Elvin	SJA (Wyndham) School (DCP)
Narelle McMahon	Private Company Local Business
Bob Smith	Wyndham Plumbing
Paul Cavanagh	Wyndham Excavations
Laura Cavanagh	Wyndham Excavations
Catherine Atkins	Rusty Shed Rate Payer
Martin Ynema	Rate Payer

APOLOGIES

Nil

LEAVE OF ABSENCE PREVIOUSLY APPROVED

Cr K Wright and Cr R Dessert – leave of absence not used.

Cr B Robinson advises that he no longer requires his previously approved leave of absence for the March 2015 Ordinary Council Meeting.

3. DECLARATION OF INTEREST

- Financial Interest

Cr D Spackman declares a financial interest in item 17.3 – Confirmation of Council Committee Meetings as he was previously contracted to O.R.C. (Declaration of interest received later in the meeting, before the item was considered)

D Klye declares a financial interest in item 17.2 – Ord River Sports Club Lease as his partner holds a sole lease at the premises.

- Impartiality Interest

Cr K Wright declares a impartiality interest in item 13.4.3 – Kununurra Agricultural Society Lease as he is a life member of K.A.S.

Cr R Dessert declares a impartiality interest in item 13.4.3 – Kununurra Agricultural Society Lease as he is a life member of K.A.S.

Cr R Dessert declares a impartiality interest in item 17.2 – Ord River Sports Club Lease as he is a member of O.R.S.C.

Cr D Spackman declares a impartiality interest in item 16.1 – Confidential – Request to Issue Notices of Discontinuance of Claim as he was a past employee contractor.

- Proximity Interest

Cr J Moulden declares a proximity interest in item 13.3.1 – Crossing Falls Brigade Light Tanker as he is a member of Crossing Falls BFB and lives adjacent to C.F. Bush Fire Shed.

4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Ms J Spragg
27 January 2015 Ordinary Council Meeting

What was the cost of fighting Rob and Vicki Storey's application for 3 cabins on Riverfarm Road? Why did Council insist on proceeding against legal advice that the case would be lost.

The legal professional fees to-date for the State Administrative Tribunal Application No. DR124 of 2014 Vicky Biorac and Robert Storey, and Shire of Wyndham East Kimberley are \$154,326.54, plus the expert witness fee of \$9,381.90.

The Shire of Wyndham East Kimberley was the Respondent in regard to the above State Administrative Tribunal Hearing i.e. the legal action was not initiated by the Shire.

Why is it that some community member's business applications are denied or fought but when it comes to a certain councillor, she is allowed to carry on outside the rules and then the rules are changed to suit.

This question is not accepted as it contravenes rule 9 of the rules applying to public question time:

Rule 9: 'Questions relating to the personal affairs or actions of Council members....will not be accepted.'

5. PUBLIC QUESTION TIME

Public Question Time commenced at 5.05pm

Questions from Jenny Spragg, Kununurra

Question 1 - The president and ordinary elected members have publicly stated that "financial matters and tendering matters are operational matters and we don't get involved". This statement is false as stated in the enabling legislation of the Local Government Act 1995 Section 5.103 Schedule 9.3 Clause 22 as well as CP HR02- Clause 5.3. Has the President and Councillors received the appropriate DLGC correctional training since this statement was made?

Cr J Moulden, Shire President provides the following response:

The first part of your question is not strictly true. It is the primary function of the Council to oversee the financial matters of the Shire and of course we take an interest in financial matters and tender matters. We have an audit and risk committee who meet 4 times a year and consider items of financial import. Councillors are not involved in the day to day intricacies of tenders such as the wording, but Councillors accept tenders and this is where we are involved.

Question 2 - Were the inconsistencies and conflicts of opinion between the Auditor Report and the Officers in the Yes/No answer section of the Audit Report solved using the councils authority to vote on the recent removal of two very senior officers? ie: did the sacking of Gaffney and Hannagan allow the council to accept the Audit Report containing the wrong yes/no answers.

Cr J Moulden, Shire President provides the following response:

The basis of your question is wrong. Neither Mr Gaffney nor Mr Hannagan were sacked so the question has no basis. They both submitted their resignations which were received and accepted by the Council.

Cr J Moulden notes that he will not continue to discuss this question and moves to the next question.

Question from Narelle McMahon

Question 1 – The tender/contract portal, when will it be operational (E Quotes), and who do you need to contact in regards to it?

D Klye, Director Infrastructure and P Kerp, Manager Engineering Services provides the following response:

The e-quotes portal is up and running. The member of staff who was managing this has recently departed and we will be replacing them shortly. Some e-quote panels are up and running. We have not used the portal as yet for local contractors but it has been used for the WALGA preferred suppliers panel. We have an e-quote going out this Thursday to select asphalt companies.

Questions from Bianca Crake, Wyndham

Question 1 – What's happened to the Sport and Rec service in Wyndham?

W Richards, Manager Community Services provides the following response:

We have one full time position allocated for that facility. The position has been advertised and we are going through the recruitment process at the moment, the position advertised requires tertiary qualifications. We will be reviewing the position in the coming days and are looking at options for filling the position with a casual until a full time starter becomes available. We could potentially have the position filled by a casual next week.

Question 2 – What's the Shires plan for the town of Wyndham?

L Gee, Acting Chief Executive Officer provides the following response:

We have a Strategic Community Plan which identifies the broader vision for Kununurra and Wyndham. We also have the Corporate Business Plan that reflects what we are trying to achieve and then the activities implemented are dependent on budget and resources. As part of the development of the Strategic Community Plan a number of workshop were held within the community, these formed the basis of the plan. The Plan has also recently had a desk-top review which included public notification that it was out for comment.

L Gee takes on notice the further question from Bianca Crake as to who from the community was invited to the workshops that lead to the development of the Strategic Community Plan, how many workshops were held and how were they conducted?

As per the Shire of Wyndham East Kimberley Standing Orders Local Law 2003, 2.3(3) a response will be given to the member of the public in writing by the CEO, and a summary of the question raised and the response given are to be included in the agenda and minutes of the next meeting of the Council.

Questions from Jenny Spragg on behalf of Mark Northover, Kununurra

Question 1 – The question was related to the minutes of the Audit (Finance and Risk) Committee. Due to the complexity of the question, the question was not minuted. The Shire President, Cr J Moulden requests that the question be supplied in writing so it can be taken on notice.

As per the Shire of Wyndham East Kimberley Standing Orders Local Law 2003, 2.3(3) a response will be given to the member of the public in writing by the CEO, and a summary of the question raised and the response given are to be included in the agenda and minutes of the next meeting of the Council. (if the question is received in writing)

Question 2 – Will the Shire President please explain why he is not prepared to step aside?

Cr J Moulden, Shire President provides the following response:

It is true that I received a letter from lawyers representing the SWEK rate payers association asking me to resign. In response I sent a return letter informing them that I am on Council because I was elected to that position by the community. I was then elected to the position of Shire President by my fellow Council members unopposed in 2011 and with a 6/2 majority in 2013. Therefore my position on Council and as Shire President is legitimate. My term on Council finishes in October this year. If I decide to run for Council again then once again I will let the community decide if they would like me in this position. If I am elected to Council then I will put myself up for the role of Shire President.

Questions from Jenny Spragg on behalf of Derrick Steenson

Question 1 – Did every Council member view the full police report on the SWEK Wyndham depot fire before voting to accept the Acting CEO's report?

Cr J Moulden, Shire President provides the following response:

No.

Question 2 – Are you all aware that the fire started at the school and not the depot?

Cr J Moulden, Shire President takes the question on notice.

As per the Shire of Wyndham East Kimberley Standing Orders Local Law 2003, 2.3(3) a response will be given to the member of the public in writing by the CEO, and a summary of the question raised and the response given are to be included in the agenda and minutes of the next meeting of the Council.

Question 3 – Are you aware at the time of the fire that the SWEK depot firebreaks had not be completed?

Cr J Moulden, Shire President takes the question on notice.

As per the Shire of Wyndham East Kimberley Standing Orders Local Law 2003, 2.3(3) a response will be given to the member of the public in writing by the CEO, and a summary of the question raised and the response given are to be included in the agenda and minutes of the next meeting of the Council.

Questions from Jenny Spragg, Kununurra

Question 1 – Why is it that, during the reporting period, calculations of wage payments against FTE indicate that you are paying the Senior Officers more than what was advertised during their procurement? (item 3, Reg 18F 18E. Item 5 s5.37(2). Page 161 of the audit report 10/02/15)

N Octoman, Director Corporate Services takes the question on notice.
As per the Shire of Wyndham East Kimberley Standing Orders Local Law 2003, 2.3(3) a response will be given to the member of the public in writing by the CEO, and a summary of the question raised and the response given are to be included in the agenda and minutes of the next meeting of the Council.

Public Question Time concludes at 5.19pm

6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

7. PETITIONS

Nil

8. CONFIRMATION OF MINUTES

8.1 CONFIRMATION OF MINUTES OF ORDINARY COUNCIL MEETING OF 27/01/2015

RECOMMENDATION

That Council confirms the Minutes of the Ordinary Council Meeting held on 27/01/2015

AMENDMENT

Cr D Spackman moves that Council confirms the Minutes of the Ordinary Council Meeting held on 27/01/2015 with an amendment to Item 2 Record of Attendance/Apologies/Leave of Absence (Previously Approved). The following will be included in the minutes of this section:

The Shire President initially refused to adjourn the meeting to allow for clarification of the legitimacy of the process.

COUNCIL DECISION

Minute No. 10792

Moved: Cr D Spackman

Seconded: Cr G King

That Council confirms the Minutes of the Ordinary Council Meeting held on 27/01/2015 with an amendment to Item 2 Record of Attendance/Apologies/Leave of Absence (Previously Approved). The following will be included in the minutes of this section:

The Shire President initially refused to adjourn the meeting to allow for clarification of the legitimacy of the process.

Carried Unanimously 9/0

9. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

Nil

10. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

Cr G Taylor requests that Item 12 – Minutes of Council Committee Meetings be discussed behind closed doors as the discussion would include items that were considered as confidential and behind closed doors at the 10 February 2015 Audit (Finance and Risk) Committee meeting.

Shire President, Cr J Moulden advised that two items under section 16 Urgent Business Approved by the Person Presiding or by Decision, 16.1 – Confidential – Request to Issue Notices of Discontinuance of Claim and 16.2 – Confidential – Offer of Contract for the Appointment of a new Chief Executive Officer would be considered behind closed doors.

MOTION

Cr K Wright moves that all items to go behind closed doors be dealt with at the end of the meeting.

COUNCIL DECISION

Minute No. 10793

Moved: Cr K Wright

Seconded: Cr B Robinson

That all items (12, 16.1 & 16.2) to go behind closed doors be dealt with at the end of the meeting.

Carried Unanimously 9/0

11. DEPUTATIONS / PRESENTATIONS / SUBMISSIONS / NOTICES OF MOTIONS

Nil

12. MINUTES OF COUNCIL COMMITTEE MEETINGS

RECOMMENDATION

That Council adopts the Minutes of the Audit (Finance and Risk) Committee Meeting held on 10/02/2015

COUNCIL DECISION

Minute No. 10794

**Moved: Cr B Robinson
Seconded: Cr K Wright**

That item 12. Minutes of Council Committee Meetings is to be considered behind closed doors later in the meeting.

Carried Unanimously 9/0

This item is now considered as Item 17.3 Minutes of Council Committee Meetings (to be considered behind closed doors).

13. REPORTS

13.1 MATTERS ARISING FROM COMMITTEES OF COUNCIL

Nil

13.2 CORPORATE SERVICES

13.2.1 Monthly Financial Report

DATE:	24/02/2015
PROPONENT:	Shire of Wyndham East Kimberley
LOCATION:	Shire of Wyndham East Kimberley
AUTHOR:	Natalie Octoman, Director Corporate Services
REPORTING OFFICER:	Natalie Octoman, Director Corporate Services
FILE NO:	FM.09.5
DECLARATION OF INTERESTS:	Nil

PURPOSE

For Council to receive the monthly financial report for January 2015.

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 the Council with the ability to oversee the Shire's financial performance against budgeted target.

STRATEGIC IMPLICATIONS

Strategic Community Plan 2012-2022

Goal 1: Strong leadership and governance that underpins a more strategic approach to community engagement, regional development and organisational sustainability

Objective 1.4: Business innovation, efficiency and improved service

Strategy 1.4.1: Ensure legislative compliance and follow best practice principles in planning and service delivery

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 the Council receives the Monthly Financial Report as at 31 January 2015.

COUNCIL DECISION

Minute No. 10795

**Moved: Cr B Robinson
Seconded: Cr K Wright**

That the Council receives the Monthly Financial Report as at 31 January 2015.

Carried Unanimously 9/0



Shire of Wyndham East Kimberley

Monthly Financial Report 2014/2015

As at 31 January 2015

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 2015

	YTD		YTD Variance	
	Actual 2014/15 \$	YTD Budget 2014/15 \$	2014/15 \$	%
Revenue				
General Purpose Funding	2,453,141	2,418,062	35,079	1% ▲
Governance	1,048,246	1,051,892	(3,646)	0% ▼
Law, Order, Public Safety	26,315	44,006	(17,691)	-40% ▼
Health	52,163	58,308	(6,145)	-11% ▼
Education and Welfare	107,677	73,349	34,328	47% ▲
Housing	107,843	138,258	(30,415)	-22% ▼
Community Amenities	2,004,038	1,948,548	55,490	3% ▲
Recreation and Culture	505,323	461,828	43,495	9% ▲
Transport	5,709,847	3,914,973	1,794,874	46% ▲
Economic Services	46,483	60,684	(14,201)	-23% ▼
Other Property and Services	117,940	85,500	32,440	38% ▲
	<u>12,179,015</u>	<u>10,255,408</u>	<u>1,923,607</u>	<u>19% ▲</u>
Expenses				
General Purpose Funding	(253,630)	(317,140)	63,510	-20% ▼
Governance	(237,916)	(266,114)	28,198	-11% ▼
Law, Order, Public Safety	(331,867)	(392,922)	61,055	-16% ▼
Health	(176,945)	(187,157)	10,212	-5% ▼
Education and Welfare	(231,594)	(216,066)	(15,528)	7% ▲
Housing	(405,578)	(476,353)	70,775	-15% ▼
Community Amenities	(2,205,020)	(2,760,472)	555,452	-20% ▼
Recreation & Culture	(3,507,045)	(3,967,536)	460,491	-12% ▼
Transport	(7,719,879)	(5,712,212)	(2,007,667)	35% ▲
Economic Services	(318,574)	(332,437)	13,863	-4% ▼
Other Property and Services	(1,565,328)	(832,293)	(733,035)	88% ▲
	<u>(16,953,375)</u>	<u>(15,460,702)</u>	<u>(1,492,674)</u>	<u>10% ▲</u>
Adjustments for Cash Budget Requirements:				
Non-Cash Expenditure and Revenue				
(Profit)/Loss on Asset Disposals	324,302	0	324,302	0% ▲
Movement in Accruals and Provisions	(137,104)	5,000	(142,104)	-2842% ▼
Depreciation on Assets	3,399,027	3,521,497	(122,470)	-3% ▼
Capital Expenditure and Revenue				
Purchase Land Held for Resale	0	0	0	0% ▲
Purchase Land and Buildings	(369,296)	(586,000)	216,704	-37% ▼
Purchase Infrastructure Assets - Roads	(1,246,281)	(1,485,954)	239,673	-16% ▼
Purchase Infrastructure Assets - Footpaths	0	0	0	0% ▲
Purchase Infrastructure Assets - Drainage	(15,799)	(48,405)	32,606	-67% ▼
Purchase Infrastructure Assets - Other	(582,135)	(651,775)	69,640	-11% ▼
Purchase Plant and Equipment	(7,030)	(10,000)	2,970	-30% ▼
Purchase Furniture and Equipment	(16,302)	(37,010)	20,708	-56% ▼
Grants / Contributions for Development of Assets	4,198,485	5,212,855	(1,014,370)	-19% ▼
Proceeds from Disposal of Assets	5,031	0	5,031	0% ▲
Proceeds from Sale of Land Held for Resale	0	0	0	0% ▼
Repayment of Debentures	(1,876,300)	(1,876,298)	(2)	0% ▲
Proceeds from New Debentures	1,500,000	1,500,000	0	0% ▼
Transfers to Reserves (Restricted Assets)	(2,876,821)	(2,876,821)	(0)	0% ▲
Transfers from Reserves (Restricted Assets)	0	0	0	0% ▼
ADD Estimated Surplus/(Deficit) July 1 B/Fwd	(1,397,052)	(1,397,052)	0	0% ▲
LESS Estimated Surplus/(Deficit) June 30 C/Fwd	5,305,857	5,214,075	91,783	2% ▲
Amount Required to be Raised from Rates	<u>9,177,493</u>	<u>9,149,331</u>	<u>28,162</u>	<u>0% ▲</u>

Shire of Wyndham East Kimberley

Note to Statement of Financial Activity

Net Current Assets as at 31 January 2015

NET CURRENT ASSETS

Composition of Estimated Net Current Asset Position

	YTD Actual 2014/15	Brought Forward 1 July 2014
CURRENT ASSETS		
Cash - Unrestricted	2,486,527	652,355
Cash - Restricted	8,388,186	8,263,354
Cash - Restricted Unspent Grants	2,863,136	0
Receivables	2,817,189	1,434,030
Inventories	12,304	17,037
	<u>16,567,342</u>	<u>10,366,777</u>
LESS: CURRENT LIABILITIES		
Payables and Provisions	(11,486)	(3,500,474)
Less: Cash - Restricted	(8,388,186)	(8,263,354)
Less: Cash - Restricted Unspent Grants	(2,863,136)	0
NET CURRENT ASSET POSITION	<u>5,304,534</u>	<u>(1,397,052)</u>

Shire of Wyndham East Kimberley

Notes to Statement of Financial Activity

For the Period Ended 31 January 2015

Explanation of Material Variances

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

Variances +/- \$20,000 and 10% at Account Level

Operating

Recurrent Income - Excluding Rates		▲	
Rates			
Rates Revenue - Interim Rates	\$ 26,000	▲	Interim rates collected to December. Interim rates were purposely not incorporated into the 2014/15 budget, therefore this will be a windfall and captured in the Mid Year Budget Review.
General Purpose Funding		▲	
Emergency Services Levy - Rates	\$ 23,700	▲	Increase in levies raised. Funds collected on behalf of DFES, and are offset against expenditure.
Interest Income - Municipal Fund	-\$ 24,300	▼	Lower Income due to no investments being made during the year that relate to Municipal Funds. Interest earnings are only from the balance held within our day-to-day account. Will be reviewed during the Mid Year Budget Review.
Governance		▼	
No material variances to report			
Law, Order and Public Safety		▼	
No material variances to report			
Health		▼	
No material variances to report			
Education and Welfare		▲	
No material variances to report			
Housing		▼	
No material variances to report			
Community Amenities		▲	
Additional Waste Management Receptacle Charge	\$ 125,000	▲	The number of additional waste receptacles higher than anticipated.
Kununurra Youth Services - Colocation Fees and Reimbursements	-\$ 25,000	▼	Several of the co-locators no longer have a presence in Kununurra due to funding cuts. Will be amended during the Mid Year Budget Review
Recreation and Culture		▲	
Foreshore Leases	-\$ 23,300	▼	Timing variance due to delay in finalising lease agreement.
Wyndham Community Resource Centre (CRC) - Operating Grant MUN	\$ 25,000	▲	Timing variance. Income received earlier than expected.
Grant Income - Club Development	-\$ 25,000	▼	Grant no longer anticipated to be received. Will be removed as part of the Mid Year Budget Review process.
Grant Income - KidSport	\$ 25,000	▲	Grant was not incorporated into the budget as it wasn't endorsed prior to the date of budget adoption. This has now been received. Expenditure will be included to offset this additional revenue.
Transport		▲	
WANDRRA Funding - Monsoonal Trough and Associated Flooding (10 March 2011)	\$ 1,855,100	▲	The flood event has resulted in additional expenditure which will be offset through the recoupment of funds.
Aircraft Landing Fees - East Kimberley Regional Airport	\$ 21,900	▲	Higher income during December 2014. Although this reduces into February 2015 therefore it reflects a timing variation at this stage.
Passenger Head Tax - East Kimberley Regional Airport	-\$ 25,500	▼	Timing variance due to delay in invoicing process.
Passenger Screening Fees - East Kimberley Regional Airport	-\$ 26,800	▼	Timing variance due to delay in invoicing process.
Leases - East Kimberley Regional Airport Terminal	-\$ 71,100	▼	Partially offset with additional income for other leases. Requires a budget amendment which will be made in the Mid Year Budget Review.
Leases - East Kimberley Regional Airport Other	\$ 49,200	▲	Partially offset with a reduction in income for Airport Terminal leases. Requires a budget amendment which will be made in the Mid Year Budget Review.
Economic Services		▲	
No material variances to report			

Shire of Wyndham East Kimberley

Notes to Statement of Financial Activity

For the Period Ended 31 January 2015

(continued)

Recurrent Income - Excluding Rates (Continued)

Other Property and Services

Private Works Income	\$	29,100	▲	Higher income due to new private works associated with Lakeside Stage 7A. Offsets higher expenditure for private works.
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Recurrent Expenditure

General Purpose Funding

Debt Collection Costs - Rates	\$	26,700	▼	Savings due to reduced number of claims lodged, will be amended during the Mid Year Budget Review process.
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Administration Salary and Wages Allocated - Rates	\$	22,100	▼	Lower allocation based on lower admin costs to date. This is a proportionate re-allocation of costs across the organisation and will not impact on the bottom line for rates. Non-cash item.
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Governance

No material variances to report

Law, Order and Public Safety

Direct Salaries - Ranger Services	\$	32,400	▼	Reduced expenditure associated with overtime and allowances. Will review as part of the Mid Year Budget Review to determine overall savings in salaries for the Shire.
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Health

No material variances to report

Education and Welfare

Direct Salaries - Wyndham Childcare Centre	-\$	22,700	▲	Additional hours worked that were not incorporated into the initial budget calculations. This will be identified and amended as part of the Mid Year Budget Review process.
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Housing

No material variances to report

Community Amenities

Tip Maintenance	\$	96,100	▼	Reduced costs for December given business closures around Kununurra. Anticipate this to pick up in late January, early February 2015. Also requires a transfer of plant operating cost allocations from the Direct Salaries - Kununurra Landfill account.
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Refuse Collection	\$	97,700	▼	Pending invoices for payment. Timing variation.
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Administration Salary and Wages Allocated - Sanitation - Household Refuse	\$	53,600	▼	Less allocation due to lower actual expenditure in the sub program and overall admin overheads are less than anticipated as at reporting date. Non cash item. Timing.
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Admin Overheads Allocated - Sanitation - Household Refuse	\$	60,700	▼	Less allocation due to lower actual expenditure in the sub program and overall admin overheads less than anticipated as at reporting date. Non cash item. Timing.
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Depreciation - Sanitation - Household Refuse	\$	27,700	▼	Less depreciation due to uncompleted capital projects. Non cash item. Will be amended as part of the Mid Year Budget Review process.
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Direct Salaries - Kununurra Landfill MUN	-\$	25,900	▲	Amendment required to the plant operating cost allocations which will need to be adjusted against tip maintenance.
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Litter Control	\$	44,000	▼	Lower operational activities in Kununurra and Wyndham to date.
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Street Tree Planting - Protection of Environment	\$	40,200	▼	Project not yet commenced. The timing will be amended as part of the Mid Year Budget Review Process.
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Legal Expenses - Town Planning and Regional Development	-\$	63,900	▲	Additional legal costs incurred for the SAT Hearing to date. Additional funds will be sourced from other savings as part of the Mid Year Budget Review process.
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Shire of Wyndham East Kimberley

Notes to Statement of Financial Activity

For the Period Ended 31 January 2015

(continued)

Recurrent Expenditure (Continued)

Community Amenities (continued)

Consultants - Local Planning Strategy MUN	\$	32,000	▼	Project expected to commence by March 2015. Timing variance.
Depreciation - Other Community Amenities	\$	81,700	▼	Lower depreciation charges due to change in categories, set off against higher depreciation in other areas. Non cash item.

Recreation and Culture

Depreciation - Public Halls	-\$	79,400	▲	Higher depreciation charges due to change in categories, set off against lower depreciation in other areas. Non cash item.
Pool Operating - Kununurra Swimming Complex	\$	26,000	▼	Reduced expenses. Will be amended during the Mid Year Budget Review process.
Direct Salaries - Kununurra Swimming Complex	-\$	22,900	▲	Higher staffing costs as a result of operational times during the dry season. The wet season will see the salaries normalise. Timing variation.
Salary Overheads - Kununurra Swimming Complex	-\$	26,000	▲	Higher staffing costs as a result of operational times during the dry season. The wet season will see the salaries normalise. Timing variation.
Admin Overheads Allocated - Kununurra Swimming Complex MUN	\$	25,200	▼	Underspend in admin overheads has resulted in part for the reduced allocation to other areas of the organisation. Non-cash item.
Depreciation - Land Under Control - Building & Structure MUN	-\$	22,100	▲	Higher depreciation charges due to change in categories during re-valuation, set off against lower depreciation in other areas. Non cash item.
Kununurra Business & Structure Planning	\$	30,000	▼	Pending invoices for payment. Timing variation.
Depreciation - Kununurra Leisure Centre	\$	25,200	▼	Lower Depreciation charges due to change in categories. Budget Estimates will require review. No cash Item.
Hardcourts Maintenance - Kununurra Grounds	\$	26,500	▼	Project in progress. Timing variance.
Parks and Gardens Maintenance - Kununurra	\$	214,700	▼	Underspend in salaries to date. This will start to pick up over the wet season with the additional hours required. Timing variation.
Administration Salary and Wages Allocated - Kununurra Parks and Gardens	\$	43,200	▼	Underspend in salaries to date therefore less administration allocation. This will start to pick up over the wet season with the additional hours required. Timing variation.
Admin Overheads Allocated - Kununurra Parks and Gardens	\$	47,300	▼	Underspend in salaries to date therefore less administration allocation. Also underspend in admin overheads. This will start to pick up over the wet season with the additional hours required. Timing variation.
Parks and Gardens Maintenance - Wyndham	-\$	50,900	▲	Will be reviewed as part of the Mid Year Budget Review given water costs and salaries exceed the initial budget estimate.
Joint Use Contribution - Libraries	-\$	39,900	▲	Overspend recognised to date. Changes in electricity tariffs for the school has increased the Shire's contribution. This will be amended as part of the Mid Year Budget Review.
Wyndham Community Resource Centre (CRC) - RIPIA Expenses	-\$	22,500	▲	Funds that were collected in the prior year that were not carried forward. Will be amended as part of the Mid Year Budget Review process.
Transport			▲	
Administration Salary and Wages Allocated - Streets, Roads & Bridges - Non Capital	-\$	277,900	▲	Non cash item. Timing variations.
Admin Overheads Allocated - Streets, Roads & Bridges - Non Capital	\$	25,800	▼	Non cash item. Timing variations.

Shire of Wyndham East Kimberley

Notes to Statement of Financial Activity

For the Period Ended 31 January 2015

(continued)

Recurrent Expenditure (Continued)

Transport (continued)

Rural Road Maintenance	\$	187,100	▼	Underspend recognised to date. Timing variation. Will be reviewed as part of the Mid Year Budget Review Process.
Urban Road Maintenance - Kununurra	\$	60,400	▼	Underspend recognised to date. Timing variation. Will be reviewed as part of the Mid Year Budget Review Process.
D2 Drain Rehabilitation (2120231)	\$	30,900	▼	Design in progress. Project expected to be commenced by May 15.
Monsoonal Trough Flood Event, 6-9 Feb 2014	-\$	2,442,500	▲	Higher flood recovery cost than anticipated. Higher expenses to be claimed from WANDRRA fund.
Depreciation - Streets, Roads & Bridges - Maintenance	-\$	35,300	▲	Budget estimates will require review due to completed Infrastructure now depreciating. Non cash item.
Other Expenses - East Kimberley Regional Airport	\$	20,900	▼	Underspend to date. Will be reassessed during the Mid Year Budget Review to determine the likelihood of savings.
Airport Terminal Building Maintenance - East Kimberley Regional Airport	\$	34,900	▼	No major air conditioning issues occurred, although strategies are being prepared given the high costs associated with maintenance over the last 12 months.
Airside Operations - East Kimberley Regional Airport	\$	36,600	▼	Savings made in salaries based on lower overtime hours than anticipated.
Passenger Screening Expenses - East Kimberley Regional Airport	\$	43,000	▼	Partial savings to be returned to the Reserve as part of the Mid Year Budget Review process as there is no longer a requirement for a new explosive trace detection (ETD) machine. Remaining variation as a result of pending invoices for payment and is timing related.
Administration Salary and Wages Allocated - East Kimberley Regional Airport	\$	82,100	▼	Less allocation due to lower actual expenditure in the sub program and overall admin overhead less than anticipated as at reporting date. Non cash item. Timing.
Admin Overheads Allocated - East Kimberley Regional Airport	\$	106,400	▼	Less allocation due to lower actual expenditure in the sub program and overall admin overhead less than anticipated as at reporting date. Non cash item. Timing.
Depreciation - East Kimberley Regional Airport	\$	54,300	▼	Less depreciation due uncompleted capital projects as at date. Timing.

Economic Services

No material variances to report

Other Property and Services

Private Works - Expenses	-\$	29,600	▲	Higher expenditure due to new private works associated with Lakeside Stage 7A. Offsets higher income for private works.
Public Works Overheads Allocated - Payroll	-\$	92,300	▼	This variation is partially offset with the variation on direct salaries - outdoor workforce below, whereby a journal needs to be completed to correct the actuals as overheads are being costed incorrectly. This is a non-cash item and a timing variance.
Direct Salaries - Outdoor Workforce	-\$	80,400	▲	This variation is partially offset with the variation on Public Works Overheads Allocated - Payroll, whereby a journal needs to be completed to correct the actuals as overheads are being costed incorrectly. This is a non-cash item and a timing variance.
Admin Overheads Allocated - Public Works Overheads	\$	37,900	▼	Less allocation due to overall admin costs less than anticipated as at reporting date. Non cash item. Timing.
Vehicle Expenses - Engineering and Technical MUN	-\$	20,100	▲	Budget allocation requires re-periodisation. Will be amended as part of the Mid Year Budget Review.
Direct Salaries - Executive	-\$	36,100	▲	Partly associated with payments for termination that were unbudgeted, along with higher costs for recruitment company. Will be identified and incorporated as part of the Mid Year Budget Review.
ABC Allocations	-\$	541,500	▼	Lower allocation due to overall admin cost lower than anticipated as at reporting date. Non cash item. Timing.
Software Licencing - Information Services	\$	27,800	▼	Underspend recognised to date. Timing variation as software licences become due.
Depreciation - Information Services	\$	27,400	▼	Lower depreciation charges due to discontinued capital projects from 13/14. Budget estimates will require review. Non cash item.
Corporate Training	\$	22,600	▼	Potential savings in corporate training across the organisation. To be reviewed as part of the Mid Year Budget Review process.
Audit Fees	\$	28,400	▼	Underspend recognised to date. Timing variation as invoices will be received shortly.

Shire of Wyndham East Kimberley

Notes to Statement of Financial Activity

For the Period Ended 31 January 2015

(continued)

Recurrent Expenditure (Continued)

Other Property and Services(Continued)

		▼	
Integrated Planning Framework (IPF) - Asset Management	\$ 25,000	▼	Underspend recognised to date. Timing variation.
Plant Operating Cost Allocated	-\$ 85,300	▼	Underexpenditure in parts and repairs and repair wages has resulted in an underallocation. This will be monitored and reviewed in the coming months.
POC Internal Repair wages	\$ 32,500	▼	Reduced costs to date. Will be monitored and reviewed in the coming months.
POC Parts and Repairs	\$ 26,600	▼	Reduced costs to date. Will be monitored and reviewed in the coming months.
Depreciation - Plant Operation	\$ 24,400	▼	Reduced costs to date. Will be monitored and reviewed in the coming months.
Landcorp /SWEK Deed Agreement - Expenses	\$ 25,000	▼	Timing variation.
Loss on Sale of Assets - Unclassified	-\$ 324,300	▲	Asset impact of the depot fire. Insurance claims made. Non Cash Item.
Insurance - Unclassified	\$ 41,400	▲	Insurance claim received for vehicles impacted by the depot fire to be allocated.

Non Cash Expenditure and Revenue

Adjustments and Accruals

Loss on Sale of Assets - Unclassified	\$ 324,300	▲	Asset impact of the depot fire. Insurance claims made. Non Cash Item.
Movement in Accruals and Provisions	-\$ 142,100	▼	Adjustments have been made to the provisions given that long service leave and other leave types are provided for, which have now been paid out.
Depreciation - Sanitation - Household Refuse	-\$ 27,700	▼	Reversal is lower given the lower depreciation charges due to change in categories, set off against higher depreciation in other areas. Non cash item.
Depreciation - Other Community Amenities	-\$ 81,700	▼	Reversal is lower given the lower depreciation charges due to change in categories, set off against higher depreciation in other areas. Non cash item.
Depreciation - Public Halls	\$ 79,400	▲	Reversal is higher due to higher depreciation charges due to change in categories, set off against lower depreciation in other areas. Non cash item.
Depreciation - Kununurra Leisure Centre	-\$ 25,200	▼	Reversal is lower due to lower depreciation charges due to change in categories, set off against higher depreciation in other areas. Non cash item.
Depreciation - Streets, Roads & Bridges - Maintenance	\$ 85,300	▲	Budget Estimates will require review due to completed Infrastructure now depreciating. Non cash Item. Budget will be amended at during the Mid Year Budget Review.
Depreciation - East Kimberley Regional Airport	-\$ 54,300	▼	Reversal is lower due to less depreciation costs as a result of uncompleted capital projects as at the reporting date. Timing and non cash item.
Depreciation - Information Services	-\$ 27,400	▼	Reversal is lower due to less depreciation costs as a result of uncompleted capital projects as at the reporting date. Timing and non cash item.
Depreciation - Land Under Control - Building & Structure MUN	\$ 22,100	▲	Timing and non cash item.
Depreciation - Plant Operation	-\$ 24,400	▼	Reversal is lower due to less depreciation costs as a result of uncompleted capital projects as at the reporting date. Timing and non cash item.

Shire of Wyndham East Kimberley

Notes to Statement of Financial Activity

For the Period Ended 31 January 2015

(continued)

Capital

Purchase Land Held for Resale		▲	
No material variances to report			
Purchase Land and Buildings		▼	
Land Subdivision Costs SES Shed Land	\$ 184,000	▼	Slight delays in project. Timing.
Wyndham Pound	\$ 24,100	▼	This relates to work being undertaken on the Kununurra Pound, not the Wyndham Pound. Work is still underway. Timing variation.
Wyn depot fire damage reinstatement - Buildings	-\$ 35,900	▲	Costs related to the Wyndham Depot fire damage. These are offset against insurance settlements.
Purchase Infrastructure Assets - Roads		▼	
Kalumburu Road - Re-sheet	-\$ 23,500	▲	Project work progressing. Timing variance.
Road Upgrade Carlton Hill Road	\$ 162,000	▼	Project work progressing. Timing variance.
Bridges (5116) - D4 Weaber Plain Rd	\$ 50,000	▼	Timing variation only. Relates to Main Roads funded works.
Asphalt resurfacing program (R2R) - Kununurra town site MUN	-\$ 32,200	▲	Timing variation only. Relates to Roads to Recovery funded works.
Erythrina St - Reconstruct, Seal Pavement & Footpath Re-instate MUN	\$ 20,200	▼	Project Completed, will be amended during the Mid Year Budget Review process.
Purchase Infrastructure Assets - Footpaths		▲	
No material variances to report			
Purchase Infrastructure Assets - Drainage		▼	
Drainage Strategy, Survey, Outlet Sth Hwy to Lilly Lagoon MUN	\$ 24,200	▼	Project in progress. Timing variance.
Purchase Infrastructure Assets - Other		▼	
Reseal Apron - East Kimberley Regional Airport	\$ 24,800	▼	Potential savings as project completed to possibly be utilised for the asphalt overlay towards the end of the financial year.
Upgrade Maintenance Area - East Kimberley Regional Airport MUN	-\$ 86,500	▲	Originally budgeted in 13/14, carried forward to 14/15. Purchase order raised at the end of the year omitted from carried forward budget. Project funded by Airport Reserve and will be adjusted in the Mid Year Budget Review.
Landfill cover lids - Knx Landfill MUN	\$ 120,000	▼	Design in progress, project to commence by April 15.
Purchase Plant and Equipment		▼	
No material variances to report			
Purchase Furniture and Equipment		▲	
No material variances to report			
Grants / Contributions for Development of Assets		▼	
FESA Capital Grant - SES Shed Relocation	-\$ 504,500	▼	Income based on completion of project however some invoices have just been raised. Timing variance.
Regional Road Group Grants	\$ 56,700	▲	Income based on progress claim for projects. Timing variance.
Road to Recovery Grants	-\$ 574,000	▼	Income based on completion of project however some invoices have just been raised. Timing variance.
Proceeds from Disposal of Assets		▲	
No material variances to report			
Debentures		▲	
No material variances to report			
Reserves		▲	
No material variances to report			

Shire of Wyndham East Kimberley

Statement of Financial Activity Budget Remaining to Collect/Spend as at 31 January 2015

	YTD Actual 2014/15 \$	Annual Budget 2014/15	Budget Remaining 2014/15 \$	%	
Revenue					
General Purpose Funding	2,453,141	4,413,934	1,960,793	44%	▼
Governance	1,048,246	1,086,042	37,796	3%	▼
Law, Order, Public Safety	26,315	59,350	33,035	56%	▼
Health	52,163	80,500	28,337	35%	▼
Education and Welfare	107,677	77,000	(30,677)	-40%	▲
Housing	107,843	430,453	322,610	75%	▼
Community Amenities	2,004,038	2,483,863	479,825	19%	▼
Recreation and Culture	505,323	724,402	219,079	30%	▼
Transport	5,709,847	5,750,793	40,946	1%	▼
Economic Services	46,483	97,923	51,440	53%	▼
Other Property and Services	117,940	103,266	(14,674)	-14%	▲
	<u>12,179,015</u>	<u>15,307,526</u>	<u>3,128,511</u>	<u>20%</u>	<u>▼</u>
Expenses					
General Purpose Funding	(253,630)	(559,166)	(305,536)	55%	▼
Governance	(237,916)	(1,440,658)	(1,202,741)	83%	▼
Law, Order, Public Safety	(331,867)	(700,194)	(368,327)	53%	▼
Health	(176,945)	(324,635)	(147,691)	45%	▼
Education and Welfare	(231,594)	(290,794)	(59,200)	20%	▼
Housing	(405,578)	(768,906)	(363,328)	47%	▼
Community Amenities	(2,205,020)	(5,286,793)	(3,081,774)	58%	▼
Recreation & Culture	(3,507,045)	(6,818,047)	(3,311,002)	49%	▼
Transport	(7,719,879)	(9,579,827)	(1,859,948)	19%	▼
Economic Services	(318,574)	(517,691)	(199,117)	38%	▼
Other Property and Services	(1,565,328)	(936,967)	628,361	-67%	▲
	<u>(16,953,375)</u>	<u>(27,223,677)</u>	<u>(10,270,302)</u>	<u>38%</u>	<u>▼</u>
Adjustments for Cash Budget Requirements:					
Non-Cash Expenditure and Revenue					
(Profit)/Loss on Asset Disposals	324,302	(210,891)	(535,193)	254%	▼
Movement in Accruals and Provisions	(137,104)	5,000	142,104	2842%	▼
Depreciation on Assets	3,399,027	6,036,820	2,637,793	44%	▼
Capital Expenditure and Revenue					
Purchase Land Held for Resale	0	0	0	0%	▼
Purchase Land and Buildings	(369,296)	(638,000)	(268,704)	42%	▼
Purchase Infrastructure Assets - Roads	(1,246,281)	(2,393,929)	(1,147,648)	48%	▼
Purchase Infrastructure Assets - Footpaths	0	(31,000)	(31,000)	100%	▼
Purchase Infrastructure Assets - Drainage	(15,799)	(358,358)	(342,559)	96%	▼
Purchase Infrastructure Assets - Other	(582,135)	(1,901,535)	(1,319,400)	69%	▼
Purchase Plant and Equipment	(7,030)	(124,962)	(117,932)	94%	▼
Purchase Furniture and Equipment	(16,302)	(116,500)	(100,198)	86%	▼
Grants / Contributions for Development of Assets	4,198,485	6,491,991	2,293,506	35%	▼
Proceeds from Disposal of Assets	5,031	394,000	388,969	99%	▼
Proceeds from Sale of Land Held for Resale	0	0	0	0%	▼
Repayment of Debentures	(1,876,300)	(2,406,937)	(530,637)	22%	▼
Proceeds from New Debentures	1,500,000	1,803,218	303,218	17%	▼
Transfers to Reserves (Restricted Assets)	(2,876,821)	(4,000,605)	(1,123,784)	28%	▼
Transfers from Reserves (Restricted Assets)	0	1,253,687	1,253,687	100%	▼
ADD Estimated Surplus/(Deficit) July 1 B/Fwd	(1,397,052)	(1,397,052)	0	0%	▼
LESS Estimated Surplus/(Deficit) June 30 C/Fwd	5,305,857	(330,591)	(5,636,448)	1705%	▲
Amount Required to be Raised from Rates	<u>9,177,493</u>	<u>9,180,615</u>	<u>3,122</u>	<u>0%</u>	<u>▼</u>

MONTHLY REPORT ON INVESTMENT PORTFOLIO (CASH)

INVESTMENT POLICY - CP FIN - 3203			RESULTS AS AT 31 January 2015	
"Overall Portfolio Limits"			Overall Portfolio	
<i>S&P Long Term Rating</i>	<i>S&P Short Term Rating</i>	<i>Direct Investment Maximum %</i>	<p style="text-align: center;">A-1+ 100%</p>	
AAA	A-1+	100%		
AA	A-1	100%		
A	A-2	60%		
<i>Note: "S & P" relates to Standard & Poors credit rating agency</i>				
"Counterparty Credit Framework"			Counterparty Credit	
<i>S&P Long Term Rating</i>	<i>S&P Short Term Rating</i>	<i>Direct Investment Maximum %</i>	<p style="text-align: center;">Counterparty Credit</p> <ul style="list-style-type: none"> Westpac Banking Corporation Ltd 27% National Australia Bank 24% Bankwest 38% Commonwealth Bank 11% 	
AAA	A-1+	45%		
AA	A-1	35%		
A	A-2	20%		
"Term to Maturity Framework"			Term to Maturity	
<i>Overall Portfolio Term to Maturity Limits</i>			<p style="text-align: center;">< 1 YEAR 100%</p>	
<i>Portfolio % < 1 year</i>	<i>100% max 40% min</i>			
<i>Portfolio % > 1 year</i>	<i>60%</i>			
<i>Portfolio % > 3 year</i>	<i>35%</i>			
<i>Individual Investment Maturity Limits</i>				
<i>Authorised Deposit Institution</i>	<i>12 Months</i>			
<i>State/Commonwealth Government Bonds</i>	<i>3 years</i>			
<i>Note: "ADI" relates to an Authorised Deposit Institution (authorised under the Banking Act 1959)</i>				

13.2.2 List of Accounts Paid Under Delegation

DATE:	24 February 2015
PROPONENT:	Shire of Wyndham East Kimberley
LOCATION:	Shire of Wyndham East Kimberley
AUTHOR:	Victoria Nakamya, Creditors Officer Felicity Heading, Coordinator Financial Operations
REPORTING OFFICER:	Natalie Octoman, Director Corporate Services
FILE NO:	FM.09.5
DECLARATION OF INTERESTS:	Nil

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

In accordance with the Delegations Register 2014/15 adopted by the Council on the 26th of August 2014, the Council has delegated to the CEO the exercise of its power under regulations 12 and 13 of the *Local Government (Financial Management) Regulations 1996* to make payments from Municipal Fund and Trust Fund.

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 the Council with sufficient information to monitor and review payments made.

STRATEGIC IMPLICATIONS

Strategic Community Plan 2012-2022

Goal 1: Strong leadership and governance that underpins a more strategic approach to community engagement, regional development and organisational sustainability

Objective 1.4: Business innovation, efficiency and improved service

Strategy 1.4.3: Maintain Council's long term financial viability

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 the 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 the listing of accounts paid from the Municipal and Trust funds, being:

Municipal EFT 122756 – 122980 (07 January – 29 January 15)	\$ 1,394,258.86
Municipal cheques 50451 - 50537 (08 January – 29 January 15)	\$ 141,762.85
Trust cheques 717 – 722 (08 January – 29 January 15)	\$ 28,517.08
Trust EFT 500861 – 500879 (05 January – 30 January 15)	\$ 22,021.25
Payroll (06 January – 30 January 15)	\$ 418,826.18
Direct bank debits (02 January – 20 January 15)	\$ 9,576.99
TOTAL	\$ 2,014,963.21

COUNCIL DECISION

Minute No. 10796

Moved: Cr K Wright

Seconded: Cr D Learbuch

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

Municipal EFT 122756 – 122980 (07 January – 29 January 15)	\$ 1,394,258.86
Municipal cheques 50451 - 50537 (08 January – 29 January 15)	\$ 141,762.85
Trust cheques 717 – 722 (08 January – 29 January 15)	\$ 28,517.08
Trust EFT 500861 – 500879 (05 January – 30 January 15)	\$ 22,021.25
Payroll (06 January – 30 January 15)	\$ 418,826.18
Direct bank debits (02 January – 20 January 15)	\$ 9,576.99
TOTAL	\$ 2,014,963.21

Carried Unanimously 9/0

Shire President, Cr J Moulden leaves the Chambers at 5.26pm.

Deputy President, Cr R Dessert chairs the meeting.

LIST OF ACCOUNTS SUBMITTED TO COUNCIL 24 FEBRUARY 2015

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT122756	07/01/2015	PUMA ENERGY - WRIGHT EXPRESS	FUEL COSTS - P356	321.68
EFT122757		CANCELLED	CANCELLED	-
EFT122758	08/01/2015	KUNUNURRA T-WELD	CHRISTMAS DECORATIONS FOR MESSMATE WAY	132.00
EFT122759	08/01/2015	ABCO PRODUCTS	5LTR CLEANMAX TILE , 5LTR RESTORE & FREIGHT- 6 EUGENIA KNX	110.89
EFT122760	08/01/2015	AIR LIQUIDE WA PTY LTD	OXYGEN, ACETYLENE & MIGSHIELD CYLINDER RENTAL - WYN DEPOT - NOV 14	1,165.53
EFT122761	08/01/2015	AMP SUPER SAVINGS ACCT	SUPERANNUATION CONTRIBUTIONS	174.24
EFT122762	08/01/2015	ATO CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	1,819.28
EFT122763	08/01/2015	ALLGEAR MOTORCYCLES & SMALL ENG	PARTS -P356	329.85
EFT122764	08/01/2015	AUSTRALIA POST (KNX)	POSTAGE AND STATIONERY PURCHASES - NOV 14 KNX ADMINISTRATION	931.36
EFT122765	08/01/2015	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	150.60
EFT122766	08/01/2015	AUSTRALIAN TAXATION OFFICE - PAYG	PAYROLL DEDUCTIONS	65,194.00
EFT122767	08/01/2015	BUSHCAMP SURPLUS STORE	UNIFORMS- OUTDOOR WORKFORCE	422.20
EFT122768	08/01/2015	C & S JOLLY ELECTRICS PTY LTD	REPAIRS - AUTOMATIC DOOR - KLC	1,042.36
EFT122769	08/01/2015	ELECTED MEMBER	ELECTED MEMBER PAYMENT - 01/10/2014 - 31/12/2014	11,125.00
EFT122770	08/01/2015	CENTRAL AUSTRALIAN REMOVALS	RELOCATION EXPENSES - STAFF IN ACCORDANCE WITH EMPLOYMENT CONTRACT	2,010.43
EFT122771	08/01/2015	COATES HIRE OPERATIONS PTY LTD	GENERATOR & EXCAVATOR HIRE- WYN & KNX LANDFILL SITES NOV 14	2,044.02
EFT122772	08/01/2015	COCA-COLA AMATIL	CONSUMABLES FOR RESALE - KUNUNURRA LEISURE CENTRE	1,232.58
EFT122773	08/01/2015	COMMUNICATE NT	PREPARE MEDIA RELEASES FOR TWO NEW FIRE SHEDS	302.50
EFT122774	08/01/2015	ELECTED MEMBER	ELECTED MEMBER PAYMENT 01/10/2014-31/12/2014	3,770.00
EFT122775	08/01/2015	ELECTED MEMBER	ELECTED MEMBER PAYMENT 01/10/2014-31/12/2014	3,770.00
EFT122776	08/01/2015	ELECTED MEMBER	ELECTED MEMBER PAYMENT 01/10/2014-31/12/2014	3,770.00
EFT122777	08/01/2015	ELECTED MEMBER	ELECTED MEMBER PAYMENT 01/10/2014-31/12/2014	3,770.00
EFT122778	08/01/2015	ELECTED MEMBER	ELECTED MEMBER PAYMENT 01/10/2014-31/12/2014	3,770.00
EFT122779	08/01/2015	DAVEY TYRE & BATTERY SERVICE	PUNCTURE REPAIRS - P137	47.00
EFT122780	08/01/2015	EAST KIMBERLEY CONSTRUCTION P/L	PROGRESS PMT-COMPLETION OF SHED ERECTION-IVANHOE & CROSSING FALLS BFBS	100,000.00
EFT122781		CANCELLED	CANCELLED	-
EFT122782	08/01/2015	EAST KIMBERLEY REAL ESTATE	WATER CONSUMPTION - STAFF HOUSING - 15/09/14-14/11/14	121.55
EFT122783	08/01/2015	EIGHT ONE PTY LTD	2 X STAINLESS PUMP SPRAYERS PLUS FREIGHT - KNX DEPOT	1,095.60
EFT122784		CANCELLED	CANCELLED	-
EFT122785	08/01/2015	HOT CHILLI SOURCE PTY LTD	SAFETY BOOTS - STAFF MEMBER - KUNUNURRA AIRPORT	165.00

EFT122786	08/01/2015	HAYS RECRUITING EXPERTS	PROFESSIONAL RECRUITMENT SERVICES	1,754.54
EFT122787	08/01/2015	HYDRO KLEEN	ANNUAL MAINT. CLEAN - AIR CONS - VARIOUS INCL. WYN ADMIN & TRAVEL COSTS	3,509.00
EFT122788	08/01/2015	IBAC PLUMBING PTY LTD	PLUMBING WRKS - VARIOUS LOCATIONS INCL. SWIM BEACH TOILETS, KLC, WYN POOL	1,415.11
EFT122789	08/01/2015	IT VISION AUSTRALIA PTY LTD	CREATE CREDITOR USER REPORTS TO ASSIST IN PROCUREMENT ANALYSIS	805.20
EFT122790	08/01/2015	ICE AGE REFRIGERATION & AIRCOND.	REPAIRS TO AIR CONDITIONER - STAFF HOUSING WYNDHAM	397.00
EFT122791	08/01/2015	J. CAV ELECTRICAL	ELECTRICAL REPAIRS -SOCKETS - WYNDHAM YOUTH CENTRE	849.88
EFT122792	08/01/2015	JORRITSMA H & CO	FITTINGS AND PARTS FOR TANK VALVE - KUNUNURRA LEISURE CENTRE	93.70
EFT122793	08/01/2015	KIMBERLEY COMMUNICATIONS	INSTALLATION OF CCTV SYSTEM - WYNDHAM REC CENTRE	4,246.00
EFT122794	08/01/2015	THE WEST AUST. NEWSPAPERS LTD	ADVERTISING - VACANT POSITIONS , SWEK NEWS - NOV 14	2,088.96
EFT122795	08/01/2015	KIMBERLEY HOTEL MANAGEMENT P/L	ACCOMODATION & MEALS FOR WORKPLACE INVESTIGATOR	766.00
EFT122796	08/01/2015	KIMBERLEY KOOL REFRIG. & AIR CON	REPAIR ICE MACHINE-KNX DEPOT, SERVICE AIR CONS - VAR.INCL.WYN CHAMBERS	3,808.20
EFT122797	08/01/2015	KIMBERLEY MARKETING	PURCHASE OF CONSUMABLES FOR RESALE	826.25
EFT122798	08/01/2015	KIMBERLEY TRAINING INSTITUTE	TAFE ENROLMENT FEES - STAFF TRAINING	243.90
EFT122799	08/01/2015	KUNUNURRA COURIERS	WATER SUPPLIES - KNX DEPOT & KNX ADMIN - NOV 14	260.00
EFT122800	08/01/2015	KUNUNURRA HOME & GARDEN	VARIOUS HARDWARE ITEMS - KNX AIRPORT , KNX DEPOT , WYN POOL	1,246.56
EFT122801	08/01/2015	KUNUNURRA PANEL BEATING WKS P/L	TOW CAR FROM AIRPORT TO LANDFILL - KUNUNURRA	110.00
EFT122802	08/01/2015	L3 COMMUNICATIONS AUSTRALIA P/L	PARTS FOR DRAWER ROLLER HATCH- KNX AIRPORT	168.30
EFT122803	08/01/2015	LANDGATE	MINING TENEMENT VALUATION SCHEDULE M2014/11	36.55
EFT122804	08/01/2015	MCLEODS BARRISTERS & SOLICITORS	LEGAL ADVICE - CONTRACTUAL DISPUTE	835.70
EFT122805	08/01/2015	MARTIN MCCLELLAND	REPAIRS TO ROOF, INSTALL& FIT BENCH TOP, HANG PAINTING - KUNUNURRA AIRPORT	839.45
EFT122806	08/01/2015	MAXXIA	PAYROLL DEDUCTIONS	4,531.92
EFT122807	08/01/2015	METALAND KUNUNURRA	MATERIALS FOR REPAIRS - STEEL & HOOKS - KNX ADMIN & LANDFILL	1,192.09
EFT122808	08/01/2015	MOTOR WORKZ	SERVICE - P129	453.31
EFT122809	08/01/2015	NYTROWORX	REMOVAL OF TREES - STAFF HOUSING	200.00
EFT122810	08/01/2015	OPTEON (NORTH WEST WA) PTY LTD	VALUATION OF PROPERTIES - WYNDHAM	1,588.00
EFT122811	08/01/2015	ORD RIVER ELECTRICS	ELECTRICAL REPAIRS TO SUBMERSIBLE PUMP - P356	360.03
EFT122812	08/01/2015	ORICA AUSTRALIA PTY LTD	STORAGE & HANDLING OF CHLORINE GAS CYLINDERS - WYNDHAM POOL -NOV 14	515.09
EFT122813	08/01/2015	OLLIE'S IRRIGATION & PLUMB. SUPPLIES	RETICULATION SPRINKLERS AND FITTINGS -VARIOUS LOCATIONS -KNX	1,359.87
EFT122814	08/01/2015	ORD FUEL SUPPLIES	FUEL COSTS - DEC 14	10,529.21
EFT122815	08/01/2015	PIVOTEL	SATELITE PHONE COSTS -DEC 14	64.95
EFT122816	08/01/2015	PLANT HIRE SERVICES PTY LTD	T01 2014/2015 DRAINAGE CHANNEL DE-SILTING AND REPAIRS - MATERIAL, PLANT HIRE	227,271.04
EFT122817	08/01/2015	PRITCHARD BOOKBINDERS	BINDING OF COUNCIL MINUTES	291.50
EFT122818	08/01/2015	QUBE LOGISTICS (AUST) PTY LTD	STORAGE & HANDLING OF CHLORINE GAS CYLINDERS - KUNUNURRA POOL- DEC 14	2,798.45
EFT122819	08/01/2015	QUICK CORPORATE AUSTRALIA	STORAGE & HANDLING OF CHLORINE GAS CYLINDERS - KUNUNURRA POOL - DEC 14	461.05

EFT122820	08/01/2015	STAFF MEMBER	REIMBURSEMENT IN ACCORDANCE WITH EMPLOYMENT CONTRACT	154.74
EFT122821	08/01/2015	SEARLES HOLDINGS T/A AUTO PRO	WRENCH KIT & BATTERY CHARGER - WYN DEPOT	614.00
EFT122822	08/01/2015	SHELF SUPPLY	SAFETY BOOTS - OUTDOOR WORK FORCE - WYNDHAM	120.00
EFT122823	08/01/2015	SHIRE OF WYNDHAM EAST KIMBERLEY	PAYROLL DEDUCTIONS	180.96
EFT122824	08/01/2015	SPEEDO AUSTRALIA PTY LTD	PURCHASE OF SWIMWEAR FOR RESALE - KUNUNURRA LEISURE CENTRE	356.95
EFT122825	08/01/2015	TNT AUSTRALIA PTY LIMITED	FREIGHT HEALTH SAMPLES -KNX TO PERTH	141.23
EFT122826	08/01/2015	TOLL EXPRESS	FREIGHT - SUNNY SIGNS - KUNUNURRA DEPOT	358.17
EFT122827	08/01/2015	THINK WATER KUNUNURRA	RETICULATION SPRINKLERS AND FITTINGS --KNX DEPOT	1,362.44
EFT122828	08/01/2015	TOX FREE AUSTRALIA PTY LTD	SKIP BIN EMPTIES -VARIOUS INCLUDE.KLC, KNX DEPOT & STREET SWEEPING - NOV 14	21,454.00
EFT122829	08/01/2015	TUCKERBOX / RETRAVISION	PROVISIONS AND MATERIALS - NOV 14 KNX ADMIN	625.90
EFT122830	08/01/2015	TYREPLUS KUNUNURRA	SUPPLY AND FIT TYRE - P388	365.00
EFT122831	08/01/2015	UHY HAINES NORTON (WA) PTY LTD	PROFESSIONAL SERVICES FOR EVALUATION OF TENDER ET01-14/15	7,205.00
EFT122832	08/01/2015	V.KWONG BUILDING & CIVIL SERV. P/L	REIMBURSEMENT FOR REPLACEMENT SOCKET & LEAD - PIPE INSPECTION CAMERA	15.00
EFT122833	08/01/2015	VORGEЕ PTY LTD	PURCHASE OF CONSUMABLES FOR RESALE	1,127.50
EFT122834	08/01/2015	WA LOCAL GOVT. SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	21,460.62
EFT122835	08/01/2015	WA LOCAL GOVERNMENT ASSOCIATION	MARKET FORCE ADVERTISING - NOV 14	3,813.00
EFT122836	08/01/2015	WESTRAC EQUIPMENT PTY LTD	REPAIRS - P390	1,013.47
EFT122837	08/01/2015	WYNDHAM SUPERMARKET	SUPPLIES INCL. MORNING & AFTERNOON TEA - WYNDHAM CHILD CARE	585.07
EFT122838	08/01/2015	EAST KIMBERLEY HARDWARE	VARIOUS HARDWARE ITEMS - KNX ADMIN, KNX DEPOT, WYNDHAM POOL	1,450.90
EFT122839	12/01/2015	GUERINONI & SONS	RFQ 14A-2014 - PROGRESS CLAIM 2 - CARLTON HILL ROAD	139,340.30
EFT122840	15/01/2015	AMPAC DEBT RECOVERY (WA) PTY LTD	DEBT COLLECTION COMMISSIONS AND COSTS - DEC 14	37.40
EFT122841	15/01/2015	AALTA DESIGNS	MATERIALS AND INSTALLATION OF SHELVING - WYNDHAM LIBRARY	122.00
EFT122842	15/01/2015	ALLGEAR MOTORCYCLES & SMALL ENG.	REPAIRS , PARTS, OIL, - P356	490.70
EFT122843	15/01/2015	ANSTAT	SUPPLY OF AUSTRALIA & NEW ZEALAND FOOD STANDARDS CODE KIT	426.21
EFT122844	15/01/2015	BOAB REFRIG. & AIRCONDITIONING	TEST AND INSPECTION OF AIR CONDITIONERS - EAST KIMBERLEY REGIONAL AIRPORT	110.00
EFT122845	15/01/2015	BOC GASES AUSTRALIAN LIMITED	WELDING GASES AND BOTTLE RENTAL - SEPT & NOV 14	242.53
EFT122846	15/01/2015	BODAN CONSTRUCTIONS PTY LTD	REPAIRS TO MEN'S TOILET - WYNDHAM REC CENTRE	803.55
EFT122847	15/01/2015	BEST KIMBERLEY COMPUTING	PRINTING COSTS - KUNUNURRA AND WYNDHAM ADMIN - DEC 14	1,747.17
EFT122848	15/01/2015	BILLI PTY LTD	REPLACEMENT WATER FILTERS - WYN ADMIN AND COMMUNITY LIBRARY	346.50
EFT122849	15/01/2015	BLACKWOODS ATKINS PTY LTD	SAFETY SUPPLIES - WYNDHAM DEPOT	91.86
EFT122850	15/01/2015	BUSHCAMP SURPLUS STORE	UNIFORMS - OUTDOOR STAFF - KUNUNURRA DEPOT	194.20
EFT122851	15/01/2015	CLEVERPATCH	CRAFT SUPPLIES FOR STORY TIME - KUNUNURRA COMMUNITY LIBRARY	490.28
EFT122852	15/01/2015	COATES HIRE OPERATIONS PTY LTD	LOADER HIRE, FUEL FOR HIRED EQUIPMENT AND GENERATOR HIRE - KNX DEPOT	305.38
EFT122853	15/01/2015	COCA-COLA AMATIL	CONSUMABLES FOR RESALE - KUNUNURRA LEISURE CENTRE	317.95

EFT122854	15/01/2015	CORE BUSINESS AUSTRALIA PTY LTD	WANDRRA PROJECT MANAGEMENT & SUPERVISION - CLAIM 14	43,251.34
EFT122855	15/01/2015	DELRON CLEANING PTY LTD	CONTRACT CLEANING - KNX ADMIN, KYC, KLC, OVAL CHANGE RMS, TOILETS KNX	16,046.30
EFT122856	15/01/2015	DAVEY TYRE & BATTERY SERVICE	PARTS - P346	46.00
EFT122857	15/01/2015	STAFF MEMBER	REIMBURSEMENT IN ACCORDANCE WITH EMPLOYMENT CONTRACT	5,444.27
EFT122858	15/01/2015	EAST KIMBERLEY HARDWARE	VAR. HARDWARE ITEMS INCL CEMENT - WYN DEPOT, KNX ADMIN OFFICE, KNX DEPOT	2,503.00
EFT122859	15/01/2015	EMISSION ASSESSMENTS PTY LTD	SOIL TESTING - KNX LANDFILL	4,400.00
EFT122860	15/01/2015	FIGLEAF POOL PRODUCTS	CHLORINE GAS BOTTLE & REGULATOR REPLACEMENT - WYNDHAM POOL	2,725.25
EFT122861	15/01/2015	GUERINONI & SONS	RFQ14A/2014 - VARIATION 1 & 2 - GRADER HIRE, ACCOMODATION & MEALS	59,320.25
EFT122862	15/01/2015	HYDRO KLEEN	SERVICE AIRCONDITIONERS - VARIOUS INCL. KNX ADMIN, KLC, KYC, KNX DEPOT	3,366.00
EFT122863	15/01/2015	IBAC PLUMBING PTY LTD	PLUMBING WORKS - KUNUNURRA LEISURE CENTRE	881.65
EFT122864	15/01/2015	J. CAV ELECTRICAL	EMERGENCY ELECTRICAL WORK - PETER REID MEMORIAL HALL	220.00
EFT122865	15/01/2015	JSW HOLDINGS PTY LTD	SUPPLY OF AGGREGATE - WEERO & WEABER PLAIN ROAD	356.40
EFT122866	15/01/2015	STAFF MEMBER	REIMBURSEMENT IN ACCORDANCE WITH EMPLOYMENT CONTRACT	62.40
EFT122867	15/01/2015	KIMBERLEY KOOL REFRIGERATION	REPLACEMENT OF BROKEN WATER DISTRIBUTOR - KNX DEPOT	363.00
EFT122868	15/01/2015	KIMBERLEY MARKETING	STORAGE TUBS X 10 - KUNUNURRA LEISURE CENTRE	299.50
EFT122869	15/01/2015	KUNUNURRA HOME & GARDEN	PRESSURE SPRAYER, GAS BOTTLE - KNX AIRPORT, KNX DEPOT	105.00
EFT122870	15/01/2015	KUNUNURRA PANEL BEATING WKS P/L	REPAIRS - P391	529.13
EFT122871	15/01/2015	KUNUNURRA RURAL TRADERS	FIRE SAFETY CHECK - KNX CHILD CARE CENTRE, KNX DEPOT	675.00
EFT122872	15/01/2015	LAWRENCE & HANSON GROUP	SUPPLIES - FAN & LIGHTS - STAFF HOUSING, KUNUNURRA LEISURE CENTRE	534.28
EFT122873	15/01/2015	LENNYS LANDSCAPE	GARDEN MAINTENANCE - VACANT STAFF HOUSING	165.00
EFT122874	15/01/2015	LANDGATE	SUPPLY ESTIMATED GRV VALUATIONS ON SAMPLE PROPERTIES CURRENTLY VALUED UV	874.50
EFT122875	15/01/2015	MCINTOSH & SON	PARTS AND FREIGHT - P354	1,140.27
EFT122876	15/01/2015	MCLEAN ENTERPRISES PTY LTD	FREIGHT - PARTS - KNX DEPOT	66.00
EFT122877	15/01/2015	MOTOR WORKZ	REPAIRS AND SERVICE - P354 AND P123	2,084.01
EFT122878	15/01/2015	STAFF MEMBER	REIMBURSEMENT IN ACCORDANCE WITH EMPLOYMENT CONTRACT	230.00
EFT122879	15/01/2015	ORICA AUSTRALIA PTY LTD	STORAGE & HANDLING OF CHLORINE GAS CYLINDERS - KUNUNURRA LEISURE CENTRE	2,510.20
EFT122880	15/01/2015	OUTBACK CLEANING	CLEANING - VACANT STAFF HOUSING PRIOR TO TENANTS MOVING IN	577.50
EFT122881	15/01/2015	OLLIE'S IRRIGATION & PLUMB. SUPPLIES	VARIOUS HARDWARE ITEMS - WYN & KNX DEPOT	2,458.28
EFT122882	15/01/2015	OUT OF REACH TREE SERVICES PTY LTD	TREE LOPPING AND REMOVAL OF TREES - KUNUNURRA LEISURE CENTRE	1,457.50
EFT122883	15/01/2015	P & M MINING CIVIL MAINTENANCE P/L	SERVICE - P134	522.00
EFT122884	15/01/2015	PUMA ENERGY WRIGHT EXPRESS	FUEL COSTS - P134 , P356 , P116 - DEC 14	889.75
EFT122885	15/01/2015	STAFF MEMBER	REIMBURSEMENT IN ACCORDANCE WITH EMPLOYMENT CONTRACT	156.79
EFT122886	15/01/2015	SEARLES HOLDINGS T/A AUTO PRO	PARTS - P377	35.50
EFT122887	15/01/2015	STAFF MEMBER	REIMBURSEMENT IN ACCORDANCE WITH EMPLOYMENT CONTRACT	1,180.54

EFT122888	15/01/2015	SHIRE OF WYNDHAM EAST KIMBERLEY	ADVERTISING IN THE BASTION - FULL PAGE - DEC 14	92.75
EFT122889	15/01/2015	SUNNY SIGN COMPANY PTY LTD	STREET SIGNAGE - WYNDHAM	143.00
EFT122890	15/01/2015	TNT AUSTRALIA PTY LIMITED	FREIGHT - HEALTH SAMPLES - KNX TO PERTH	839.44
EFT122891	15/01/2015	TOLL EXPRESS	FREIGHT - CALCIUM HYPOCHLORITE - KUNUNURRA LEISURE CENTRE	1,337.53
EFT122892	15/01/2015	TOLL IPEC PTY LTD	FREIGHT - CLEANING SUPPLIES - KNX ADMIN AND DEPOT	646.17
EFT122893	15/01/2015	THINK WATER KUNUNURRA	RETICULATION SUPPLIES - KUNUNURRA	2,637.39
EFT122894	15/01/2015	STAFF MEMBER	REIMBURSEMENT IN ACCORDANCE WITH EMPLOYMENT CONTRACT	62.40
EFT122895	15/01/2015	VANDERFIELD NORTHWEST PTY LTD	PARTS - P138, P491 & P125	548.07
EFT122896	15/01/2015	WA LOCAL GOVERNMENT ASSOCIATION	ADVERTISEMENT - CEO POSITION 22/11/2014	3,563.98
EFT122897	22/01/2015	SHIRE OF WYNDHAM EAST KIMBERLEY	PAYROLL DEDUCTIONS	70.00
EFT122898	22/01/2015	AMP SUPERANNUATION SAVINGS ACCT	SUPERANNUATION CONTRIBUTIONS	186.20
EFT122899	22/01/2015	AMPAC DEBT RECOVERY (WA) PTY LTD	DEBT COLLECTION COMMISSIONS AND COSTS - DEC 14	535.62
EFT122900	22/01/2015	ATO CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	1,198.68
EFT122901	22/01/2015	AUSTRALIAN FUEL DISTRIBUTORS	STOCK FUEL 7000 LITRES DIESEL - KUNUNURRA DEPOT	9,152.14
EFT122902	22/01/2015	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	150.60
EFT122903	22/01/2015	AUSTRALIAN TAXATION OFFICE - PAYG	PAYROLL DEDUCTIONS	82,277.00
EFT122904	22/01/2015	BOC GASES AUSTRALIAN LIMITED	WELDING GASES AND BOTTLE RENTAL - DEC 14 - KUNUNURRA DEPOT	286.39
EFT122905	22/01/2015	BOAB REFRIG. & AIRCONDITIONING	SERVICE AIRCONDITIONERS - KUNUNURRA AIRPORT	2,301.20
EFT122906	22/01/2015	C & M DINGO SERVICES	FLOOD RECOVERY WORKS PACKAGE 5 - WEABER PLAINS ROAD	10,630.50
EFT122907	22/01/2015	C & S JOLLY ELECTRICS PTY LTD	SITE INSPECTION - INVESTIGATE POWER CUTTING OUT - KUNUNURRA LEISURE CENTRE	847.09
EFT122908	22/01/2015	CDM HYDRAULICS PTY LTD	REPAIRS AND LABOUR - P479, P392, P390	885.94
EFT122909	22/01/2015	CENTURION TRANSPORT	FREIGHT - CLEANING PRODUCTS - KUNUNURRA DEPOT	41.75
EFT122910	22/01/2015	CARPET, VINYL & TILE CENTRE	PAINT - BUILDING MAINTENANCE - STAFF HOUSING	94.00
EFT122911	22/01/2015	DSC CONTRACTING	MONTHLY TESTING OF FIRE ALARMS & REPAIRS TO PHONE LINES - KNX AIRPORT	3,379.44
EFT122912	22/01/2015	DEPT. OF FIRE & EMERGENCY SERVICES	2014/15 EMERGENCY SERVICES LEVY - 2ND QUARTER CONTRIBUTION	96,874.39
EFT122913	22/01/2015	EAST KIMBERLEY HARDWARE	VARIOUS HARDWARE ITEMS - KUNUNURRA ADMIN	64.40
EFT122914	22/01/2015	EAST KIMBERLEY PLUMBING	PLUMBING WKS VARIOUS INCL. EKRA FIRE PUMP MAINTENANCE, PUBLIC TOILETS KNX	980.93
EFT122915	22/01/2015	GREENFIELD TECHNICAL SERVICES	PROFESSIONAL SERVICES - ENGINEERING CONSULTANT - DRAINAGE - COOLIBAH DV KNX	2,557.50
EFT122916	22/01/2015	HAYS RECRUITING EXPERTS WORLDWIDE	PROFESSIONAL RECRUITMENT SERVICES	10,998.90
EFT122917	22/01/2015	HITACHI CONSTRUCTION MACHINERY	SERVICE & PARTS - P479, P136	619.12
EFT122918	22/01/2015	KUNUNURRA COURIERS	DRINKING WATER SUPPLIES - KNX ADMIN AND KNX DEPOT - DEC 14	100.00
EFT122919	22/01/2015	KUNUNURRA LOCK & KEY	KEY SAFE - KNX AIRPORT	98.50
EFT122920	22/01/2015	KUNUNURRA SECURITY SERVICE	SECURITY PATROL & ALARM MONITORING - VARIOUS INCL. KLC, KNX ADMIN, DEC 14	3,470.00

EFT122921	22/01/2015	LAWRENCE & HANSON GROUP	LIGHT FITTINGS, SMOKE ALARM - KNX DEPOT, WYN CHILDCARE	317.05
EFT122922	22/01/2015	MCLEODS BARRISTERS AND SOLICITORS	LEGAL ADVICE - VARIOUS MATTERS	9,269.67
EFT122923	22/01/2015	MARTIN MCCLELLAND	HANG PAINTING IN AIRPORT FOYER - KNX AIRPORT	93.50
EFT122924	22/01/2015	MAXXIA	PAYROLL DEDUCTIONS	4,531.92
EFT122925	22/01/2015	MCLEAN ENTERPRISES PTY LTD	FREIGHT - PARTS - KNX DEPOT	110.00
EFT122926	22/01/2015	MICHELS WARREN MUNDAY	CONSULTING RE CORPORATE COMMUNICATIONS - DEC 14	176.00
EFT122927	22/01/2015	ORICA AUSTRALIA PTY LTD	STORAGE & HANDLING OF CHLORINE GAS CYLINDERS- WYNDHAM POOL - NOV 14	532.07
EFT122928	22/01/2015	PLANT HIRE SERVICES PTY LTD	T01 2014/2015 - DRAINAGE REPAIRS - HIRE OF PLANT, SUPPLY & DELIVER ROCK	165,805.64
EFT122929	22/01/2015	PPCA LTD	PPCA - MUSIC LICENSE - KUNUNURRA LEISURE CENTRE	650.00
EFT122930	22/01/2015	ROYAL LIFE SAVING (WA BRANCH)	AQUATIC PROFICIENCY AWARD ASSESSMENT	17.60
EFT122931	22/01/2015	SIMPLY UNIFORMS	EMBROIDERY OF STAFF UNIFORMS - KUNUNURRA ADMIN	2,595.53
EFT122932	22/01/2015	STAPLES AUSTRALIA PTY LIMITED	CLEANING SUPPLIES - KLC, KNX DEPOT, KNX ADMIN & KNX AIRPORT	2,188.45
EFT122933	22/01/2015	TNT AUSTRALIA PTY LIMITED	FREIGHT - PATHWEST - HEALTH - KNX	390.70
EFT122934	22/01/2015	TOTAL SAFETY & FIRE SOLUTIONS	6 MTH INSPECTION - FIRE EXTINGUISHERS KNX & WYN AIRPORTS	2,170.30
EFT122935	22/01/2015	STAFF MEMBER	REIMBURSEMENT IN ACCORDANCE WITH EMPLOYMENT CONTRACT	100.00
EFT122936	22/01/2015	TOX FREE AUSTRALIA PTY LTD	SKIP EMPTIES - KLC, 5500 LTRS OF WASTE OIL - KNX DEPOT & STREET SWEEPING DEC14	19,476.42
EFT122937	22/01/2015	TUCKERBOX / RETRAVISION	PROVISIONS - DEC 14 - KNX ADMIN INCL SUPPLIES FOR SWEK XMAS FUNCTION	1,091.28
EFT122938	22/01/2015	TYREPLUS KUNUNURRA	REPLACEMENT TYRE - P138	50.00
EFT122939	22/01/2015	VANDERFIELD NORTHWEST PTY LTD	SERVICE & REPAIRS - P478 , P116 , P216	2,132.94
EFT122940	22/01/2015	WA LOCAL GOVT. SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	22,471.35
EFT122941	22/01/2015	WA LOCAL GOVERNMENT ASSOCIATION	MARKETFORCE ADVERTISING - TENDER ADVERT FOR FLOOD RECOVERY WORK	35.64
EFT122942	22/01/2015	WYNDHAM SUPERMARKET	SUPPLIES - WYNDHAM CHILDCARE, WYNDHAM YTH CENTRE, WYN ADMIN	340.47
EFT122943	22/01/2015	PERTH SECURITY SERVICES	TRAINING - CERTIFICATE 2 IN SECURITY OPERATIONS & FIRST AID - KNX AIRPORT STAFF	6,000.00
EFT122944	29/01/2015	JAB INDUSTRIES	MOBILISATION LONG REACH EXCAVATOR TO SITE & GRADING OF CARLTON HILL RD	3,399.00
EFT122945	29/01/2015	AUSTRALIA POST (KNX)	POSTAGE AND STATIONERY PURCHASES - DEC 14 - KNX ADMIN	521.79
EFT122946	29/01/2015	CABCHARGE	CAB CHARGES -STAFF MEMBER - WORKERS COMPENSATION	152.79
EFT122947	29/01/2015	CENTURION TRANSPORT	FREIGHT - CLEANING PRODUCTS - KNX AIRPORT	804.52
EFT122948	29/01/2015	CROCODILE SIGNS PTY LTD	SIGNAGE FOR HIRE CAR PICK UP/DROP OFF - KNX AIRPORT	237.60
EFT122949	29/01/2015	DEPARTMENT OF TRANSPORT	ANNUAL COMMUNITY JETTY LICENSE FEES - KUNUNURRA	111.60
EFT122950	29/01/2015	EAST KIMBERLEY PLUMBING	CONCRETE SURROUNDS - STORM WATER GRATES - BITUMEN UPGRADE - KUNUNURRA	13,224.42
EFT122951	29/01/2015	EAST KIMBERLEY REAL ESTATE	WATER CONSUMPTION - STAFF HOUSING - 14/11/14- 23/12/14	42.23
EFT122952	29/01/2015	GLADSTONE GUNS AND AMMUN. P/L	AMMUNITION SUPPLIES - KNX AIRPORT	4,600.00
EFT122953	29/01/2015	GUERINONI & SONS	T02 12/13 & T07 12/13 - CONSTRUCTION OF CONCRETE DRAIN - COOLIBAH DRIVE	15,352.70
EFT122954	29/01/2015	ICE AGE REFRIG. & AIRCONDITIONING	SUPPLY & INSTALLATION OF NEW AIR CONDITIONER - STAFF HOUSING	691.00

EFT122955	29/01/2015	IMAGESOURCE	SUPPLY OF LETTER HEAD, ART WORK & FINISHING - KNX ADMIN	777.93
EFT122956	29/01/2015	JORRITSMA H & CO	REPAIRS - PLANT ROOM - KUNUNURRA POOL	97.50
EFT122957	29/01/2015	KUNUNURRA MEDICAL	EMPLOYEE MEDICAL & IMMUNISATION AS PER EMPLOYMENT CONTRACT	132.00
EFT122958	29/01/2015	KIMBERLEY MARKETING	CONSUMABLES FOR RESALE - KUNUNURRA LEISURE CENTRE	154.78
EFT122959	29/01/2015	KIMBERLEY MOTORS	FUEL COSTS - NOV 14	3,570.70
EFT122960	29/01/2015	KUNUNURRA BETTA ELECTRICAL & GAS	CARD READER AND USB - WYNDHAM CRC	48.90
EFT122961	29/01/2015	KUNUNURRA LOCK & KEY	P388, SUPPLY OF KEYS AND PADLOCK	693.00
EFT122962	29/01/2015	KUNUNURRA SECURITY SERVICE	SECURITY PATROL & ALARM MONITORING - 8/01/2015	80.00
EFT122963	29/01/2015	LAWRENCE & HANSON GROUP	SUPPLIES - LIGHT FITTINGS - WYNDHAM DEPOT	105.16
EFT122964	29/01/2015	LANDGATE	VALUATION SCHEDULES, LAND ENQUIRIES DEC 14	328.10
EFT122965	29/01/2015	MOTOR WORKZ	SERVICE - P131	533.06
EFT122966	29/01/2015	STAFF MEMBER	REIMBURSEMENT IN ACCORDANCE WITH EMPLOYMENT CONTRACT	212.71
EFT122967	29/01/2015	ORD RIVER ELECTRICS	REPLACE BATTERIES IN FIRE PANEL - KNX ADMIN	402.95
EFT122968	29/01/2015	ORD FUEL SUPPLIES	FUEL COSTS - DEC 14	2,061.85
EFT122969	29/01/2015	PIVOTEL	SATELITE PHONE COSTS - JAN 15	60.50
EFT122970	29/01/2015	SHELF SUPPLY	SAFETY BOOTS - OUTDOOR WORKFORCE, DOG FOOD - KNX POUND	462.00
EFT122971	29/01/2015	SPORTSPEOPLE	MARKET ADVERTISING - WYNDHAM POOL OPERATOR	154.00
EFT122972	29/01/2015	SOCOM PTY LTD	DRAFTING MEDIA COMPLIMENTS & COMPLAINTS	2,376.00
EFT122973	29/01/2015	SPEEDO AUSTRALIA PTY LTD	GYM SUPPLIES FOR RESALE - KUNUNURRA LEISURE CENTRE	347.60
EFT122974	29/01/2015	TOLL EXPRESS	FREIGHT - CLEANING SUPPLIES - KNX DEPOT	1,124.42
EFT122975	29/01/2015	THORLEY'S STORE - WYNDHAM	GAS BOTTLES FOR BBQS - AUSTRALIA DAY CELEBRATIONS - WYNDHAM	90.00
EFT122976	29/01/2015	TOX FREE AUSTRALIA PTY LTD	SKIP BIN EMPTIES - WYNDHAM SHIRE BOAT RAMP - DEC 14	2,196.00
EFT122977	29/01/2015	UHY HAINES NORTON (WA) PTY LTD	REVIEW OF RISK MANAGEMENT, INTERNAL CONTROLS & LEGISLATIVE COMPLIANCE	4,312.00
EFT122978	29/01/2015	WA LOCAL GOVERNMENT ASSOCIATION	MARKET FORCE ADVERTISING - WYNDHAM YOUTH OFFICER	11.00
EFT122979	29/01/2015	WESTRAC EQUIPMENT PTY LTD	PARTS & LABOUR FOR 2000 HOUR SERVICE - P390	4,751.25
EFT122980	29/01/2015	WYNDURRA PLUMBING	INSTALL VANDAL PROOF TAP TED BIRCH CENTRE, SUPPLY WC SUITES - PETER REID HALL	4,169.18
TOTAL MUNICIPAL EFT PAYMENTS				<u>1,394,258.86</u>

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
50451	08/01/2015	AMP LIFE LTD	SUPERANNUATION CONTRIBUTIONS	593.47
50452	08/01/2015	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	3,165.06
50453	08/01/2015	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	249.47
50454	08/01/2015	CBUS	SUPERANNUATION CONTRIBUTIONS	360.23
50455	08/01/2015	COMMONWEALTH ESSENTIAL	SUPERANNUATION CONTRIBUTIONS	433.24

50456	08/01/2015	COMMONWEALTH BANK GROUP	SUPERANNUATION CONTRIBUTIONS	459.55
50457	08/01/2015	CONCEPT ONE THE INDUSTRY	SUPERANNUATION CONTRIBUTIONS	118.97
50458	08/01/2015	ELECTED MEMBER	ELECTED MEMBER PAYMENT 01/10/2014-31/12/2014-MEETING FEES	3,770.00
50459	08/01/2015	ELECTED MEMBER	ELECTED MEMBER PAYMENT 01/10/2014-31/12/2014-MEETING FEES	3,770.00
50460	08/01/2015	ELECTED MEMBER	ELECTED MEMBER PAYMENT 01/10/2014-31/12/2014-MEETING FEES	5,645.00
50461	08/01/2015	DEPARTMENT OF TRANSPORT	REGISTRATION - P113	293.80
50462	08/01/2015	HEALTH INSURANCE FUND (HIF)	PAYROLL DEDUCTIONS	42.75
50463	08/01/2015	HORIZON POWER	ELEC - VAR. INCL. KNX CHILDCARE, KNX ADMIN, STAFF HOUSING, 13/11/14-8/12/14	1,544.48
50464	08/01/2015	HOSTPLUS SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	649.97
50465	08/01/2015	INTRUST SUPER	SUPERANNUATION CONTRIBUTIONS	249.47
50466	08/01/2015	LOCAL GOVERNMENT SUPER	SUPERANNUATION CONTRIBUTIONS	1,243.15
50467	08/01/2015	MLC MASTERKEY PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	239.97
50468	08/01/2015	MLC NOMINEES PTY LTD	SUPERANNUATION CONTRIBUTIONS	280.22
50469	08/01/2015	REI SUPER	SUPERANNUATION CONTRIBUTIONS	444.89
50470	08/01/2015	REST SUPER	SUPERANNUATION CONTRIBUTIONS	709.02
50471	08/01/2015	SUNSUPER	SUPERANNUATION CONTRIBUTIONS	1,017.42
50472	08/01/2015	TELSTRA	LANDLINE AND MOBILE PHONE COSTS - DEC 14	2,792.14
50473	08/01/2015	THE TRUSTEE FOR HEADING SUPER	SUPERANNUATION CONTRIBUTIONS	570.23
50474	08/01/2015	UNISUPER	SUPERANNUATION CONTRIBUTIONS	188.94
50475	08/01/2015	VISION SUPER	SUPERANNUATION CONTRIBUTIONS	2,376.61
50476	08/01/2015	WATER CORPORATION	WATER USE CHARGES INCL. STAFF HOUSING , EFFLUENT PONDS 22/09/14-24/11/2014	8,491.21
50477	08/01/2015	WATER CORPORATION SUPER FUND	SUPERANNUATION CONTRIBUTIONS	211.27
50478	15/01/2015	HORIZON POWER	ELEC - VAR. INCL. RUBBISH TIP KNX, NICHOLSON PARK KNX 22/10/2014-16/12/2014	2,218.74
50479	15/01/2015	WATER CORPORATION	WATER USE - STAFF HOUSING, REPAIR DAMAGED WATER MAIN - DUSTY RANKIN DV	1,460.69
50480-50506		CANCELLED	CANCELLED	
50507	22/01/2015	AMP LIFE LTD	SUPERANNUATION CONTRIBUTIONS	830.56
50508	22/01/2015	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	3,692.24
50509	22/01/2015	BT LIFETIME SUPER	SUPERANNUATION CONTRIBUTIONS	447.73
50510	22/01/2015	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	249.47
50511	22/01/2015	CBUS	SUPERANNUATION CONTRIBUTIONS	379.89
50512	22/01/2015	COMMONWEALTH ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	378.26
50513	22/01/2015	COMMONWEALTH BANK GRP SUPER	SUPERANNUATION CONTRIBUTIONS	459.55
50514	22/01/2015	GRYZLLY RESOURCES PTY LTD	RATES REFUND ASSESSMENT A7758 - NON CURRENT MINING TENEMENT	321.41
50515	22/01/2015	HEALTH INSURANCE FUND OF AUST	PAYROLL DEDUCTIONS	42.75
50516	22/01/2015	HORIZON POWER	ELEC - STAFF HOUSING, STREET LIGHTING KNX, IVANHOE PUMP 01/12/14-31/12/14	21,244.99

50517	22/01/2015	HOSTPLUS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	701.72
50518	22/01/2015	INTRUST SUPER	SUPERANNUATION CONTRIBUTIONS	249.47
50519	22/01/2015	LOCAL GOVERNMENT SUPER	SUPERANNUATION CONTRIBUTIONS	1,243.16
50520	22/01/2015	MLC MASTERKEY PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	244.92
50521	22/01/2015	MLC NOMINEES PTY LTD	SUPERANNUATION CONTRIBUTIONS	240.04
50522	22/01/2015	REI SUPER	SUPERANNUATION CONTRIBUTIONS	661.49
50523	22/01/2015	REST SUPER	SUPERANNUATION CONTRIBUTIONS	868.43
50524	22/01/2015	SCOTT MCKINLAY	REFUND OF OVERPAYMENT ON DOG REGISTRATION	77.50
50525	22/01/2015	SUNSUPER	SUPERANNUATION CONTRIBUTIONS	1,020.77
50526	22/01/2015	SUPERANNUATION SAVINGS ACCOUNT	SUPERANNUATION CONTRIBUTIONS	134.84
50527	22/01/2015	TELSTRA	LANDLINE PHONE COSTS - DEC 14	6,520.76
50528	22/01/2015	TASPLAN	SUPERANNUATION CONTRIBUTIONS	135.83
50529	22/01/2015	THE TRUSTEE FOR HEADING SUPER	SUPERANNUATION CONTRIBUTIONS	587.17
50530	22/01/2015	UNISUPER	SUPERANNUATION CONTRIBUTIONS	180.47
50531	22/01/2015	VISION SUPER	SUPERANNUATION CONTRIBUTIONS	2,049.13
50532	22/01/2015	WATER CORPORATION	WATER USE - KNX CHILDCARE, STAFF HOUSING, KLC - 4/11/14-8/1/2015	3,313.49
50533	22/01/2015	WATER CORP. SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	212.39
50534	29/01/2015	GEORGE PICTON	FACE PAINTING FOR KIDS ON AUSTRALIA DAY	210.00
50535	29/01/2015	HORIZON POWER	ELEC - VAR.INCL.KLC, CELEBRITY TREE PRK, KNX ADMIN, KNX AIRPORT 9/12/14-14/1/15	44,674.75
50536	29/01/2015	WA DEPARTMENT OF HEALTH	COMPLIANCE & ENFORCEMENT WORK SHOP FOR FOOD ACT	260.00
50537	29/01/2015	WATER CORPORATION	WATER USE - STAFF HOUSING, CEMETRY, KNX ADMIN - 11/11/2014-14/01/2015	6,539.71
TOTAL MUNICIPAL CHEQUE PAYMENTS				141,762.85

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
717	08/01/2015	COLIN WILKINSON DEVELOPMENTS	KERB REFUND - BP 004/2013	500.00
718	08/01/2015	PAUL WAINWRIGHT	BOND REFUND - EKRA TERMINAL ACCESS CARD	50.00
719	08/01/2015	BLDING & CONST. INDUSTRY TRNG FUND	BCITF COLLECTIONS 01/07/14 - 31/12/14	27,002.03
720	08/01/2015	SHIRE OF WYN EAST KIMBERLEY	BCITF COMMISSIONS FOR 01/07/14 - 31/12/14	354.75
721	29/01/2015	HUGH ADAM MASON	KERB REFUND: BP 132/82011	500.00
722	29/01/2015	NORTHERN AIRPORT SERVICES	REFUND BOND - EKRA SECURITY SWIPE CARD	110.30
TOTAL TRUST CHEQUE PAYMENTS				28,517.08

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
500861	05/01/2015	TRUST DPI CLEARING	TRANSPORT CLEARING 05/01/15	1,824.30
500862	06/01/2015	TRUST DPI CLEARING	TRANSPORT CLEARING 06/01/15	74.25

500863	07/01/2015	TRUST DPI CLEARING	TRANSPORT CLEARING 07/01/15	679.90
500864	08/01/2015	TRUST DPI CLEARING	TRANSPORT CLEARING 08/01/15	3,524.15
500865	09/01/2015	TRUST DPI CLEARING	TRANSPORT CLEARING 09/01/15	1,788.20
500866	12/01/2015	TRUST DPI CLEARING	TRANSPORT CLEARING 12/01/15	105.55
500867	13/01/2015	TRUST DPI CLEARING	TRANSPORT CLEARING 13/01/15	203.90
500868	14/01/2015	TRUST DPI CLEARING	TRANSPORT CLEARING 14/01/15	71.40
500869	15/01/2015	TRUST DPI CLEARING	TRANSPORT CLEARING 15/01/15	968.85
500870	16/01/2015	TRUST DPI CLEARING	TRANSPORT CLEARING 16/01/15	40.70
500871	19/01/2015	TRUST DPI CLEARING	TRANSPORT CLEARING 19/01/15	920.60
500872	20/01/2015	TRUST DPI CLEARING	TRANSPORT CLEARING 20/01/15	749.50
500873	21/01/2015	TRUST DPI CLEARING	TRANSPORT CLEARING 21/01/15	1,134.90
500874	22/01/2015	TRUST DPI CLEARING	TRANSPORT CLEARING 22/01/15	935.65
500875	23/01/2015	TRUST DPI CLEARING	TRANSPORT CLEARING 23/01/15	595.05
500876	27/01/2015	TRUST DPI CLEARING	TRANSPORT CLEARING 27/01/15	1,002.75
500877	28/01/2015	TRUST DPI CLEARING	TRANSPORT CLEARING 28/01/15	757.60
500878	29/01/2015	TRUST DPI CLEARING	TRANSPORT CLEARING 29/01/15	1,280.75
500879	30/01/2015	TRUST DPI CLEARING	TRANSPORT CLEARING 30/01/15	5,363.25
TOTAL TRANSPORT EFT PAYMENTS				<u>22,021.25</u>

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
	06/01/2015	PAYROLL	PAYROLL	2,212.77
	07/01/2015	PAYROLL	PAYROLL	188,770.04
	07/01/2015	PAYROLL	PAYROLL	1,244.86
	07/01/2015	PAYROLL	PAYROLL	361.26
	09/01/2015	PAYROLL	PAYROLL	14,531.61
	13/01/2015	PAYROLL	PAYROLL	5,029.02
	13/01/2015	PAYROLL	PAYROLL	3,010.92
	21/01/2015	PAYROLL	PAYROLL	203,665.70
TOTAL PAYROLL PAYMENTS				<u>418,826.18</u>

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
	02/01/2015	DIRECT DEBIT	BANK FEES	176.57
	02/01/2015	DIRECT DEBIT	BPAY FEES	292.36
	06/01/2015	DIRECT DEBIT	MESSAGES ON HOLD	507.00

02/01/2015	DIRECT DEBIT	LEASE COSTS - 11 KWINANA STREET WYNDHAM	1,520.00
06/01/2015	DIRECT DEBIT	LEASE COSTS - 9B PLUM COURT KUNUNURRA	1,380.50
06/01/2015	DIRECT DEBIT	PERIODIC PAYMENT FEE	4.80
14/01/2015	DIRECT DEBIT	LINE OF CREDIT FEES - OVERDRAFT FACILITY	500.00
20/01/2015	DIRECT DEBIT	MASTERCARD PAYMENT (SEE TRANSACTION LISTING BELOW)*	3,810.46
20/01/2015	DIRECT DEBIT	LEASE COSTS - 9B PLUM COURT KUNUNURRA	1,380.50
20/01/2015	DIRECT DEBIT	PERIODIC PAYMENT FEE	4.80
TOTAL DIRECT DEBIT PAYMENTS			9,576.99

***DETAILS OF MASTERCARD
TRANSACTIONS INCLUDED IN DIRECT
DEBIT 18/12/14**

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
	01/12/2014	GO DADDY	WEBSITE DOMAIN SECURITY CERTIFICATE	5.99
	02/12/2014	KIMBERLEY MARKETING	DECORATIONS FOR DECEMBER COUNCIL BRIEFING SESSION	18.98
	02/12/2014	KIMBERLEY CROC	LAUNDRY OF COUNCIL MEETING LINEN	82.93
	02/12/2014	COLES KUNUNURRA	FOOD AND DECORATIONS FOR DECEMBER COUNCIL BRIEFING SESSION	61.36
	03/12/2014	COLES KUNUNURRA	FOOD AND DRINKS - THANK A VOLUNTEER DAY	14.00
	03/12/2014	COLES KUNUNURRA	FOOD AND DRINKS - THANK A VOLUNTEER DAY	49.31
	03/12/2014	OFFICE NATIONAL	SUPPLIES - THANK A VOLUNTEER DAY	14.95
	03/12/2014	SUBWAY KUNUNURRA	CATERING FOR TOWN PLANNING WORKSHOP	77.00
	04/12/2014	KIMBERLEY MARKETING	SUPPLIES FOR SHIRE CHRISTMAS FUNCTION	19.95
	04/12/2014	TARGET COUNTRY	SUPPLIES FOR SHIRE CHRISTMAS FUNCTION	21.00
	04/12/2014	COLES KUNUNURRA	SUPPLIES FOR SHIRE CHRISTMAS FUNCTION	29.50
	05/12/2014	KIMBERLEY MARKETING	DECORATIONS FOR SHIRE CHRISTMAS FUNCTION	40.95
	05/12/2014	COLES KUNUNURRA	FOOD AND DECORATIONS FOR SHIRE CHRISTMAS FUNCTION	115.14
	05/12/2014	KIMBERCRUST BAKERY	SUPPLIES FOR SHIRE CHRISTMAS FUNCTION	54.00
	08/12/2014	EAST KIMBERLEY HARDWARE	INDUSTRIAL PEDESTAL FAN FOR AIPORT TERMINAL - KUNUNURRA	242.00
	09/12/2014	COLES KUNUNURRA	HOUSEHOLD ITEMS - STAFF HOUSING	5.99
	09/12/2014	GO DADDY	WEBSITE DOMAIN SECURITY CERTIFICATE	79.99
	10/12/2014	KIMBERLEY HOTEL HALLS CREEK	ACCOMODATION HALLS CREEK 9/12-10/12/14 - ELECTED MEMBER ATTEND MEETING	203.00
	12/12/2014	ZAGG INC	IPAD CASE	145.49
	14/12/2014	AUSSIE MERCHANDISE	AUSTRALIA DAY EVENT DECORATIONS	129.00
	14/12/2014	MESSAGE MEDIA	SERVIER SMS ALERT NOTIFICATION SERVICE	3.54

15/12/2014	GET KOOKY	AUSTRALIA DAY EVENT DECORATIONS	27.45
15/12/2014	GET KOOKY	AUSTRALIA DAY EVENT DECORATIONS	188.75
16/12/2014	VIRGIN AIRLINES	FLIGHTS KNX-PER 2/2/15 STAFF MEMBER AS PER EMPLOYMENT CONTRACT	426.70
18/12/2014	JUST POOLS AND SPAS	CALCIUM STAIN ERASER - KUNUNURRA SWIMMING POOL	605.70
19/12/2014	GET KOOKY	REFUND ON AUSTRALIA DAY EVENT DECORATIONS	- 7.45
19/12/2014	METAL ARTWORK CREATIONS	NAME PLAQUE FOR COUNCIL CHAMBERS - DIRECTOR INFRASTRUCTURE	27.50
19/12/2014	BECKER AUSTRALIA PTY LTD	HAND CRANK CONNECTION & ROLLER SHUTTER DOOR - KUNUNURRA AIRPORT	876.45
23/12/2014	AVIATION ID AUSTRALIA	ASIC APPLICATION - STAFF MEMBER	222.00
26/12/2014	TARGET	REPLACEMENT IPHONE CHARGING LEAD	25.00
31/12/2014	BANKWEST	BANK FEES - CREDIT CARDS	4.29

13.3 INFRASTRUCTURE

13.3.1 Crossing Falls Brigade Light Tanker

DATE:	24/02/2015
PROPONENT:	Shire of Wyndham East Kimberley
LOCATION:	Crossing Falls
AUTHOR:	Peter Kerp, Manager Engineering Services
REPORTING OFFICER:	David Klye, Director Infrastructure
FILE NO:	ES.15.1
DECLARATION OF INTERESTS:	Nil

PURPOSE

To seek a decision from Council regarding disposal of the Crossing Falls Volunteer Bush Fire Brigade light tanker.

BACKGROUND

At its Ordinary Council Meeting of 16 December 2014 Council resolved the following:

COUNCIL DECISION

Minute No. 10712

Moved: Cr D Spackman

Seconded: Cr K Wright

That Council:

- 1. write to the Crossing Falls Brigade seeking their comment and advising them that the light tanker plant number P325, registration number 7CJ 219 is on the Shire asset register, and***
- 2. as such, viable disposal options are that Council could donate the vehicle to the Crossing Falls Brigade if it was a not for profit incorporated community group or that Council would offer the tanker for sale by public tender.***
- 3. When the vehicle is gifted that any further costs and expenses are borne by the Crossing Falls Fire Brigade nominee and not the Shire.***

Carried 7/1

***For: Cr J Moulden, Cr R Dessert, Cr D Spackman, Cr K Wright, Cr G Taylor,
Cr D Learbuch***

Against: Cr B Robinson

STATUTORY IMPLICATIONS

For disposal of Shire property the *Local Government Act 1995* section 3.58 and Local Government (Functions and General) Regulations 1996 section 30 (3) (a) applies.

Power to defer, grant discounts, waive or write off debts section 6.12 (1) (c) of the Local Government Act 1995 applies.

POLICY IMPLICATIONS

There are no policy implications associated with this item.

FINANCIAL IMPLICATIONS

The light tanker was donated by Argyle Diamonds Ltd. and the Shire has incurred all costs since 2009. To date these costs total \$7,990.45 covering insurance, registration and all associated maintenance costs.

The recommended course of action will remove the financial burden of managing the tanker from the Shire. Potential liability issues will also be removed from the Shire.

STRATEGIC IMPLICATIONS

Strategic Community Plan 2012-2022

Goal 2: Greater returns from regional investment to ensure sustainable provision of appropriate physical and social infrastructure

Objective 2.3: Facilities are appropriate for their intended purpose and factor in whole of life costing and maintenance

Strategy 2.3.1: Manage and maintain assets in a strategic and cost effective manner

COMMUNITY CONSULTATION

Community consultation is not required in relation to this item.

COMMENT

The Crossing Falls Fire Brigade was offered a replacement tanker in 2009 under a new for old offer. The brigade had a tanker at that time that was donated to them by Argyle Diamonds Ltd. When the Brigade received the new light tanker they retained their old tanker as it was never funded by DFES.

FESA has an agreement with the Kimberley Councils to take over the management of the Bushfire Brigades for a trial period of 3 years. As part of this agreement FESA are now responsible for all expenses associated with the brigades. The Shire is still the owner of the vehicles and continue to insure and register the vehicles and claim this expenditure back from FESA.

The Shire has received written correspondence from Crossing Falls Volunteer Bush Fire Brigade stating that the Crossing Falls Volunteer Bush Fire Brigade is registered with the Australian Charities and Not-for-Profit Commission (Attachment 1). The Crossing Falls Volunteer Bush Fire Brigade have indicated they would like ownership of the light tanker to be handed over to the brigade.

Valuation of the fire vehicle was obtained through RedBook ranging from \$5,000 to \$7,000 private price guide (Attachment 2).

Fire equipment on the light tanker is old and the only item considered of value is the pump and fittings and its estimated value is approximately \$1,000.

Council has the ability to gift the tanker to the brigade under Section 30 (3) (a) of the Local Government (Functions and General) Regulations 1996:

A disposition of property other than land is an exempt disposition if-
(a) Its market value is less than \$20,000.

With ownership of the light tanker being taken over by the Brigade, all future costs associated with the tanker will be borne by the Brigade, thereby resulting in savings to the Shire.

The Crossing Falls Volunteer Bush Fire Brigade is able to make use of the light tanker to fight fires as it has a tank and pump.

ATTACHMENTS

Attachment 1 – Letter from Crossing Falls Brigade to the Shire dated 5 February 2015 and supporting documentation

Attachment 2 – RedBook Vehicle Valuation

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council:

1. resolves to dispose of the light tanker plant number P325, registration number 7CJ219 to the Crossing Falls Volunteer Bush Fire Brigade, as this is an exempt disposition of property in accordance with regulation 30 (3) (a) of the *Local Government (Functions and General) Regulations 1996*; and
2. instructs the Acting Chief Executive Officer to write to Crossing Falls Volunteer Bush Fire Brigade informing them that the light tanker is gifted to them and any further costs and expenses shall be borne by the Crossing Falls Volunteer Bush Fire Brigade nominee and not by the Shire.

COUNCIL DECISION

Minute No. 10797

Moved: Cr B Robinson

Seconded: Cr G King

That Council:

1. **resolves to dispose of the light tanker plant number P325, registration number 7CJ219 to the Crossing Falls Volunteer Bush Fire Brigade, as this is an exempt disposition of property in accordance with regulation 30 (3) (a) of the *Local Government (Functions and General) Regulations 1996*; and**
2. **instructs the Acting Chief Executive Officer to write to Crossing Falls Volunteer Bush Fire Brigade informing them that the light tanker is gifted to them and any further costs and expenses shall be borne by the Crossing Falls Volunteer Bush Fire Brigade nominee and not by the Shire.**

Carried Unanimously 8/0

Attachment 1 - Letter from Crossing Falls Brigade to the Shire dated 5 February 2015
and supporting documentation

David Klye
Director Infrastructure
Shire of Wyndham-East Kimberley
PO Box 614
KUNUNURRA WA 6743

5th February 2015

Crossing Falls Volunteer Bush Fire Brigade
PO Box 899
KUNUNURRA WA 6743

Dear David

RE: Crossing Falls Brigade Light Tanker

Thank you for the opportunity to discuss with you today the disposal of the Crossing Falls Brigade Light Tanker to the Crossing Falls Volunteer Bush Fire Brigade and the specific supporting information that the Shire of Wyndham-East Kimberley requires.

As requested, please find information obtained from Australian Business Register and The Australian Charities and Not for Profits Commission. These two forms outline the status of the Crossing Falls Volunteer Bush Fire Brigade. Please consider whether this information is sufficient for the transfer of the light tanker to the Brigade.

We would also like to advise that our postal address has changed to PO Box 899 Kununurra. Please ensure all correspondence is directed to this address as the previous address is in the process of being closed.

If you require further information please do not hesitate to contact Nadene Baldwin (secretary/ treasurer) on 0428 855 056 or Charlie Buckley (captain) on 0438 687 150.

Regards



Nadene Baldwin
Secretary/ Treasurer

Current details for ABN 38 776 801 450 | ABN Lookup
 Attachment 1 - Letter from Crossing Falls Brigade to the Shire dated 5 February 2015
 and supporting documentation

ABN Lookup

Current details for ABN 38 776 801 450

ABN details

Entity name:	CROSSING FALLS VOLUNTEER BUSH FIRE BRIGADE
ABN status:	Active from 01 Nov 1999
Entity type:	Other Unincorporated Entity
Goods & Services Tax (GST):	Not currently registered for GST
Main business location:	WA 6743

Australian Charities and Not-for-profits Commission (ACNC)

CROSSING FALLS VOLUNTEER BUSH FIRE BRIGADE is registered with the Australian Charities and Not-for-profits Commission (ACNC) as follows:

ACNC registration

Registered as a charity [view ACNC registration](#)

From

01 Jan 2000

Trading name(s)

Trading name

CROSSING FALLS VOLUNTEER BUSH FIRE BRIGADE

From

01 Jan 2000

Charity tax concession status

CROSSING FALLS VOLUNTEER BUSH FIRE BRIGADE is a Charitable Institution endorsed to access the following tax concessions:

Tax concession

FBT Rebate

From

01 Sep 2012

GST Concession

01 Jan 2000

Income Tax Exemption

01 Jul 2000

Deductible gift recipient status

Not currently entitled to receive tax deductible gifts

ABN last updated: 29 May 2013

Record extracted: 04 Feb 2015

Disclaimer

The Registrar of the ABR monitors the quality of the information available on this website and updates the information regularly. However, neither the Registrar of the ABR nor the Commonwealth guarantee that the information available through this service (including search

Attachment 1 - Letter from Crossing Falls Brigade to the Shire dated 5 February 2015 and supporting documentation



ACNC Charity Register Summary

Crossing Falls Volunteer Bush Fire Brigade

Charity Details	
Name	Crossing Falls Volunteer Bush Fire Brigade
Other Name	
Charity ABN	38776801450
Charity Address for Service	swek@swek.wa.gov.au
Charity Street Address	631 Crossing Falls Rd KUNUNURRA WA 6743
Website	
E-Mail	
Phone	

About the Charity	
Date Established	
Who the Charity Benefits	
Size of Charity	
Financial Year End	30/06

Where the Charity Operates	
Operating State(s)	
Operates in (Countries)	

Using the information on the Register

Information on this Register has been provided to the ACNC by the charity or transferred from the Australian Taxation Office (ATO) and the Australian Business Register (ABR). If information is not shown, this may be because the charity has not yet provided the information or because the ACNC is progressively confirming and uploading information received. The ACNC may also approve information be [withheld from the Register](#) in certain circumstances. The Register will be updated over time as we work through the information received and any applications for information to be withheld. Read more about [information on the Register](#).

Attachment 1 - Letter from Crossing Falls Brigade to the Shire dated 5 February 2015 and supporting documentation



ACNC Charity Register Summary

Crossing Falls Volunteer Bush Fire Brigade

Registration Details	
Entity Type	Charity
Sub-Entity Type	Awaiting selection of new subtype
Registration Status	Registered
Basic Religious Charity	

Registration Status History	
Effective Date	Status
03/12/2012	Registered

SubType History		
Start Date	End Date	Entity Subtypes
3/12/2012	31/12/2013	Another purpose beneficial to the community

Annual Reporting			
Due Date	Document	Status	Date Received
31/03/2014	AIS 2013	Overdue by 10 months	
31/03/2015	AIS 2014		
31/12/2015	AIS 2015		

Using the information on the Register

Information on this Register has been provided to the ACNC by the charity or transferred from the Australian Taxation Office (ATO) and the Australian Business Register (ABR). If information is not shown, this may be because the charity has not yet provided the information or because the ACNC is progressively confirming and uploading information received. The ACNC may also approve information be [withheld from the Register](#) in certain circumstances. The Register will be updated over time as we work through the information received and any applications for information to be withheld. Read more about [information on the Register](#).

Cars Bikes Boats Caravans/RVs Trucks Farm Construction Homesales Shopping & Auctions Motoring Tyres

Cars Bikes Boats Commercial Products Help

Research Valuation Certificates Compare News & Reviews Videos Sell Your Car Cars For Sale Insurance Finance Special Offers

Back to Results

1984 Toyota Landcruiser HJ47

Select another model in this range

2 Door Ute
6 Cylinder, 4.0 Litre
Manual, 4X4
Diesel

Photo Not Provided

Share this Print

Stock images - actual vehicle may differ

Valuation Prices

* Private Price Guide	\$5,000 - \$7,700
* Trade In Price Guide	\$2,700 - \$5,400
* Price When New	\$15,520* Price Guide (EGC)

Running Costs

Finance* [Click for Quote](#) [Get Quote](#)

Comprehensive Car Insurance - Save 25% Online*

Year: Make:

Budget Direct

[Get a Quote](#)

*conditions apply

Overview

Price	\$15,520* Price Guide (EGC)	Number of Gears	5
Series	HJ47	Drive	4X4
Body	Utility	Fuel Type	Diesel
Body Configuration	Single Cab	Release Year	1984
No. Doors	2	Country of origin	JAPAN
Seat Capacity	3	ANCAP Safety Rating	
Transmission	Manual	Overall Green Star Rating	

Full Specifications

Engine

Dimensions

Steering

Price Guide Total \$15,520*

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Toyota LC70 turns 30

But Australia won't get celebratory 70 Series LandCruiser's V6 or new interior
Published Friday, 29 August 2014



Toyota LandCruiser Altitude returns

Value-added limited edition model puts in an encore performance - with \$5000 worth of...
Published Tuesday, 15 July 2014

Shire President, Cr J Moulden enters the Chambers at 5.27pm and returns to the Chair.

13.3.2 Kelly's Knob Walking Track

DATE:	24/02/2015
PROPONENT:	Shire of Wyndham East Kimberley
LOCATION:	Kellys Knob, Kununurra
AUTHOR:	David Klye Director Infrastructure
REPORTING OFFICER:	David Klye Director Infrastructure
FILE NO:	LP.02.31
DECLARATION OF INTERESTS:	Nil

PURPOSE

To advise Council of progress on implementing its previous resolution to establish a walking track on reserve R42441 at Kellys Knob and to seek guidance regarding the locked gates on the access path.

BACKGROUND

At its Ordinary Council Meeting of 26 August 2014 Council resolved the following:

COUNCIL DECISION

Minute No. 10523

Moved: Cr G Taylor

Seconded: Cr B Robinson

That Council:

- 1) *undertakes to remove the locked gates on the access path to the top of Kelly's Knob and replace them with an appropriate lockable bollard to prevent unauthorised vehicle access; and*
- 2) *that the 2014/2015 budget caters for this by re-allocating the appropriate funds from existing Infrastructure/Road Maintenance/Amenity Maintenance allocations, so as there is no net increase in expenditure due to this item.*

Carried 7/2

For: Cr J Moulden, Cr R Dessert, Cr D Learbuch, Cr B Robinson, Cr D Spackman, Cr S Cooke, Cr G Taylor

Against: Cr K Wright, Cr G King

STATUTORY IMPLICATIONS

Local Government Act 1995

6.8. Expenditure from municipal fund not included in annual budget

(1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —

(a) is incurred in a financial year before the adoption of the annual budget by the local government; or

(b) is authorised in advance by resolution*; or

(c) is authorised in advance by the mayor or president in an emergency.

** Absolute majority required.*

POLICY IMPLICATIONS

There are no policy implications associated with this report.

FINANCIAL IMPLICATIONS

There are no bottom-line impacts on the budget associated with this proposal however a reallocation of funds is required.

The total cost of the recommended works is estimated at \$8,500 excluding replacement of the OIC gates. Council has previously approved the use of maintenance funds for this project. To fund the proposed works, Council could amend its 2014/15 budget by transferring funds from General Ledger account number 02110315 Garden Maintenance – External Kununurra Swimming Complex (where there are funds that are not expected to be required in 2014/15) to a newly established General Ledger account number for “Kellys Knob Walking Track”.

STRATEGIC IMPLICATIONS

Strategic Community Plan 2012-2022

Goal 3: Protection and enhancement of lifestyle values, community facilities and the environment to provide safe and inviting communities

Objective 3.4: Protection and enhancement of community facilities

Strategy 3.4.4: Provide and support a more effective range of sport and recreational services and facilities including a new leisure centre and aquatic facility in Kununurra

COMMUNITY CONSULTATION

Consultation in relation to this report has been undertaken with the Ord Irrigation Cooperative (OIC), Broadcast Australia and Department of Lands.

COMMENT

The major issue to resolve in order to progress this project is with regard to two sets of gates on the access to Kellys Knob on Council Reserve No. R42441.

Removal of the locked gates on the access to the top of Kelly's Knob requires negotiation with the owners of the gates, the OIC and Broadcast Australia. Both of these organisations own and maintain gates on the access to Kelly's Knob on Council's Reserve No. R42441.

Broadcast Australia is the beneficiary of an easement over Council Reserve No. R42441 which entitles it to maintain the set of gates across the vehicular access track prior to the start of the walking track. Broadcast Australia have indicated verbally that they have no objection to their gates being replaced up the hill past the walking track closer to their property (PIN 638963) boundary pending confirmation of the proposed new location (shown in Attachment 1).

Council's resolution at its Ordinary Council Meeting of 26 August 2014 requires the installation of a bollard in place of the locked gates. A bollard does not provide adequate deterrent to pedestrians' access to the Broadcast Australia site. It is recommended that a new set of gates be placed in an appropriate location closer to the Broadcast Australia lease

site and a bollard not be installed. The cost to install a new set of gates will be cheaper than moving the existing gates. The cost to install new gates is estimated to be about \$4,500.

The OIC advises that they own the other set of gates at the start of the walking track but no record of a formal agreement regarding these gates on the Shire managed reserve could be found in Shire records. OIC stated in a letter (Attachment 2) that they object to the proposed opening of the track to the public and they gave a full account of their reasoning in their letter. OIC in their letter state, that if the track is opened to the public, *“OIC, OIAMC, St John, and WAPOL would be seeking indemnification to public injury as a result of opening the track to public. It would also be a requirement that that a new gate and appropriate signage be installed at the top of Kelly’s Knob on reserve No:R33363 at cost to the Shire to continue to protect the critical community infrastructure located at the top of Kelly’s Knob.”*

OIC’s position regarding liability is not accepted. Any public liability regarding the use of the walking track will fall to the Shire, as the track will be a Shire maintained track on a Shire managed reserve. Advice from the Shire’s insurer indicates that the liability issues can be managed appropriately.

- a) It is considered that it is the responsibility of OIC to secure access to its reserve, and it is not the Shire’s responsibility to relocate OIC’s gates to secure their assets.
- b)
- c) OIC make the valid point that *“OIC and the Shire have worked cooperatively for many years. OIAMC owns land that has shire assets on it, just as the Shire owns or manages land that has OIAMC assets on it. OIC has managed maintenance and repairs to assets on behalf of both the OIAMC and the Shire (still at no cost to the Shire)”*.
- d)
- e) There is a good working relationship between OIC and the Shire and there is no reason why this relationship should not continue into the future.

Should Council elect to install new gates at the top of Kellys Knob, the cost to install a new set of gates would be cheaper than moving the existing gates. The cost to install new gates is estimated to be about \$5,500.

The condition of a short section of the track is cause for concern. Most of the track would be classified as a Class 3 track under the Australian Standard AS 2156.1 2001 Part 1 Classification and Signage, and can be characterised as a generally modified surface with some sections being hardened, width less than 1200 mm and kept mostly clear of intrusions and obstacles. There are several flights of galvanised steel stairs that appear to comply with the Australian Standard AS 1657 - 2013 Fixed Platforms, Walkways, Stairways and Ladders. There is one section of the track that has deteriorated significantly.

The section of track that has deteriorated is steep and is essentially a scree slope which is difficult and dangerous to traverse. The hand rail in this section is broken. This section of the track was constructed as a series of irregular “natural” steps very much in keeping with the mostly natural surface of the rest of the track.

The estimated cost to reconstruct the series of irregular “natural” steps and install a chain safety line is about \$3,000.

Currently there is no signage relating to the track. The cost to erect appropriate signage at the start of the track is estimated at approximately \$1,000.

The work is expected to take about 7 – 10 days to complete once the gate and the materials have been procured. Further works on this project have been temporarily suspended pending provision of this report to Council. Assuming agreement can be reached reasonably

quickly with Broadcast Australia and OIC regarding the gates, the estimate for completion of the works is towards the end of April 2015.

For information only, it may be possible for Council to obtain a Lotterywest grant to cover some of the costs associated with this project, however, there is a cost to the project in terms of staff time to apply for the grant and the application process has the potential to significantly delay the works as retrospective funding is not available. The length of any delay is not known.

Broadcast Australia is the beneficiary of an easement over the Shire's reserve R42441, consequently the Shire has an obligation to replace Broadcast Australia's gates if it wishes to remove them or if it wishes for the gates to remain unlocked. The OIC gates are maintained on the Shire's reserve without any formal right. Council has the authority to order the gates to be removed or to remain unlocked should it so choose.

For the Shire to meet its management responsibilities in maintaining this walking track it is necessary to provide appropriate signage and to maintain the track to a uniform standard. This means that the short deteriorated section of track should receive some maintenance effort.

ATTACHMENTS

Attachment 1 - Proposed New Location of Broadcast Australia Gate

Attachment 2 - Letter from OIC - Kelly's Knob dated 15 February 2015

VOTING REQUIREMENT

Absolute Majority

OFFICER'S RECOMMENDATION

That Council notes:

1. the officers comments relating to the gates and the damaged section of the access path to the top of Kelly's Knob;
2. the cost of the works will impact the town maintenance schedule; and
3. the current estimate for completion time of the works is April 2015; and

further, that Council:

4. Directs the Acting Chief Executive Officer to write to the Ord Irrigation Cooperative advising them that "*Council has considered the Ord Irrigation Cooperative submission in relation to the proposed walking track at Kellys Knob and has resolved to progress the project in the broader public interest*", and that "*The Shire intends to unlock the gates at the bottom of the walking track on its reserve No R 42441.*";
5. Amends its 2014/15 budget by transferring \$8,500 from General Ledger account number 02110315 Garden Maintenance – External Kununurra Swimming Complex to a newly established General Ledger account number for "Kellys Knob Walking Track" to fund the project and commence work immediately noting that the adjustment will be incorporated as part of the Mid-Year Budget Review process;
6. Accepts that provision of a bollard does not provide adequate deterrent to pedestrians' access to the Broadcast Australia site and prefers instead that a new set of gates be placed in an appropriate location closer to the Broadcast Australia property (PIN) 638963;
7. Directs the Acting Chief Executive Officer to order the construction of a new set of gates to be installed in an appropriate location closer to the Broadcast Australia

property (PIN) 638963 at an estimated cost of \$4,500 which is included in the \$8,500 budget adjustment.

COUNCIL DECISION

Minute No. 10798

Moved: Cr G Taylor

Seconded: Cr S Cooke

That Council notes:

1. the officers comments relating to the gates and the damaged section of the access path to the top of Kelly's Knob;
2. the cost of the works will impact the town maintenance schedule; and
3. the current estimate for completion time of the works is April 2015; and

further, that Council:

4. Directs the Acting Chief Executive Officer to write to the Ord Irrigation Cooperative advising them that "*Council has considered the Ord Irrigation Cooperative submission in relation to the proposed walking track at Kellys Knob and has resolved to progress the project in the broader public interest*", and that "*The Shire intends to unlock the gates at the bottom of the walking track on its reserve No R 42441.*";
5. Amends its 2014/15 budget by transferring \$8,500 from General Ledger account number 02110315 Garden Maintenance – External Kununurra Swimming Complex to a newly established General Ledger account number for "Kellys Knob Walking Track" to fund the project and commence work immediately noting that the adjustment will be incorporated as part of the Mid-Year Budget Review process;
6. Accepts that provision of a bollard does not provide adequate deterrent to pedestrians' access to the Broadcast Australia site and prefers instead that a new set of gates be placed in an appropriate location closer to the Broadcast Australia property (PIN) 638963;
7. Directs the Acting Chief Executive Officer to order the construction of a new set of gates to be installed in an appropriate location closer to the Broadcast Australia property (PIN) 638963 at an estimated cost of \$4,500 which is included in the \$8,500 budget adjustment.

Carried 6/3

**For: Cr J Moulden, Cr R Dessert, Cr D Learbuch, Cr B Robinson, Cr S Cooke,
Cr G Taylor**

Against: Cr K Wright, Cr D Spackman, Cr G King



16 February 2015

David Klye
Director of Infrastructure
Shire of Wyndham East Kimberley
PO Box 614
Kununurra WA 6743



PO Box 573
Kununurra WA 6743
Phone (08) 9168 3300
Mobile 0408 683 300

Dear David,

Kelly's Knob

I am writing in response to your recent email requesting clarification on the Ord Irrigation Asset Mutual Cooperative (OIAMC) and Ord Irrigation Cooperative's (OIC) position on Councils desire to remove the gates blocking pedestrian access to the track up Kelly's Knob and to promote the track as an adventure track for public use.

First and foremost we object to opening the track for the following reasons.

1. The OIAMC owns expensive infrastructure at the top of Kelly's Knob that runs the entire stage 1 and Goomig Area Irrigation Delivery Networks - Supervisory Control and Data Acquisition system (SCADA). Any damage to this infrastructure, via vandalism or interference, has the potential to interfere with remote gate operations and alarming. This has the potential to cause damage to OIAMC, OIC and Water Corporation infrastructure, farmer's properties and crops. Kimberley Agricultural Investments (KAI) and Regional Development and Lands (RDL) are third parties to this infrastructure.
2. The makeshift stone pitched stairs and handrails are not to Australian Standards, are damaged from wet-seasons past, and are dangerous to the public accessing the site.
3. The handrails, stairs, gaps in the floor and other infrastructure at the top of Kelly's Knob (R33363) are damaged, unsafe to public and are in major need of repairs. Although OIC and Western Australia Police (WAPOL) are currently looking into these repairs, and have Safe Work Procedures that protect our staff and contractors, this does not cover the general public.
4. The sites on Kelly's Knob emit multiple high frequency radiation signals; including multiple Microwave Backbone links emitting to the North and has the potential to cause injury to public.
5. The Site emits an accurate automatic guidance system signal for tractors and heavy construction equipment and movement, damage or interference to the GPS receiver has the potential to interfere with farmer operations, and OIC construction and maintenance capabilities.
6. The site is the transmitter site for the Goomig Emergency TETRA radio voice and data communication system. Any damage to this site will result in loss of emergency communication.
7. The Site is also occupied by St Johns Ambulance and Western Australian Police (WAPOL), discussions with them has identified the same concerns for vandalism, interference and injury to public.

Currently anyone whom enters the site, without authorisation, is in contravention to the warnings on both the main and track side gates (owned by the OIC), and is doing so at their own risk.

OIC and the Shire have worked cooperatively for many years. OIAMC owns land that has shire assets on it, just as the Shire owns or manages land that has OIAMC assets on it. OIC has managed maintenance and repairs to assets on behalf of both the OIAMC and the Shire (still at no cost to the Shire).

Whilst the Shire has a management order on the land which the main access track crosses, the OIC and parties located on reserve No:R33363 are ultimately liable for public injury on the track. This is no different to an OIAMC bridge that reside on Shire land, should someone get injured ultimately OIAMC will be responsible.

Attachment 2 - Letter from OIC - Kelly's Knob dated 15 February 2015

Should the Shire continue to pursue a way forward; then OIC, OIAMC, St John, and WAPOL would be seeking indemnification to public injury as a result of opening the track to public. It would also be a requirement that a new gate and appropriate signage be installed at the top of Kelly's Knob on reserve No:R33363 at cost to the Shire to continue to protect the critical community infrastructure located at the top of Kelly's Knob. It is also highly recommended that Shire repair and bring to standard the rock pitched stairs and safety rails to ensure public safety, whilst accessing Kelly's Knob.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Mat Dear', with a long horizontal flourish extending to the right.

Mat Dear
General Manager
Ord Irrigation Cooperative

13.4 COMMUNITY DEVELOPMENT

13.4.1 Caravan Park Licence Renewals

DATE:	24/02/2015
PROPONENT:	Discovery Holiday Park; Wyndham Town Caravan Park;
LOCATION:	Lakeside Resort; Kalumburu Mission; Parry Creek Farm; Digger's Rest Station
AUTHOR:	Shire of Wyndham East Kimberley
REPORTING OFFICER:	Ebony Daniell, Environmental Health Officer
FILE NO:	Louise Gee, Director Community Development
DECLARATION OF INTERESTS:	PH.12.5
	N/A

PURPOSE

To renew licences issued under the Caravan Parks and Camping Grounds Act 1995 for 2015 for the following parks:

- Discovery Holiday Park
- Wyndham Town Caravan Park
- Lakeside Resort Caravan Park
- Kalumburu Mission
- Parry Creek Farm
- Digger's Rest Station

BACKGROUND

Caravan parks and camping grounds must be licenced under the Caravan Parks and Camping Grounds Act 1995. Licences remain in force for one year at which time an Application for Grant or Renewal of Licence must be submitted to the Local Government.

Letters were sent to all licensed caravan parks in November 2014 requesting applications for licence renewals be submitted and enclosing invoices for 2015 licencing fees.

Several licence renewals were approved by Council at the January 2015 OCM. More licence renewal applications have now been received and assessed. These are now being presented for Council for approval.

STATUTORY IMPLICATIONS

Caravan Parks and Camping Grounds Act 1995

6. Caravan park or camping ground not to be operated without a licence

- (1) On and after the appointed day a person must not operate a facility, or a facility of a prescribed type, unless the person holds the appropriate licence under this Act in relation to that facility.

Penalty: \$5 000.

- (2) In subsection (1) —

appointed day means such day as is fixed by the Minister by notice published in the *Government Gazette* to be the appointed day for the purpose of that subsection².

7. Application for the grant or renewal of a licence
- (1) An application for the grant or renewal of a licence for a facility is to be —
 - (a) made to the local government in the appropriate prescribed form;
 - (b) accompanied by the appropriate fee prescribed; and
 - (c) accompanied by any information that the local government reasonably requires for a proper consideration of the application.
 - (2) An applicant is to provide the local government with any further information that the local government by notice in writing requires the applicant to provide in respect of an application.
 - (3) An applicant must, if required to do so by the local government, verify by statutory declaration any information contained in, or given in connection with, an application.
 - (4) Subject to this section, a local government may grant or renew a licence and at any time may impose conditions on that licence.
 - (5) Before granting a licence a local government must ensure that —
 - (a) the applicant has complied with the requirements of this Act;
 - (b) the applicant is the owner of the land on which the facility is situated, or is to be situated, or has the written approval of the owner of that land to apply for a licence.
 - (6) A local government may refuse to renew a licence if —
 - (a) the licence holder has been convicted of an offence against this Act or any other written law relating to caravanning or camping which, in the opinion of the local government, renders the licence holder an unsuitable person to hold a licence;
 - (b) a condition imposed on the licence has been contravened; or
 - (c) the licence was obtained by fraud or misrepresentation.
 - (7) Where a local government refuses to grant or renew a licence it must give notice in writing of that decision to the applicant.
 - (8) Notice of a decision under this section is to state that the applicant or licence holder is entitled to apply to the State Administrative Tribunal for a review of the decision.

8. Duration of licence

A licence remains in force for the prescribed period unless —

- (a) it is provided otherwise in the licence; or
- (b) it is cancelled.

Caravan Parks and Camping Grounds Regulations 1997

52. Duration of licence

The prescribed period for the purposes of section 8 of the Act is one year from the day on which the licence was granted or renewed.

Schedule 3 — Fees

1. Application for grant or renewal of licence — reg. 45

The fee for an application for the grant or renewal of a licence is —

- (a) \$200; or
- (b) the amount calculated by multiplying the relevant amount set out in column 2 by the maximum number of sites (including any sites that may be used in an overflow area) of the particular type specified in the application,

whichever is the greater amount.

Column 1	Column 2
Long stay sites	\$6 per site
Short stay sites and sites in transit parks	\$6 per site
Camp site	\$3 per site
Overflow site	\$1.50 per site
2. Additional fee for renewal after expiry — reg. 53	
Additional fee by way of penalty for renewal after expiry	\$20
3. Temporary licence — reg. 54	
Temporary licence	<i>pro rata</i> amount of the fee payable under item 1 for the period of time for which the licence is to be in force with a minimum of \$100
4. Transfer of licence — reg. 55	
Transfer of licence	\$100

POLICY IMPLICATIONS

Overflow sites within caravan parks and camping grounds are licenced in accordance with Council Policy Number: CP/HTH-3761 Licensing of Overflow Sites in Caravan Parks and Camping Grounds

FINANCIAL IMPLICATIONS

Applicants have paid the following renewal fees:

Discovery Holiday Park	\$636
Wyndham Caravan Park	\$360
Lakeside Resort	\$375
Kalumburu Mission	\$200
Parry Creek Farm	\$336
Digger's Rest Station	\$200

STRATEGIC IMPLICATIONS

Strategic Community Plan 2012-2022

Goal 3: Protection and enhancement of lifestyle values, community facilities and the environment to provide safe and inviting communities

Objective 2.4: High standard of health and community facilities and services available to all residents

Strategy 2.4.2: Ensure community compliance with Environmental Health regulations

COMMUNITY CONSULTATION

Community consultation is not required for this item

COMMENT

Applications for grant or renewal of caravan park licences are dealt with under the Caravan Parks and Camping Grounds Act 1995. Previously licence renewals have been approved by Shire staff. However, it has come to the Shire's attention that there are no provisions for delegated authority under the Act and applications must be approved by Council.

Licence applications for Discovery Holiday Park, Wyndham Town Caravan Park, Lakeside Resort, Kalumburu Mission, Parry Creek Farm, and Digger's Rest Station have been assessed and will be issued once Council approval has been received. Refer Attachment 1.

ATTACHMENTS

Attachment 1 - Caravan Park Licences 2015

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council approve the renewal of Caravan Parks and Camping Grounds licences for: Discovery Holiday Park, Wyndham Town Caravan Park, Lakeside Resort, Kalumburu Mission, Parry Creek Farm, Diggers Rest Station, as detailed in Attachment 1.

COUNCIL DECISION

Minute No. 10799

**Moved: Cr K Wright
Seconded: Cr G King**

That Council approve the renewal of Caravan Parks and Camping Grounds licences for: Discovery Holiday Park, Wyndham Town Caravan Park, Lakeside Resort, Kalumburu Mission, Parry Creek Farm, Diggers Rest Station, as detailed in Attachment 1.

Carried Unanimously 9/0



SHIRE of WYNDHAM | EAST KIMBERLEY

PO BOX 614 KUNUNURRA WA 6743

T | 08 9168 4100
 F | 08 9168 1798
 E | mail@swek.wa.gov.au
 W | www.swek.wa.gov.au
 ABN | 35 647 145 756

This is to certify that Luke Unsworth holds a licence to operate the
CARAVAN PARK AND CAMPING GROUND known as

DISCOVERY HOLIDAY PARKS

at LOT 274 LEVEE BANK ROAD KUNUNURRA WA 6743
 from 01 January 2015 until 31 December 2015

DISCOVERY HOLIDAY PARKS is licensed to operate the following sites in accordance with the
Caravan Park and Camping Ground Regulations 1997

Long Stay Sites <i>a site at a caravan park which is to be occupied consecutively by the one person or group of persons for any period of time</i>	29
Short Stay Sites <i>a site at a caravan park which is to be occupied consecutively by the one person or one group of persons, for no longer than 3 consecutive months</i>	65
Camp Sites <i>includes to camp in a vehicle but not caravans</i>	19
Overflow Sites <i>may only be used with the approval of the local government, for a period of time specified in that approval, and in accordance with any conditions placed on that approval</i>	10

Expiry Date 31 December 2015

Environmental Health Officer

This permit is issued upon and subject to the following conditions -

- (a) the holder of a permit shall -
 - (i) display the licence in a position visible to the general public; and
 - (ii) upon the request of an Environmental Health Officer produce to him or her, the licence; and
- (b) if the holder of a permit changes his or her place of residence, he or she shall within 14 days notify the Chief Executive Officer in writing of the change, and of a new place, of residence; and
- (c) the holder of a permit shall notify the Chief Executive Officer in writing prior to the commencement of any alteration, addition or other work relating to the premises, giving details of the proposed works.



This is to certify that Clem and Sharyn Bermingham holds a licence to operate the
CARAVAN PARK AND CAMPING GROUND known as

WYNDHAM CARAVAN PARK

at LOT 53 BAKER STREET, WYNDHAM WA 6740
from 01 January 2015 until 31 December 2015

WYNDHAM CARAVAN PARK is licensed to operate the following sites in accordance with the
Caravan Park and Camping Ground Regulations 1997

Long Stay Sites <i>a site at a caravan park which is to be occupied consecutively by the one person or group of persons for any period of time</i>	20
Short Stay Sites <i>a site at a caravan park which is to be occupied consecutively by the one person or one group of persons, for no longer than 3 consecutive months</i>	40
Camp Sites <i>includes to camp in a vehicle but not caravans</i>	10
Overflow Sites <i>may only be used with the approval of the local government, for a period of time specified in that approval, and in accordance with any conditions placed on that approval</i>	0

Expiry Date 31 December 2015

Environmental Health Officer

This permit is issued upon and subject to the following conditions -

- (a) the holder of a permit shall -
 - (i) display the licence in a position visible to the general public; and
 - (ii) upon the request of an Environmental Health Officer produce to him or her, the licence; and
- (b) if the holder of a permit changes his or her place of residence, he or she shall within 14 days notify the Chief Executive Officer in writing of the change, and of a new place, of residence; and
- (c) the holder of a permit shall notify the Chief Executive Officer in writing prior to the commencement of any alteration, addition or other work relating to the premises, giving details of the proposed works.



This is to certify that the Roderick & Alida Woodland hold a licence to operate the **CARAVAN PARK AND CAMPING GROUND** known as

Digger's Rest Station

at Lots 442 & 589 King River Road, WYNDHAM WA 6740
 from 01 January 2015 until 31 December 2015

Digger's Rest Station is licensed to operate the following sites in accordance with the *Caravan Park and Camping Ground Regulations 1997*

Long Stay Sites <i>a site at a caravan park which is to be occupied consecutively by the one person or group of persons for any period of time</i>	0
Short Stay Sites <i>a site at a caravan park which is to be occupied consecutively by the one person or one group of persons, for no longer than 3 consecutive months</i>	10
Camp Sites <i>includes to camp in a vehicle but not caravans</i>	20
Overflow Sites <i>may only be used with the approval of the local government, for a period of time specified in that approval, and in accordance with any conditions placed on that approval</i>	0

Expiry Date 31 December 2015

Environmental Health Officer

This permit is issued upon and subject to the following conditions -

- (a) the holder of a permit shall -
 - (i) display the licence in a position visible to the general public; and
 - (ii) upon the request of an Environmental Health Officer produce to him or her, the licence; and
- (b) if the holder of a permit changes his or her place of residence, he or she shall within 14 days notify the Chief Executive Officer in writing of the change, and of a new place, of residence; and
- (c) the holder of a permit shall notify the Chief Executive Officer in writing prior to the commencement of any alteration, addition or other work relating to the premises, giving details of the proposed works.



This is to certify that the Bishop of Broome holds a licence to operate the
CARAVAN PARK AND CAMPING GROUND known as

Kalumburu Mission Camping Ground

at Kalumburu Mission, Kalumburu Community
 from 01 January 2015 until 31 December 2015

Kalumburu Mission Camping Ground is licensed to operate the following sites in accordance with
 the *Caravan Park and Camping Ground Regulations 1997*

Long Stay Sites <i>a site at a caravan park which is to be occupied consecutively by the one person or group of persons for any period of time</i>	0
Short Stay Sites <i>a site at a caravan park which is to be occupied consecutively by the one person or one group of persons, for no longer than 3 consecutive months</i>	0
Camp Sites <i>includes to camp in a vehicle but not caravans</i>	20
Overflow Sites <i>may only be used with the approval of the local government, for a period of time specified in that approval, and in accordance with any conditions placed on that approval</i>	0

Expiry Date 31 December 2015

Environmental Health Officer

This permit is issued upon and subject to the following conditions -

- (a) the holder of a permit shall -
 - (i) display the licence in a position visible to the general public; and
 - (ii) upon the request of an Environmental Health Officer produce to him or her, the licence; and
- (b) if the holder of a permit changes his or her place of residence, he or she shall within 14 days notify the Chief Executive Officer in writing of the change, and of a new place, of residence; and
- (c) the holder of a permit shall notify the Chief Executive Officer in writing prior to the commencement of any alteration, addition or other work relating to the premises, giving details of the proposed works.



This is to certify that Laurie MacKenzie holds a licence to operate the
CARAVAN PARK AND CAMPING GROUND known as

Lakeside Resort Caravan Park

at 50 Casuarina Way KUNUNURRA WA 6743
 from 01 January 2015 until 31 December 2015

Lakeside Resort Caravan Park is licensed to operate the following sites in accordance with the
Caravan Park and Camping Ground Regulations 1997

Long Stay Sites <i>a site at a caravan park which is to be occupied consecutively by the one person or group of persons for any period of time</i>	8
Short Stay Sites <i>a site at a caravan park which is to be occupied consecutively by the one person or one group of persons, for no longer than 3 consecutive months</i>	52
Camp Sites <i>includes to camp in a vehicle but not caravans</i>	0
Overflow Sites <i>may only be used with the approval of the local government, for a period of time specified in that approval, and in accordance with any conditions placed on that approval</i>	10

Expiry Date 31 December 2015

Environmental Health Officer

This permit is issued upon and subject to the following conditions -

- (a) the holder of a permit shall -
 - (i) display the licence in a position visible to the general public; and
 - (ii) upon the request of an Environmental Health Officer produce to him or her, the licence; and
- (b) if the holder of a permit changes his or her place of residence, he or she shall within 14 days notify the Chief Executive Officer in writing of the change, and of a new place, of residence; and
- (c) the holder of a permit shall notify the Chief Executive Officer in writing prior to the commencement of any alteration, addition or other work relating to the premises, giving details of the proposed works.



This is to certify that Terrence John White holds a licence to operate the
CARAVAN PARK AND CAMPING GROUND known as

Parry Creek Farm

at Lot 692 Parry Creek Road WA 6740
 from 01 January 2015 until 31 December 2015

Parry Creek Farm is licensed to operate the following sites in accordance with the *Caravan Park and Camping Ground Regulations 1997*

Long Stay Sites <i>a site at a caravan park which is to be occupied consecutively by the one person or group of persons for any period of time</i>	0
Short Stay Sites <i>a site at a caravan park which is to be occupied consecutively by the one person or one group of persons, for no longer than 3 consecutive months</i>	36
Camp Sites <i>includes to camp in a vehicle but not caravans</i>	40
Overflow Sites <i>may only be used with the approval of the local government, for a period of time specified in that approval, and in accordance with any conditions placed on that approval</i>	10

Expiry Date 31 December 2015

Environmental Health Officer

This permit is issued upon and subject to the following conditions -

- (a) the holder of a permit shall -
 - (i) display the licence in a position visible to the general public; and
 - (ii) upon the request of an Environmental Health Officer produce to him or her, the licence; and
- (b) if the holder of a permit changes his or her place of residence, he or she shall within 14 days notify the Chief Executive Officer in writing of the change, and of a new place, of residence; and
- (c) the holder of a permit shall notify the Chief Executive Officer in writing prior to the commencement of any alteration, addition or other work relating to the premises, giving details of the proposed works.

**13.4.2 Development Application for Home Occupation Renewal
(including Retail Trade by Appointment) at Lot 107 Nutwood
Crescent, Kununurra)**

DATE:	12/02/2015
PROPONENT:	Kylie Dawson
LOCATION:	Lot 107 Nutwood Crescent, Kununurra
AUTHOR:	Roy Adam, Planning Officer
REPORTING OFFICER:	Louise Gee, Director Community Development
FILE NO:	A812P
DECLARATION OF INTERESTS:	Nil

PURPOSE

For Council to consider the renewal of a Home Occupation (including retail trade by appointment) approval at Lot 107 Nutwood Crescent, Kununurra.

BACKGROUND

The original planning application was lodged on 23 October 2013 by Kylie Carter of “Organic Kreations” for the Home Occupation use.

In Town Planning Scheme No. 7 ‘Kununurra and Environs’, a Home Occupation is not to include retail sale. Due to this inconsistency with the definition, the application was required to be determined by Council. This occurred on 19 November 2013.

The original approval was granted subject to several conditions, including Condition 11, which was specifically added by Council resolution:

“That approval be granted for a 12 monthly period with any such renewal to be brought to Council for re-approval” (Attachment 1).

As more than 12 months has passed and the applicant intends to continue operating the business, a renewed approval from Council has been sought.

The subject lot has an area of 967m². The land is zoned Residential under the Scheme and contains a single dwelling. Nutwood Crescent is predominantly residential in use and character.



Proposal

To renew a Home Occupation use in the residential dwelling on site (**Attachment 2**).

No substantive change from the November 2013 application has been made. As previously, the applicant provides that:

- Employees comprise two household members.
- The business occurs in an interior room of 11.6m² (or 4 percent of the gross floor area).
- The retail trade component is to occur by appointment only.
- Opening hours will mainly be after noons and Saturday mornings (due to both home occupiers having jobs elsewhere).
- The estimated number of customers is 1 per day.
- Goods for sale are wholefoods and clothing.
- Deliveries will not be directly to the dwelling – they will either be sent to the Post Office or the applicant's usual place of work.

STATUTORY IMPLICATIONS

Town Planning Scheme No. 7 – Kununurra and Environs

The land at Lot 107 Nutwood Crescent is zoned Residential under the Scheme. The objectives of this zone are to allocate a density coding for the zone throughout the Scheme area to:

- i) Provide sufficient land in appropriate locations for residential development to meet the needs of the Scheme Area's anticipated growth and population without unduly restricting the choice of sites;
- ii) Promote and safeguard health, safety, convenience, the general public welfare and the amenity of the residential areas;
- iii) Allow redevelopment opportunities for areas of older housing stock.

The definition of Home Occupation is:

An occupation carried out in a dwelling or on land around a dwelling by an occupier of the dwelling which –

- a) Does not employ any person not a member of the occupier's household;
- b) Will not cause injury to or adversely affect the amenity of the neighbourhood;
- c) Does not occupy an area greater than 20 square metres;
- d) Does not display a sign exceeding 0.2 square metres;
- e) Does not involve the retail sale, display or hire of goods of any nature;
- f) In relation to vehicles and parking:
 - does not result in the requirement for a greater number of parking facilities than normally required for a single dwelling or an increase in traffic volumes in the neighbourhood;
 - does not involve the presence, use or calling of a vehicle more than 2 tonnes tare weight; and
 - does not include provision for the fuelling, repair or maintenance of motor vehicles.
- g) Does not involve the use of an essential service of greater capacity than normally required in the zone.

The proposed use is not consistent with the definition of a Home Occupation at point (e).

Thus the application does not comply with a requirement prescribed under the Scheme. Council may decide, despite the non-compliance, to approve the application unconditionally or subject to conditions (in accordance with cl. 5.5.1).

POLICY IMPLICATIONS

Local Planning Policy 28 – Home Based Businesses

The objectives of policy are:

- To provide clarification as to the different types and scale of home based businesses.
- To ensure that these types of uses do not compromise the amenity of the area.
- To ensure that the activity remains an ancillary use to the main dwelling or the principle land use on the property.

The policy gives guidance to several considerations that are relevant to home based business proposals, aimed at implementing these three objectives. Opening hours, customer/client visitation numbers and suitable business uses (non-industrial) are considered, as well as maintaining a residential appearance of the building.

Part 2.8 of LPP28 provides that home business activities must be ancillary to the principal use of the land as a residence, and are not to be construed as an alternative use.

FINANCIAL IMPLICATIONS

The applicant has paid the renewal of a home based business fee of \$73.

STRATEGIC IMPLICATIONS

Strategic Community Plan 2012-2022

Goal 2: Greater returns from regional investment to ensure sustainable provision of appropriate physical and social infrastructure

Objective 2.1: A highly valuable East Kimberley economy that maximises social benefits

Strategy 2.1.1: Encourage a mix of businesses that meet community needs

COMMUNITY CONSULTATION

The application has been advertised in accordance with clause 11.2 of the Scheme. On 1 December 2014, adjoining neighbours were notified of the application by post. No submissions have been received in response.

COMMENT

No change or departure from the original application has been made to this present proposal. The applicant seeks a continued concession in relation to the retail trade of products from a residential dwelling. Retail sale is not in accordance with the definition of a Home Occupation in the Scheme. This has been designed in order to minimise the possibility of an effective "shop" use being approved.

This proposed renewal is consistent with the scheme and policy in all other respects, according to available information:

- Employees comprise two household members.
- The business occurs in an interior room of 11.6m².
- Trade is proposed for afternoon periods and Saturday mornings.
- The estimated number of customers is 1 per day.
- Goods for sale are wholefoods and clothing.
- Employees/household members intend to continue with full time employment outside of the business.

In assessing the proposal as a whole it is considered that the inconsistency with the Scheme can be managed by applying straight forward conditions. These will restrict shop sales to those by appointment only, prevent advertisement of the property address, and restrict appointment times. Such conditions have been in place over the past 12 months of the home based business (or, since it was originally approved).

No detrimental effects to neighbourhood amenity, or any other conflicts with policy, have been recorded or otherwise submitted to Shire officers in regards to the use (i.e. complaints). Therefore, given the demonstrated, minimal impact on the surrounding area of this site, Council may consider that further renewals, without changes, on the site need not be returned to Council annually. Rather, that they be determined by Shire officers.

A standard advice note included in the Shire's approvals for Home Occupations is:

The Home Occupation must be carried out in accordance with the conditions of the approval, and must be renewed annually. Please note that the approval is required to be renewed no later than [insert date].

Council will monitor the impact of the Home Business and if determined to be having a detrimental impact on residential amenity, will revoke the approval

ATTACHMENTS

Attachment 1 - Original Council Resolution

Attachment 2 – Applicant's Report and Site Plan (confidential – provided under separate cover)

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council, grants planning consent for a Home Business (Retail Trade by Appointment) at Lot 107 Nutwood Crescent, Kununurra subject to the following conditions:

1. The use shall be in accordance with the attached approved plan(s) and subject to any modifications required as a consequence of any condition(s) of this approval. The endorsed plans shall not be modified or altered without the prior written approval of the local government.
2. Retail trade must be by appointment only and any advertising associated with the business must not include the address of the property.
3. Appointments must only occur between 7am-7pm, Monday - Saturday.

4. Products associated with the business are not to be delivered directly to the dwelling.
5. Any change of use shall be subject to further Council consent.
6. Does not employ any person not a member of the occupiers' household.
7. The use shall not adversely affect and/or harm the amenity of the neighbourhood.
8. The use shall not occupy an area greater than 20m².
9. In relation to vehicles and parking, does not result in the requirement of a greater number of parking facilities than normally required for a single dwelling or an increase in traffic volume in the neighbourhood, does not involve the presence, use or calling of a vehicle more than 2 tonnes tare weight, and does not include provision for the fuelling, repair or maintenance of motor vehicles.
10. Does not involve the use of an essential service of greater capacity than normally required in the zone.

This item was withdrawn by L Gee, Acting Chief Executive Officer so that further clarification could be sought on retail activity occurring in a residential area.

13.4.3 Kununurra Agricultural Society Lease

DATE:	24/02/2015
PROPONENT:	Kununurra Agricultural Society Inc.
LOCATION:	Portion of Lot 504 Coolibah Drive, Kununurra
AUTHOR:	Jennifer Ninyette, Senior Planning Officer
REPORTING OFFICER:	Louise Gee, Director Community Development
FILE NO:	CP.07.1
ASSESSMENT NO:	A7260
DECLARATION OF INTERESTS:	Nil

PURPOSE

For Council to be advised of the Kununurra Agricultural Society's position in relation to the proposed leasing arrangement.

BACKGROUND

The Kununurra Agricultural Society Inc. has held a lease over portion of Reserve 29799, part Lot 504 Coolibah Drive, Kununurra. The lease was dated 1 July 1991 for a period of 21 years, expiring 30 June 2012, therefore currently the Kununurra Agricultural Society Inc. is operating as a tenant at will.

At the 22 January 2013 Ordinary Council Meeting it was resolved to offer a 21 year lease to the Kununurra Agricultural Society Inc.

Minute No. 9982

Moved: Cr J Parker

Seconded: Cr D Ausburn

That Council offers the Kununurra Agricultural Society a 21 year lease over portion of Reserve 29799, part Lot 504 Coolibah Drive, Kununurra, subject to the following:

That the annual rental amount is set at \$3,500 to be reviewed annually for first 3 years, and then reviewed every three years.

For: Cr J Moulden, Cr Di Ausburn, Cr J Parker, Cr Cissy Gore-Birch Gault, Cr J McCoy

Against: Cr R Dessert

Following this resolution, a lease was drafted and following significant negotiation including a number of clarifications and amendments, the Society has agreed with the terms and conditions of the proposed lease.

However, although agreement has been reached on the lease, which has also been approved by the Department of Lands on behalf of the Minister, more recent and lengthy delays have been caused in trying to ensure the Lease Plan meets the specific requirements of Landgate in order for the lease to be registered.

The ongoing operation of the KAS Temporary Caravan Park has also raised concerns with other caravan park operators. The KAS Temporary Caravan Park was originally established

to cater for travellers with 'big rigs' and pets during the tourist season, at a time when no other caravan parks would accept them. However, as the majority of caravan parks now accept pets and larger vehicles there is now a requirement for KAS to justify the need for the ongoing operation of a temporary caravan park.

At the Ordinary Council Meeting of 18 November 2014 a report was presented to inform Council on the progress of the lease agreement between KAS and the Shire; and to consider the amendments requested by the Society to the lease agreement regarding costs incurred preparing the lease. At this meeting Council resolved:

Minute No. 10684

Moved: Cr B Robinson

Seconded: Cr D Learbuch

That Council revokes Minute No. 9982 of the Ordinary Council Meeting held on 22 January 2013.

Carried Unanimously 8/0

Minute No. 10689

Moved: Cr J Moulden

Seconded: Cr R Dessert

That Council defer the item 17.1 Kununurra Agricultural Society Lease to a briefing session for further consideration.

Carried 7/1

For: Cr S Cooke, Cr D Learbuch, Cr J Moulden, Cr R Dessert, Cr K Wright,

Cr D Spackman, Cr G Taylor

Against: Cr B Robinson

Accordingly the matter was referred to the December briefing session, and subsequently a further report was presented to Council at the OCM of 16 December 2014 to consider offering a lease to KAS subject to the inclusion of the standard Costs and Expenses clause (Clause 11.1), KAS being invoiced for the valuation and portion of the lease preparation costs, and the Council waiving the costs for the preparation of the 'First Draft' Lease.

At this meeting Council considered a motion to defer, an alternative motion and the Officer's recommendation, however all three motions put were lost.

Since that time Officers have met and had discussions with the KAS to determine their views going forward, which the KAS have very recently provided in writing.

The KAS have advised that they would like to proceed with a lease for community use with the option of applying for a caravan park at a later date, if additional funding is not sourced. They have advised that they would like to proceed with the lease that they agreed to in late May 2014, which does not include the requirement for the Lessee to pay for the cost of negotiating, preparing, executing, settling and stamping the Lease.

KAS has also requested that the lease commencement date be altered, the rental charged at \$750 per annum, with contribution \$1,500 for water/power utilised for maintenance of grounds, and advised that they require permission for a caretaker to live on site.

They also intend to apply for a temporary caravan park licence for the annual show event, and anticipate that in lieu of being able to obtain alternative long term sponsorship commitment(s), they will be forced to apply for a continuation of the previous caravan park licence in the near future.

A copy of this correspondence is provided at Attachment 1.

STATUTORY IMPLICATIONS

Town Planning Scheme No. 7 – Kununurra and Environs

The land, being portion of Reserve 29799, is Scheme Reserve for the purpose of Parks and Recreation under Town Planning Scheme No. 7 – Kununurra and Environs. The objective of the Parks and Recreation reserve is ‘to identify and protect land utilised or intending to be utilised for local recreational needs’.

Clause 2.2.1 of TPS states that where an application for Planning Approval is made with respect to land within a Scheme Reserve, the Council shall have regard to the ultimate purposes intended for the Reserve.

Land Administration Act 1997

Reserve 29799 is reserved under the *Land Administration Act 1997* (LAA) for the purpose of ‘Recreation, Community Facilities, Caravan Park and Camping Ground’.

The Shire holds the management order for both reserves with power to lease for a maximum term of 21 years, subject to consent of the Minister for Lands.

Local Government Act 1995

Under section 3.58 of *the Local Government Act 1995* (LGA), the leasing of land is included as a form of disposal of property and is required to be undertaken in accordance with this section of the LGA. However, there are exemptions from the requirements outlined in regulation 30 of the *Local Government (Functions & General) Regulations 1996*, which sites that a disposition of land is an exempt disposition if –

- (ii) the land is disposed of to a body, whether incorporated or not -
- (iii) the objects of which are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature; and
- (iv) the members of which are not entitled or permitted to receive any pecuniary profit from the body’s transactions.

As such, the proposed lease to the Society is considered to be an exempt disposition.

Under section 6.12 (Power to defer, grant discounts, waive or write of debts) clause(1)(b) of the LGA the local government may waive or grant concession in relation to any amount of money which is owed to the local government.

Caravan Parks and Camping Regulations 1997

Regulation 11 of the *Caravan Parks and Camping Regulations 1997* relates to camping other than at a caravan park or camping ground.

Regulation 11(1)(a) states that a person may camp for up to 3 nights in any period of 28 consecutive days on land which he or she has a legal right to occupy, and may camp for

longer than 3 nights on such land subject to written approval under 11(2) and is complying with that approval.

Regulation 11(2) states that written approval may be given for a person to camp on land referred to regulation 11(1)(a) for a period specified in the approval which is longer than 3 nights –

1. By the local government provided that such approval will not result in the land being camped on for longer than 3 months in any 12 month period (regulation 11(2)(a)); or
2. By the Minister (for Local Government) if such approval will result in the land being camped on for longer than 3 months in any 12 month period (regulation 11(2)(b)).

Regulation 11(2)(c) does allow the local government to approve camping on land for up to a maximum of 12 consecutive months subject to the person having a legal right to occupy and while a valid building or demolition permit has effect in relation to the land.

In accordance with Regulation 12(b), written approval is required if more than one caravan is being used to camp on the lot for a period of time specified in the approval, which can be granted by the local government if the period does not exceed 3 months, or by the Minister if the period is to exceed 3 months.

Prior to providing written approval to camp on land outside a caravan park or camping ground, the local government or Minister is required to be satisfied that the land is a suitable place for camping with respect to safety and health and access to services (regulation 13).

The person camping is also required to maintain the caravan or camp in such a condition that it is not a hazard to safety or health (regulation 14), and ensure that a caravan has wheels attached and is able to be moved within 24 hours (regulation 15).

An extract of the *Caravan Parks and Camping Ground Regulations 1997* is provided at Attachment 2.

POLICY IMPLICATIONS

Council Policy: CP/PMG-3780 Leasing of Council Managed Reserve Land

Council's Leasing of Council Managed Reserve Land was adopted in July 2012 to inform the decision making process for Council, and ensure equity and consistency in community leasing arrangements. The policy is intended to:

- inform the public of minimum requirements and core principles in regard to community leases and to promote increased community usage, benefit, and strategic development of community facilities, and
- outline the responsibilities in regard to legal and other costs to prepare leases, payment for services (electricity and water), rates and taxes, and maintenance costs towards shared access roads, car parking areas etc.

The policy outlines that the standard lease term will be between 5 – 10 years, unless otherwise approved by Council, and shall be determined in consideration of the following factors:

- the strategic future requirement for the land.
- opportunities for increased community benefit i.e. collocation of facilities and development of multipurpose facilities.

- ongoing requirements and current position of the club/community group.

It also outlines that a longer lease term may be granted at the discretion of Council if the club/community group can demonstrate need and financial sustainability through the lodgement of a business plan, which identifies the ongoing requirements and current position of that group as well as proposed future development and opportunities for collocation.

The aims of the Council leasing policy include the:

- Promotion of collocation and multipurpose development, where practicable, and strategic development of community facilities based on future requirements of the land and community needs.
- Assisting community groups in improving facilities and increasing capacity within the Shire that results in community strengthening and helps to build vibrant, inclusive and healthy communities.

A copy of this Policy is provided at Attachment 3.

FINANCIAL IMPLICATIONS

The Shire has incurred substantial costs due to the extensive negotiations involved in the preparation of the lease with KAS. The costs to date associated with the current lease are as follows:

	COST (ex GST)
Feature Survey	\$3210.00
Valuation	\$2900.00
Preparation of "First" Draft Lease	\$6178.05
Clarification over the requirement for a Lease	\$9752.41
Preparation of 'Final' Lease	\$10,958.48
TOTAL	\$32,998.94

KAS currently pay \$750 per annum plus GST as tenant at will.

It is noted that the lease also stipulates that KAS are required to pay an additional annual fee of \$1500 as a contribution towards the cost of irrigating the Leased Premises and maintaining the Access Area. KAS currently pay this amount in addition to the lease rent for contribution to irrigation of the oval surrounds.

STRATEGIC IMPLICATIONS

Strategic Community Plan 2012-2022

Goal 2: Greater returns from regional investment to ensure sustainable provision of appropriate physical and social infrastructure

Objective 2.1: A highly valuable East Kimberley economy that maximises social benefits

Strategy 2.1.2: Promote and support major events that benefit locals and attract visitors to the area

Goal 3: Protection and enhancement of lifestyle values, community facilities and the environment to provide safe and inviting communities

Objective 3.5: An active outdoor lifestyle is encouraged and promoted

Strategy 3.5.1: Promote an increase in the number of outdoor (public) events, particularly for youth and which promote cultural diversity

COMMUNITY CONSULTATION

There is no community consultation required in relation to this item.

COMMENT

The KAS have requested that their position be presented to Council for consideration, which is principally to proceed with obtaining a lease over the site for community use, with the option to apply for an approval to operate a caravan park at a later date if they are unable to secure alternative ongoing sponsorship or funding.

The main points KAS have requested in their proposal are:

1. For a new Lease consistent with the provisions they previously agreed to i.e. with the non-standard Cost and Expenses clause (Clause 11.1) which will waiver all fees and charges associated with the preparation of the lease, however for the commencement date to be altered.
2. For the lease to be a 'community use' lease, with rental amount to commence at \$750 per annum plus contribution \$1,500 for water utilised for maintenance of grounds
3. To ensure that there is an option for the operation of a caravan park and camping ground, if additional funding not sourced.
4. Consent for a caretaker to live on site.
5. A temporary caravan park licence will be required for the show event
6. It is anticipated that KAS will apply for a temporary caravan park again in the near future, on the basis of requiring a secure funding source.

In relation to the request to alter the commencement date and it is assumed that the KAS would like the proposed lease to commence as of this year, and potentially from the date that Council makes a decision to offer a lease.

It is noted that the current rental amount paid by the KAS is \$750 plus GST (\$825) per annum along with a \$1500 contribution for the water to irrigate the grounds; therefore they wish for the rental amount for the new lease to commence at the current rate.

KAS have stated that they believe the current rental amount would be appropriate, as the lease will be for a lesser area (with the oval and Ord River Magpies Football Club areas being taken out), and taking into consideration their low active membership, once-off life membership fee structure, operating costs for maintaining the facilities, which they advise is in excess of \$50,000 per year. KAS have also advised that many community groups such as Ord Valley CWA, Clontarf Academy, Artists Society, Equestrians, use the KAS facilities, which is line with the intent of Council policy number CP/PMG-3780, in relation to increased community benefit and collocation of facilities.

It is recommended that any requests by KAS for a temporary caravan park licence be considered by Council as a separate matter, in accordance with the Shire's Temporary Caravan Park Policy (CP/HTH-3762).

In relation to the request to retain a caretaker on the site it is acknowledged that while a valid caravan park licence (temporary or permanent) is in place, that a caretaker is required to be on site. However, in accordance with the Caravan Park and Camping Regulations 1997, if a person intends to camp on land which is not licenced as a caravan park or camping ground then they will require written permission from the local government for up to a maximum of three months in any 12 month period, or from the Minister for Local Government if it is intended for longer than 3 months in a 12 month period. As the person is required to have 'legal right to occupy' the land, it is anticipated that Council support for a caretaker will still also be required. It is also recommended that this issue be the subject of a separate application to Council and/or the Minister for Local Government.

It is acknowledged that the draft Lease document that has been prepared will provide for a lease with a community use and option for a caravan park to be established in the future, and that the main item that would need to be considered and potentially varied will be the appropriate rental amount that is paid.

ATTACHMENTS

Attachment 1 - Email from Kununurra Agricultural Society Inc.

Attachment 2 - Extract from *Caravan Parks and Camping Regulations 1997*

Attachment 3 - CP/PMG-3780 Leasing of Council Manage Reserve Land policy

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION 1

That Council amend Clause 11.1 Costs and Expenses of the 'Final Draft' Lease with Kununurra Agricultural Society to include the provision that the Lessee must pay to the Lessor or as the Lessor directs, all the Lessor's reasonable costs, charges and expenses in connection with "the negotiation, preparation, execution, settlement and stamping of this Lease".

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION 2

That Council Waive the Charge of \$6,178.05 plus GST for the Preparation of the Kununurra Agricultural Society Inc. "First' Draft Lease.

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION 3

1. The Shire invoice Kununurra Agricultural Society Inc. an amount of \$13,858.48 plus GST, being recovery of the valuation (\$2900) and legal costs for the preparation of the 'Final Draft' of the Lease (\$10,958.48).
2. The Shire enters into a special payment arrangement with Kununurra Agricultural Society Inc. for a period which does not extend beyond July 2020, being approximately

5 years, for the payment of the above invoice (\$13,858.48 plus GST), if requested by the Society.

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION 4

1. That Council subject to the payment in full of the invoice (\$13,858.48 plus GST) by Kununurra Agricultural Society Inc. or a signed special payment arrangement with Kununurra Agricultural Society for the above invoice (\$13,858.48 plus GST) offers the Kununurra Agricultural Society the amended Lease over portion of Reserve 29799, part Lot 504 Coolibah Drive, Kununurra, subject to the following:
 - a) Lease term to be 21 years
 - b) Commencement date to be 1 July 2012, from the expiry of the previous lease
 - c) Minister of Lands approval.

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION 5

1. That Council subject to the payment in full of the invoice (\$13,858.48 plus GST) by Kununurra Agricultural Society Inc. or a signed special payment arrangement with Kununurra Agricultural Society for the above invoice (\$13,858.48 plus GST) offers the Kununurra Agricultural Society the amended Lease over portion of Reserve 29799, part Lot 504 Coolibah Drive, Kununurra, subject to the following:
 - a) Lease rent to start at \$750 per annum plus GST for Community Use only;
 - b) Rent to be reviewed every 3 years starting from 1 July 2015, or at such time that a Caravan Park and Camping Ground licence is applied for
 - c) Minister of Lands approval.

MOTION 1

Cr S Cooke moves an alternate motion that Council amend Clause 11.1 Costs and Expenses of the 'Final Draft' Lease with Kununurra Agricultural Society Inc. to include the provision that the Lessee must pay to the Lessor or as the Lessor directs, reasonable costs, charges and expenses in connection with "the negotiation, preparation, execution, settlement and stamping of this Lease, to a maximum of \$5,000".

AMENDMENT

Cr B Robinson moves an amendment that \$5,000 in motion 1 moved by Cr S Cooke be amended to \$10,000

The mover and seconder accept the amendment.

COUNCIL DECISION

Minute No. 10800

Moved: Cr S Cooke

Seconded: Cr K Wright

That Council amend Clause 11.1 Costs and Expenses of the 'Final Draft' Lease with Kununurra Agricultural Society Inc. to include the provision that the Lessee must pay to the Lessor or as the Lessor directs, reasonable costs, charges and expenses in connection with "the negotiation, preparation, execution, settlement and stamping of this Lease, to a maximum of \$10,000".

Carried Unanimously 9/0

MOTION 2

Cr S Cooke moves an alternate motion that:

1. The Shire invoice Kununurra Agricultural Society Inc. an amount of \$10,000 plus GST, being recovery of a portion of legal costs and expenses for the preparation of the 'Final Draft' of the Lease.
2. The Shire enters into a special payment arrangement with Kununurra Agricultural Society Inc. for a period which does not extend beyond July 2020, being approximately 5 years, for the payment of the above invoice (\$10,000 plus GST), if requested by the Society.

COUNCIL DECISION

Minute No. 10801

Moved: Cr S Cooke

Seconded: Cr K Wright

1. **The Shire invoice Kununurra Agricultural Society Inc. an amount of \$10,000 plus GST, being recovery of a portion of legal costs and expenses for the preparation of the 'Final Draft' of the Lease.**
2. **The Shire enters into a special payment arrangement with Kununurra Agricultural Society Inc. for a period which does not extend beyond July 2020, being approximately 5 years, for the payment of the above invoice (\$10,000 plus GST), if requested by the Society.**

Carried Unanimously 9/0

MOTION 3

Cr S Cooke moves an alternate motion that:

1. That Council subject to the payment in full of the invoice (\$10,000 plus GST) by Kununurra Agricultural Society Inc. or a signed special payment arrangement with Kununurra Agricultural Society Inc. for the above invoice (\$10,000 plus GST) offers the

Kununurra Agricultural Society the amended Lease over portion of Reserve 29799, part Lot 504 Coolibah Drive, Kununurra, subject to the following:

- (a) Lease term to be 21 years
- (b) Commencement date to be 1 July 2012, from the expiry of the previous lease
- (c) Minister of Lands approval.

COUNCIL DECISION

Minute No. 10802

Moved: Cr S Cooke

Seconded: Cr K Wright

1. That Council subject to the payment in full of the invoice (\$10,000 plus GST) by Kununurra Agricultural Society Inc. or a signed special payment arrangement with Kununurra Agricultural Society Inc. for the above invoice (\$10,000 plus GST) offers the Kununurra Agricultural Society the amended Lease over portion of Reserve 29799, part Lot 504 Coolibah Drive, Kununurra, subject to the following:
 - (a) Lease term to be 21 years
 - (b) Commencement date to be 1 July 2012, from the expiry of the previous lease
 - (c) Minister of Lands approval.

Carried Unanimously 9/0

MOTION 4

Cr S Cooke moves an alternate motion:

1. That Council subject to the payment in full of the invoice (\$10,000 plus GST) by Kununurra Agricultural Society Inc. or a signed special payment arrangement with Kununurra Agricultural Society Inc. for the above invoice (\$10,000 plus GST) offers the Kununurra Agricultural Society the amended Lease over portion of Reserve 29799, part Lot 504 Coolibah Drive, Kununurra, subject to the following:
 - (a) Lease rent to start at \$750 per annum plus GST for Community Use only;
 - (b) Rent to be reviewed every 3 years starting from 1 July 2015, or at such time that a Caravan Park and Camping Ground licence is applied for
 - (c) Minister of Lands approval.

COUNCIL DECISION

Minute No. 10803

Moved: Cr S Cooke

Seconded: Cr B Robinson

1. That Council subject to the payment in full of the invoice (\$10,000 plus GST) by Kununurra Agricultural Society Inc. or a signed special payment arrangement with Kununurra Agricultural Society Inc. for the above invoice (\$10,000 plus GST) offers the Kununurra Agricultural Society the amended Lease over portion of Reserve 29799, part Lot 504 Coolibah Drive, Kununurra, subject to the following:
 - (a) Lease rent to start at \$750 per annum plus GST for Community Use only;
 - (b) Rent to be reviewed every 3 years starting from 1 July 2015, or at such time that a Caravan Park and Camping Ground licence is applied for
 - (c) Minister of Lands approval.

Carried Unanimously 9/0

Attachment 1 - Email from Kununurra Agricultural Society Inc.

From: Oria Orchards [<mailto:robinsons1@activ8.net.au>]
Sent: Sunday, 8 February 2015 3:30 PM
To: Louise Gee
Cc: Ian Cross; Jan and Ian Cross; 'Kath Ryan'; 'Kath'
Subject: RE: Council Meeting

Louise,

Thankyou for providing this information. The Ag society would like you to present an item to shire so we can progress a resolution of our lease. At this stage we think it is best that we proceed to obtain a lease for community use with the option that we can later apply for the running of our caravan park. It should be noted that the caravan park is a significant fund raising activity of the Agricultural society that allow us to maintain the show grounds to a standard suitable for a show and other community uses. If we a unable to secure a significant other funding source we will need to have the caravan park to meet our financial needs.

As such the lease document we would like you to present is the one you sent me, which is the version we had negotiated with shire and had agreed to sign prior to last years show. The only hold up at the time was the surveying of the boundaries to the satisfaction of Landgate . The only alterations now required to that document are:-

1. Altering the commencement date.
2. Altering the rent figure to reflect community use and not a temporary caravan park. We believe a figure of \$750 per year would be appropriate, being the same as we are currently paying, but being for a lesser area(with the oval and magpies being taken out of our lease), and based on our low active membership (<20), once-off life membership fee structure, operating costs for maintaining the facilities (in excess of \$50000 per year) and the use of KAS facilities by many community groups (e.g. Ord Valley CWA, Clontarf Academy, Artists Society, Equestrians):is in line with the intent and section 3 of council policy number CP/PMG-3780.
3. Ensuring that the option still exists for us to operate a caravan park should we be unable to secure sufficient other funding sources.

As per the lease document, we will still be required to pay to shire \$1500 pa as a contribution towards supplying water to maintain the grounds.

Since this is, at the moment, a lease for community use we will require permission from the shire to allow a caretaker to live on site. With the current caretaker and his family this may involve 2 caravans. We will also require a temporary caravan park licence during the two weeks around our show to cater for our travelling show people.

It is the Agricultural Societies intention to seek alternate funding sources. However since the quantum required is significantly greater than any single sponsor we currently have, it is unlikely we will be successful in getting long term commitments, therefore it is likely we will have little choice but to continue to operate a caravan park. Therefore we expect the shire will be asked to approve a continuation of our caravan park licence in the near future.

The operation of a caravan park at the showgrounds is consistent with the intent and section 6 of council policy number CP/PMG-3780, particularly: the use is complementary to the main use; the use is supported in the purpose of the reserve; the use provides a service not otherwise adequately provided (big rigs); competition with commercial enterprises is negligible(3% of the total market); and the community benefit of maintaining the grounds outweighs the perceived competitive advantage. The caravan park has also had continuous operation in the market for the last 12 years.

We certainly hope the council will consider the conclusion to our lease negotiations favourably this time around.

Chris Robinson

Kununurra Agricultural Society
PO Box 271
Kununurra
WA 6743

Caravan Parks and Camping Grounds Regulations 1997

Part 2 Caravanning and camping generally

r. 8

Part 2 — Caravanning and camping generally

8. This Part subject to other written law

If there is a conflict or inconsistency between this Part and any other written law other than a local law, the other written law prevails to the extent of the conflict or inconsistency.

8A. Definition of “camp” in this Part

In this Part —

camp when used as a verb, includes to camp in a vehicle.

[Regulation 8A inserted in Gazette 16 Jul 1999 p. 3202.]

9. Park homes may only be occupied in caravan parks

Despite anything else in this Part, a person may occupy a park home only in a caravan park licensed under the Act.

Penalty: a fine of \$3 000.

[Regulation 9 amended in Gazette 12 Dec 2014 p. 4733.]

10. Where a person may camp

A person may camp only —

- (a) at a site in a caravan park or camping ground, as appropriate, licensed under the Act; or
- (b) in accordance with regulation 11.

Penalty: a fine of \$1 000.

[Regulation 10 amended in Gazette 12 Dec 2014 p. 4733.]

11. Camping other than at a caravan park or camping ground

(1) A person may camp —

- (a) for up to 3 nights in any period of 28 consecutive days on land which he or she owns or has a legal right to occupy, and may camp for longer than 3 nights on such

- land if he or she has written approval under subregulation (2) and is complying with that approval;
- (b) for up to 24 consecutive hours in a caravan or other vehicle on a road side rest area;
 - (c) for up to 24 consecutive hours in a caravan or other vehicle on a road reserve in an emergency, unless to do so would cause a hazard to other road users or contravene any other written law with respect to the use of the road reserve;
 - (d) on any land which is —
 - (i) held by a State instrumentality in freehold or leasehold; or
 - (ii) dedicated, reserved, or set apart under the *Land Administration Act 1997* or any other written law, and placed under the care, control or management of a State instrumentality, in accordance with the permission of that instrumentality; or
 - (e) on any unallocated Crown land or unmanaged reserve, in accordance with the permission of the Minister within the meaning of the *Land Administration Act 1997*, or a person authorised by the Minister to give permission under this paragraph.
- (2) Written approval may be given for a person to camp on land referred to in subregulation (1)(a) for a period specified in the approval which is longer than 3 nights —
- (a) by the local government of the district where the land is situated, if such approval will not result in the land being camped on for longer than 3 months in any period of 12 months;
 - (b) by the Minister, if such approval will result in the land being camped on for longer than 3 months in any period of 12 months; or

r. 11

- (c) despite paragraph (b), by the local government of the district where the land is situated —
- (i) if such approval will not result in the land being camped on for longer than 12 consecutive months; and
 - (ii) if the person owns or has a legal right to occupy the land and is to camp in a caravan on the land while a permit has effect in relation to the land.
- (3) In this regulation —

emergency means a situation where to move the caravan or other vehicle to a more suitable area would constitute an immediate and serious hazard due to the condition of the caravan or other vehicle, or a vehicle towing the caravan, or of the driver, or passengers, of any such vehicle;

permit means a building permit or a demolition permit as defined in the *Building Act 2011* section 3;

road side rest area means an area designated by a traffic sign erected in accordance with a written law, as an area which may be used for 24 hours for —

- (a) resting;
- (b) stopping; or
- (c) camping,

in a vehicle;

State instrumentality has the same meaning as it has for the purposes of the *Land Administration Act 1997*;

unallocated Crown land has the same meaning as it has for the purposes of the *Land Administration Act 1997*;

unmanaged reserve has the same meaning as it has for the purposes of the *Land Administration Act 1997*.

[Regulation 11 amended in Gazette 16 Jul 1999 p. 3202-4; 25 Aug 2000 p. 4911; 13 Apr 2012 p. 1660.]

12. Number of caravans on a lot

- (1) A person who owns or has a legal right to occupy a lot, as defined in the *Planning and Development Act 2005* section 4(1), is to ensure that —
- (a) not more than one caravan is being used to camp on the lot at any one time; or
 - (b) where more than one caravan is being used to camp on the lot at any one time, he or she has written approval under subregulation (2) and is complying with that approval.

Penalty: a fine of \$1 000.

- (2) Written approval may be given to a person for more than one caravan, as specified in the approval, to be used to camp on a lot for a period of time specified in the approval —
- (a) by the local government of the district where the lot is situated, if the period of time does not exceed 3 months; or
 - (b) by the Minister, if the period of time exceeds 3 months.

[(3) deleted]

[Regulation 12 amended in Gazette 12 Dec 2014 p. 4723 and 4733.]

13. Suitability of land for camping to be considered before approval under regulation 11(2) or 12(2) is given

Before giving approval under regulation 11(2) or 12(2), the local government or the Minister is to be satisfied that the land is a suitable place for camping especially with respect to —

- (a) safety and health; and
- (b) access to services.

14. Caravan or camp to be maintained

A person camping in a caravan or camp is to maintain it in such a condition that it is not a hazard to safety or health.

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Penalty: a fine of \$2 000.

[Regulation 14 amended in Gazette 12 Dec 2014 p. 4733.]

15. Mobility of caravans

- (1) The owner of a caravan is to ensure that the caravan has wheels attached to it, or in the case of a park home assembled from components, each component of the park home has wheels attached to it, and is maintained in such a condition that it is able to be moved under its own power or by being towed, within 24 hours of—
 - (a) any services attached to it being disconnected; and
 - (b) in the case of a park home assembled from components, it being split into components.
- (2) A person is not to interfere with a caravan so as to render it unable to be moved, under its own power or by being towed.

Penalty: for an offence under subregulation (1) or (2): a fine of \$2 000.

[Regulation 15 amended in Gazette 12 Dec 2014 p. 4723.]



Council Policy Number: CP/PMG-3780 Leasing of Council Managed Reserve Land

OBJECTIVE:

Statement of intent

- To provide clarity and consistency in leasing arrangements so that groups are treated equally, and both the lessee and the Shire understand its responsibilities in maintaining the lease area in a fair and sustainable manner.
- Promote collocation and multipurpose development, where practicable, and strategic development of community facilities based on future requirements of the land and community needs.
- To assist community groups in improving facilities and increasing capacity within the Shire that results in community strengthening and helps to build vibrant, inclusive and healthy communities.

POLICY:

Scope & Limitations

This policy proposes to outline standard lease provisions and guiding principles for the lease of Reserves vested in the Shire of Wyndham East Kimberley to bodies exempt from the requirements of Section 3.58 of the *Local Government Act 1995* by Regulation 30 (2) (b) of the *Local Government (Functions and General) Regulations 1996*, being charitable, benevolent, religious, cultural, educational, sporting or other like nature bodies, whose members are not entitled or permitted to receive any pecuniary profit from the bodies' transactions.

All leases however are subject to the final approval of the Minister for Land.

Definitions:

'Lease'	A grant of interest in land
'Licence'	Deed of agreement allowing for occupation of a parcel of land on a non-exclusive use basis. A licence is not an interest in land. As a matter of law, it simply authorises what would otherwise be a trespass. Licences do not provide the security of tenure offered under a lease agreement and can be cancelled without notice on provision of suitable grounds to do so.

Background

Under the *Land Administration Act 1997*, Council has been granted the care, control and management of numerous parcels of Reserve land which is set aside for various recreational and community purposes, along with the power to lease. As such, Council leases this Reserve land to various community groups, clubs, and

recreational bodies for the purpose of supporting community use and providing community benefit.

Historically, lessee's have generally been allowed to operate on their own, with use and development occurring without the prior approval of the Shire or the Minister of Land as required, and without consideration as to how greater community benefit can be achieved.

Leases provide exclusivity, and generally do not encourage collocation and development of multipurpose and/or shared facilities. In certain situations it may be more appropriate for an arrangement for a non-exclusive use of the land or buildings through a licence. This would then allow and encourage greater use and access by a number of clubs/community groups and the general public, as practicable.

This policy attempts to address the previous deficiencies in approach and encourage greater flexibility and tenure arrangements and promote opportunities for better use of land and facilities.

Guiding Statement

1. PERMITTED USE

Permitted use of a lease should be consistent with the purpose of (and management order for) the reserve land and the zoning of the land.

Incidental and ancillary use may be permitted to allow the club/community group to generate some profit and increase capacity, subject to the profit supporting the community use, and to allow for increased community use of the land as appropriate.

2. LEASE TERM

Standard lease term will be between 5 – 10 years, unless otherwise approved by Council, and shall be determined in consideration of the following factors:

- The strategic future requirement for the land.
- Opportunities for increased community benefit i.e. collocation of facilities and development of multipurpose facilities.
- Ongoing requirements and current position of the club/community group.

Submission of business plans from clubs/community groups will assist in identifying ongoing requirements and current position of that group as well as proposed future development and opportunities for collocation.

A longer lease term may be granted at the discretion of Council if the club/community group can demonstrate need and financial sustainability through the lodgement of a business plan.

3. LEASE RENT

Council will have regard to the perceived benefits to the community, what is in the best interests of the overall community and to what degree the property will be utilised for charitable, not for profit or sporting purposes, when determining a lease fee.

The rental imposed for land or facilities leased from Council shall be assessed in accordance with the following principles:

- A nominal annual lease rent to be based on membership numbers, fees, operating costs and other considerations.
- Lease rent to be commensurate with the area of land to be leased.
- A reduced lease rent where clubs/community groups collocate and/or it is proposed to consolidate club and/or community facilities;
- A higher lease rent will be negotiated in the following cases:
 - If commercial activity is intended to be undertaken on the land other than those uses accepted by Council, and to what degree if any that use is competing with a commercial enterprise.
 - Where there is a strategic value of the land in the short term to Council i.e. the land may be better suited for another purpose/development.

Rent review period for community leases will be every 3 years, unless otherwise determined by Council.

4. DEVELOPMENT

In principal, support for proposed development on leased land should be sought from Council prior to the submission of formal planning and building permit applications. The basis of such 'pre-approval' is to allow Council to determine the community need(s) based on long term strategic relevance and planning, which will help to avoid duplication and identify opportunities for collocation and multipurpose developments. Business plans prepared by clubs/community groups will assist in identifying proposed future development and opportunities for collocation.

When an application for development on leased land is received, Council will determine if there is value in retaining the improvements or modifications made to a site, or portion thereof, to remain at the expiry of the lease, and may enter an agreement with the applicant in respect of the ownership of the materials in buildings and/or infrastructure. At the conclusion of a lease, any buildings or infrastructure not removed from the lease site will be forfeited and become the property of the Shire, for the disposal or retention at the Shire's discretion and associated costs may be recovered from the lessee.

5. MAINTENANCE REQUIREMENTS

The lessee is responsible for any maintenance for buildings and infrastructure on the land.

Responsibility for maintenance of any buildings and/or infrastructure which Council wishes to be retained at the expiry of the lease will be negotiated with the lessee,

taking into consideration the existing condition of the property and the term of the lease.

Council will maintain a pool fund for maintenance of any licence areas for car parking areas, fences and surrounds for its community facilities. Council and clubs/community groups shall contribute annually into the pool fund based on use of the required car parks, fences and surrounds, with this contribution to be negotiated and reviewed in line with the lease rent.

6. COMMERCIAL ACTIVITY

Council recognises that in certain circumstances it is appropriate for the community facility to be used to generate profit, where that profit is used to support the community activity.

Council shall determine where/when profit –generating uses are acceptable having regard for the following:

- The use is ancillary and/or complementary to the main use
- The use is supported by the Reserve purpose
- The use provides an additional service not otherwise provided
- The community benefit outweighs the competitive advantage
- The use does not contravene any written law
- The use is not considered a nuisance or unacceptable negative impact
- If the use is competing with a commercial enterprise

Generally acceptable uses include:

1. Room or venue hire (for a limited time) for workshops, presentations, and functions generally; and
2. Food and beverage sales to members, and also to spectators during sporting events where planning, health and liquor licensing approvals have been obtained.

Any use outside what is generally acceptable will require consideration by Council, and if approved may affect determination of the annual lease rent.

7. BUSINESS PLANS

Council, at its discretion, may request the submission of a business plan with any application to lease Shire managed land.

The development of a long term business plan is a key aspect in the setting of strategic direction and objectives for a group or activity and the associated planning, timeframes and resources required to achieve the strategic goals. It can also assist the sustainability and development of a group or activity.

A business plan in relation to lease proposals should, as a minimum, outline:

- long term plans or strategic direction over the next 10 years or more

- detail with respect to infrastructure (buildings and associated works) needs,
- long term objectives with regard to current and potential future land use, and
- long term financial objectives – to promote financial sustainability

Business plans may assist in identifying opportunities for collocation and multipurpose development, and will be required in instances where there is a strategic future requirement for the land and/or a longer lease term is sought.

8. GENERAL

8.1 Collocation arrangements will be actively encouraged to ensure maximum community utilisation and benefit is obtained from limited community facilities.

8.2 Leases will only be granted over areas required for exclusive use. Any areas that can be used jointly and/or by the general public i.e. for access, parking, ablutions etc., will only be licenced.

8.3 Lessees are required to comply with all laws and statutory requirements which are or may be imposed throughout the term of the lease.

8.4 Cost of the lease preparation (including costs advertising, valuations, legal fees), stamping and registration are to be met by the lessee.

8.5 Any utility charges, rates and taxes levied against the land are to be paid by the lessee.

8.6 The occupier/lessee must hold adequate liability insurance, and indemnify Council.

8.7 Sub-leasing in principal is not supported unless it is required to enable multipurpose use of facilities and/or collocation.

8.8 No sub-leasing agreements are to be entered into without prior permission from the Shire and Minister for Land.

8.9 Final Ministerial Approval will be required for all Crown land leases.

8.10 Registration of the lease will apply where appropriate/required.

8.11 The lessee will be required to complete Annual checklist reporting at the request of Council.

Outcomes

This policy has been developed to outline and adopt core principles and standard provisions to provide clarity and consistency, and inform decision making, in relation to community leases and promote development of facilities that have long term strategic community benefit.

GOVERNANCE REFERENCES

Statutory Compliance	<i>Local Government Act 1995 Local Government (Functions and General) Regulations 1996 Land Administration Act 1997 Shire of Wyndham East Kimberley Property Local Law 2003</i>
Industry Compliance	
Organisational Compliance	<i>Delegations Manual</i>
Process Links	

POLICY ADMINISTRATION

Directorate		Officer Title			
Development Services Community Development		Director Development Services Director Community Development			
Date Effective	15/05/2012				
Date Adopted	15/05/2012	Last Reviewed	15/05/2012		
Risk Rating	High	Review Cycle	Annual	Next Due	15/05/2013

13.4.4 Draft Shire of Wyndham East Kimberley Local Planning Strategy

DATE:	24/02/2015
PROPONENT:	Shire of Wyndham East Kimberley
LOCATION:	Whole of Shire
AUTHOR:	Jennifer Ninyette, Senior Planning Officer
REPORTING OFFICER:	Louise Gee, Director Community Development
FILE NO:	LP.05.1
DECLARATION OF INTERESTS:	Nil

PURPOSE

For Council to endorse the draft Local Planning Strategy (LPS) for advertising purposes.

BACKGROUND

The Local Planning Strategy provides the long term strategic planning framework for future developments within the Shire for the next 10 years. It sets out the Shire's objectives for future planning and development, a broad framework by which to pursue those objectives, and the strategic basis for the draft Local Planning Scheme.

A Strategy is required to be reviewed every 5 years, and therefore following a tender process Council engaged consultants (GHD) to undertake a review of the Local Planning Strategy at the Ordinary Council Meeting, 16 July 2013 (Minute 10134).

The review focussed on a number of land uses including future industrial, residential (including rural) and commercial, town centre improvements, community facilities and services, transport linkages, Lake Argyle and foreshore areas, Wyndham port, the Ord River Irrigation Area and major utilities such as power and water.

The review process was also informed by the EK@25 report, endorsed by Council in December 2013, which outlines population demographics and growth, barriers to growth, potential future growth scenarios and the infrastructure required to meet the aspirational growth, including outlining a pathway for the Shire of Wyndham East Kimberley to reach an aspirational population target of 25,000 people.

The draft Strategy has been prepared in accordance with the Western Australian Planning Commission's (WAPC) Local Planning Manual, and accordingly consists of two parts being:

Part 1 – Strategy

Part 2 – Background information and analysis

Part 1 includes a summary of the major characteristics and issues relevant to the future planning and development of the Shire and incorporates the strategic plan and the actions required to implement the strategy.

Part 2 provides relevant background to the strategy including the State, Regional and Local Planning context, identification and analysis of information (Local profile) and analysis of key issues.

A full copy of the draft Local Planning Strategy Part 1 and 2 was provided separately to elected members for review in late October 2014, and again has been provided under separate cover.

In order to progress the review, the draft Local Planning Strategy is now required to be forwarded to the WAPC prior to being advertised.

STATUTORY IMPLICATIONS

Town Planning Regulations 1967

In accordance with Regulation 12A(3) of the *Town Planning Regulations 1967* a Local Planning Strategy is required to:

- Set out the long-term planning directions for the local government
- Apply State and Regional planning policies; and
- Provide rationale for the zones and other provisions of the Scheme.

The process for preparing a LPS, pursuant to Regulation 12A and 12B of the *Town Planning Regulations 1967* is detailed as follows:

1. Shire prepares proposed Strategy (12A (1) (a));
2. Shire forwards the proposed Strategy to the Western Australian Planning Commission (WAPC) (12A (1) (b));
3. WAPC reviews the Strategy and gives certification to advertise (12B (1));
4. Proposed Strategy is advertised by Shire for a minimum of 21 days (12B (2));
5. Shire reviews the Strategy in light of submissions, and adopts it with or without modifications and submits a copy of the amendment to the WAPC for endorsement (12B (3)); and
6. If the WAPC endorses the Strategy, the Shire publishes a notice of the endorsement.

POLICY IMPLICATIONS

There is likely to be future implications for the review of, or preparation of, the Local Planning Policies which are required to be consistent with the Local Planning Strategy.

FINANCIAL IMPLICATIONS

This project is funded through a grant received through the Northern Planning Program, for which Council has already budgeted for the project cost. \$87,029.09 was budgeted for the project and to date a total of \$62,226.00 has been expended.

STRATEGIC IMPLICATIONS

Strategic Community Plan 2012-2022

Goal 1: Strong leadership and governance that underpins a more strategic approach to community engagement, regional development and organisational sustainability

Objective 1.1: Strong community engagement

Strategy 1.1.1: Investigate and implement options to encourage and integrate community input in Council planning, policies and decision making

Local Planning Strategy

The draft Strategy will provide a guide for future decision making for the preparation of new policies and amendments to the Local Planning Scheme.

COMMUNITY CONSULTATION

If certification to advertise is received from the Western Australia Planning Commission, the proposed modifications will be open to submissions for a minimum of 21 days. The Shire is then able to make additional modifications if required, prior to final submission to the WAPC.

Although the Strategy is only required to be advertised for 21 days it is intended to advertise the draft Strategy concurrently with the draft Local Planning Scheme for a period of 3 months.

During the advertising period the local government is required to:

1. Publish a notice of the Local Planning Strategy in a newspaper circulating in the Local Planning Scheme area, for 2 consecutive weeks, giving details of where the Strategy may be inspected and in what form and during what period submissions can be made;
2. Forward a copy of the Strategy to any other person or public authority which has a direct interest in the Local Planning Strategy;
3. Take such other steps as the local government considers appropriate to give notice of the Local Planning Strategy; and
4. Carry out such other consultation as the local government considers appropriate.

It is noted that during the preparation of the draft Strategy the consultants have undertaken preliminary consultation with stakeholders and community including community open houses in both Kununurra and Wyndham, workshops with relevant stakeholders, individual meetings with community groups, residents and business owners.

The information received during the community and stakeholder sessions has been considered in refining the draft Strategy prior to the formal advertising process.

A consultation plan for the formal advertising period is to be developed, in line with legislative requirements outlined above and Council's Community Engagement Policy and Framework

COMMENT

The draft Local Planning Strategy has identified future expansion areas for residential and industrial land whilst also protecting priority agricultural land. It also identified the need for a diversity of choice in housing options to cater for a diverse population. Other areas that were highlighted, were the need for improved and flexible planning of the town centre to provide increased private investment, improved pedestrian access, Crime Prevention Through Environmental Design (CPTED), services that cater to the young and the old and a diversity of land uses.

In order to progress the project the draft document is required to be forwarded to the WAPC to be certified for advertising purposes. Accordingly, Council is required to endorse the draft document for advertising purposes, with the draft Strategy intended to be advertised concurrently with the draft Scheme for a period of 3 months. This will ensure that the community as a whole has the opportunity to provide valued input into the future vision and aspirations for growth and development within the Shire.

It should be noted that it is possible that the WAPC may require modification to the document prior to advertising. The document will also be reviewed and modified, as Council thinks fit, in light of any submissions and feedback received from relevant stakeholders, public authorities and the community, prior to submitting a copy to the WAPC for its endorsement.

ATTACHMENTS

Attachment 1 – Draft Local Planning Strategy (provided under separate cover)

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council:

1. Endorses the draft Shire of Wyndham East Kimberley Local Planning Strategy for advertising; and.
2. Directs the Acting Chief Executive Officer to forward the draft Shire of Wyndham East Kimberley Local Planning Strategy to the Western Australian Planning Commission (WAPC) and requests certification to advertise in accordance with Regulation 12 of the *Town Planning Regulations 1967*.

MOTION

Cr B Robinson moves an alternate motion that Council:

1. Directs the Acting Chief Executive Officer to amend the Priority Agricultural Land - Key Recommendations and Consolidated Recommendations in the draft Local Planning Strategy to include an additional recommendation to investigate appropriate zonings of land adjacent to Lake Kununurra on Packsaddle and Jabiru Roads; and land adjacent to the Ord River on River Farm Road for tourism development, non-agricultural business development and rural living.
2. Endorses the draft amended Shire of Wyndham East Kimberley Local Planning Strategy for advertising; and.
3. Directs the Acting Chief Executive Officer to forward the draft amended Shire of Wyndham East Kimberley Local Planning Strategy to the Western Australian Planning Commission (WAPC) and requests certification to advertise in accordance with Regulation 12 of the *Town Planning Regulations 1967*.

COUNCIL DECISION

Minute No. 10804

Moved: Cr B Robinson

Seconded: Cr D Spackman

That Council:

- 1. Directs the Acting Chief Executive Officer to amend the Priority Agricultural Land - Key Recommendations and Consolidated Recommendations in the draft Local Planning Strategy to include an additional recommendation to investigate appropriate zonings of land adjacent to Lake Kununurra on Packsaddle and Jabiru Roads; and land adjacent to the Ord River on River Farm Road for tourism development, non-agricultural business development and rural living.**
- 2. Endorses the draft amended Shire of Wyndham East Kimberley Local Planning Strategy for advertising; and.**
- 3. Directs the Acting Chief Executive Officer to forward the draft amended Shire of Wyndham East Kimberley Local Planning Strategy to the Western Australian Planning Commission (WAPC) and requests certification to advertise in accordance with Regulation 12 of the Town Planning Regulations 1967.**

Carried 7/2

**For: Cr D Learbuch, Cr K Wright, Cr B Robinson, Cr D Spackman, Cr S Cooke,
Cr G Taylor, Cr G King**

Against: Cr J Moulden, Cr R Dessert

13.4.5 Draft Shire of Wyndham East Kimberley Local Planning Scheme No. 9

DATE:	24/02/2015
PROPONENT:	Shire of Wyndham East Kimberley
LOCATION:	Shire of Wyndham East Kimberley
AUTHOR:	Jennifer Ninyette, Senior Planning Officer
REPORTING OFFICER:	Louise Gee, Director Community Development
FILE NO:	LP.02.3
DECLARATION OF INTERESTS:	Nil

PURPOSE

For Council to adopt the draft Local Planning Scheme No. 9 for referral to the Environmental Protection Authority (EPA) and Western Australian Planning Commission (WAPC) for consent to advertise, and the Heritage Council of Western Australia for review.

BACKGROUND

At the Ordinary Council Meeting, 24 March 2014 Council resolved (Minute No. 10363):

That Council:

- 1. That Council resolves not to proceed with the draft Local Planning Scheme No. 8, and notifies the Western Australian Planning Commission in writing pursuant to Regulation 13(1)(b) of the Town Planning Regulations 1967.**
- 2. That the Council, in pursuance of Section 72 of the Planning and Development Act (2005), prepare Local Planning Scheme No. 9 with reference to an area situated wholly within the Shire of Wyndham East Kimberley and enclosed within the inner edge of the dashed black border on a plan, as contained in Attachment 1, titled "Scheme Area Map".**
- 3. That the Council, for the purposes of compliance with Regulation 4(3)(c)(i) of the Town Planning Regulations 1967, adopt the following as the preliminary objects and intentions of the Scheme:**
 - To zone and reserve land for various purposes within the Scheme area;**
 - To provide for orderly and proper planning;**
 - To provide the statutory basis for land use and development control within the Shire;**
 - To set out administrative and operational requirements and procedures for planning; and**
 - To facilitate implementation of the Shire's Local Planning Strategy.**
- 4. That the Council, pursuant to Section 72 of the Planning and Development Act (2005) and Regulation 4(3) of the Town Planning Regulations 1967, forward to the Western Australian Planning Commission:**
 - a) A copy of Councils' resolution deciding to prepare a new Local Planning Scheme, certified by the Chief Executive Officer;**

- b) A map marked “Scheme Area Map”, signed by the Chief Executive Officer, on which is delineated the area of land proposed to be included in the Scheme; and**
- c) A statement setting forth the objects and intentions of the Scheme and the anticipated format of the Scheme.**

And subject to Council receiving notification from the Western Australian Planning Commission pursuant to Regulation 4(6) of the Town Planning Regulations (1967):

- d) Publish a notice within the Government Gazette and a newspaper circulating in a district of the Shire of the passing of the resolution deciding to prepare a Local Planning Scheme, pursuant to Regulation 5(1); and**
- e) Forward a copy of the notice to the Local Government of every adjoining district, the Water Corporation, the Department of Parks and Wildlife and every other public authority likely to be affected by the Scheme, requesting details of matters that should be considered during the preparation of the Scheme, pursuant to Regulation 5(2).**

Carried Unanimously 9/0

A copy of the above resolution was forwarded to the WAPC in accordance with item 4 of this resolution on 28 March 2014, and the WAPC acknowledged receipt of Council’s resolution in correspondence dated 4 August 2014. A copy of this correspondence is provided at Attachment 1.

Accordingly, a notice was published in the Government Gazette on the 12 September 2014 and in the Kimberley Echo on 18 September 2014, in accordance with Item 4(d) of the resolution, and a copy of the notice was forwarded to every adjoining local government and relevant public authority (in accordance with Item 4(e) of the resolution) on 5 September 2014.

The draft Scheme was revised to incorporate recommendations of the draft Local Planning Strategy, and modified following several workshops with Council.

Copies of the draft Scheme text and draft Scheme maps have been provided under separate cover.

STATUTORY IMPLICATIONS

Town Planning Regulations 1967

Should Council resolve to adopt the draft Scheme, it will be referred to the WAPC and EPA for consent to advertise, and the Heritage Council of Western Australia for review. If consent to advertise is granted, the draft Scheme will be advertised for public and agency comment.

Once advertising is completed, Council will consider submissions received and adopt the draft Scheme, with or without modifications. The draft Scheme is then sent to the WAPC and Minister for Planning for consideration. If the Scheme is approved by the WAPC and Minister, it is then published in the Government Gazette and becomes operational.

Draft Planning and Development (Local Planning Schemes) Regulations 2014

The Planning and Development (Local Planning Schemes) Regulations 2014 will replace the existing Town Planning Regulations 1967 and associated Model Scheme Text, once gazetted, and will introduce:

- a new overall format, consisting of regulations for the preparation of new, amended and consolidated schemes (equivalent to the current Town Planning Regulations 1967);
- model provisions that provide a template for when a local government next updates its scheme but allows for local variation (equivalent to the current Model Scheme Text); and
- new deemed provisions, which introduce a range of standardised processes that will apply automatically across all local government areas on gazettal of the regulations.

It is noted that the proposed new regulations will not prevent local governments from making variations, exclusions or additions to their schemes. Section 257A(3) of the Planning Act empowers the Minister to approve any exclusions or variations to the model provisions (but not deemed provisions); and Section 73(2A) of the Planning Act allows a local planning scheme to include supplemental provisions (including to both model and deemed provisions), provided those supplemental provisions are consistent with or not already covered by the Local Planning Schemes Regulations.

While the draft regulations are still subject to change as a result of public consultation, the WAPC has also recommended that any local authority currently preparing a new scheme, or an amendment to an existing scheme, should consider the new draft regulations to be a guide to the preferred content of those new schemes or amendments.

This is on the basis that the draft regulations represent more closely the intended procedural and substantive content of local schemes than do the existing regulations, and should therefore replace those documents as providing a guide for new schemes or amendments. The new deemed provisions, which introduce a range of standardised processes will also apply automatically across all local government areas on gazettal of the regulations.

The Model Scheme Text

Under State Government legislation, local governments are required to prepare new Local Planning Schemes based on a template called the "Model Scheme Text". The purpose of the Model Scheme Text (MST) is to ensure a level of consistency between all local planning schemes, and make it easier for the community, local governments and State Government to understand and implement a scheme through a consistent structure, approach and provisions (wherever possible).

The MST includes standard provisions for various matters including preparing local planning policies, heritage matters and procedures for dealing with planning applications. Local governments are expected to retain and not modify these standard provisions. Where modifications are proposed, strong justification is required.

The State Government expects local governments to adhere, as much as practical and reasonable, to a standard set of zones and reserves. In drafting the new Local Planning Scheme for the Shire, many standard zones and reserves have been used. However, due to the sheer size of the Shire, its particular characteristics, and its regional location, a number of modified and additional zones and reserves are proposed. For example, the Local Horticulture (Rural Agriculture 2) zone and Mixed Business/Residential zone. It is generally up to local governments to propose specific land use and development controls, addressing matters such as setbacks, landscaping and car parking.

State Planning Policies

State Planning Policies are prepared by the Western Australian Planning Commission (WAPC) (i.e. State Government). The Policies address various matters including rural lands and agriculture, industrial development, residential development, commercial development, environmental protection, Aboriginal settlements, natural hazards and transport planning.

Local governments are required to comply with these Policies when preparing Local Planning Schemes. The Department of Planning, WAPC and Minister for Planning will assess the Shire's new Local Planning Scheme against these Policies and have the final say

POLICY IMPLICATIONS

Local Planning Policies are prepared under the provisions of Local Planning Schemes, but do not form part of the Scheme. Policies do not bind the Shire in respect of any decision making, but the Shire is required to have due regard to the provisions of a Policy in making decisions.

There is likely to be future implications for the review of, or preparation of, the Local Planning Policies which are required to be consistent with the Local Planning Strategy which has informed the draft Local Planning Scheme.

FINANCIAL IMPLICATIONS

Council has budgeted \$11,340 for anticipated costs to progress work on the new Scheme in the 2014/2015 financial year, with \$4,698.45 expended to date. These funds will go towards consultancy services (if required), advertising, review and approvals processes.

STRATEGIC IMPLICATIONS

Strategic Community Plan 2012-2022

Goal 1: Strong leadership and governance that underpins a more strategic approach to community engagement, regional development and organisational sustainability

Objective 1.1: Strong community engagement

Strategy 1.1.2: Improve planning processes to ensure broader engagement and identification of relevant issues from all parties

COMMUNITY CONSULTATION

Notice of Council's resolution to prepare a new Local Planning Scheme was advertised in the government gazette and local newspaper, and notice sent to adjoining local governments and other key stakeholders, and in particular government agencies.

A total of 9 submissions were received from adjoining local governments and public authorities, and copies of these submissions are provided at Attachment 3.

A formal public consultation process will also be conducted once the draft document has received endorsement from the Council, Western Australian Planning Commission (WAPC) and the Minister for Planning.

In accordance with the Planning and Development Act (2005) and the Town Planning Regulations (1967), draft Local Planning Scheme No. 9 will need to be advertised for public and agency comment for a 3 month period. This will occur once the draft Scheme has been reviewed by the WAPC and EPA and consent to advertise is granted.

The Act and Regulations set out the minimum consultation requirements for Local Planning Schemes, which includes:

1. A copy of the draft Scheme being displayed in the WAPC and Shire offices.
2. A public notice being published in the Government Gazette.
3. A public notice being published in a newspaper circulating in the area.
4. Providing all people and bodies likely to be affected by the draft Scheme a copy of the notice (usually through a letter).

There is the possibility of significant public and agency interest in the draft Scheme given that it is proposed to cover the entire Shire and will address various issues and will be advertised in conjunction with the draft Strategy. In response to this, Officers propose to prepare a community engagement framework setting out various methods of consultation.

In addition to the standard requirements listed above, this may include the preparation of information sheets, holding of information sessions and workshops and targeted consultation with specific landowners or members of the community.

COMMENT

The new LPS No. 9 will form the fundamental statutory basis for land use and development control within the Shire. It will cover the entire Shire and replace the Shire's current TPS 6 and TPS 7. LPS No. 9 will be progressed in accordance with the requirements of the Planning and Development Act 2005 and the Town Planning Regulations 1967. The Act and Regulations set out consultation and approval processes which have to be followed.

In order to progress the proposed Scheme, the next steps in the process moving forward are outlined below:

1. Council adopts draft Scheme for advertising purposes
2. Draft Scheme is referred to WAPC and EPA for consent to advertise, and the Heritage Council for review
3. Report to Council if modifications to the draft Scheme are required to be made prior to advertising as directed by the WAPC and the Minister for Planning
4. Public advertising (in conjunction with the draft Local Planning Strategy) for 3 months
5. Review and response to submissions.
6. Modifications and presentation of final document for endorsement by Council, prior to endorsement by the WAPC and the Minister for Planning.

It is noted that it is possible that the WAPC may require modification to the document prior to advertising. The document will also be reviewed and modified, as Council thinks fit, in light of any submissions and feedback received from relevant stakeholders, public authorities and the community, prior to submitting a copy to the WAPC for its endorsement and subsequent gazettal.

Therefore, the draft Scheme is not the final document and there is opportunity for Council to further refine the document, both during and following the formal advertising period.

While Officers have reviewed the draft Scheme in light of the draft Planning and Development (Local Planning Schemes) Regulations 2014, no changes have been made to

the format or content of the draft Scheme in this regard at this stage. This is on the basis as not to delay the progressing of the draft LPS No. 9 any further, and on the basis that any required modifications that may be directed by the WAPC prior to advertising can be undertaken at one time.

The draft Scheme is required to be advertised for a 3 month period and is intended to be advertised concurrently with the draft Scheme. A consultation plan is to be developed in line with legislative requirements and Council's Community Engagement Policy and Framework.

ATTACHMENTS

Attachment 1 - WAPC Correspondence

Attachment 2 - Copies of submissions

Attachment 3 – Draft Local Planning Scheme text (provided under separate cover)

Attachment 4 – Draft Local Planning Scheme maps (provided under separate cover)

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council:

1. Notes the letter received from the Western Australian Planning Commission dated 4 August 2014.
2. Notes the submissions received from the advertising and referral of Council's resolution to prepare a new Local Planning Scheme, and write to those submitters thanking them for their responses.
3. Pursuant to Section 72 of the Planning and Development Act (2005) adopts the draft Shire of Wyndham East Kimberley Local Planning Scheme No. 9 (LPS 9).
4. Pursuant to Sections 79 and 81 of the Planning and Development Act (2005), and Regulations 13 and 14 of the Town Planning Regulations (1967), refers the draft Shire of Wyndham East Kimberley Local Planning Scheme No. 9 to the Western Australian Planning Commission for consent to advertise, the Environmental Protection Authority for review and the Heritage Council of Western Australia for advice.
5. Pursuant to Regulation 14 of the Town Planning Regulations (1967), request Shire staff to present a report to Council should modifications to the draft Shire of Wyndham East Kimberley Local Planning Scheme No. 9 be required prior to advertising, as a result of the referrals process to the Western Australian Planning Commission, the Environmental Protection Authority or the Heritage Council of Western Australia.

MOTION

Cr B Robinson moves an alternate motion that Council:

1. Directs the Acting Chief Executive Officer to amend Sub-Section 4.12.2.1 Non-agricultural uses (4.12 Local Horticulture Zone (Rural Agriculture 2), of the draft Shire of

Wyndham East Kimberley Local Planning Scheme No. 9 (LPS 9) to include the following uses; farm stay and chalet.

2. Directs the Acting Chief Executive Officer to amend Section 4.3 Zoning Table of the draft Shire of Wyndham East Kimberley Local Planning Scheme No. 9 (LPS 9) to include Use Classes Farm Stay and Chalet in the Local Horticulture Zone, and the permissibility of these uses to be 'A' in accordance with section 4.3.2.

3. Directs the Acting Chief Executive Officer to amend Schedule 1 - Dictionary of Defined Words and Expressions, Part 2 Land use definitions of the draft Shire of Wyndham East Kimberley Local Planning Scheme No. 9 (LPS 9) to include farm stay and chalet.

4. Directs the Acting Chief Executive Officer to amend Table 2 - Development Standards of the draft Shire of Wyndham East Kimberley Local Planning Scheme No. 9 (LPS 9) to include development standards for farm stay and chalet land use.

5. Notes the letter received from the Western Australian Planning Commission dated 4 August 2014.

6. Notes the submissions received from the advertising and referral of Council's resolution to prepare a new Local Planning Scheme, and write to those submitters thanking them for their responses.

7. Pursuant to Section 72 of the Planning and Development Act (2005) adopts the amended draft Shire of Wyndham East Kimberley Local Planning Scheme No. 9 (LPS 9).

8. Pursuant to Sections 79 and 81 of the Planning and Development Act (2005), and Regulations 13 and 14 of the Town Planning Regulations (1967), refers the amended draft Shire of Wyndham East Kimberley Local Planning Scheme No. 9 to the Western Australian Planning Commission for consent to advertise, the Environmental Protection Authority for review and the Heritage Council of Western Australia for advice.

9. Pursuant to Regulation 14 of the Town Planning Regulations (1967), request the Acting Chief Executive Officer to present a report to Council should modifications to the draft amended Shire of Wyndham East Kimberley Local Planning Scheme No. 9 be required prior to advertising, as a result of the referrals process to the Western Australian Planning Commission, the Environmental Protection Authority or the Heritage Council of Western Australia.

COUNCIL DECISION

Minute No. 10805

Moved: Cr B Robinson

Seconded: Cr G King

That Council:

- 1. Directs the Acting Chief Executive Officer to amend Sub-Section 4.12.2.1 Non-agricultural uses (4.12 Local Horticulture Zone (Rural Agriculture 2), of the draft Shire of Wyndham East Kimberley Local Planning Scheme No. 9 (LPS 9) to include the following uses; farm stay and chalet.**
- 2. Directs the Acting Chief Executive Officer to amend Section 4.16 Zoning Table of the draft Shire of Wyndham East Kimberley Local Planning Scheme No. 9 (LPS 9) to include Use Classes Farm Stay and Chalet in the Local Horticulture Zone, and the permissibility of these uses to be 'A' in accordance with section 4.16.2.**
- 3. Directs the Acting Chief Executive Officer to amend Schedule 1 - Dictionary of Defined Words and Expressions, Part 2 Land use definitions of the draft Shire of Wyndham East Kimberley Local Planning Scheme No. 9 (LPS 9) to include farm stay and chalet.**
- 4. Directs the Acting Chief Executive Officer to amend Table 2 - Development Standards of the draft Shire of Wyndham East Kimberley Local Planning Scheme No. 9 (LPS 9) to include development standards for farm stay and chalet land use.**
- 5. Notes the letter received from the Western Australian Planning Commission dated 4 August 2014.**
- 6. Notes the submissions received from the advertising and referral of Council's resolution to prepare a new Local Planning Scheme, and write to those submitters thanking them for their responses.**
- 7. Pursuant to Section 72 of the Planning and Development Act (2005) adopts the amended draft Shire of Wyndham East Kimberley Local Planning Scheme No. 9 (LPS 9).**
- 8. Pursuant to Sections 79 and 81 of the Planning and Development Act (2005), and Regulations 13 and 14 of the Town Planning Regulations (1967), refers the amended draft Shire of Wyndham East Kimberley Local Planning Scheme No. 9 to the Western Australian Planning Commission for consent to advertise, the Environmental Protection Authority for review and the Heritage Council of Western Australia for advice.**
- 9. Pursuant to Regulation 14 of the Town Planning Regulations (1967), request the Acting Chief Executive Officer to present a report to Council should modifications to the draft amended Shire of Wyndham East Kimberley Local Planning Scheme No. 9 be required prior to advertising, as a result of the referrals process to the Western Australian Planning Commission, the Environmental Protection Authority or the Heritage Council of Western Australia.**

Carried 5/4

For: Cr D Learbuch, Cr B Robinson, Cr D Spackman, Cr K Wright, Cr G King

Against: Cr J Moulden, C R Dessert, Cr S Cooke, Cr G Taylor

08 AUG 2014

Our Ref: TPS/1344
Your Ref: LP.02.3: TP2984
Enquiries: Nick Welch (655 19352)

1-24484.

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

Dear Sir

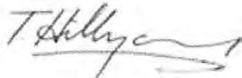
LOCAL PLANNING SCHEME No 9

I refer to your letter of 28 March 2014 and advise that the Western Australian Planning Commission (WAPC) acknowledged receipt of the Council's resolution to not proceed with Town Planning Scheme No 8.

The WAPC also acknowledged receipt of the Council's resolution to prepare a new local planning scheme (No 9) and the scheme area map; and noted and accepted the extent of the scheme area, the anticipated format of the scheme and the aims and objectives of the new scheme as provided by the Shire.

If you have not already done so would you please ensure that you comply with regulations 5 (1) and 5 (2) of the *Town Planning Regulations, 1967 (as amended)*.

Yours faithfully



Tim Hillyard
Secretary
Western Australian Planning Commission

4 August 2014



Your ref : D14/0433615
Our ref : I-24484: LP .0.3:
Enquiries : TP3175

[17 SEP 2014
UP.02.3
I-25192]

Ms Jennifer Ninnette
Senior Planning Officer
Shire of Wyndham East Kimberley
PO Box 614
KUNUNURRA WA 6743

Dear Ms Ninnette

LOCAL PLANNING SCHEME NO.9 – PREPARATION

Thank you for your letter dated 5 September 2014 regarding the proposed preparation of a new local planning scheme.

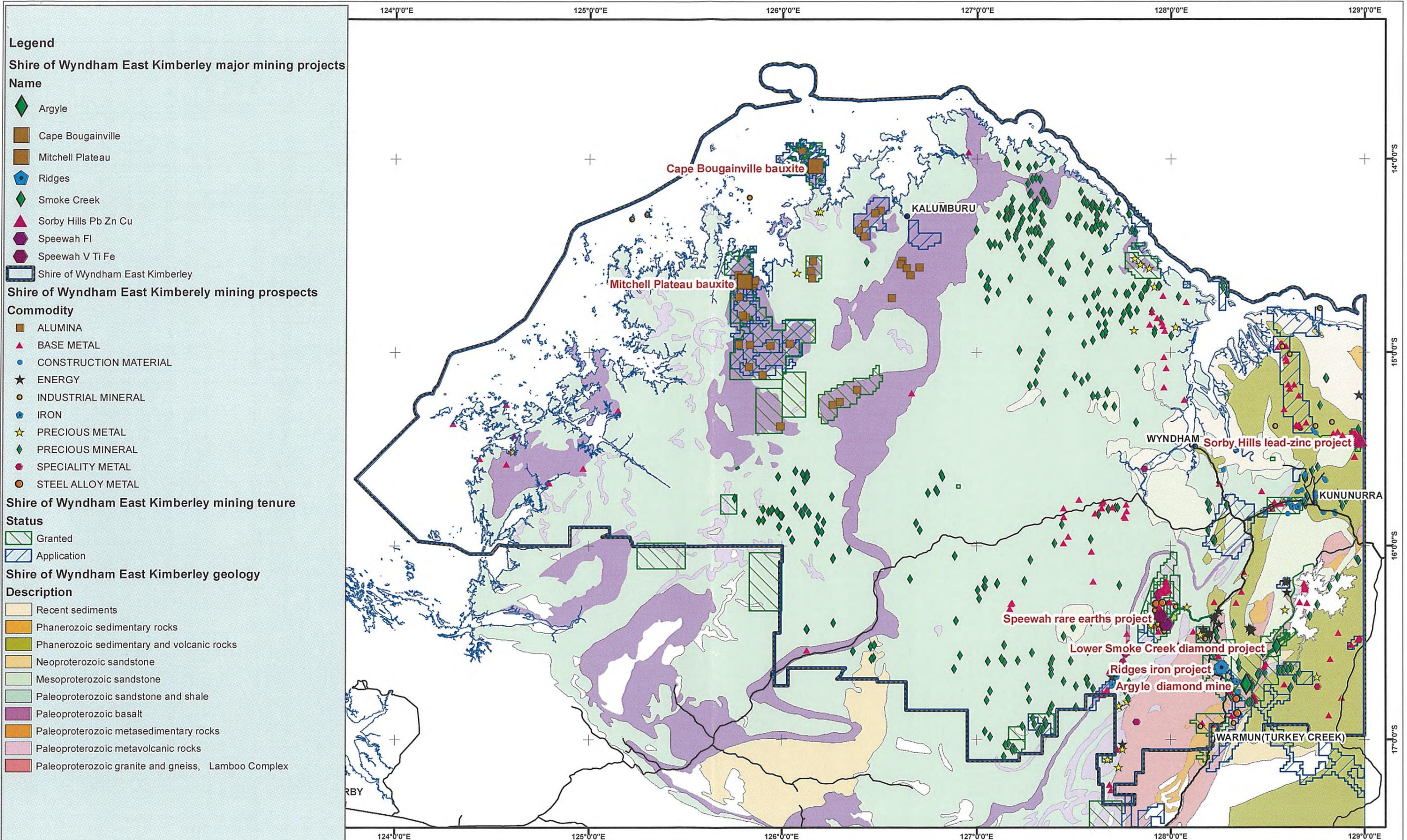
The Department of Education welcomes the opportunity to be consulted during the preparation process. The Department will require details on the full extent of the scheme area and the aspirational lot yields expected to be generated by any anticipated residential development.

This will enable the Department to verify the impact of future development on existing schools and determine the need, if any, to identify and set aside any additional school sites that may be required.

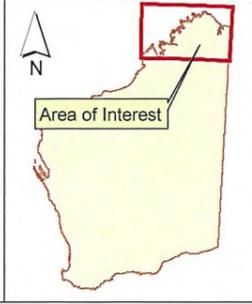
Yours sincerely

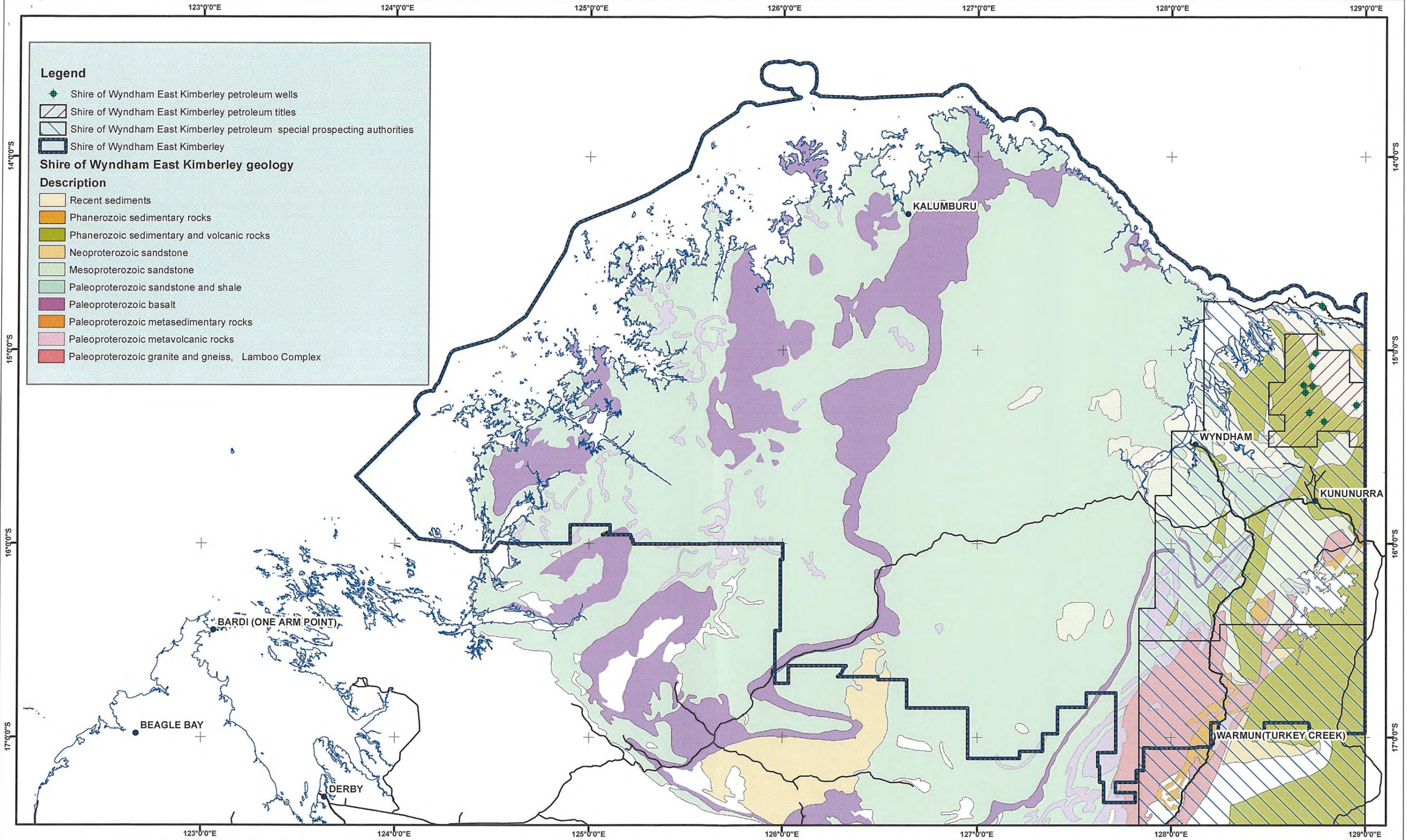
MICHAEL COOPER
PRINCIPAL CONSULTANT
STRATEGIC ASSET PLANNING

12 September 2014



- Legend**
- Shire of Wyndham East Kimberley major mining projects**
- Name**
- ◆ Argyle
 - Cape Bougainville
 - Mitchell Plateau
 - ◆ Ridges
 - ◆ Smoke Creek
 - ▲ Sorby Hills Pb Zn Cu
 - ◆ Speewah FI
 - ◆ Speewah V Ti Fe
 - Shire of Wyndham East Kimberley
- Shire of Wyndham East Kimberley mining prospects**
- Commodity**
- ALUMINA
 - ▲ BASE METAL
 - CONSTRUCTION MATERIAL
 - ★ ENERGY
 - INDUSTRIAL MINERAL
 - ◆ IRON
 - ★ PRECIOUS METAL
 - ◆ PRECIOUS MINERAL
 - SPECIALITY METAL
 - STEEL ALLOY METAL
- Shire of Wyndham East Kimberley mining tenure**
- Status**
- ▨ Granted
 - ▨ Application
- Shire of Wyndham East Kimberley geology**
- Description**
- Recent sediments
 - Phanerozoic sedimentary rocks
 - Phanerozoic sedimentary and volcanic rocks
 - Neoproterozoic sandstone
 - Mesoproterozoic sandstone
 - Paleoproterozoic sandstone and shale
 - Paleoproterozoic basalt
 - Paleoproterozoic metasedimentary rocks
 - Paleoproterozoic metavolcanic rocks
 - Paleoproterozoic granite and gneiss, Lamboo Complex







09 OCT 2014

Your ref: I-24484:LP.02.3:TP3167
Our ref: A1784/201401
Enquiries: Kevin Ridge - Ph 08 9222 3144
Email: kevin.ridge@dmp.wa.gov.au

Ms Jennifer Ninnette
Senior Planning Officer
Shire of Wyndham East Kimberley
PO BOX 614
KUNUNURRA WA 6743

Dear Ms Ninnette

PROPOSED SHIRE OF WYNDAM EAST KIMBERLEY LOCAL PLANNING SCHEME NO. 9

Thank you for your letter dated 5 September 2014 inviting comment on the Proposed Shire of Wyndham East Kimberley (SWEK) Local Planning Scheme No. 9.

The Geological Survey of Western Australia (GSWA), on behalf of the Department of Mines and Petroleum (DMP), has prepared the following comments on matters that should be considered in the preparation of the new Scheme.

Policy

Minerals, petroleum and geothermal energy can only be mined or extracted where they naturally occur. Economic, environmental and other constraints further limit the areas available for mining. An important aspect of resource evaluation and development from a land use planning viewpoint is that the locations of mineable deposits cannot always be predicted. This makes it imperative that known resources should be protected from inappropriate zoning or development, and that access to land for exploration should be maintained over as much of the planning area as possible.

Changes to land use that are incompatible with mineral, petroleum and basic raw material exploration and mining can result in the loss to the community of valuable resources. It is therefore essential, when planning how land is to be used, to take account of both known mineral and petroleum resources and basic raw materials and the potential for further discoveries.

DMP recommends that councils adopt the following strategies regarding mineral resources in its planning.

1. Operating mines and quarries should be protected from sterilization or hindrance by encroachment of incompatible adjacent development.
2. Known resources and areas of identified high resource potential should not be unnecessarily sterilized by inappropriate zoning or development.
3. Access to land for exploration and possible development should be maintained over as much of the planning area as possible.

Consistent with Section 5.7 of State Planning Policy No. 2 *Environment and Natural Resources*, the important mineral resources and basic raw materials within the Shire should be identified and protected.

Zoning Tables

Mining operations are authorised by the *Mining Act 1978*. Please note in reference to legislation, that Section 120 of the *Mining Act 1978* states that town planning schemes and local laws are to be considered but do not derogate from the Mining Act. Therefore, we recommend that no comments be made in the scheme, or zoning table in regards to constraining or providing for mining operations table unless there are pre-1899 'mineral-to-owner' lands within the Shire. In these circumstances, we recommend a clear statement that this only applies to those freehold lands where the mineral rights are owned by the land owner not the Crown.

Consistent with the recognition of the importance of the extractive industry and its compatibility with rural activities, it is recommended that 'Industry- Extractive' be noted in the Shire's Zoning Table as a '**P – Permitted**' use for all areas zoned rural.

Basic raw materials

Basic raw materials (BRM) are defined as a mineral when on Crown land, and hence the need for mining leases under the *Mining Act 1978* for basic raw material extraction in Crown reserves. On private property, basic raw material extraction and sale is authorised by the Shire through grant of Extractive Industry Licenses. Extraction of basic raw materials is required for all new infrastructure (roads, telecommunications etc.) to be built in the Shire.

Special control areas

It is important for existing mineral and petroleum resources and BRM, where there are resources that will last for a number of years, to be identified in the Strategy and protected in the Scheme from sensitive land uses that would conflict with the extraction, such as any new rural residential subdivisions or townsite expansions.

If the Shire considers that any sites warrant special protection, it may consider creating a Special Control Area over and near to the site. By introducing a Special Control Area, the Shire can seek to protect the amenity of landowners and ensure the longevity of strategic resource extraction in the Shire. Separation distances recommended by the DMP are obtained from the Environmental Protection Authority's (EPA) published report "Guidance for the Assessment of Environmental Factors," which can be viewed online at:

http://epa.wa.gov.au/EPADocLib/1840_GS3.pdf

Additional comments

Geoheritage sites

It is important to recognise in the Scheme that there are 2 Geoheritage sites within the SWEK region. These Geoheritage sites are considered to be unique and of outstanding value within Western Australia and have significant scientific and educational values for the good of the community.

Geoheritage sites within the Shire are:

- No. 58; Hidden Valley – Geomorphology, beehive weathering in Devonian sandstone,
- No. 140; Westward Creek – Exhumed Devonian reef complex.

These localities are available for viewing on the internet using GeoVIEW.WA at <http://www.dmp.wa.gov.au/geoview> under the heading 'Special Category Lands'. Please note that the localities shown are approximate.

Mining activities within or near Geoheritage sites are carefully managed by DMP to minimise impact upon their values, and it is expected that these sites be protected from other incompatible activities by relevant government agencies, including local government.

Resource projects

The Shire of Wyndham is prospective for a wide variety of minerals including diamonds, bauxite, gold, base metals, iron ore, nickel, uranium, vanadium, ornamental stone, industrial minerals (fluorite, phosphate and barite) and construction materials (sand, gravel and limestone). The distribution of known occurrences is shown on Map 1. The north-eastern part of the Shire is also prospective for petroleum and is covered by three petroleum titles, (Map 2).

The Argyle AK1 mine is the largest diamond mine in the world. This mine is 100 per cent owned and managed by Rio Tinto Limited.

Located downstream from the Argyle Diamond Mine, the Smoke Creek alluvial diamond project is currently being evaluated by Kimberley Diamonds Ltd.

The Ridges Iron Ore Project operated by the KMG Group is situated, 165 kilometres by road south of Wyndham. The project has a mine life of four years based on a production rate of 1.5 Mt per annum.

KBL Mining Limited is currently conducting a bankable feasibility on the Sorby Hills lead-zinc-silver project located 46 km north-east of Kununurra.

Both rare earths and vanadium are being investigated at the Speewah rare earths project located approximately 90 km south of Wyndham.

Deep weathering of basalt in the Kimberley Basin has formed high grade bauxite deposits on the Mitchell Plateau and at Cape Bougainville. These deposits were discovered in 1958 but have remained undeveloped because of the high costs of mining and building infrastructure in the area.

Further information on the geology and mineralization can be found in the following references which can be downloaded from our website at <http://www.dmp.wa.gov.au/7119.aspx>

Hassan, LY 2000, Mineral occurrences and exploration potential of the east Kimberley: Geological Survey of Western Australia, Report 74, 83 p.

Hassan, LY 2004, Mineral occurrences and exploration potential of the west Kimberley: Geological Survey of Western Australia, Report 88, 88 p.

Ruddock, I 2003, Mineral occurrences and exploration potential of the north Kimberley: Geological Survey of Western Australia, Report 85, 58 p.

If you have any queries, including the provision of digital data for your map preparation, please contact Kevin Ridge, Senior Geologist, by telephone 08 9222 3144 or email kevin.ridge@dmp.wa.gov.au.

Yours sincerely



for

Rick Rogerson
Executive Director
GEOLOGICAL SURVEY OF WESTERN AUSTRALIA

6 October 2014



Your ref: I-24484: LP.02.3: TP3180
Our ref: RF12983
Enquiries: Amber Briggs, Ph: 9166 4114

Jennifer Ninette
Senior Planning Officer
Shire of Wyndham East Kimberley
PO Box 614
Kununurra WA 6743

Dear Jennifer

RE: PROPOSED SHIRE OF WYNDHAM EAST KIMBERLEY LOCAL PLANNING SCHEME NO.9

Thank you for the above referral, received in our office on 11 September 2014. The Department of Water (DoW) appreciates the opportunity to comment. The DoW strongly supports the development of a single scheme for the entire local government area and recommends the following matters be considered in the preparation of the new scheme.

Development setbacks from surface water resources

State Planning Policy 2.9: Water Resources states that planning should ensure adequate and appropriate buffering of wetlands and waterways to maintain their values and minimise impacts of nearby land uses. The new Local Planning Scheme (LPS) must demonstrate that any proposed changes in land use will not have a significant impact on sensitive waterways and water resources. Therefore, appropriate setbacks from surface water resources should be investigated and determined, and incorporated into the LPS through appropriate zoning or planning controls (on advice from Department of Water and Department of Parks and Wildlife).

As a minimum, appropriate buffers and planning controls (in line with *State Planning Policy 2.9: Water Resources* and model scheme text) should be determined for relevant reaches of Lake Kununurra (Packsaddle, Crossing Falls, Racecourse) and Emu Creek. Consideration of buffer determination should also be given to relevant reaches of the Lower Ord River (e.g. River Farm Road, Valentine Falls Estate, Ord West Bank, Mantinea and Carlton Plain) and any other waterways or wetlands that may be impacted by proposed changes to land use within the LPS area.

Public Drinking Water Source Areas

Some areas in the proposed LPS are within proclaimed Public Drinking Water Source Areas (PDWSAs), namely at Wyndham and Kununurra. These areas are proclaimed specifically for the protection and management of public drinking water supply. In accordance with *State Planning Policy 2.7: Public Drinking Water Source*, the appropriate water source protection plans, and model scheme text, these PDWSA's should be shown

as a Special Control Area. The Special Control Area provisions should provide for referral of applications to the DoW for advice and comment, and set out the relevant considerations in determining planning applications within these areas, guided by DoW's Water Quality Protection Note - *Land use compatibility in public drinking water source areas*.

Better Urban Water Management

The *Better Urban Water Management* (WAPC, 2008) (BUWM) framework has been adopted as the preferred policy approach to integrating the principles of water sensitive urban design in planning processes. The DoW recommends the principles of BUWM are included in the new LPS.

BUWM is designed to facilitate better management and use of water resources by ensuring an appropriate level of consideration is given to the total water cycle at each stage of the planning system. The document intends to assist regional, district and local land use planning, as well as subdivision and development phases of the planning process. The document is to be used by all stakeholders and decision makers and has statewide application for new urban, commercial, industrial and rural-residential developments.

Where water management issues are relevant, the framework requires the preparation and approval of a water management strategy or plan to support the relevant planning decision e.g. scheme amendment, structure plan or subdivision application. To avoid delays in approvals, the DoW recommends that proponents seek approval or endorsement of water management plans before they are submitted with the relevant planning documentation (e.g. scheme amendment, structure plan etc). This will ensure that water management issues (such as identification of appropriate water supplies and appropriate stormwater management) are considered early in the planning process to avoid delays in approvals and redesign of developments.

Stormwater, storm surge and flood management

Stormwater, storm surge and flooding are significant issues for the North West. Potential flood risk areas and areas known to be prone to flooding and storm surge should be identified as Special Control Areas on scheme maps. The new LPS should include provisions that require flood investigations to be conducted prior to planning and development in areas suspected to be at risk.

Depending on the existing level of information available for particular flood prone areas, provisions associated with the Special Control Area could also require building developments or earthworks to obtain planning approval and specify further development requirements including minimum floor levels, measures to protect foundations, restrictions within the floodway, and requirements for notifications on title.

The *Stormwater Management Manual for Western Australia* and the *Decision Process for Stormwater Management* contain guidance on current best management practice, available on the DoW's website at www.water.wa.gov.au > *Managing Water* > *Urban Water*.

Water supplies and service provision

Availability of potable and non-potable water supplies should be considered at all stages of the planning cycle and in some situations can be limiting to development. Provision in the scheme to require investigation of water supplies and how they are developed and managed should be considered.

Water Licensing

The proposed scheme area contains groundwater and surface water areas proclaimed under the *Rights in Water and Irrigation Act, 1914* (RIWI Act). These areas are subject to the following regulations;

- A 5C licence may be required for the take of surface or groundwater.
- A 26D licence is required for the construction/alteration of water supply bores.
- Drilling of monitoring bores into confined aquifers requires a 26D licence.
- Any disturbance to the bed or banks of a watercourse may require a permit under section 11 or 17B of the RIWI Act.

Water Information

For access to Department of Water mapping and spatial data sets (ground/ surface water areas, PDWSA's etc.) please visit our website at www.water.wa.gov.au > *Tools and data* > *Maps and Atlases*.

Water quality and quantity information which the DoW has available can be accessed via the "Water Information Reporting (WIR)" portal. WIR shows all sites the DoW obtains/has obtained information from to assist in understanding the state's water resources (this includes DoW managed monitoring sites and other non-DoW sites). WIR is available on the DoW's website at www.water.wa.gov.au > *Tools and data* > *Monitoring and data* > *select "Water Information Reporting (WIR)"*.

Information on water licence locations and users can be accessed via DoWs "Water Register" portal available through our website at www.water.wa.gov.au > *Tools and data* > *Maps and Atlases* > *select "Water Register"*. Please note the DoW cannot release any more licence or licensee information than what is available through the Water Register.

The DoW looks forward to the opportunity to provide more detailed advice on a draft version of LPS No. 9. For ease and efficiency of assessment when referred, please ensure the proposed changes between Town Planning Scheme No. 6 (Wyndham) and Town Planning Scheme No. 7 (Kununurra), and the draft Local Planning Scheme No. 9 are highlighted or included in a separate document.

If you require any further information please contact Amber Briggs in the Kununurra office on 9166 4114.

Yours sincerely



Susie Williams
A/District Manager - Kimberley
North West Region

9 October 2014



Working on behalf of the Heritage Council to recognise, conserve, adapt and celebrate our State's unique cultural heritage

17 October 2014

YOUR REF	I-24484: LP .02.3: TP3181
OUR REF	C/255/32333
ENQUIRIES	Lauren Taylor (08) 6552 4152

Chief Executive Officer
 Shire of Wyndham-East Kimberley
 PO Box 614
 KUNUNURRA WA 6743
 Attention: Ms Jennifer Ninnette

Dear Jennifer

Proposed Local Planning Scheme No. 9

Thank you for your correspondence received on 10 September 2014 regarding the Shire's resolution to prepare a new Local Planning Scheme. The following comments are made on behalf of the State Heritage Office:

1. State Planning Policy 3.5 Historic Heritage Conservation (SPP3.5), identifies that new Local Planning Schemes should conform to the Model Scheme Text (MST). As a whole, this provides a solid framework for heritage management.
2. As the Shire is yet to establish a heritage list, it is recommended that the Scheme includes a clause which states that the Municipal Inventory is, temporarily, the Heritage List. This will provide these places with protection under the Scheme until the Shire compiles a separate Heritage List.

The Shire should establish a Heritage List as soon as possible after the gazettal of the new scheme. Generally, places identified within the Municipal Inventory as worthy of protection under the planning scheme, as well as places listed in the State Register of Heritage Places, should form the basis of this list.

3. SPP3.5 notes that "Effective heritage protection requires an integrated approach involving not only regulation, but also promotion and incentives". There are a number of opportunities to include development incentives in the Local Planning Scheme. The Shire is encouraged to consider what opportunities it can offer in this area.

www.stateheritage.wa.gov.au
info@stateheritage.wa.gov.au

We hope these comments will be of value in the development of the Shire of Wyndham-East Kimberley's Local Planning Scheme No. 9, and we look forward to receiving the draft Scheme for review. Should you have any queries regarding this matter please contact Lauren Taylor at lauren.taylor@stateheritage.wa.gov.au or on 6552 4152.

Yours sincerely



Callum Crofton

MANAGER LOCAL GOVERNMENT SERVICES

LP 02.3
1-25453

03 OCT 2014



**Shire of Derby /
West Kimberley**

SHIRE OF DERBY/WEST KIMBERLEY

P.O. Box 94, DERBY, WESTERN AUSTRALIA 6728
ABN 99 934 203 062
Telephone: (08) 9191 0999 Facsimile: (08) 9191 0998
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ALL COMMUNICATIONS TO BE ADDRESSED TO THE CHIEF EXECUTIVE OFFICER

022275

OUR REF. GS/1

YOUR REF. I39147

I-24484 LP 02-3 TP3185

30 September 2014

Chief Executive Officer
Shire of Wyndham/East Kimberley
PO Box 614
KUNUNARRA WA 6743

Attention Jennifer Ninyette

Dear Sir,

RESPONSE: PROPOSED SHIRE OF WYNDHAM EAST KIMBERLEY LOCAL PLANNING SCHEME NO.9.

Thank you for your letter dated 5th September 2014 advising of your Council's intention to prepare a new Local Planning Scheme over your Shire.

At this time, the Shire of Derby/West Kimberley has no formal comment to make on specific matters that should be considered in the preparation of this Scheme.

I take the opportunity to wish you well with the process and please do not hesitate to contact me should you require any further information or assistance as the project progresses.

Yours sincerely

Noel Myers
SHIRE PLANNER

From: [Melanie Wirtz](#)
To: [Mail](#)
Cc: [Gary Taylor](#)
Subject: I24484:LP.02.3: TP3171
Date: Thursday, 27 November 2014 9:50:42 AM

Attn: Jennifer Ninnette

Thank you for your letter dated 5 September requesting comments on the proposed Local Planning Scheme No 9.

Tourism WA have had several opportunities to do some project work in your region and appreciate the opportunity to provide comment on your new local planning scheme. Unfortunately the best person to provide comment on this region, Gary Taylor (Project Manager), is currently on annual leave and will not return to the office until 8th December 2014. Upon his return we can arrange a meeting or formal advice to your office.

Thankyou,

Melanie Wirtz
Development Officer



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Your Ref: 1-24484: LP.02.3:TP3164
Our Ref: JT1 2009 13950 V01
Enquiries: Frank Kroll
Phone: 9420 2221



6 November 2014

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

11 NOV 2014
P.02.3
I-25879

Attention: Jennifer Ninnette, Senior Planning Officer

**PROPOSED SHIRE OF WYNDHAM EAST KIMBERLEY
LOCAL PLANNING SCHEME NO. 9 & LOCAL PLANNING STRATEGY**

Thank you for your letter of 5 September 2014 concerning the early advice request in relation to the proposed new Local Planning Scheme No. 9. Advice in relation to the proposed Local Planning Strategy has also been provided.

The advice provided by the Corporation is in accordance with the information given on the Department of Planning Regional Planning & Infrastructure Framework, and will be confirmed once this Scheme is advertised based on the reported information at that time. Reference has been made to the Kununurra-Wyndham Area Development Strategy (2000)

It is noted the Local Planning Scheme will provide a long term strategic planning framework for future developments within the Shire for the next 10 years. The review will focus on land use areas such as the major towns, rural residential areas, Lake Argyle area, Ord Irrigation area, and corresponding requirements for major utilities, such as water and wastewater services.

For the Scheme the Corporation is interested in the identification of facility sites and routes for pipelines.

For the Strategy, the content is on long term land and infrastructure planning, capacities, growth management through staging of works.

General

The Corporation meets of growth needs through a combination of water efficiency measures, demand management programs, infrastructure planning and scheduled capital investment.

In collaboration with the Australian Government Water for the Future Program, the Corporation aims to reduce water consumption by repairing leaks in systems and helping customers manage their water use. A recycling scheme exists in Wyndham.

The Corporation is responding to population growth by investing in major capacity upgrades at Wyndham and Kununurra Wastewater Treatment Plants, and is continuing to identify opportunities for recycling.

Water

Urban centres are monitored for growth in the long term, and schemes are upgraded in size according to requirements, however are subject to water allocations being granted by the Department of Water.

The Corporation applies and implements the policies of the Department of Water principally through its Better Urban Water Management Guideline and its own water efficiency guidelines for developers and planners, and its own planning processes that incorporates growth management and scheduling of works on its Capital Investment Program.

Kununurra

Analysis by the Water Corporation has indicated that there is spare capacity in the current system to provide new connections. This is likely to be sufficient in the short-term (0–10 years). The Water Corporation has identified staged infrastructure development to supply growth for at least the next 20 years. The current borefield is the only secure source of supply for Kununurra, and is strategically located upstream of the wastewater treatment plant. The Corporation is currently equipping two new bores. The maintaining of the existing Priority 1 (P1) classification for protection of the entire proposed reserve is a position strongly supported by the Water Corporation.

Wyndham

Source has sufficient capacity for additional growth however, conveyance and treatment assets require upgrades over time. Capability review and detailed planning is scheduled to be started shortly. A recycling scheme for irrigation is in place. Mooloolaba dam has capacity to supply Wyndham for the about the next 10 years.

Wastewater

There is sufficient capacity in the short to medium term to meet base line population growth scenarios. In the longer term, augmentation of wastewater networks will be conducted. It is important to note that there is significant seasonal variation in demand, in Kununurra, and Wyndham, which escalates requirements, and this is taken into account in the Corporation's planning.

Future demand for wastewater services in the region is driven by:

- Population growth, new developments or existing treatment assets reaching the capacity.
- Infill projects initiated and funded by the State Government.
- Flow due to increase visitation to the region's tourism sites.

Future planning and provision of wastewater services by the Corporation will address:

- Sufficient wastewater treatment and conveyance capacity by orderly planning and scheduling of works in accordance with population growth forecasts;
- Total water cycle management including for wastewater recycling and reuse in both town schemes and promotion on development sites;
- Adopting and implementing environmentally sensitive wastewater treatment methodologies in accordance with DER works approvals; and
- Use of emerging technologies to ensure the water sustainability is followed.

Wastewater infrastructure provision projects/study considerations:-

- Infill sewerage to regional centres and areas identified with sewerage network, as prioritised by the State Government.
- Corporation does not normally provide a service to country region industrial areas.
- Services in remote destinations to facilitate development of the tourism industry where identified. The Corporation does not have the responsibility of providing for these locations unless it is commercially viable to do so.

Current wastewater service demand and capacity

The treatment capacity for the towns of Kununurra and Wyndham are nearing capacity and either are/or will be scheduled for upgrades. The table below provides the treatment capacity and the average flow for these towns.

Settlement	Current demand	Licence capacity
Kununurra	1450kL/d, average, subject to seasonal variation	2000kL/d
Wyndham	200kL/d average, subject to seasonal variation	550kL/d

Current demand Licence capacity

Future capacity of wastewater services

Water Corporation has completed the long term planning for Kununurra WWTP and Treated Wastewater Management (TWWM).

Infrastructure Sites and Routes

For existing and planned infrastructure, it is important that sites are identified on the Local Planning Scheme in the interests of protecting existing sites and routes and obtaining future ones. Buffers where necessary are to be identified and shown as Special Control Areas where they are significant.

These matters can be further addressed when the draft Local Planning Scheme is received by the Corporation when advertised.

The existing network and sites are shown on the attached plans.

Kununurra Wyndham Area Development Strategy 2000

Kununurra Structure Plan is noted on page 68.

Wyndham Structure Plan is noted on page 77.

Lake Argyle Development Node Concept noted on page 87.

Updated plans will be required before the Corporation can comment further on infrastructure requirements.

Should there be further queries, please contact the undersigned.



Frank Kroll
Senior Development Planner
Development Services
Planning & Capability

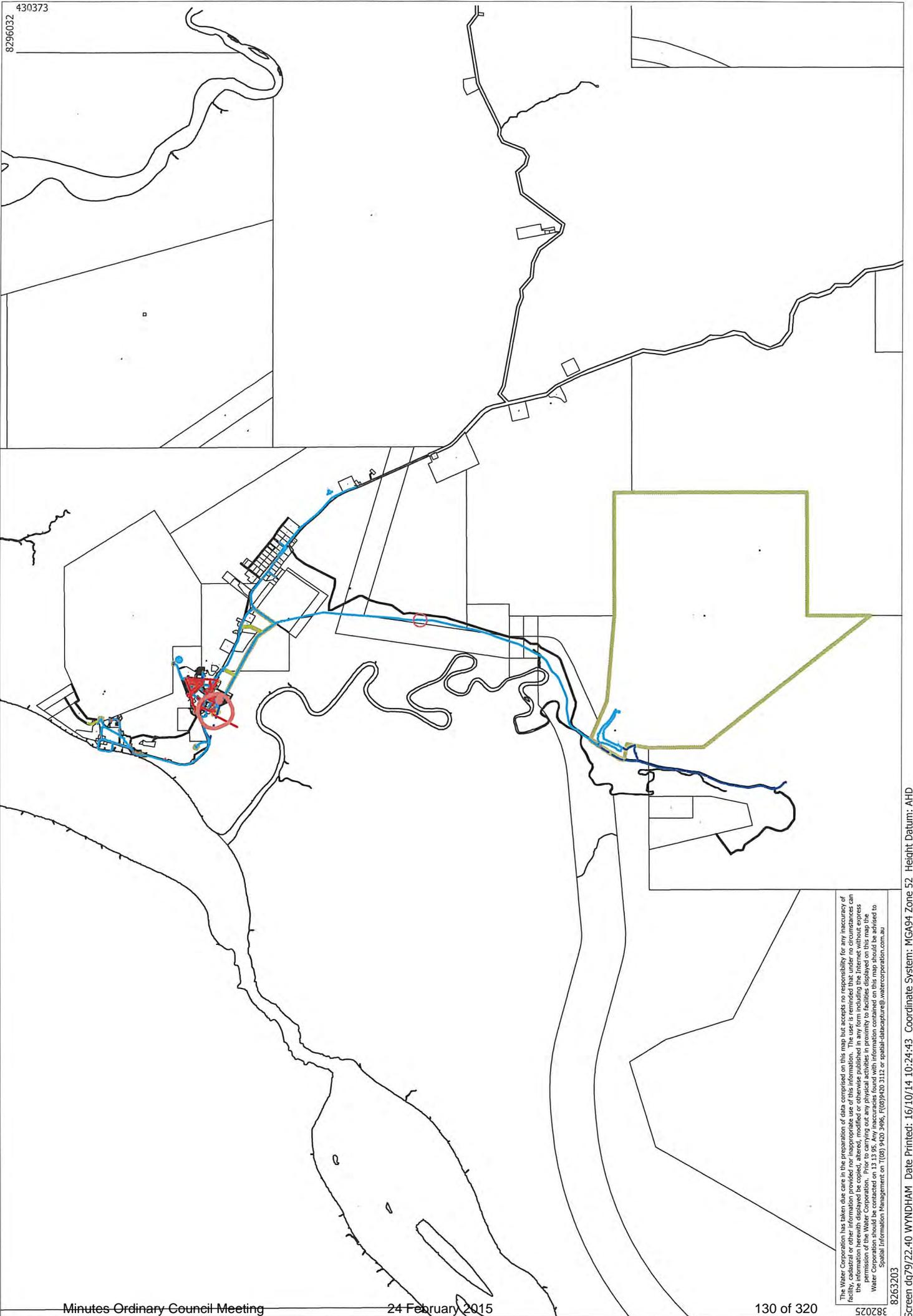
Attachments:

Existing Scheme Network – water & sewer

Current Planned Schemes – water & sewer



The Water Corporation has taken due care in the preparation of data comprised on this map but accepts no responsibility for any inaccuracy of facility, cadastral or other information provided nor inappropriate use of this information. The user is reminded that under no circumstances can the Water Corporation be held liable for any loss or damage, including consequential loss or damage, arising from the use of this information. The Water Corporation is not responsible for any inaccuracies found with information contained on this map should be advised to Spatial Information Management on T(08) 9420 3496, F(08)9420 3112 or spatial-datacapture@watercorporation.com.au



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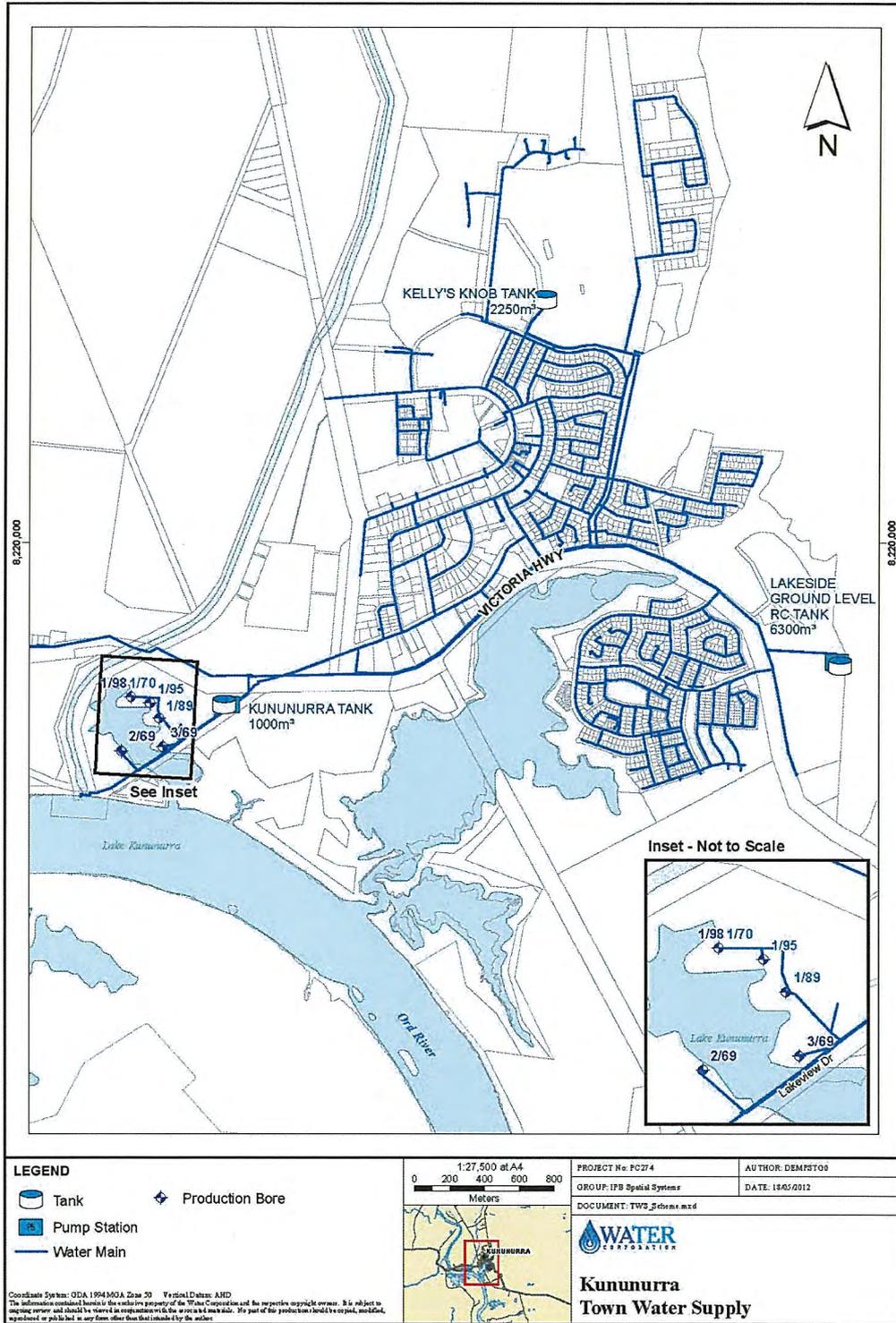
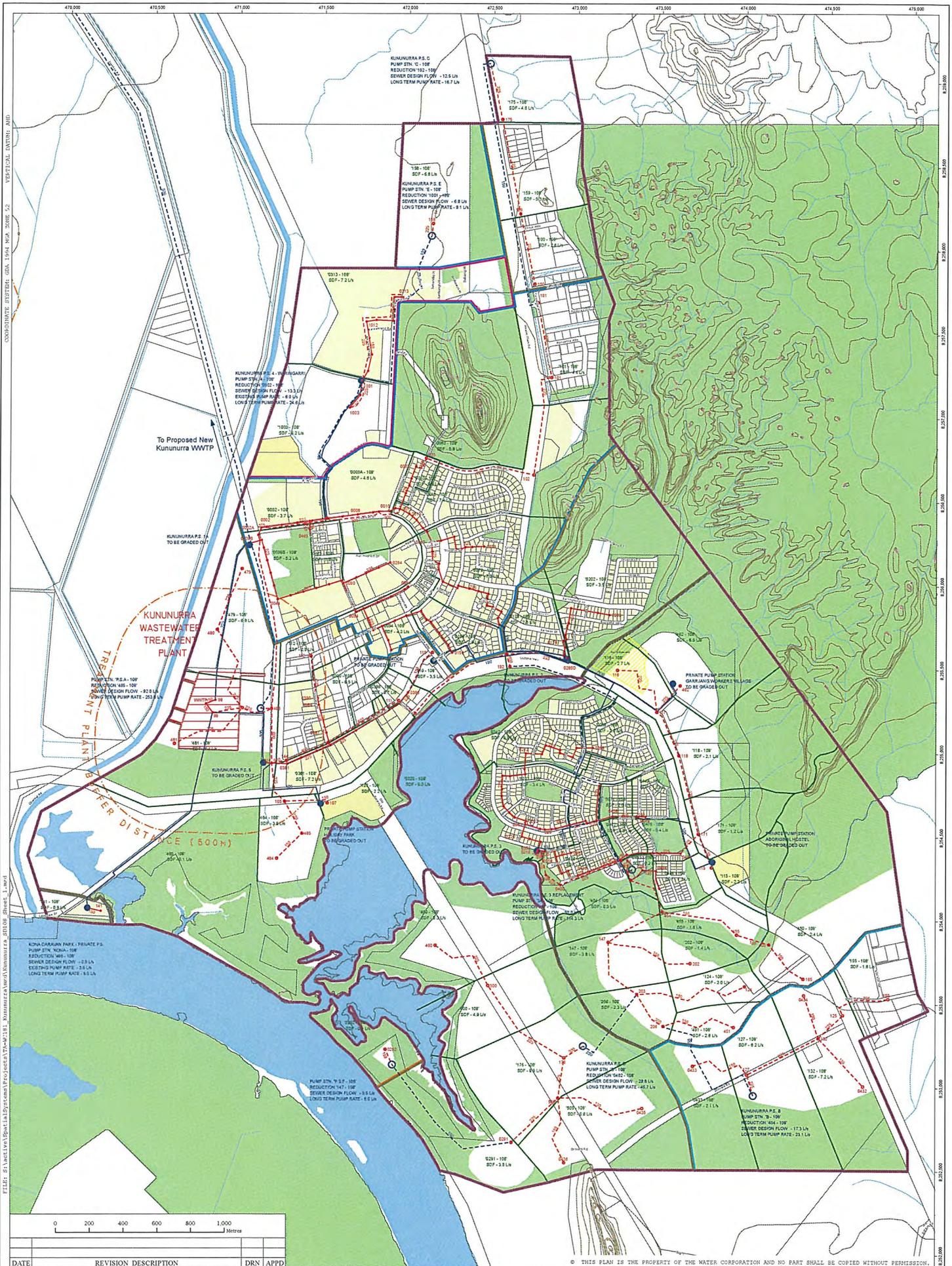


Figure 2.1 Kununurra Town Water Supply layout



Minutes Ordinary Council Meeting

24 February 2015

132 of 320



08 OCT 2014

Your Ref: I-24484: LP.023: TP3173
Our Ref: EHB-00545 EHB14/2232
Contact: Vic Andrich
Phone: 9388 4978

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

Attention: Jennifer Ninyette, Senior Planning Officer

Dear Mr Gaffney

PROPOSED SHIRE OF WYNDHAM EAST KIMBERLEY LOCAL PLANNING SCHEME No. 9

Thank you for your letter dated 5 September 2014 requesting comment from the Department of Health (DOH) on the above proposed planning scheme.

The DOH provides the following comment:

1. Scheme Water Supply and Wastewater Disposal

The proposed Local Planning Scheme No. 9 (LPS9) should require that any development is to be connected to scheme water and reticulated sewerage (where available) in accordance with the draft *Country Sewerage Policy*.

LPS9 should also highlight that approval is required for any on-site waste water treatment process (where sewer is not available) and reflect this regulatory requirement by referencing DOH publications as appropriate.

The necessary requirements may be referenced and downloaded from:

http://www.public.health.wa.gov.au/3/672/2/wastewater_legislation_and_guidelines_.pm

http://www.public.health.wa.gov.au/3/1430/2/subdivisions_and_town_planning_approvals.pm

2. Non-Scheme Water Supply

Where appropriate, any non-scheme development is to have access to a sufficient supply of potable water that is of the quality specified under the *Australian Drinking Water Quality Guidelines 2004*.

3. Public Health Impacts

Enclosed is a scoping tool that highlights public health issues that should be addressed and incorporated into LPS9. The scoping tool is available for download at: <http://www.public.health.wa.gov.au/cproot/3965/2/Residential%20estates%20and%20precincts%20JUNE%202011.pdf>

Environmental Health Directorate

Grace Vaughan House 227 Stubbs Terrace SHENTON PARK Western Australia 6008

PO Box 8172 PERTH BUSINESS CENTRE WA 6849

Telephone (08) 9388 4999 Facsimile (08) 9388 4955

www.health.wa.gov.au

Risk Assessment

An additional resource that may also be helpful is an enHealth document '*Risky Business*' – A resource to manage environmental health risks specifically tailored for local governments. Available for download at:

http://www.public.health.wa.gov.au/2/1400/2/health_risk_assessment.pm

Mosquito Borne Disease Control

Human cases of Ross River virus (RRV) and Barmah Forest virus (BFV) diseases occur annually in the Kimberley region. For example, in the 2008/2009 season, there were 26 cases of Ross River Virus in the Shire of Wyndham-East Kimberley and of these 24 occurred in Kununurra. An additional risk in northern areas of WA is the rare, but potentially fatal Murray Valley encephalitis (MVE).

The DOH recommends that The Shire of Wyndham-East Kimberley considers the risk of mosquito-borne disease when developing local planning schemes. The Shire is to ensure that they have sufficient resources to continue mosquito management to protect current and future residents from exposure to disease-carrying mosquitoes.

Buffer Distances

LPS9 should adhere to and reference the necessary buffer separation distances between agricultural and sensitive land uses and ensure that there is no development or community activity within the buffer areas.

The DOH has released *Guidelines for Separation of Agricultural and Residential Land Uses* and it should be taken into consideration. A copy is attached or it may be accessed from the Public Health website:

<http://www.public.health.wa.gov.au/cproot/4913/2/Guidelines%20for%20Agricultural%20and%20Residential%20Buffer.pdf>

4. Disaster Preparedness and Emergency Management

You may consider incorporating or integrating the Shires Disaster Management and Emergency Response Plan (DMERP) with the proposed scheme to maximize common infrastructure requirements.

Such a plan should address the health impacts of applicable incidents identified in the "Critical Infrastructure Emergency Risk Management and Assurance Handbook" (Emergency Management Australia, 2nd Ed May 2004,

<http://www.em.gov.au/Publications/Corporatepublications/Pages/CriticalInfrastructureEmergencyRiskManagementandAssuranceHandbook.aspx>)

In consideration of the issues the Shire would be advised to address the following:

- Limited health infrastructure in the region
- Limited health specialist and general personnel in the region
- Distance
- Communications redundancy
- Disaster equipment
- Staff training
- Business continuity, with particular attention to reliance on resources that may also be relied upon by other industries that are active in the area.

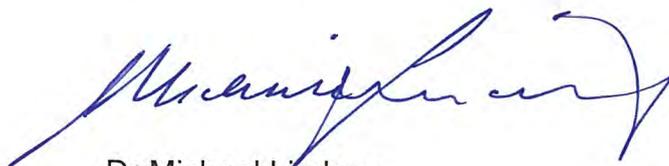
5. Land Use Planning for Natural Disasters

Land use planning can guide the use of land to effectively reduce risk and enhance sustainability for areas prone to hazards such as flooding (including storm surge), fire, landslide, earthquake, strong wind and coastal erosion.

Refer to: <https://www.em.gov.au/Documents/Manual07-PlanningSaferCommunities.pdf>

Should you have queries or require further information please contact Vic Andrich on 9388 4978 or vic.andrich@health.wa.gov.au

Yours sincerely



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Residential estates, precincts and urban developments

Scoping Tool: Public Health Considerations

This information sheet has been designed for State and Local Governments, and developers, who intend to develop land for residential estates and precincts.

Prior to development of land, public health needs to be considered in the early planning stages to ensure developments do not impact negatively on the health and wellbeing of future populations living in or around the area, as well as enhance the human health benefits of these developments.

This is a cost effective way of minimising future health implications and associated health related costs that may be imparted onto State and Local Governments, developers and local businesses, due to poorly planned or located developments.

To assist with understanding the potential health impacts associated with a proposed development, written evidence should be provided to health authorities on how identified public health factors and their potential impacts on public health and well being will be appropriately eliminated, mitigated or managed.

Public health factors to be considered include (but not limited to):

Air quality

- Spray drift, dust, smoke, ash, odour
- Buffers
- Noise (including traffic)
- Light

Water quality

- Wastewater disposal
- Drinking water
- Non-drinking water (recycled water or alternate water supplies)
- Environmental waters (for recreational use)

Land and hazard management

- Vector borne disease (mosquito management)
- Nuisance insects (stable fly)

- Pest management
- Pesticide use
- Contaminated sites

Radiation safety

- Powerlines, electromagnetic fields and health

Communities

- Climate change
- Provision of health services (hospitals, GPs)
- Healthy built environment
 - Physical activity
 - Sensitive uses (e.g. schools)
- Consulting with the community



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Air quality

It is essential to minimise incompatible land uses located adjacent to agricultural and industrial operations in a manner that inhibits normal farming and business practices, or impacts on the health of future residents.

Agriculture and chemical spray drift

The off-target movement of chemicals can be a major cause for concern to residents in proximity to farming and industrial areas. These concerns are largely based on fear of exposure to hazardous pesticides and other chemicals via spray drift, but also due to the detection of odours associated with their use.



Pesticides can drift hundreds of metres and further, depending on the method of application. The effective use of some herbicides often relies on them being applied in the presence of low wind. This also helps in avoiding chemical inversions which can travel some kilometres.

Spray drift can also cause significant damage to neighbouring crops and impact on aquaculture. Pesticide drift or direct spraying could also impact on water quality in residential rainwater tanks. This could cause possible adverse health affects, where rainwater is the sole source of potable water. Roofs can act to channel dust or chemical residues into rainwater tanks, with the end result being a concentrating affect.

Developers need to demonstrate how the risk to human health from spray drift would be managed, taking into consideration the type of agricultural activity currently undertaken on adjoining properties.

Where there is significant risk of chemical and spray drift occurring, it is necessary to implement an air quality monitoring plan to assess the level of contaminants likely to be associated with the proposed development, and reflect the locations where humans have the potential to be affected, either now or in the future. The monitoring plan should contain adaptive mitigation and management practices sufficiently flexible to respond proactively to conditions likely to generate emissions.

Early consideration of health and wellbeing also provides an opportunity to enhance the health benefits of a development for future residents.

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Emissions

People who move into residential estates do not expect industrial emissions to impact their health. They also expect a high standard of amenity.

A primary responsibility of state planning authorities is the preservation of air quality over residential areas both for purposes of health and amenity. The National Environmental Protection Measure (NEPM) for Ambient Air Quality prescribes an ambient air quality standard for six key pollutants (PM₁₀, O₃, CO, NO₂, SO₂ and lead) in areas where people live. These standards include dust levels that protect against the adverse health effects from dust while separate guidelines also exist for dust levels that preserve amenity.

The Department of Health recommends the application of the "Planning Guidelines: Separating agricultural and residential land uses", produced by the Queensland Department of Natural Resources. These Guidelines provide technical advice and guidance on reducing the potential for conflict between farming activities and residential developments.

Developers interested in developing land close to industry may have their developments compromised by lack of appropriate planning. Land uses around which a buffer distance for residential air emissions is required varies from no buffer required to buffer distances of 1 – 3 km or more.

Developers should be aware that buffers can be implemented by State Government long after developers have purchased land for residential estates wherever developments encroach onto heavy industry or land zoned and reserved for mixed industrial development.

Where there is a risk for industrial air borne emissions to impact proposed developments, planners and developers need to be aware of the potential for air-emissions to adversely impact the health and amenity of future residents.

Dust, smoke and ash

Agricultural and industrial activities can generate dust, smoke and ash through a variety of activities and processes that include farming, transport and shipping, fires, light and heavy industry and others. These activities can cause extensive nuisances to surrounding populations particularly when enhanced by local conditions, including wind strength and direction, rainfall, humidity and ambient temperatures, soil type, and vegetative cover.

Dust, smoke and ash can have significant adverse health effects on individuals and communities. Even perceived health effects can contribute to significant community unrest when land use compatibility has been overlooked.

The reasons for land use incompatibility are highly individual and may need to be addressed on a case-by-case basis.

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Odour

Odours can arise from use of agricultural chemical sprays, fertilisers (inorganic and organic), effluent disposal, intensive livestock activities (e.g. feedlots, piggeries and poultry farms), decomposing plant material (e.g. swamps and composting facilities), as well as plants as well as heavy industry.

Odours can impact on a resident's quality of life, and may have the potential to cause significant nuisance complaints for industry and local authorities. Odours also have the potential to have direct health effects and should be treated seriously by developers.

Buffers

Buffer areas are legitimate planning tools and are used to separate land uses to ensure long term protection of both areas impacted upon and minimise potential health impacts and any future conflicts. Examples of activities that require buffers include sewage treatment works, abattoirs, tanneries, composting plants and rendering works, intensive animal and plant production facilities (such as feedlots, piggeries and poultry sheds), and any industry or agricultural practice emitting emissions into the environment.

Information on buffer distances related to different industry activities can be obtained from the Environmental Protection Agency and the Department of Planning websites at www.epa.wa.gov.au and www.planning.wa.gov.au.

Noise

Noise pollution is a potential problem with closer encroachment of residential living on rural and industrial areas. Potential noise impacts to incoming residents could occur from such sources as intensive animal industries (poultry farms, feedlots), abattoirs, dairies or irrigated horticulture, constant or long-term noise, (e.g. pumps or refrigeration plants), and intermittent noise from tractors, other machinery and transport.

Noise can lead to significant health and public nuisance concerns to future residents. It is essential to undertake noise level monitoring to establish current background levels at the proposed boundaries of the development to ensure appropriate mitigation strategies are implemented.

Traffic

Increased traffic movements of trucks and machinery offsite through residential areas and local towns (including transient aboriginal communities) can cause concerns. It is important that where there is an increase in transit traffic appropriate planning and discussion with potentially affected communities is undertaken.



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Light

Consideration is needed for the potential for light pollution, characterised as excessive or obtrusive artificial light, which may affect nearby communities.

Light pollution can be divided into two main types: (1) annoying light that intrudes on an otherwise natural or low-light setting and (2) excessive light that leads to discomfort and adverse health effects. Its sources include advertising lights, commercial properties, offices, factories, streetlights, other buildings and illuminated sporting venues.

It is important to consider any light obtrusive activities surrounding the proposed development to ensure they do not impact on new communities.

Water quality

Wastewater disposal

All residential developments require access to wastewater systems to dispose wastewater generated safely.

Large scale residential developments require the provision of reticulated sewerage delivered by a licensed supplier in accordance with the (*draft*) *Country Sewerage Policy* and the *Perth Metropolitan Regional Government Sewage Policy*.

However, in some instances existing reticulated sewerage systems, particularly in regional and remote areas, is not available or planned. Moreover, existing sewerage systems may not have the capacity to accommodate increases in connection rates without significant investment. Therefore, it should be noted that it can take several years from planning stage discussions before an upgrade is operational.

In situations where onsite wastewater systems are proposed, such as septic tanks or aerobic treatment units, it is essential to conduct a Land Capability Assessment or a geotechnical report as per AS 1547 (2000) at the lot and subdivision level. In all cases lot sizes shall be able to accommodate the wastewater generated on-site.

Written evidence should be provided on:

- The predicted population size to reside within the development
- Whether the development will be connected to the reticulated sewerage system. If so:
 - The capacity of the local reticulated mains to handle the increase in generated wastewater volumes, and/or details of future proposals to upgrade the reticulated sewerage system or the wastewater treatment plant
 - Whether the development will require lots to be connected to onsite wastewater systems. If so provide a Land Capability Assessment at the lot and development levels, or a Geotechnical report as per AS 1547 (2000) at the lot and development level.



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Drinking water

A safe and potable supply of drinking water is essential for all. In situations where connection to drinking water supply through a licensed provider is not available, consideration must be given to alternative household drinking water systems quality, how many people will need access to drinking water and how drinking water will be supplied to the estate.

Written evidence should be provided on:

- Drinking water volumes required
- How drinking water will be provided to households
- The commitment to comply with the Australian Drinking Water Guidelines 2011 (2011 ADWG), as published by the National Health & Medical Research Council
- The establishment of a Drinking Water Quality Plan including a drinking water quality monitoring program for chemical and microbiological analysis)
- Routine evaluation of the 12 elements of the Drinking Water Quality Plan.

Where rainwater is proposed as the main source of potable water, consideration must be given to WA's decreasing rainfall patterns. In addition, depending on the proximity of the estate to agricultural and industrial sites, there is the potential for roofs to act as a funnel and capture dust, chemicals and spray drift residues that may concentrate in the rainwater tank. Rainwater monitoring and other mitigation strategies will be required to ensure the health of future residents is not compromised.

Non-drinking water (recycled water or alternative water supplies)

The Department of Health supports non-drinking water schemes as a sustainable and beneficial option to manage water resources. However, serious health implications may result if non-drinking water (in particular recycled water) is not appropriately installed and managed.

Written evidence should be provided on:

- The intention for all recycled water schemes to be approved by the Executive Director of Public Health prior to implementation.
- The volumes of non-drinking water produced/required
- The treatment of the non-drinking water to a level that is fit for purpose
- The commitment to implementation of the relevant Australia Water Recycling Guidelines: Australian Guidelines for Water Recycling - Phase 1 (2006); Australian Guidelines for Water Recycling - Phase 2: Stormwater Harvesting and Reuse (2009); and the Australian Guidelines for Water Recycling - Phase 2: Managed Aquifer Recharge (2009).
- The establishment of a Recycled/Alternate Water Quality Plan including the water quality monitoring program
- Routine evaluation of the 12 elements of the Recycled/Alternate Water Quality Plan.

Note: The Department of Health cannot support mandatory recycled water re-use for a development. Rigid sustainability targets may not recognise that some areas may not be



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suitable for garden grey-water re-use, due to potential issues such as the height of the groundwater table, proximity to wetlands, small lots sizes etc.

Environmental waters (for recreational use)

Communities place great importance on the need to keep waterways commonly used for recreational activities such as swimming, surfing and fishing, free from disease and other health related problems.

The increase of impermeable surfaces and changes to drainage patterns can accelerate soil erosion, siltation and sedimentation; and increase the risk of flooding. Techniques to alleviate conflict due to downstream effects of residential development include suitable erosion, sediment and stormwater control during the construction and operational stages of a development.

It is essential to protect recreational water environments against direct contamination from faecal and chemical contaminants from the estates and associated infrastructure.

To minimise the risk of recreational water illnesses, written evidence should be provided:

- Stating that no recreational water body in close proximity to the development site will be impacted by faecal or chemical contamination
- (Where appropriate) Of the intention to develop and implement a recreational water monitoring and management program in accordance with the National Health Medical Research Council, *2008 Guidelines for Managing Risks in Recreational Water* to monitor microbial, algal species and numbers and chemical contaminants in recreational waterways that may experience contamination from the site. This should include background monitoring prior to construction, during construction and following operation.
- There may also be a need to undertake similar types of monitoring in relation to fish/shellfish health for recreational collection and consumption.
- Depending on the nature of development, construction activities e.g. where dredging or similar activities may be required, then other parameters e.g. pH, water clarity (Secchi disc measurements), dissolved oxygen levels, total suspended solids in relation to aesthetics and physical water quality suitability for recreation may also be required.

Recreational waterways must be kept free from contaminants to prevent recreational water illnesses.

Land and hazard management

Vector borne diseases (mosquito management)

Mosquito populations and the types of mosquito-borne diseases vary across WA. Existing habitats such as wetlands can support extensive mosquito populations and can cause serious nuisances to humans who may reside within these areas, as well as increase the chance of people contracting debilitating or potentially life threatening mosquito-borne diseases.



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New estates may be proposed in areas that are not suitable for humans to live. Re-contouring the land and installing infrastructure can create new habitats for mosquitoes to breed.

Developers tend to ignore concerns raised about the need to minimise mosquito breeding and can put the health of future populations at risk of contracting diseases such as Ross River virus disease and Barmah Forest virus disease, as well as making life unbearable for the people who end up living in these mosquito infested areas.

Developing in mosquito prone areas can be a long term financial burden to State and Local Governments.

Some developments are simply proposed in areas that are not suitable for humans to live.

The long term investment needed by State and Local Governments to control mosquito populations to a level that minimises the risk of disease, and the number of nuisance complaints, can be a significant financial burden. Therefore, it is essential that developers and State and Local Governments consider these health implications (including long term financial costs) associated with developing in mosquito prone areas.

To minimise the risk of mosquito-borne disease and breeding sites, a proponent needs to provide written evidence of the following:

- The identification of existing breeding locations within close proximity to the proposed development, and the extent of known mosquito-borne disease risk and nuisance levels from biting insects.
- Commitment to develop and implement a mosquito management plan that provides strategies for managing mosquito breeding sites during construction and ongoing operational phases of the development and minimising the exposure of future residents to adult mosquitoes.
- Commitment to locate, design and maintain any proposed man-made water bodies (e.g. constructed wetlands, vegetated swales and other stormwater infiltration infrastructure) in accordance with the *Chironomid midge and mosquito risk assessment guide for constructed water bodies* (Midge Research Group, 2007).

Nuisance insects (stable fly)

Consideration needs to be given to other nuisance insects such as stable fly that may cause health concerns to future residents.

Stable fly can be a significant public health concern and is generally a problem surrounding rural activities such as agriculture, irrigated horticulture, animal industries, dairies, piggeries and the like.



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Consequently, incoming urban residents may be exposed to nuisance fly breeding and infestation that can be associated with surrounding activities.

Stable flies are an aggressive, biting, blood sucking fly that attack livestock, domestic pets and humans in search of a blood meal. The primary host animals are cattle and horses which are normally 'accessible' to stable flies in a rural environment. The repeated biting attacks can cause considerable suffering and distress to animals and in some cases, cause death. Whilst this is not strictly a public health issue it can be a significant nuisance to residents and cause suffering and annoyance to livestock and domestic pets.



Stable fly breeding has been known to be a problem in the Shires of Harvey, Gingin, Serpentine/Jarrahdale and Murray that have mixed agriculture and horticultural activities.

One of the main sources of breeding has been the use of poultry manure for vegetable production on the Swan Coastal Plain. It is also known that stable flies also breed prolifically in rotting vegetable material, other manures, animal bedding and feed (if left exposed to the elements).

It is known that flies can travel some distance to find a food source, breeding site or host animal. In WA, significant resources have been invested by industry and governments where stable fly has caused public health problems in residential developments surrounding agricultural sites.

To minimise health risks associated with nuisance insects it is recommended that the proponent undertakes land use surveys within a 5-10 kilometer radius of the proposed estate to ascertain activities that may pose a risk from nuisance fly breeding, particularly if there are known stable fly problems in the area.

If any such activities are identified then effective management plans should be developed in consultation with the landowners on which the activities occur.

Pest management

All developments are likely to attract pests such as mosquitoes, cockroaches, rats and feral animals, which need to be controlled to prevent health concerns for the surrounding community.

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Written evidence should be provided on the intention to develop and implement a pest management plan that appropriately controls pests and minimises any use of pesticides in the control of insect pests, weeds and where appropriate feral animals.

Pesticide use

There are general requirements for estates to control pests (weeds, weed pathogens, vermin, vectors, feral animals etc) on the site. However, appropriate training and licenses are required in accordance with the *Health (Pesticides) Regulations 2011*.

Written evidence should be provided on the intention to control pests by employing the use of contractors who are appropriately trained and hold a current Pest Management Technician Licence and be employed by a Registered Pest Management Business.

If a proponent wishes their own employees to apply pesticide(s) as part of their Pest Management Program, then the employees should be provided with sufficient knowledge, skills, training and the personal protective equipment to safely apply the pesticide(s).

Contaminated sites

Many estates may be proposed on land that is potentially contaminated from previous or existing land uses. Contamination may be of ground and surface waters and soil, and result from the release of hazardous substances associated with industrial and commercial activities, poor asbestos removal practices or dumping, or the disturbance of acid sulphate soils.



If a site is suspected of or known to be contaminated it will need to be reported to the Department of Environment and Conservation (DEC) in accordance with the *Contaminated Sites Act 2003*.

DEC will assess and classify the site if necessary, which may trigger a formal process of site investigation and/or cleanup. The aim of this work is to ensure that any contamination does not present an unacceptable risk to the environment or to people.

Acid sulfate soils

Acid sulfate soils (ASS) are naturally occurring soils and sediments containing iron sulfides, most commonly pyrite.

When ASS are exposed to air the iron sulfides in the soil react with oxygen and water to produce a variety of iron compounds and sulfuric acid. Initially a chemical reaction, the process is accelerated by soil bacteria. The resulting acid can release other substances, including heavy metals, from the soil and into the surrounding environment.

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The production of hydrogen sulphide gas from ASS is a source of concern for public health.

Further queries on contaminated sites and ASS should be directed to the Department of Environment and Conservation Contaminated Sites Branch. DEC will request Department of Health advice when appropriate on human health issues and public risk related to contaminated sites and ASS.

Radiation safety

Powerlines, electromagnetic fields and health

The magnetic field from a power line can vary widely because the current in the wires depends on the amount of power consumed. On the other hand, the electric field from a power line varies very little because the voltage essentially remains constant.

Electric and magnetic fields are also different in the way they interact with our bodies. Electric fields have very little penetration, while magnetic fields can penetrate to our inner organs.



The strongest electromagnetic fields (EMFs) are found around those major transmission lines that carry the highest voltages and currents. EMFs are also present around suburban distribution systems that, although at much lower voltages, still carry large currents.

Each power line runs along a corridor of land called an easement. The width of the easement is determined by a number of factors, including the electrical load on the line. The widest easements, naturally, are given to the lines with the highest loads e.g. an easement width of 60 metres is typical for 330kV lines.

Public access to an easement is permitted, but building and long-term occupation are not. At the edge of an easement, the EMFs are appreciably lower than they are in the centre. The World Health Organisation limits are not exceeded anywhere within easements; the EMFs outside easements are consequently well below these limits.

On this basis, there is no reason to discourage either residential development that borders power line easements, or short term recreational activity within easements.

The Radiation Safety Act and Regulations specify maximum exposure limits for non-ionising emissions from radiofrequency radiation, ultraviolet radiation and electromagnetic fields from powerlines and electronic equipment. Where a potential hazard in this area may arise, the Radiation Health Branch can provide advice on determining compliance to the relevant standards or guidelines.

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Communities

Climate change – health considerations

It is now known that our changing climate presents a significant and emerging threat to public health. Public health impacts have been identified that should be considered in any future developments. Some of the health concerns that may warrant consideration by developers include:

Heat effects

Increases in temperature are predicted. Design requirements may include retaining natural vegetation and trees that help to cool urban and rural environments, consideration of the albedo level of surface materials, as well as using passive solar designs for buildings.

Extreme weather related health effects

Increases in floods, cyclones and bushfires are predicted. Developments should not be located in flood plains and should be designed to withstand extreme weather conditions. In bushfire prone areas, adequate precautions should be taken to minimise the risk to human life in the event of a fire.

Water consumption

A reduction in rainfall is predicted. Consideration should be given to the supply and use of water, particularly in regional areas, and approved methods to reduce and reuse water.

Healthy built environments

The way in which neighbourhoods are designed can have a profound affect on how people get around, whether people can easily walk or cycle for transportation and recreation and whether people can access healthy food. It can also have a big impact on community wellbeing and physical and mental health

The Department of Health supports strategies that create an urban environment that supports physical activity and healthy eating. A good neighborhood should be designed to encourage people to walk, cycle, use public transport, use public open spaces and other recreational facilities and enable easy access to healthy food.

Key principles in designing the built environment can contribute to the health and wellbeing of the community. There are a number of key principles:

- Mixed land use integrated with transport.
- Accessible, convenient and safe active transport



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(walking, cycling and public transport).

- Well connected streets, pathways and walking/cycling routes.
- Dwellings within 400m walkable catchments of activity centres, schools, shops, parks and public transit stops.
- Mixed housing types and density.
- An attractive and welcoming urban form.
- Safe and accessible places for all users.
- Parks and open space with a mix of formal and informal physical activity uses and community gardens.
- Supporting infrastructure that encourages physical activity e.g. lighting, bike lockers and shade.
- Limiting density of fast food outlets.

When these design principles are integrated and applied correctly a range of health, social, economic and environmental benefits will follow. It can improve the wellbeing of the community and help to foster a prosperous economic future. Further information is available from the Healthy Spaces and Places website www.healthyplaces.org.au and Active by Design www.heartfoundation.org.au.

Sensitive uses e.g. schools, hospitals and child care centres

Where facilities for the more vulnerable in our communities are planned for an estate, special consideration should be given to the location of these types of facilities. For example:

- Primary schools and child care centres should not be located on major roads.
- Premises selling junk food, tobacco and alcohol should not be located around schools and childcare centres.
- Schools should be located and designed to facilitate shared use of ovals and other facilities.
- Schools and hospitals should not be located near industrial areas or high disaster potential industries such as petrol stations.

Consulting with the community

The Department of Health regards community consultation as an important part of the planning stages for new residential estates that may impact both positively and negatively on the local community. It is essential for any community to be given opportunities to participate in decisions that have the potential to improve the health and wellbeing.

It is important that proponents and communities are aware of issues that may be perceived as health risks. This provides developers with an opportunity to minimise or eliminate issues that may be seen to cause public health concerns during the early planning stages of developments.

Addressing health concerns early can save significant amounts of money that may be needed in the future to minimise or eliminate public health concerns. Proponents are encouraged to demonstrate that they are working effectively with communities.



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Further information

The Public Health Division of the Department of Health of Western Australia has a range of health resources and experts who can provide advice on improving the health outcomes of residential estates, precincts and developments. For further information visit www.public.health.wa.gov.au

This document was produced by the Health Impact Assessment team of the Environmental Health Directorate on behalf of the Public Health Division. This document will be regularly reviewed and updated. Feedback can be provided by emailing ehinfo@health.wa.gov.au with "Health Impact Assessment" in the subject heading.

May 2011



Guidelines for Separation of Agricultural and Residential Land Uses

Establishment of Buffer Areas

August 2012

Definitions

Agricultural land use - The use of land for the production of food, fibre and timber, including grazing, cropping, horticulture and forestry.

Buffer area/zone - A buffer is formed to create an area of separation between conflicting land uses.

Buffer element - A natural or artificial feature within a buffer area that mitigates an adverse impact, including open ground, vegetation or constructed/acoustic barrier.

No-spray zone - An area in which direct application of the agricultural chemical is prohibited; this area is specified in distance between the closest point of direct chemical application and the nearest boundary of a site to be protected, unless otherwise specified on a product label (APVMA).

Registered pesticide - A pesticide that is registered under the Agvet Code of Western Australia Part 2

Residential development - Urban subdivision, low-density residential subdivision and rural allotments created primarily for residential purposes and other places uses as human accommodation, excluding dwellings associated with bonafide agricultural holdings.

Sensitive land use - Land uses considered to be potentially sensitive to emissions from industry and infrastructure including residential developments, hospitals, hotels, motels, hostels, caravan parks, schools, hospitals, nursing homes, child care facilities, shopping centres, playgrounds, and some public buildings.

Separation distances - The total linear distance between a source and a sensitive receptor.

Spray Drift - The movement of pesticide away from the target area in the atmosphere. The three main forms of drift are droplet drift, vapour drift and particulate drift.

Vegetative barrier - A vegetative barrier is usually a tree or shrub line that is located on the downwind side of a sprayed area to protect an area susceptible to spray drift. Vegetation is sometimes planted deliberately to filter spray drift from the environment.

Abbreviations

APVMA - Australian Pesticides and Veterinary Medicine Authority, a Commonwealth government statutory authority established in 1993 to centralise the registration of all agricultural and veterinary chemical products and labels into the Australian marketplace

DOH - Department of Health

Introduction

This document has been developed to consolidate the current Department of Health (DOH) position for the establishment of buffer areas in new residential subdivisions where possible conflicts with existing agricultural land use exist. The need for a formal policy arises as an increasing number of residential developments encroach on land previously occupied for agricultural use and concerns are raised or health impacts reported. Buffer areas can reduce conflict, health impacts and resulting complaints from conflicting agricultural, residential and other urban land uses.

The DOH has largely adopted the best practice standards described by the Queensland Department of National Resources in their "Planning Guidelines: Separating Agricultural and Residential Land Uses – August 1997" and supported by CSIRO (2002). Other jurisdictions have used similar processes.

Purpose

This document provides specific requirements to assist local governments, developers, land owners and consultants in providing adequate separation from conflicting land uses. These guidelines should be used in conjunction with State Planning Policy 4.1 (draft for public comment WAPC July 2009) and *Guidance for the Assessment of Environmental Factors No 3 Separation distances between industrial and sensitive land uses* (Environmental Protection Authority, (June 2005).

All chemical use must comply with existing legislation. Spraying practices will also need to comply with the APVMA "no spray zone" which is being introduced to the labels of new and existing pesticides. A designated buffer area under these guidelines will contribute to the area included as a "no spray zone", allowing a greater portion of agricultural land to be available for crops where a large "no spray zone" applies.

Scope

This document provides recommendations on the minimum separation distance required between agricultural land use and residential land use based on current scientific knowledge and industry practice. These separation distances may be applied to other proposed sensitive land uses.

Single residential dwellings located in land zoned Rural, Agricultural or equivalent in local and regional planning schemes are excluded from this document.

Objective

The objective of this guideline is to avoid conflicts arising from proposed residential developments and other sensitive land use near existing agricultural land. This guideline will assist in minimising health and nuisance impacts from chemical use and dust.

Limitations

Considering the complexity in determining a safe buffer distance applicable to multiple situations it is important that the design of buffer areas is based on the best possible evidence and is conservative in its approach.

Vegetative buffers may not be suitable where the chemicals in use may result in vapour drift (eg. soil fumigants) or where herbicide spray drift would impact on the vegetative buffer. In these circumstances a 300m buffer distance would apply.

Safe application of chemicals, design and use of spray technology/equipment and requirements under existing legislation are not specifically covered by this document. Buffers are not substitutes for good spray management practices.

Establishment and maintenance of buffer areas

New residential developments should protect the rights of the existing agricultural producers to continue to perform farming activities on their land.

The following measures should be implemented at the earliest possible planning stage to minimise impacts on public health:

1. Where land is approved for subdivision or residential development the prospective proponent must be advised by the local government of the requirement for buffer areas to be included.
2. Applications for development are to consider and describe the existence and location of surrounding land uses, including viticultural and agricultural activities, and site the development in a position which will not result in the potential for land use conflict between neighbouring land uses.
3. Applications for a site being developed for residential purposes are to include buffer areas that are planned and funded by the proponent of that development, unless otherwise determined by mutual agreement with existing land owners (including land owned by State and Local Authorities).
4. Buffer areas should apply from the boundary to boundary of the conflicting land uses.
5. Consideration needs to be given to the time in which an area remains "mixed use". Buffer areas may be temporary and can be reserved for public open spaces or further residential development once conflicting agricultural land use has ceased. Residential subdivision applications may include future residential lots that will fall within the buffer area that will be constructed only when neighbouring agricultural activities have ceased.
6. Persons intending to live in or adjacent to an agricultural land use area need to be fully informed of the agricultural practices and their potential impact on health or amenity before they settle into the area.

7. Where a vegetative buffer is planned, the proposals must state who is responsible for planting and maintaining the buffer area vegetation. The vegetative buffer needs to be planted and established before building approval is granted. A legal agreement must be established that specifies the legal and ongoing obligations on the developers, local government and landowners.
8. Any alternative design is based on a thorough analysis of the specific site conditions by an expert and should be approved by the Environmental Protection Authority/ Department of Health.

EPA Guidelines require the following separation distances for common agricultural uses:

Industry	Description of Industry	Buffer Distances
Market Gardens	Broad Scale Operations	300-500m
Orchards		500m
Turf-farms and lawns		500m
Vineyards		500m

The precise design of the buffer will depend on many different factors including the chemicals used, method of application, the site, the proposed land-uses and the adjacent or nearby land use and characteristics including road reserves and existing vegetation.

The following minimum requirements will be considered suitable by the DoH:

1. A separation distance of 300m for to control spray drift, dust, smoke and ash.
2. Alternatively a 40 m separation distance can be used where a vegetative buffer has been adequately designed, implemented and maintained in accordance with these guidelines.
3. Vegetative buffers will not be operational until trees reach the minimum effective height to control spray drift. Residential areas should not be developed within 300m until this time.

Natural geographical features (watercourses and ridge lines), public open spaces, road reserves etc. can be used to meet the required separation distances. Areas reserved for public open spaces should not be designed for recreational use (eg. playground, community facilities) until agricultural activities are ceased.

In some circumstances a temporary, suitably designed constructed buffer with 50% porosity and of sufficient height may be accepted (ie. where residential development of existing agricultural land is likely to occur before a vegetative buffer can be established and chemicals used are of low public health risk). Temporary buffers are subject to the same design criteria as permanent ones to ensure their effectiveness. Constructed buffers should be submitted for approval as an alternative design.

Requirements for Vegetative buffers

To be effective barriers to spray drift, the vegetated buffers need to meet the following criteria:

- Be located as close as practicable to the point of release of the spray.
- A minimum total width of 40m made up of 10m cleared fire break area either side of a 20 m wide planted area.
- Contain random plantings of a variety of tree and shrub species of differing growth habitats, at spacings of 4-5m.
- Include species with long, thin (needle-like) and rough (furry/hairy) foliage which facilitates the more efficient capture of spray droplets and which are fast growing and hardy;
- Foliage should be from the base to the crown; mixed plantings of trees may be required to ensure there are no gaps in the lower canopy.
- Provide a permeable barrier which allows air to pass through the buffer. A porosity of 0.5 is acceptable (that is, approximately 50% of the screen should be air space).
- Have a mature tree height twice the height of the spray release height.
- Have mature height and width dimensions which do not detrimentally impact upon adjacent crop land.

Applications for development where biological buffers are proposed shall include a detailed landscaping plan indicating the extent of the buffer area, the location and spacing of trees and shrubs and a list of tree and shrub species. The application shall also contain details concerning the proposed ownership of the buffer area and the means by which the effectiveness of the buffer is to be maintained.

This document is available in alternative formats on request for a person with a disability.

13.4.6 Mantinea and Ord West Bank Development Areas

DATE:	24/02/2015
PROPONENT:	Shire of Wyndham East Kimberley
LOCATION:	Parry Creek Road
AUTHOR:	Jennifer Ninyette, Senior Planning Officer
REPORTING OFFICER:	Louise Gee, Director Community Development
FILE NO:	LP.02.52
DECLARATION OF INTERESTS:	Nil

PURPOSE

For Council to consider a draft response to the Department of Lands in relation to the proposed Mantinea and Ord West Bank Development Areas.

BACKGROUND

The Department of Lands (DoL) wrote to the Shire on 28 July 2013 to seek the Shire's comment on the proposed release and development of large parcels of land along the lower Ord River known as the Mantinea Development Area (MDA) and Ord West Bank Development Area (OWB), which is a negotiated outcome of the Ord Final Agreement (OFA).

Comment was sought on the proposal to release the MDA, an area of approximately 9,200 hectares, for the purpose of agricultural, residential, rural residential, commercial and industrial development, and to release the OWB, an area of approximately 1800 hectares, for agricultural development. A copy of the correspondence from DoL is provided at Attachment 1, which includes the relevant maps from the OFA.

In consultation with the Shire's Infrastructure Directorate, the Senior Planning Officer drafted a response which was signed by the A/Chief Executive Officer, and outlined the requirement for an all-weather sealed road to access the proposed development area. A copy of the Shire's response is provided at Attachment 2.

More recently, the DoL has again written to the Shire, advising that upon review of the initial referral it has been identified that the request for comment incorrectly included reference to potential land uses (residential, rural residential, commercial and industrial development) at MDA, and sought the Shire's comment on the proposed release of the land for agricultural development only and also for the Shire to reconsider the requirement for an all-weather sealed road to service the proposed agricultural activity at OWB.

A copy of this correspondence is provided at Attachment 3

STATUTORY IMPLICATIONS

Land Administration Act 1997

Any release of land will be carried out by the Minister for Lands under the Land Administration Act 1997 which allows for a number of methods of land release. It is anticipated that release of land for agriculture will be via an Expression of Interest process.

Planning and Development Act 2005

If the land is to be released for development, there will be a requirement for structure planning to create the lot layout and design, and a subsequent subdivision process. At the subdivision application stage the Shire will have the ability to impose conditions on the standards of a number of development requirements including road design, drainage requirements and notifications to be placed on titles.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

There are no financial implications in relation to this item at this point in time.

STRATEGIC IMPLICATIONS

Strategic Community Plan 2012-2022

Goal 2: Greater returns from regional investment to ensure sustainable provision of appropriate physical and social infrastructure

Objective 2.2: Maintenance of economic diversity and greater community returns from investment in the region

Strategy 2.2.2: Support agricultural opportunities

Objective 2.3: Facilities are appropriate for their intended purpose and factor in whole of life costing and maintenance

Strategy 2.3.2: Plan, design and budget for sustainable infrastructure

COMMUNITY CONSULTATION

No community consultation is required in relation to this item

COMMENT

The release of the proposed areas is a negotiated outcome of the OFA and will provide additional agricultural land in the region.

Shire Officers have considered the proposal to release these areas for agricultural development only, and have drafted a response for Council's review. A copy of the draft response is provided at Attachment 4.

ATTACHMENTS

Attachment 1 - Initial correspondence from Department of Lands

Attachment 2 - Shire's initial response

Attachment 3 - Subsequent correspondence from Department of Lands

Attachment 4 - Draft Shire updated response

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council endorse the attached response in relation to the proposed agricultural development of the Mantinea and Ord West Bank Development Areas for forwarding to the Department of Lands.

AMENDMENT

Cr G Taylor moves an amendment that an additional dot point is added to the Officer's Recommendation stating that Council directs the Acting Chief Executive Officer to advise the Department of Lands that support is subject to the appropriate valuation of land that would result in rating income to the Shire equivalent to a Rural Agriculture 1 rated property.

The mover and seconder accept the amendment.

COUNCIL DECISION

Minute No. 10806

**Moved: Cr K Wright
Seconded: Cr G King**

That Council endorse the attached response in relation to the proposed agricultural development of the Mantinea and Ord West Bank Development Areas for forwarding to the Department of Lands.

That Council directs the Acting Chief Executive Officer to advise the Department of Lands that support is subject to the appropriate valuation of land that would result in rating income to the Shire equivalent to a Rural Agriculture 1 rated property.

Carried Unanimously 9/0



Government of **Western Australia**
Department of **Lands**

30 JUL 2014

Our ref: 50645-2006; 50655-206, Job 141756; 141757

Enquiries: Cody Rampant, ph 9168 0601

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

Dear Sir/Madam

INVESTIGATIONS INTO DEVELOPMENT AND DISPOSAL OF MANTINEA AND ORD WEST BANK DEVELOPMENT AREAS – ORD FINAL AGREEMENT

The Department of Lands is investigating the proposed release of two large tracts of land along the lower Ord River known as the Mantinea Development Area (MDA) and Ord West Bank Development Area (OWB). The development and release of these lands is a negotiated outcome of the Ord Final Indigenous Land Use Agreement (OFA). Plans of the MDA and OWB as identified in the OFA are at Attachments 1 & 2.

It is proposed to release the MDA for the purpose of agricultural, residential, rural residential, commercial and industrial development. The MDA currently covers an area estimated at approximately 9,200 Hectares and is shown hatched red at Attachment 3. The land is identified in the Shire of Wyndham-East Kimberley's Local Planning Strategy as a future development precinct and has been noted as having the potential to establish itself as a third major population centre after Wyndham and Kununurra.

The OWB is proposed for release for agricultural development. The OWB covers an area estimated at approximately 1800 Hectares and is shown hatched red at Attachment 4. It is also noted in the Local Planning Strategy for future agricultural development.

It is likely both the MDA and OWB will be released through a public competition process involving a 'Request for Proposal' process with the successful proponent being required to provide certain benefits packages to MG Corporation and meet specific negotiated development milestones. Consideration is being given to possible fee simple conversion of the land as part of the land release and development. This is subject to further investigation and Minister for Lands' approval.

To assist the Department of Lands in progressing the proposed land release and ensuring all relevant issues are considered up front and given opportunity to be

included as part of the release and development, it would be appreciated if you could please provide comment on the above proposal within 45 days from the date of this letter.

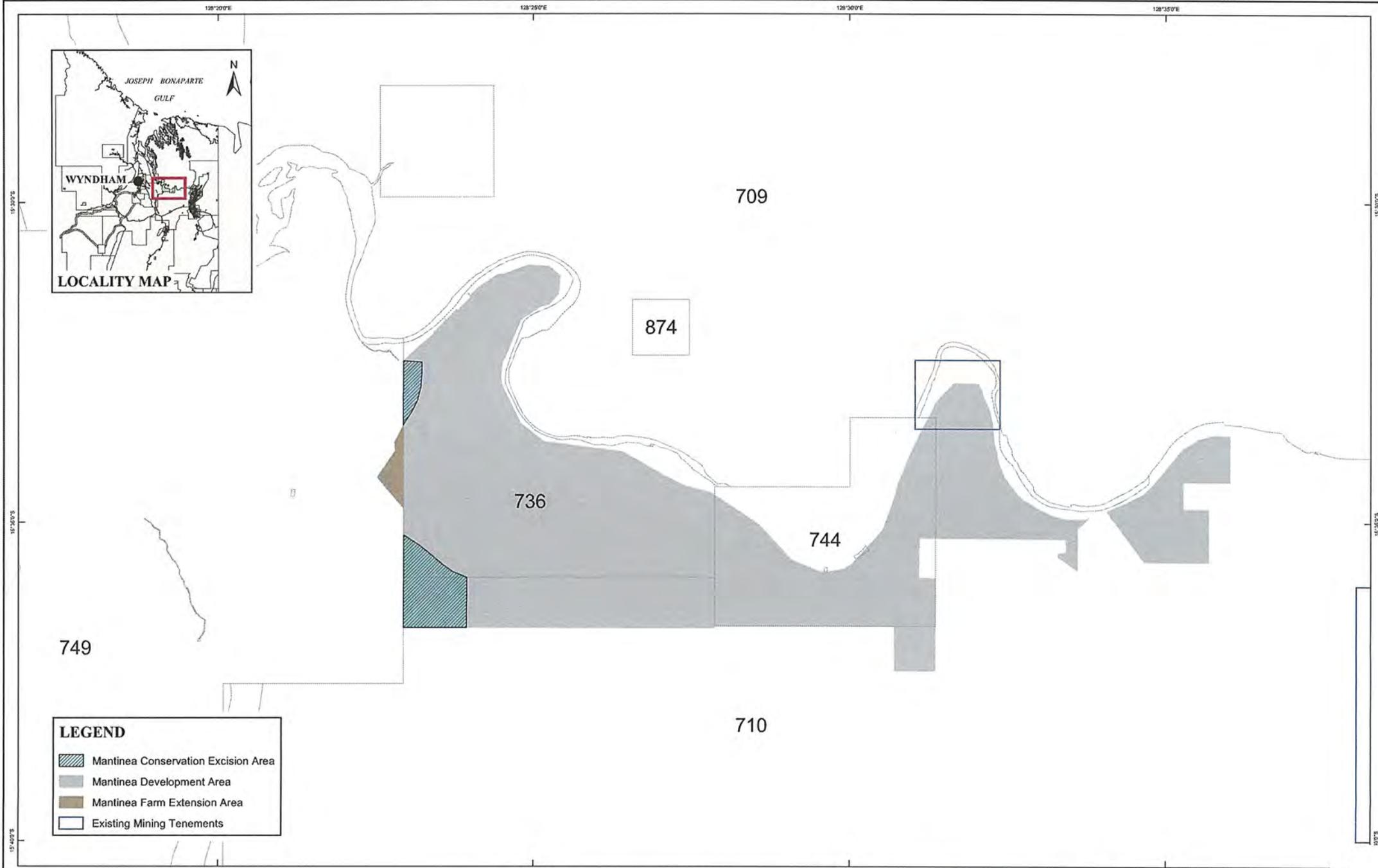
For further inquiries please contact Mr Cody Rampant, A/Team Leader, Kimberley, Department of Lands on telephone 08 9168 0601.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Cody Rampant', written in a cursive style.

Cody Rampant
A/Team Leader

28 July 2013



LEGEND

-  Mantinea Conservation Excision Area
-  Mantinea Development Area
-  Mantinea Farm Extension Area
-  Existing Mining Tenements

RECORDS	ARCHIVE	SOURCES
ORIG SIZE	A3	

NOTES
ALL AREAS ARE SUBJECT TO SURVEY
 Minutes Ordinary Council Meeting

SCALE 1:100,000
 0 1 2 3 4 5
 24 February 2015

HORIZONTAL DATUM MAP GRID OF AUSTRALIA, Zone 52 (based on GDA94) 

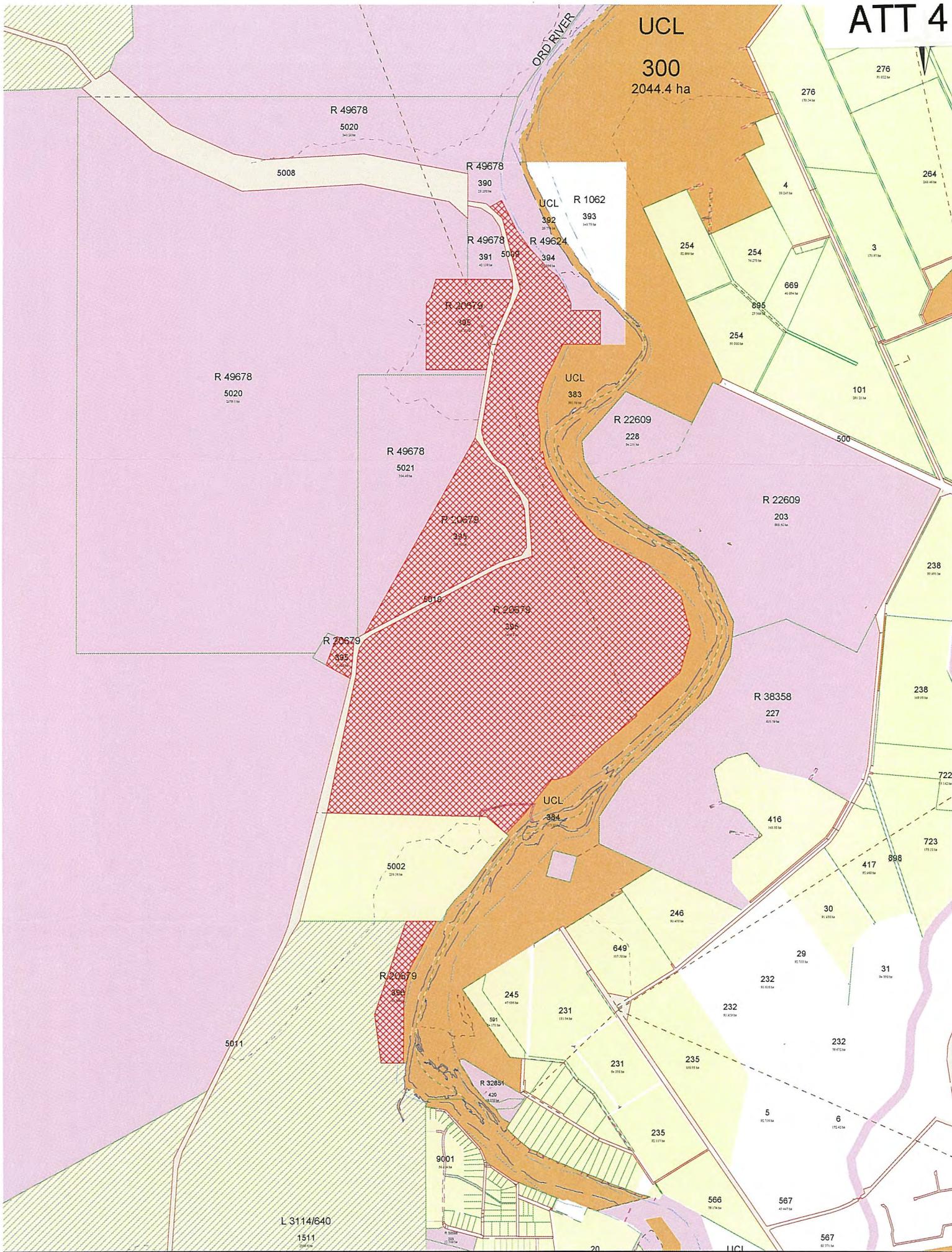
COMPILED	DATE
CARTOGRAPHY CHECK	DATE
PROJECT MANAGER	DATE

 Department of Industry and Resources
 Department for Planning and Infrastructure
 Spatial Information
 1 Esplanade Street
 Fremantle
 Western Australia
 6160
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ORD FINAL AGREEMENT
SCHEDULE 2
MAP 5 162 of 320

DRAWING NUMBER 1329 - 02 - 12

ATT 1



Scale : 1:60000 (Geographical)
 MGA : SW=459532.4E,8259949.0N Zone 52 / NE=472095.6E,8276765.8N Zone 52
 Lat/Long : 128°37'20.129" -15°44'18.754" / 128°44'22.993", -15°35'12.050" H 271mm by W 210mm
 Minutes Ordinary Council Meeting 24 February 2015

Printed : 16:43 Fri 25/Jul/2014
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SHIRE of WYNDHAM | EAST KIMBERLEY

PO BOX 614 KUNUNURRA WA 6743

Your Ref: 50645-2006 Job No. 141756, 141757
Our Ref: I-24306: LP.02.52: TP3215
Enquiries: Jennifer Ninnette

T | 08 9168 4100
F | 08 9168 1798
E | mail@swek.wa.gov.au
W | www.swek.wa.gov.au
ABN | 35 647 145 756

13 October 2014

Department of Lands
PO Box 630
KUNUNURRA WA 6743

Attention: Cody

Dear Cody,

Proposed Disposal of Mantinea and Ord West Bank Development Areas

Thank you for your correspondence dated 28 July 2014, in which you requested the Shire's comment relating to the disposal of the Mantinea and Ord West Bank Development Areas. The Shire would like to take this opportunity to apologise for the delay in responding to this request and enclose advice relating to the proposal resulting from the Ord Final Indigenous Land Use Agreement.

It is noted that the intention is to include residential, rural residential, commercial and industrial development at the Mantinea Development Area (MDA). This development area is currently accessed via Parry Creek Road, which is currently not sealed and is not accessible all year round. The Shire are concerned about the development area not being accessible and therefore do not support the creation of additional residential, rural residential, commercial and industrial development without a commitment to upgrade the road.

The upgrade would be an all-weather sealed road for the purposes of access to this development release area. It would also be required to demonstrate that an adequate potable water supply could be provided at this location. The Shire requests further detail in relation to the siting and layout of the proposed uses to enable further comment to be provided.

Similar advice is applicable to the Ord West Bank (OWB) development area, as it is accessed via Valentine Springs Road, which is currently unsealed. The Shire would require an all-weather sealed road to be installed to access the proposed agricultural activity.

If you require any further information please feel free to contact the Shire's Senior Planning Officer on 9168 4100.

Yours sincerely,


Jennifer Ninnette
Senior Planning Officer



Government of **Western Australia**
Department of **Lands**

21 NOV 2014

LP.02.52
I-25982

Your ref: I-24306: LP.02.52: TP3215
Our ref: 50654-2006; 50655-2006Job 141756; 141757
Enquiries: Cody Rampant, ph 9166 7801

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

Dear Sir/Madam

**INVESTIGATIONS INTO DEVELOPMENT AND DISPOSAL OF MANTINEA AND
ORD WEST BANK DEVELOPMENT AREAS – ORD FINAL AGREEMENT**

Thank you for your letter dated 13 October 2014 providing comments on the release of Mantinea and Ord West Bank Development Areas.

Upon review of the initial referral to the Shire of Wyndham-East Kimberley it has been identified that the request for comment incorrectly included a reference to potential land uses at Mantinea Development Area of residential, rural residential, commercial and industrial development.

I wish to advise that the State intends to release the MDA for agricultural development only. It would be appreciated if the Shire could please note this information and provide an updated comment on the release of the MDA for agricultural development only.

Further, it would be appreciated if the Shire could please reconsider the requirement for an all-weather sealed road to be installed to access the proposed agricultural activity at the Ord West Bank Development Area.

For further inquiries please contact Mr Cody Rampant, A/Manager, Kimberley RMS, Department of Lands on telephone 08 9166 7801.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Cody Rampant', written in a cursive style.

Cody Rampant
A/Manager Kimberley

18 November 2014

Postal Address: PO Box 630, Kununurra, Western Australia 6743
Tel: (08) 9168 0602 www.lands.wa.gov.au ABN 68 565 723 484

Your Ref: 50645-2006 Job No. 141756, 141757
Our Ref: I-25982: LP.02.52: TPXXXX
Enquiries: Jennifer Ninnette

February 2015

Department of Lands
PO Box 630
KUNUNURRA WA 6743

Attention: Cody

Dear Cody,

Investigations into Development and Disposal of Mantinea and Old West Bank Development Areas

Thank you for your correspondence dated 18 November 2014, in which you advised that your initial referral to the Shire incorrectly included a reference to potential land uses at the proposed Mantinea Development Area (MDA) of residential, rural residential, commercial and industrial development, and that the State intends to release the MDA for agricultural development only.

The Shire acknowledges that the State's primary intention is to only establish agricultural development at the Mantinea Development Area (MDA), and advises that a gravel surface road specification is acceptable but conditional.

The specification for gravel sheeted road pavement is a nominal 10.00m formation width, 300mm compacted gravel depth, with concrete flood-ways where natural water paths flow across Parry Creek Road/Valentine Spring Road. Flood-ways shall be constructed in accordance with Main Roads WA "Floodway Design Guide" document. Design speed in the horizontal should be 110 km/h and in the vertical 80km/h.

There are significant water crossings that will require construction to concrete standard. Floodway levels should be designed so that the depth of flow over the floodway is consistent over the complete floodway length. It is unlikely to be economically feasible to construct a floodway that will be trafficable under all flow conditions. Thus in determining an appropriate level of serviceability, there must be a balance between the floodways' serviceability, its cost, and its sustainability against failure during greater than design flows.

The level of serviceability to be provided to traffic at a particular waterway crossing will depend on the serviceability requirements of the entire road link of Parry Creek Road and the availability of an alternative road link. In this instance the Developer will need to take into consideration the level of service expected by the community and the availability of alternative routes and period of closure. The relationship between traffic density and composition, and the wet season, particularly up here in the Kimberley will also need to be considered by the Developer.

The Shire will require full engineering drawings of road and floodway designs to be submitted by a Certified Practising Engineer engaged by the Developer and approved by the Shire prior to road works commencing. The Shire will also require the Developer's Consulting Engineer to supply written evidence that all the works have been completed in accordance with the approved drawings and specifications prior to release of titles.

The Shire has determined that this particular development proposal would necessitate the specific road improvements as stated above. These road improvements are necessary as a direct consequence of a development proposal, and they are to be provided at no cost to the Shire of Wyndham East Kimberley.

Furthermore the Shire is concerned that purchasers of the land should be made aware of the above mentioned road access issues, i.e. floodway's preventing access to their properties during times of heavy rainfall. As such the Shire would request that consideration be given to the marketing process for sale to recognise this issue and that a caveat be placed on all titles notifying this issue.

In respect to your request for the Shire to reconsider the requirement for an all-weather sealed road to be installed to access the proposed agricultural activity at the Ord West Bank Development Area, the above advice would also apply.

If you require any further information or wish to discuss this matter, please feel free to contact David Klye, Director Infrastructure Services, on 9168 4100.

Yours sincerely,

Kevin Hannagan
A/Chief Executive Officer

13.4.7 Management of Proposed Reserve – Packsaddle Creek

DATE:	24/02/2015
PROPONENT:	Jennifer Ninyette, Senior Planning Officer
LOCATION:	Portion of Reserve 35289, Packsaddle Road, Kununurra
AUTHOR:	Jennifer Ninyette, Senior Planning Officer
REPORTING OFFICER:	Louise Gee, Director Community Development
FILE NO:	A6856P
ASSESSMENT NO:	A6856
DECLARATION OF INTERESTS:	Nil

PURPOSE

For Council to consider management of a proposed reserve over Packsaddle Creek.

BACKGROUND

The Department of Lands (DoL) has written to the Shire to seek Council's potential agreement for the management of a proposed reserve over a portion of the Packsaddle Creek near the Jimbilum, Yirrallalem 1 and Yirrallalem 2 communities.

There is a commitment in the Ord Final Agreement (OFA) to create a reserve over the area identified as 'Packsaddle Creek Reserve Area' for the purpose of recreation and watercourse protection, and if the Shire of Wyndham East Kimberley consents, to place the care control and management of the reserve with the Shire.

A copy of the correspondence from DoL is provided at Attachment 1, which includes an extract of the relevant section of the OFA.

The proposed reserve land is currently portion of unmanaged Reserve 35289 for the purpose of 'natural regeneration'. The proposed reserve land will extend along the section of Packsaddle Creek immediately adjoining the three adjoining communities, as shown highlighted white on the location plan at Attachment 2.

Council considered this item at the Ordinary Council Meeting of 27 January 2015, however deferred the matter to a briefing session and requested that officers determine the location of the fence and how community and residents access the site.

Shire Officers sought additional information from the DoL in relation to the fencing and gates outlined in clause 39.4(e) of the OFA. A copy of the email response received from the DoL is provided as Attachment 3.

STATUTORY IMPLICATIONS

Land Administration Act 1997

Under Section 46 of the *Land Administration Act 1997* the Minister for Land may by order place the care, control and management of a reserve to a management body, for the purpose of which it is reserved and purposes ancillary and beneficial to that purpose, subject to such conditions as the Minister specifies. Under Section 46 of the *Land Administration Act 1997* the Minister for Land may by order cancel, change the purpose of or amend the boundaries of, or the locations or lots comprising, a reserve.

Town Planning Scheme No. 7 – Kununurra and Environs

The majority of the subject land is zoned Rural Agriculture 1 under the Shire of Wyndham East Kimberley - Town Planning Scheme No. 7 – Kununurra and Environs, with the southern section being Scheme Reserve for the purpose of Conservation/Environmental Protection.

POLICY IMPLICATIONS

There are no policy implications associated with this item.

FINANCIAL IMPLICATIONS

There are no financial implications associated with this item, unless the Council should decide to take on management of the reserve. If the Shire of Wyndham East Kimberley accepts management of the proposed reserve, there may also be financial implications in relation to maintaining the access track to Packsaddle Creek.

STRATEGIC IMPLICATIONS

There are no Strategic Implications in relation to this report.

COMMUNITY CONSULTATION

No community consultation is required in relation to this item.

COMMENT

There is a commitment under the OFA for the State to create the proposed reserve, and the intention to place the care, control and management of the reserve with the Shire, subject to the consent of the Shire.

If the Shire does consent to be the management body for the proposed reserve, the OFA also outlines that a condition will be placed on the management order to provide for management to be transferred in the future to the Department of Parks and Wildlife (DPaW, formerly CALM) or the Conservation Commission Western Australia (CCWA), in conjunction with a potential national park or conservation park to be created over the adjacent Carr Boyd Ranges.

In their correspondence the Department of Lands have indicated that it is likely that DPaW will pursue the creation of a Conservation Park Reserve over the land immediately to the south of the proposed reserve, and have suggested that an alternative is for the management order to be issued to DPaW or CCWA.

Officers support the reservation of the land for the purpose of 'recreation and watercourse protection' in accordance with the OFA however recommends that, as per the alternative recommendation, a Management Order for the proposed reserve should be issued to either the DPaW or CCWA given the likelihood that a Conservation Park reserve will be pursued over the adjacent land to the south and therefore will be a logical extension of management by either entity.

It is the intent of this report only to comment on the future management of the proposed Packsaddle Creek Reserve, and was not intended to relate to the agreed grant of freehold title over the Packsaddle Freehold Area to the MG Corporation or the intention to construct a formal road to Packsaddle Creek.

The proposed Packsaddle Freehold Area, shown coloured blue on the OFA map provided by the DoL, borders the proposed Packsaddle Creek Reserve (coloured green on this map), on either side. Barbecue Hill is located within the intended freehold area on the eastern side of Packsaddle Creek, and it is believed that the requirement for gates to 'control access' to Barbecue Hill was intended to ensure ongoing public access to this site and Packsaddle Creek. An indicative plan showing the proposed Packsaddle Freehold Area, Packsaddle Creek Reserve and Packsaddle Agricultural Area as identified in the OFA over aerial imagery is provided at Attachment 4.

Confirmation has been sought from the DoL in relation to the requirements of the OFA, and they have confirmed that a crossing has been constructed over Packsaddle Creek by a contractor, however no further works as stipulated under Clause 39.4 of the OFA have, or will be, undertaken.

The DoL have advised that the intention of the OFA with regard to the provisions of Clause 39.4(1) relates to a funding commitment of \$700,000 from the State. There was an agreed prioritisation of actions to occur in order at Clause 39.4(1)(c) - (f). The entire funding amount was expended on the Packsaddle Creek Crossing, being the first priority action, and in fact the State funded an additional ~\$200,000 to facilitate upgrade works to the Packsaddle Crossing after it failed in its first wet season.

Accordingly, the State considers that it has satisfied its obligations under Clause 39.4 and there is no further intention to construct a road along the easement alignment or the Packsaddle Road Area alignment as indicated in the OFA, nor any fencing or gates along the proposed freehold area boundary.

Access to the communities and the proposed packsaddle freehold area is provided via three separate easements (one for each community) over the existing access track for 'Vehicular and Pedestrian Access'. These easements are non-exclusive and stipulate that the easement area is not allowed to be fenced off without prior written consent of the Minister for Lands, but a gate or gates in any fence may be constructed and maintained across the easement area.

It is noted that once the Packsaddle Freehold Area has been transferred to the MG Corporation, they will be legally allowed to fence the boundary of their property, however will be required to ensure unobstructed access along the easement and cannot restrict access to the proposed Packsaddle Creek Reserve.

It is recommended that Council resolve to advise the Department of Lands in writing that the Shire of Wyndham East Kimberley has no interest in management of the proposed reserve, however wishes to ensure that public access to Barbecue Hill, and access to Packsaddle Springs walk trail is suitably maintained.

It is acknowledged that the only way that the Shire itself guarantee public access to Packsaddle Creek is for the Shire to take on the management of the reserve, however this would still not guarantee ongoing access to Barbecue Hill and would likely result in the Shire being responsible for ongoing, or at least contribution to, the maintenance of the access track.

ATTACHMENTS

Attachment 1 - Correspondence from Department of Lands

Attachment 2 - Location plan

Attachment 3 - Follow up correspondence from the Department of Lands

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council advises the Department of Lands in writing that:

1. The Shire of Wyndham East Kimberley has no interest in management of the proposed reserve, however wishes to ensure that public access to Barbecue Hill, and access to Packsaddle Springs walk trail is suitably maintained; and
2. Recommends that the Management Order be issued to the Department of Parks and Wildlife, subject to public access to Barbecue Hill, and access to Packsaddle Springs walk trail being suitably maintained.

FORESHADOWED MOTION

Cr B Robinson foreshadows a motion.

COUNCIL DECISION

Minute No. 10807

Moved: Cr D Spackman

Seconded: Cr K Wright

That Council suspends Standing Orders 7.5 Limitation of Number of Speeches.

Carried 5/4

For: Cr D Learbuch, Cr K Wright, Cr B Robinson, Cr D Spackman, Cr G King

Against: Cr J Moulden, Cr R Dessert, Cr S Cooke, Cr G Taylor

Standing Orders 7.5 Limitation of Number of Speeches suspended at 6.19pm.

COUNCIL DECISION

Minute No. 10808

Moved: Cr K Wright

Seconded: Cr B Robinson

That Council resumes Standing Orders 7.5 Limitation of Number of Speeches.

Carried Unanimously 9/0

Standing Orders 7.5 Limitation of Number of Speeches resumes at 6.22pm

MOTION

Cr B Robinson moves that item 13.4.7 Management of Proposed Reserve – Packsaddle Creek be deferred to a briefing session.

COUNCIL DECISION

Minute No. 10809

**Moved: Cr B Robinson
Seconded: Cr K Wright**

That item 13.4.7 Management of Proposed Reserve – Packsaddle Creek be deferred to a briefing session.

Carried Unanimously 9/0



Government of **Western Australia**
Department of **Lands**

22 JUL 2014
CP.02.52
I-24178

Our ref: 50675-2007/3, 141353
Enquiries: Cody Rampant, ph 9168 0601

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

Dear Sir/Madam

CREATION OF PACKSADDLE CREEK RESERVE AND GRANT OF MANAGEMENT ORDER – ORD FINAL AGREEMENT

The Department of Lands (DoL) is progressing actions to finalise a land management commitment outlined in the Ord Final Agreement Indigenous Land Use Agreement (OFA) to create a Reserve over portion of the Packsaddle Creek near the Jimbilum, Yirralallem 1 and Yirralallem 2 Aboriginal Communities. Refer Attachment 1.

The commitment is to create a reserve over the area identified as “Packsaddle Creek Reserve Area” in the OFA for the purpose of “Recreation and Watercourse Protection”. Refer Attachment 2 for OFA map. The intention is then to place care, control and management with the Shire of Wyndham-East Kimberley, if it so consents, subject to a condition that provides for future management by Department of Parks and Wildlife (DPaW) or Conservation Commission Western Australia (CCWA). A Smartplan showing the subject land hatched red is at Attachment 3.

The alternative is that a Management Order is issued to DPaW or CCWA, noting the likelihood that a Conservation Park Reserve will be pursued by DPaW over the adjacent Crown land immediately to the south and the logical extension of management by that party.

To assist DoL in finalising its obligation to create the reserve and grant management, it would be appreciated if your agency could please provide any comments as to its preference to accept Management of the proposed reserve or recommendation for DoL to pursue Management of the reserve with DPaW or CCWA.

For further inquiries please contact Mr Cody Rampant, A/Team Leader, Kimberley - RMS, Department of Lands on telephone 08 9168 0601.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Cody Rampant', written in a cursive style.

Cody Rampant
A/Team Leader

21 July 2014

39. PACKSADDLE FREEHOLD AREA*Note*

- (1) *The areas referred to in this clause are depicted on Map 10 in Schedule 2.*
- (2) *The Packsaddle Freehold Area is over unallocated Crown Land and Reserve 35289*
- (3) *The Packsaddle Freehold Area is within the MG#1 Determination area and is an area where native title exists.*
- (4) *The Packsaddle Freehold Area is the southern of the two Packsaddle Acquisition Areas which were the subject of a section 29 notice shown on Map 1 (not including the Packsaddle Creek Reserve Area nor Packsaddle CLAs being Jimbilum, Yirrallelem 1 and Yirrallelem 2 CLAs), reserve 35289, and some additional land on the south east corner.*
- (5) *The Packsaddle Freehold Area will be transferred to the MG Corporation after Registration*
- (6) *If Registration does not occur within 2 years of Execution, the lesser area which does not include the additional land on the south east corner will be transferred to the MG Corporation*

39.1 Freehold title over Packsaddle Freehold Area

- (1) As soon as practicable after the Execution Date, the State must:
 - (a) undertake the preparation of suitable deposited plans (and surveys if required) of the boundaries of the Packsaddle Freehold Area;
 - (b) ensure that reserve 35289, insofar as it covers the same land and waters as the Packsaddle Freehold Area, is cancelled; and
 - (c) determine a corridor up to 40 metres wide within the Packsaddle Road Area for the construction of the road and crossings referred to in clauses 39.4(1)(c) and 39.4(1)(d).
- (2) Subject to clauses 39.1(3) and 39.2, as soon as practicable after the later of:
 - (a) the completion of the things referred to in clause 39.1(1); and
 - (b) the Registration Date,
 the State must transfer freehold title pursuant to section 74 of the LAA over the Packsaddle Freehold Area (but not including the corridor determined in accordance with clause 39.1(1)(c)) to the MG Corporation.
- (3) The MG Corporation must pay all stamp duty and Transfer Costs in respect of the transfer of freehold title to the Packsaddle Freehold Area.

39.2 Failure to register as an ILUA

- (1) If the Registration Date has not occurred within 2 years of the Execution Date, then clause 39.1 shall apply as if:
 - (a) a reference in clause 39.1 to the Execution Date is a reference to the date 2 years after the Execution Date; and

- (b) a reference in clause 39.1 to the Packsaddle Freehold Area is a reference to that part of the Packsaddle Freehold Area which does not include the Packsaddle Freehold ILUA Area.
- (2) If:
- (a) the Registration Date occurs at any time later than 2 years after the Execution Date; and
 - (b) the State has granted freehold title over that part of the Packsaddle Freehold Area which is within the Packsaddle Acquisition Area, in accordance with clause 39.1 and this clause 39.2,

then clause 39.1 shall again apply as if a reference to the Packsaddle Freehold Area is a reference to the Packsaddle Freehold ILUA Area

39.3 Packsaddle freehold funding

Prior to the transfer of freehold title in accordance with clause 39.1(2), the State must pay to the MG Corporation \$60,000 less the costs of undertaking the preparation of suitable deposited plans (and surveys if required) of the boundaries of the Packsaddle Freehold Area.

39.4 Packsaddle road

- (1) As soon as practicable after the Registration Date, the State must enter into an agreement with:
- (a) the Shire of Wyndham/East Kimberley; or
 - (b) if agreement cannot be reached with the Shire - a contractor nominated by the MG Corporation and approved by the State,
- to construct the following:
- (c) crossings over Packsaddle Creek and drain DP1 within the Packsaddle Road Area;
 - (d) a road within the Packsaddle Road Area from the existing Packsaddle Road to Packsaddle Creek;
 - (e) fencing and a gate on the boundary of the Packsaddle Freehold Area to control access to Barbeque Hill, and fencing and a gate on the boundary of the Packsaddle Freehold Area on the western side of the Packsaddle Creek crossing to control access to the Community Living Areas within the Packsaddle Freehold Area; and
 - (f) upgrading of existing gravel access tracks to Jimbilum, Yirrallelem 1 and Yirrallelem 2 CLAs within the Packsaddle Freehold Area, on the western side of Packsaddle Creek.
- (2) The State will pay up to \$700,000 to the person referred to in clause 39.4(1) to undertake the work in accordance with the agreement referred to in clause 39.4(1).
- (3) The agreement referred to in clause 39.4(1) must provide that, if the funding under clause 39.4(2) is insufficient for all of the works referred to in that clause, then the works are to be undertaken in the order of priority referred to in that clause (that is, clause 39.4(1)(c) is the highest priority and clause 39.4(1)(f) is the lowest priority).

- (4) The balance of the funds (if any) not paid in accordance with clause 39.4(2) must be paid to the MG Corporation.
- (5) The State must consult with the MG Corporation about the performance of the works in accordance with the agreement referred to in clause 39.4(1).

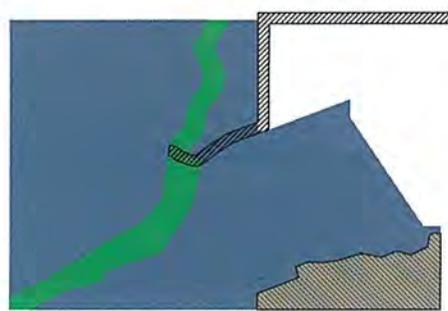
39.5 Packsaddle Creek reserve

- (1) As soon as practicable after the transfer of freehold title over the Packsaddle Freehold Area to the MG Corporation, the State must:
 - (a) create a reserve over the Packsaddle Creek Reserve Area under section 46 of the LAA for the purposes of recreation and watercourse protection;
 - (b) if the Shire of Wyndham/East Kimberley consents - place the care, control and management of the reserve with the Shire; and
 - (c) otherwise, manage the reserve.
- (2) If the care control and management of the reserve over the Packsaddle Creek Reserve Area is placed with the Shire of Wyndham/East Kimberley then the State will place a condition on the management order that, if the Carr Boyd Ranges adjacent to the Packsaddle Freehold Area are in the future made the subject of a national park or conservation park then the Shire must consult with CALM to determine whether the Executive Director or the Conservation Commission or some other body should become the management body for the reserve over the Packsaddle Creek Reserve Area.



LEGEND

- Packsaddle Creek Reserve Area
- Packsaddle Freehold Area
- Packsaddle Freehold ILUA Area
- Packsaddle Road Area
- East Kununurra Additional Area
- East Kununurra Area



RECORDS	ARCHIVE	SOURCES
FORM SIZE	A3	

NOTES

ALL AREAS ARE SUBJECT TO SURVEY

Minutes Ordinary Council Meeting

N

SCALE 1:50,000

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24 February 2015

HORIZONTAL DATUM MAP GRID OF AUSTRALIA, Zone 52 (based on GDA94)

COMPILED	DATE
CARTOGRAPHY CHECK	DATE
PROJECT MANAGER	DATE

ORD FINAL AGREEMENT

SCHEDULE 2

MAP 10

180 of 320

DRAWING NUMBER 1329 - 02 - 17

REV

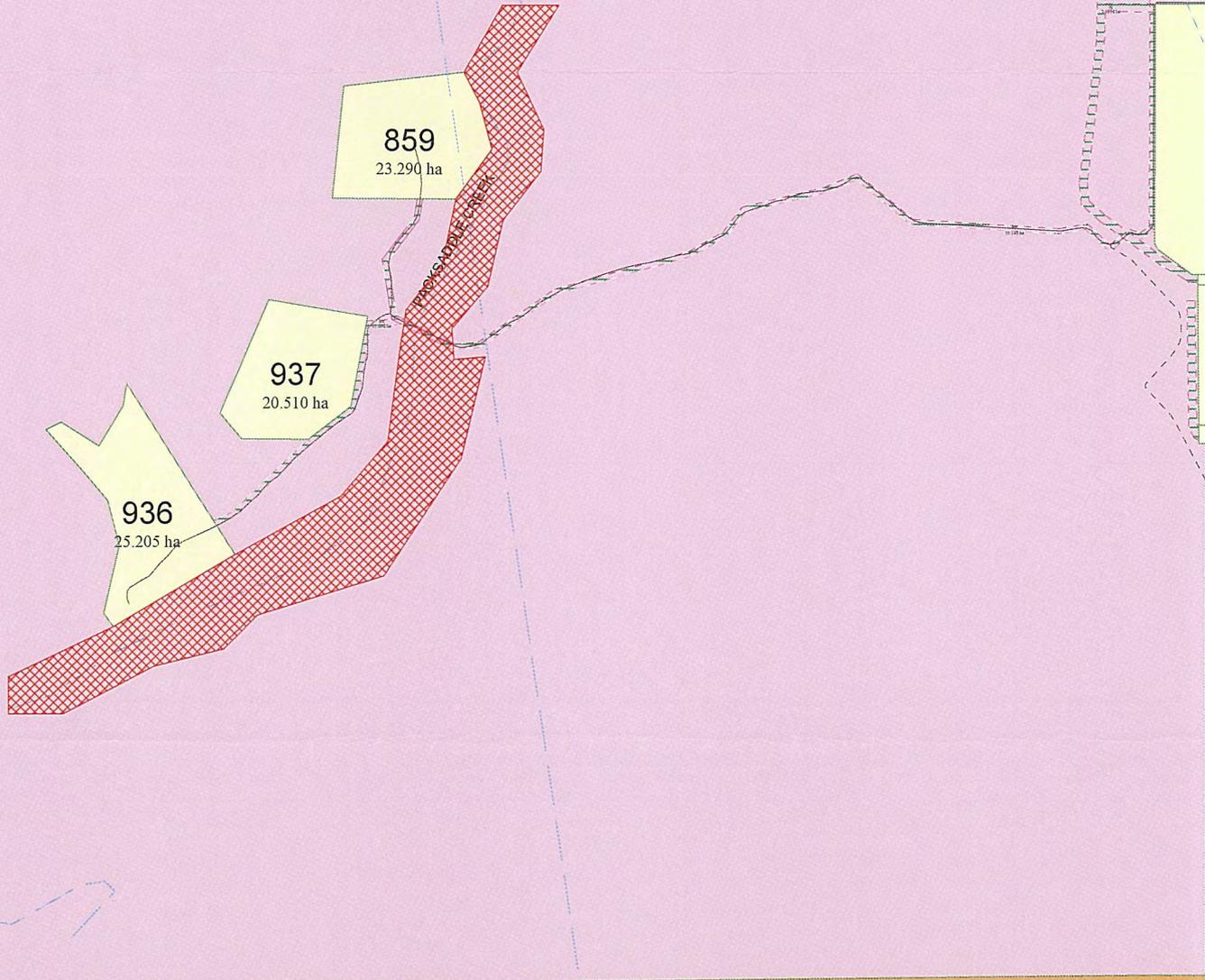
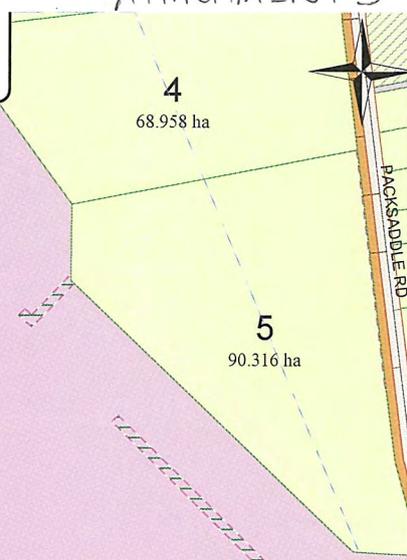
ATTACHMENT 2

Packsaddle Creek Reserve

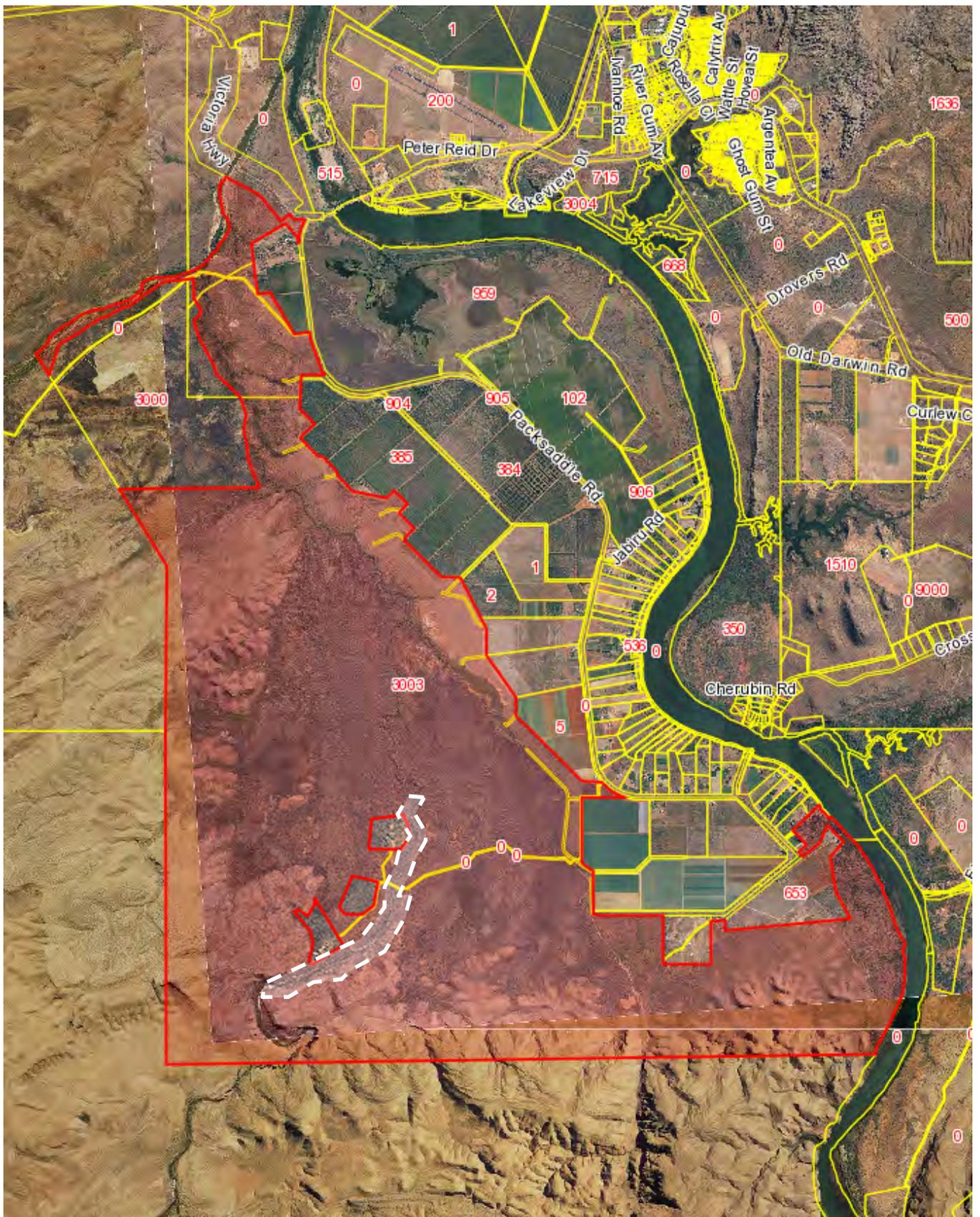
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Attachment 2 – Location Plan



Jennifer Ninnette

From: Rampant, Cody <Cody.Rampant@lands.wa.gov.au>
Sent: Tuesday, 10 February 2015 1:17 PM
To: Jennifer Ninnette
Cc: Gasmier, Carolyn
Subject: RE: Packsaddle Freehold Area
Attachments: Map 10 Schedule 2 - Packsaddle Freehold Areas.pdf; 201502101259.pdf

Hi Jennifer

I provide the following response to your enquiries below:

Has a crossing been constructed over Packsaddle Creek and DP1 drain?

- Yes, a crossing was constructed over the Packsaddle Creek. Funding of the nominated amount of \$700,000 was provided to a contractor to complete the works. Funding was expended on the Packsaddle Creek Crossing only, no funding or work was undertaken on a crossing for the DP1 drain.

Has a road been constructed from the existing Packsaddle Road to Packsaddle Creek?

- A track exists from Packsaddle road to Packsaddle Creek. The track is used for "Vehicular and Pedestrian Access" by three Miriuwung Gajerrong Aboriginal Communities. No road has been dedicated from Packsaddle Road to Packsaddle Creek.

Has fencing and a gate been established, or is there a location proposed, on the boundary of the proposed Packsaddle Freehold Area?

- To the Department's knowledge fencing and a gate have not been established for the Packsaddle Freehold Area. The proposed boundary of the Packsaddle Freehold Area is shown at Map 10, Schedule 2 of the Ord Final Agreement (copy attached). The areas to be transferred are Packsaddle Freehold Area and Packsaddle Freehold ILUA Area.

Is there an easement document or is this simply an access easement as shown on the deposited plan?

- Yirrallem 1 & 2 and Jimbilum Communities have supporting legal access through the form of s144 Land Administration Act Easements. The Easements are for the purpose of Vehicular and Pedestrian Access. They are in the form of a document registered at Landgate and noted on the affected titles as encumbrances.

If there is an actual easement document, does it allow for any fencing or gates, and where any such fencing or gates can be located, and are you please able to provide a copy of this document or at least the document number?

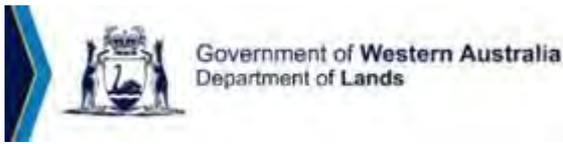
- Easements are registered against each title for the Yirrallem 1 & 2 and Jimbilum Communities. The easements contain a provision stating the grantee must not fence off the easement area without prior written consent of the Minister for Lands, but may construct and maintain a gate or gates in any fence now or hereafter crossing the easement area. The Easement document numbers are L755159, L755146 and L755152.

Is a road intended to be constructed along the existing easement alignment or along the Packsaddle Road Area alignment as indicated in the OFA?

- The intention of the OFA with regard to the provisions of Clause 39.4(1) relate to a funding commitment of \$700,000 from the State. There was an agreed prioritisation of actions to occur in order at Clause 39.4(1)(c) - (f). The entire funding amount was expended on the Packsaddle Creek Crossing – being the first priority action, in fact the State funded an additional ~\$200,000 to facilitate upgrade works to the Packsaddle Crossing after it failed in its first wet season. Accordingly, the State has satisfied its obligations under Clause 39.4 and there is no further intention to construct a road along the easement alignment or the Packsaddle Road Area alignment as indicated in the OFA.

I also provide a letter to the Shire referencing Alex Douglas's advice that the Shire did not want involvement in the construction of the Packsaddle Road. Unfortunately, I've been unable to locate a copy of the 'follow-up' advice referred in the letter.

Regards



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From: Jennifer Ninyette [mailto:Jennifer.Ninyette@swek.wa.gov.au]
Sent: Wednesday, 28 January 2015 12:39 PM
To: Gasmier, Carolyn; Rampant, Cody
Subject: Packsaddle Freehold Area
Importance: High

Hi Carolyn and Cody,

At the Ordinary Council Meeting last night an item went up for Council to consider management of the proposed Packsaddle Creek Reserve, however Council seemed more interested in relation to the fencing requirements to 'control access to Barbecue Hill' in relation to clause 39.4 of the Ord Final Agreement (OFA) in relation to the 'Packsaddle Road Area'.

Are you please able to confirm whether there has been any action in relation to the Packsaddle Road Area as stipulated under the OFA, i.e.:

- Has a contractor been nominated to undertake any of the proposed works as outlined in clause 39.4 (1) (c) to (e), and if so:
 - Has a crossing been constructed over Packsaddle Creek and DP1 drain?
 - Has a road been constructed from the existing Packsaddle Road to Packsaddle Creek?
 - Has fencing and a gate been established, or is there a location proposed, on the boundary of the proposed Packsaddle Freehold Area?

An easement has been created over the existing access track to provide legal access to the Yirrallelem 1 & 2 and Jimbilum communities. Are you please able to advise in response to the following:

- Is there an easement document or is this simply an access easement as shown on the deposited plan?
- If there is an actual easement document, does it allow for any fencing or gates, and where any such fencing or gates can be located, and are you please able to provide a copy of this document or at least the document number?
- Is a road intended to be constructed along the existing easement alignment or along the Packsaddle Road Area alignment as indicated in the OFA?

I cannot find any records to indicate that your Department has written to the Shire specifically about the access road, however I assume that this has occurred.

I have found an email from a company called Voran (consulting engineers) dated 18 February 2008 and in which Kevin Emrose has been copied in, relating to the upgrade of the road to the Jimbilum (spelt Jimbalum in the email) Community, a copy of which is attached, which has included a engineered design

for the crossing and Packsaddle Creek. This email indicates that the Shire had been approached previously in relation to construction and management of this road, however I have been unable to find any correspondence between Lands and the Shire specifically about this. Are you please able to check your Departments records in relation to the access road, gates and fencing in particular?

Happy to discuss. Any and all information you can provide would be appreciated. I need to compile as much information as possible for the briefing session to be held on 10 February.

Regards

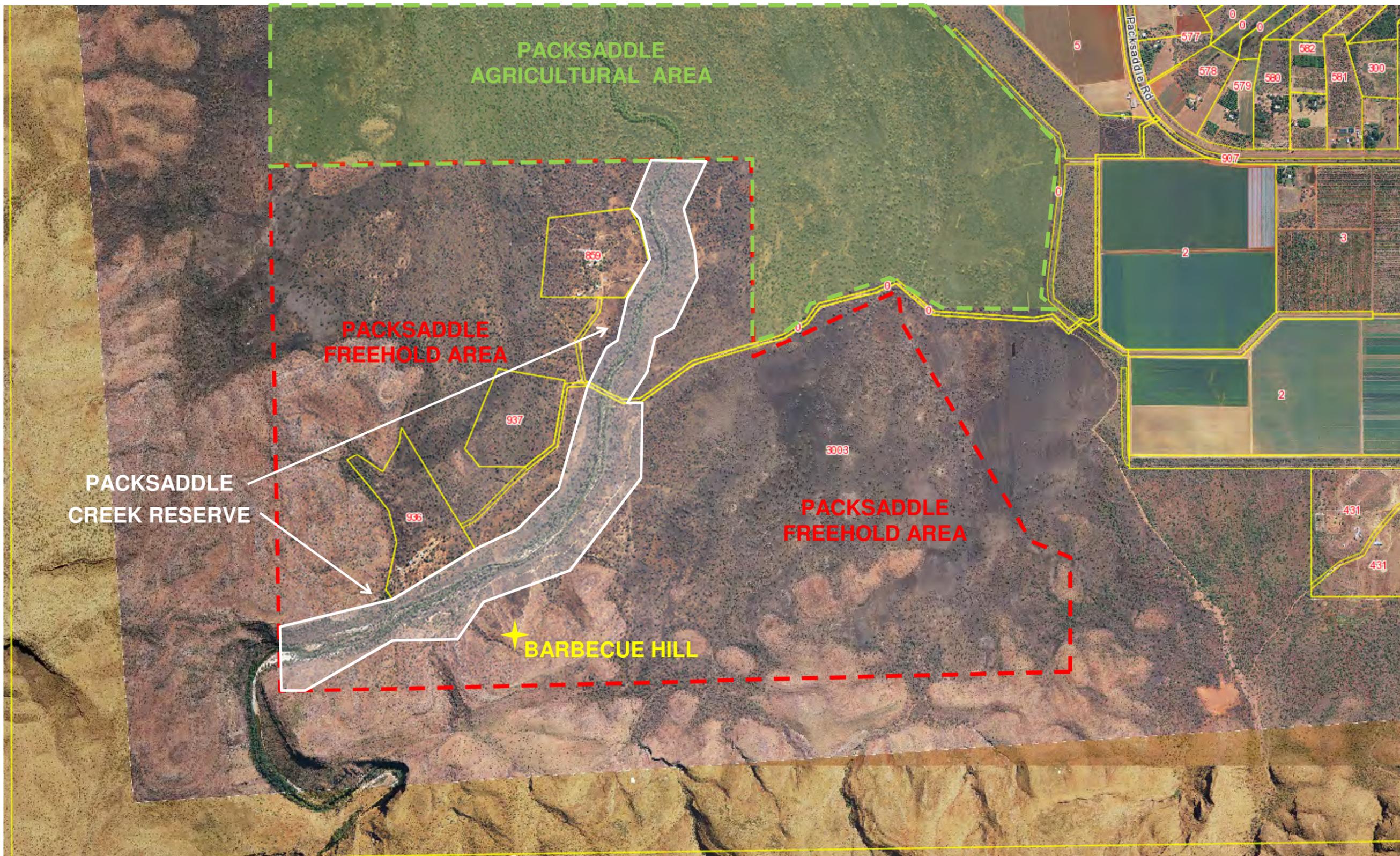
Jennifer Ninyette
Senior Planning Officer

SHIRE of WYNDHAM | EAST KIMBERLEY

20 Coolibah Drive, PO Box 614 Kununurra WA 6743 | T: (08) 9168 4176 | F: (08) 9168 1798 | M: 0407 489 419 | www.swek.wa.gov.au

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13.4.8 Public Art Project

DATE:	24 February 2015
PROPONENT:	LandCorp
LOCATION:	Coolibah Estate
AUTHOR:	Louise Gee, Director Community Development
REPORTING OFFICER:	Louise Gee, Director Community Development
FILE NO:	RC.07.4

PURPOSE

The purpose of this report is to seek Council's consideration and endorsement to the provision of public art in the Coolibah/Chestnut Subdivision.

BACKGROUND

At the Ordinary Council Meeting on 18 May 2010 (Item 15.6), Council considered a request for support from Land Corp in relation to two funding applications under the Regional Development Assistance Program, for the provision of landscape treatments and public art within the Coolibah/Chestnut Subdivision, now referred to as the Coolibah Estate.

LandCorp was seeking to secure \$688,000 for landscaping and \$300,000 for public art on the basis that both projects would assist in yielding the following benefits:

- An increased sense of community for residents within the subdivision;
- Continued capacity building of Indigenous Programs within Kununurra;
- Strengthening the pedestrian link between the town centre and the subdivision; and
- Increasing architectural outcomes within the Estate.

Council endorsed the provision of public art in the Coolibah subdivision, and resolved as follows:

Minute No: 9178

That Council inform LandCorp that it supports two funding applications under the Regional Development Assistance Program for the provision of landscape treatments and public art to be incorporated into the Coolibah/Chestnut Subdivision subject to final design approval by Council.

LandCorp secured funding and engaged ArtSource to facilitate the public art project, and they have in turn engaged Waringarri Aboriginal Arts to design public art concepts specific to the estate. UDLA were also appointed to undertake the landscape design for the Coolibah Estate, which has been completed.

Waringarri Aboriginal Arts presented the four proposed public art concepts to LandCorp, UDLA, and ArtSource on 12 July 2012, and the three preferred concepts were presented to Council at the November 2012 Briefing Session.

At this Briefing Session, Council did not raise any issues in regard to the proposed public art concept, however did recommend that the proposal be advertised to the broader community for comment. Accordingly the proposed concepts were advertised for a period of 47 days; however no submissions were received during the advertising period.

In March 2013, LandCorp wrote to the Shire President and Shire to outline the next phases for the project including the next steps for the work including continued consultation with, and gaining relevant approvals from, the Shire, finalising detailed design, installation requirements, maintenance programs and eventual handover of the assets.

This correspondence was provided with a report to Council at the May 2013 briefing session, wherein it was discussed that the Shire would not be able to determine any financial implications that Council will need to consider until a maintenance program and proposal for handover of the assets had been prepared.

UDLA have provided the Shire with the Waringarri Public Art Document package for approval of the installation of the Boab and Totem public art at Coolibah Estate.

This document package, refer at Attachment 1, includes;

- Landscape Architectural Plans (including Coolibah Estate Landscape site plans, installation location plans, and artistic concept graphics);
- UDLA Documentation Drawings For Construction (Certified by GHD structural Engineers); and
- Public Art Maintenance Plans X 2 (Boab Nut and Totem Pole)

Shire Officers have advised UDLA that a certified building application will be required to be lodged, and it is noted that they have already supplied details certified by a structural engineer. Officers have also advised that Council is required to be updated, and may have further input in regards to the proposed handover of the art works.

The Shire's Strategic Community Plan identifies the intent to improve streetscapes in town and urban centres through the incorporation of public art. However, as outlined in this report there are financial implications associated with the ongoing maintenance and risk management of art works in the ownership of Council.

At the 23 September 2014 Ordinary Council Meeting the Council considered this matter and resolved as follows:-

Minute No. 10596

Moved: Cr J Moulden

Seconded: Cr K Wright

That Council defers the item to a future briefing session.

STATUTORY IMPLICATIONS

There are no statutory implications associated with this report.

POLICY IMPLICATIONS

There are no policy implications in relation to this proposal.

However, it is noted that Council Policy CMS 3 – Percent for Art, adopted on 19 May 2009, promotes the allocation of one (1) percent of total Shire project costs over \$1m in value, (excluding civil engineering works such as roads) to be expended on works which are artistic, cultural, or pleasing to users and visitors or a proposed building or park. This Policy is presently being reviewed.

FINANCIAL IMPLICATIONS

Insurance

The art works were planned and designed by accredited structural engineering consultants, and will be erected in situ by a registered builder in accordance with an approved Building Permit.

The art works will be located in road reserve and designated public open space already vested to the Shire, and will therefore be covered under the Shire's Public Liability Policy at no additional cost to the Shire.

A Risk Assessment has been undertaken by LandCorp (refer Attachment 2) which has identified that five of the seven identified risks were rated low, with a medium risk rating for prospect of vandalism and manual handling required during installation. Other than ongoing maintenance, no additional mitigation measures were proposed however; given that people may sit/play on the artwork there may be a need for relevant signage around the area regarding risk.

If the art works were to be handed over to the Shire, the art works will need to be valued every 3 years for property insurance purposes and included in the Shire's Property Insurance Schedule. The Shire would therefore incur costs for the valuation of the art works, and the associated increase in insurance premiums. The works of art will also need to be placed on Council's Asset Register. It is estimated that the public art works (valued at \$200,000) would attract an annual contribution of about \$480.00 based on the Shire's current premium rate.

Maintenance

LandCorp's consultants have provided a detailed maintenance regime for the art works (refer Attachment 2). LandCorp have advised the Shire (refer Attachment 3) that the maintenance costs (including lighting and electricity), inclusive of a provisional sum for graffiti removal, is estimated at \$3,180 per annum plus GST.

LandCorp has advised that the first two (2) years of maintenance will be undertaken by Waringarri Arts. During this period LandCorp will maintain the art works if for any reason Waringarri Arts fails to fulfil its contractual obligations.

After the first two (2) year period, if the Council does not resolve the art work be removed as a result of major damage, LandCorp will provide the Shire with \$10,000 to place in a reserve account. This amount has been estimated by LandCorp to cover maintenance costs for a further 3-5 years.

Therefore, maintenance cost will be provided for an estimated 5-7 years.

Ownership of Public Art Works

LandCorp have advised that they will retain ownership of the artworks for the first two (2) years. After the artwork has been installed for two (2) years, if Council resolves that the artwork is to be removed LandCorp will do so at its cost (utilising the \$10,000 allocated for a further period of maintenance). If no such resolution is passed at the end of the first two (2) years, ownership of the art works will pass to Council and need to be included in the Shire's Property Insurance Schedule.

STRATEGIC IMPLICATIONS

Strategic Community Plan 2012-2022

Goal 3: Protection and enhancement of lifestyle values, community facilities and the environment to provide safe and inviting communities

Objective 3.3: Towns are safe and inviting for locals and tourists

Strategy 3.3.1: Improve streetscapes in town and urban centres incorporating public art and designing out crime principles

COMMUNITY CONSULTATION

Waringarri Aboriginal Arts has involved a level of community input in the development of the project and resulting artworks through the input of local artists.

Broader community consultation for the three proposed concepts and locations was undertaken from 20 December 2012 to 5 February 2013, however no submissions were received.

COMMENT

On 10 February 2015 Council received a presentation from Simon Proud, Regional Manager Kimberley, LandCorp. Attachments 2 and 3 provide the details of the further information provided by Simon Proud at this presentation. This information details the Public Art Risk Assessment and a summary of LandCorp's response to previous issues and concerns raised by the Shire.

It is considered the primary risk to Council is the ongoing maintenance of the public art work and any resultant damage caused by vandalism and/or graffiti. However, there is an opportunity for these risks to be quantified over the two (2) year period in which the public art works remain the responsibility of LandCorp. It is therefore recommended that Council endorse the proposed location of the art works in Coolibah Estate subdivision for a period of two (2) years, and following this period Council will give further consideration to the permanent placement of the public art works in Coolibah Estate and the associated ongoing maintenance.

ATTACHMENTS

Attachment 1 - Coolibah Public Art Concert Presentation

Attachment 2 – Email from LandCorp 16 September 2014

Attachment 3 – Waringarri Aboriginal Art – Public Art Risk Assessment

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council directs the Acting CEO to:

1. Enter into an agreement with LandCorp for the placement, maintenance and insurance of the public art works in Coolibah Estate for a period of two (2) years.

2. Ensure that the formalised agreement with LandCorp includes a requirement for LandCorp to maintain detailed records of the costs incurred during this two (2) year period for the maintenance and/or repair of the art works and provide these records to the Shire.
3. Provide a further report to Council prior to the conclusion of the formalised agreement with LandCorp which includes the following -
 - A Costs incurred for the maintenance and/or repair of the public art works during the period of the agreement; and
 - B Confirmation of LandCorp's intent to contribute a minimum of \$10,000 or another appropriate amount which reflects incurred maintenance costs towards the ongoing maintenance of the public art works.

MOTION

Cr K Wright moves the Officer's Recommendation with a new dot point 4 to read - Bring up notice as the 2 year period draws near so that Council may consider the future of the proposed public art.

COUNCIL DECISION

Minute No. 10810

Moved: Cr K Wright

Seconded: Cr S Cooke

That Council directs the Acting CEO to:

1. Enter into an agreement with LandCorp for the placement, maintenance and insurance of the public art works in Coolibah Estate for a period of two (2) years.
2. Ensure that the formalised agreement with LandCorp includes a requirement for LandCorp to maintain detailed records of the costs incurred during this two (2) year period for the maintenance and/or repair of the art works and provide these records to the Shire.
3. Provide a further report to Council prior to the conclusion of the formalised agreement with LandCorp which includes the following -
 - A Costs incurred for the maintenance and/or repair of the public art works during the period of the agreement; and
 - B Confirmation of LandCorp's intent to contribute a minimum of \$10,000 or another appropriate amount which reflects incurred maintenance costs towards the ongoing maintenance of the public art works.
4. Bring up notice as the 2 year period draws near so that Council may consider the future of the proposed public art.

Carried Unanimously 9/0

Coolibah public art concept presentation

12th July 2012

Beverley Iles, Artsource





Beverley Iles (Artsource); Ertan Barkman (LandCorp) and Anna Duncan (UDLA) visited the Waringarri Aboriginal Arts Centre to view the concept presentation for provision of public art for the Coolibah subdivision.

Cath Cummins, Art Centre Manager, presented four concepts on behalf of the Waringarri artists. About fifteen to seventeen Waringarri artists were present to help expand on concepts as needed.

Project Management: Cath Cummins as Art Centre Manger would project manage and oversee the whole project, perhaps delegated financial and administrative tasks within the organisation as happens with other public art projects they are managing. A key figure in providing guidance and advice is Glen Clark, Studio Manager and experienced public artist. Fabrication would be managed locally whenever possible, providing local employment opportunities and raising the arts centre's profile within the town business community. About fifteen artists would be involved in the creative and fabrication part of the project, spreading earnings through the community and developing skills within the artistic community. Cath has indicated that a number of new artists would be involved in the carving, extending Waringarri's reputation for carving.

Image shows the lead carver (centre) and Chris, studio assistant to the right. Previous page image of some of the other Waringarri artists who designed concepts for the public works.

Senior artists Alan and Peggy Griffiths at left and senior artist with Glen Clarke, below.



Concept 1 is a work based on the idea of shelter. The land where the subdivision is now sited was what the artists call a "long grass" area, that is, a camping area where aboriginal people would erect humpies of paperbark and decorate the internal surface with paintings and designs. The surrounding country was used to source bush medicines and food.

The design for this concept was presented by a maquette showing a gently curved arch, almost wave like, intended to be high enough for someone to walk underneath (approximately 2 meters high and 7 meters in length). The upper surface is to be made from steel, allowed to rust, and layered to reflect the texture of the paperbark, whilst underneath would be either an anodised coloured aluminium or stainless steel with cut out design. The inner surface reflects the designs that once were painted on the interior surface of the humpies. Aesthetically, it would provide a colour and texture contrast to the rusted metal exterior and encourage people to look up in order to read the design. Waringarri artists are able to oversee the fabrication of this work using local businesses.

I feel this artwork works well both conceptually and aesthetically. The simple

shape, suggested textural materials and ability to tell stories through the designs is cohesive. This work is viewed by the artists as the key work - one they feel very strongly about siting well, with people being able to see through it to open ground beyond. We feel that there may be an opportunity to site the work on the second entry to the site, near the out of school care, neighbourhood centre and St Joseph's Parish School. Whilst there may be some negotiation around final ownership, as I understand this land will return to SWEK, there is the opportunity to site it with views of hills as viewpoints through the work and embed it in appropriate landscaping such as grasses and paperbarks. One concern was the ability of the work to be climbed, with the risk of harm if falling from 2 meters. One option for dealing with this were to site it in a minimum of 400 mm mulch, possible with the proposed siting. Another option, not discussed with the artists, might be about making it lower to allow easy walking access to children and to shift people's perspective to child height.



Concept 1 at right showing the paper bark type layers proposed for the external layer; below, showing the inner layer of laser cut aluminium or steel detailing designs with colour and textual contrast.



Possible site for concept one – alternative entry to subdivision, showing area which could be landscaped to suit and viewpoint through to distant hills, reflecting the curve of the work.



Concept 2 is a series of 3 or 5 large poles, made from locally sourced timber and carved in the style of the boab nut. The carvings would reflect shelter, bush medicine, birds and animals. Poles would be approximately 10 meters in height, with a shorter pole to be placed laying on the ground for children to play on or people to sit on. Aesthetically, the carvings would look like the carvings traditionally done on boabs, enlarged, with the timber left either varnished, oiled or sealed for protection. Poles would be installed and treated in a way to minimise rot and white ant damage.

The timber is able to be sourced locally, including iron wood which has been used for carved poles outside the police station and are still rot free after 20 years. The most exciting part of this concept is that the project involves a number of new, younger artists who will be able to learn use of hand tools such as chainsaws and routers, as well as being artistically mentored by a lead carver.

After discussion with the artists, we felt that these works may make a great entry statement, with their height and solidity a good counterpoint for the imposed MG Corp building on the opposite corner. Their placement is a little variable so avoiding underground services can be easily achieved.

Image at right shows the carving aesthetic and sample designs



Concept 2 below shows details of the carving, at scale; at right, proposed placement of logs with at least one acting as a bench or interactive piece.



Image at right shows the new MG Corporation building. Concept two is proposed for the adjacent corner. The visual lines of the poles reflects the verticals in the building and the visual weight of the poles will counter balance the solidness of the building and have a substantial feel.



Concept 3 involves a number, maybe three of enlarged boab shapes and part boab shapes (approximately a meter in height or 300 mm for a half shape) which will have their carving lines cast in metal, probably aluminium, potentially leaving a visually light and airy shape. Again, the engraved artists line is the key part to the work. This work was less resolved in terms of fabrication and cost because they may have to be done offsite. If they were to be cast in a foundry, an artist would accompany the works and go to the foundry to learn some metal casting skills. This concept meets the original idea of boab shapes with which children can interact and would be reproducible in multiples.

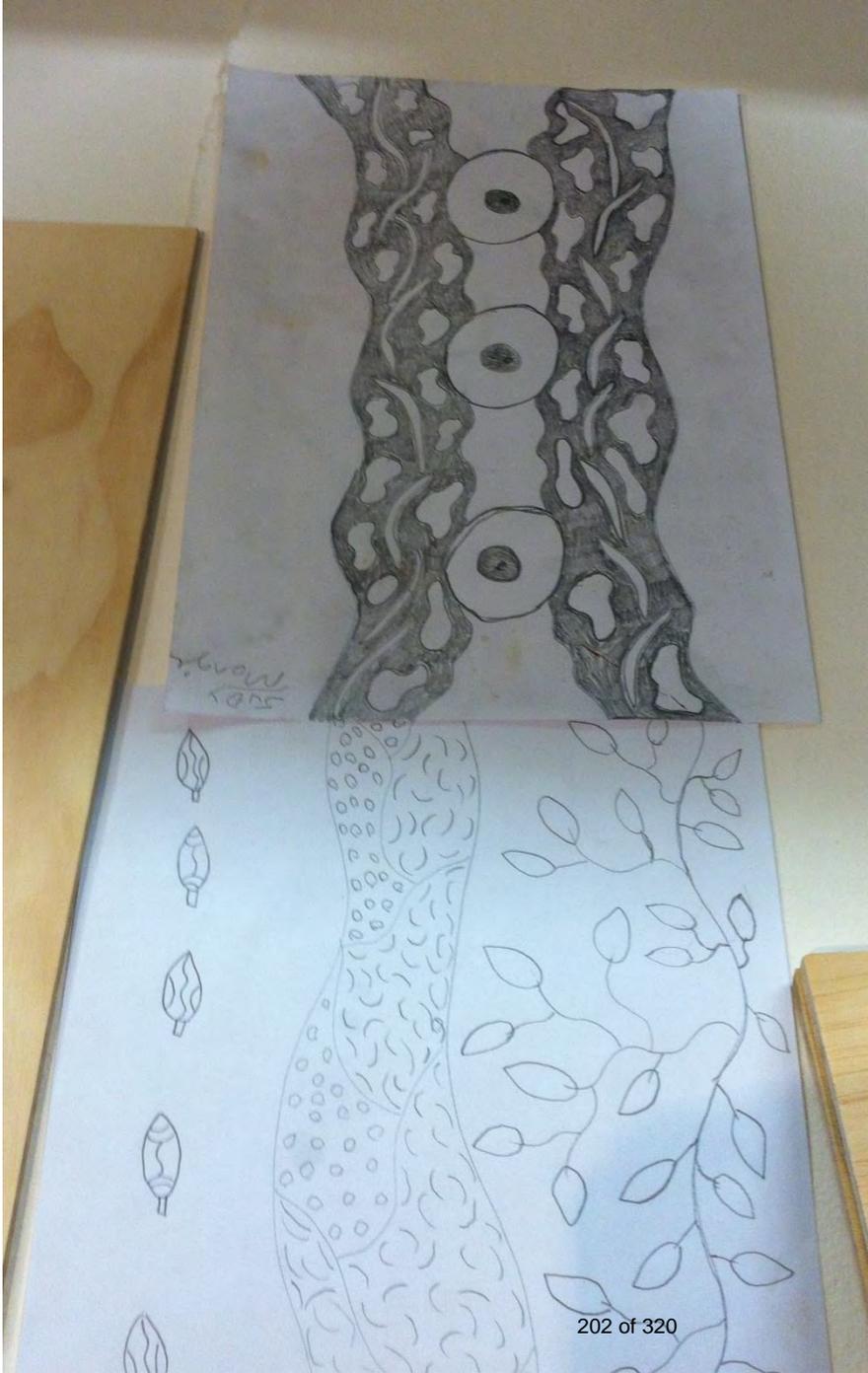
Because of the smaller size of these works, they are more flexible with siting with the boab garden area being one possible site. Visually, these works have the potential to become somewhat of an iconic form for the subdivision, especially if multiples were made and sited to emphasise a pathway into town.

Image below shows cut away design in a half boab; image at right shows a potential arrangement of full and part boabs.



Concept 4 involves designs to be etched or marked into paving as a way of linking the works, surrounding the works or passing under the works, such as the shelter work. The artists seemed flexible about this work as to some extent it is dependent on the placement of the other works. The artists have worked in this way before with etched concrete slabs being part of the Waringarri Art centre extensions and the work is able to be done using local resources and labour. Potentially, this work could be placed into the paving insert spaces left by UDLA in the existing paving and be used as part of a pathway into town.

Image at right shows examples of the types of designs that could be carved or marked with oxides into paving.



Response: In the last six months to a year, the Waringarri Arts Centre has undergone a fairly steep learning curve in relation to the provision of public art. They have secured commissions to create a bush medicine based mural for the interior of the new health complex, a community project using local high school students for a curved wall at the school and a carved wood block work for the MG Corporation building. They have been approached by architects and state government percent for art coordinators to commission other works. The Coolibah project would be the largest and most sculptural series of works for Waringarri. In terms of the skills development of existing artists, mentoring of new and younger artists and the to secure work which provides an economic reward back to into the broader community; the delivery of the project in the way proposed by Waringarri shows considerable artistic, social and economic benefits for the Kununurra community.

In addition, the works have the potential to add landmarks to the site, based on an existing and increasingly recognised artistic style of art, particularly through the use of an iconic boab nut, cast in metal, and situated in places around the town. For LandCorp the ability to manage all their public art requirements in the one process would be time and cost effective.

Waringarri Arts Centre are to be congratulated for the level of engagement, thorough research and ambition shown in their desire to undertake this commission. The concepts are meaningful, site specific, relevant, deliverable and remain true to their artistic skills, with the emphasis on carved design. The generosity of response and value for money engendered by use of local artists and fabricators reflects well for LandCorp. I feel that sufficient skills exists within, and sufficient support is available to, Waringarri Arts Centre for them to successfully deliver this commission.

Image shows a site visit with artists to discuss potential sites and limitations to installation from underground services.



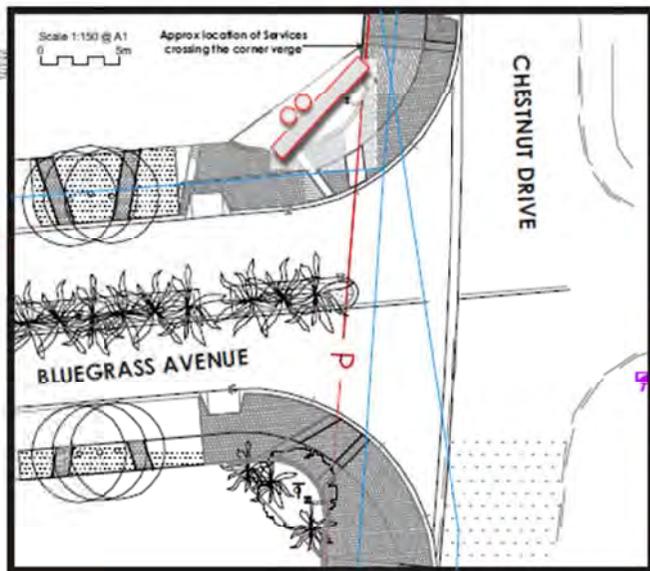
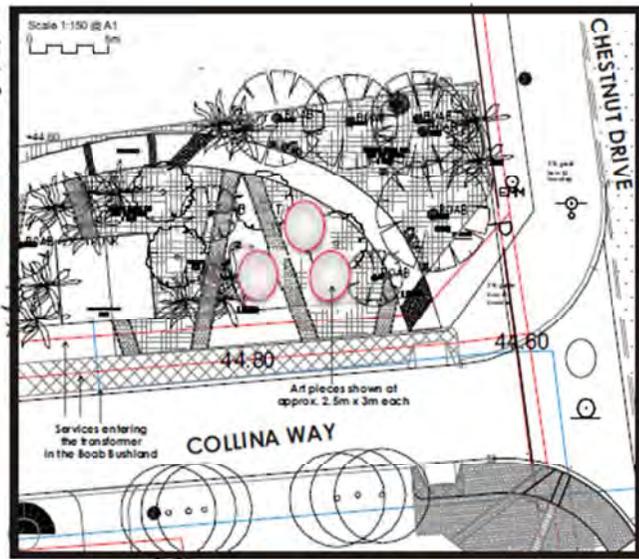
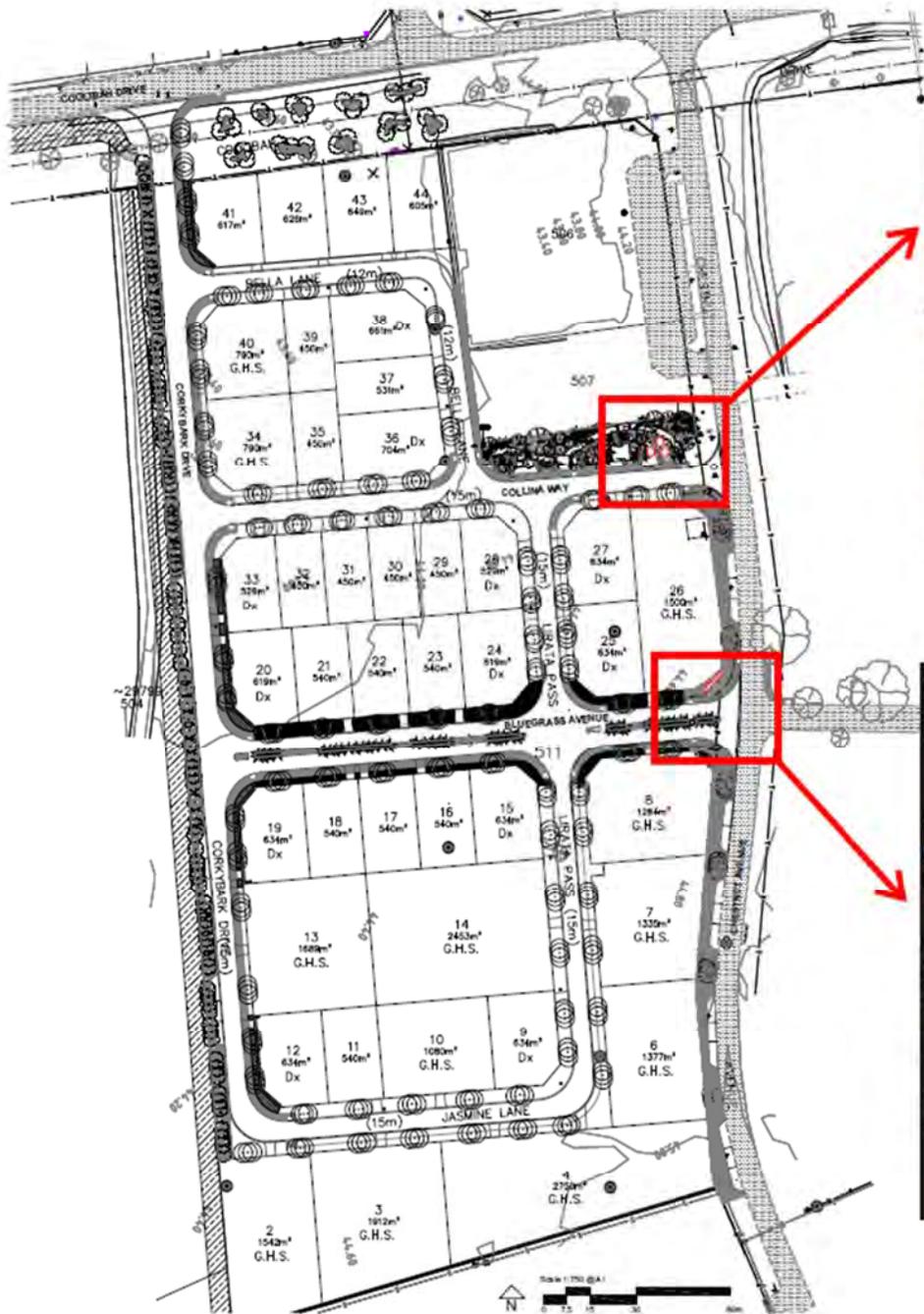
Recommendations:

- * Waringarri source final costings for delivery of concept three;
- * LandCorp consider releasing the total budget, including the component for linking the subdivision back into the town, to Waringarri for delivery of concepts 1 to 4;
- * A timeframe be established for the delivery of the works;
- * UDLA and LandCorp open discussions with SWEK about the siting of the Shelter work (refer to Anna and Ertan for more details) and possible linking works which will not be sited in the subdivision;
- * UDLA and LandCorp discuss siting options for concepts 2 and 3;
- * All siting options be presented to Waringarri for negotiation.

If siting, budget and timeframe can be agreed upon I recommend that this be documented and a contract be issued to Waringarri for the provision of public art works for the Coolibah subdivision.

Image shows some of the Waringarri artists to be involved in the project looking at a potential site for concept two.





COOLIBAH RESIDENTIAL INFILL
 WARINGARRI ART PROJECT - CONCEPT LOCATION PLAN





Our Ref A510600
Enquiries (08) 9482 7589 will.eyres@landcorp.com.au

Cr John Moulden
Shire President
Shire of Wyndham East Kimberley
PO BOX 614
KUNUNURRA WA 6743

Dear Cr Moulden

Coolibah Estate - Waringarri Arts Project

Following the closure of the Advertising Period for the Coolibah Public Art Project, LandCorp wishes to outline to the Shire of Wyndham East Kimberley (SWEK) the next phases for the project.

For your information and records we have detailed both the process undertaken to date and proposed next steps for the works, including future consultation with SWEK.

Background

LandCorp approached the Shire of Wyndham East Kimberley in 2010 to posit the Waringarri Public Art opportunity and received in principal to progress the project.

Public art consultants, Artsource then prepared an artist brief to engage a head artist to lead a collaborative process with Waringarri Artist Studio to deliver the works.

To assess the initial proposals LandCorp assembled a consultative panel consisting of Artsource, Estate Landscape Architects UDLA, Waringarri Art Consultant Seva Frangos, and LandCorp.

While assessing the proposals it was agreed by the panel that the best means to meaningfully engage Waringarri Arts in the project was to directly engage them rather than appoint an external head artist. Waringarri Arts will now be guided by LandCorp's panel and most importantly by Waringarri Arts General Manager, Cath Cummins and Studio Manager, Glen Clark.

The Council resolved at its December 2012 official meeting to advance to public advertising the Waringarri Artists concepts including the proposed installation locations within the Coolibah Estate. Advertising of the Public Art concepts was then advanced through SWEK's planning department and no comments were received during the advertising period which closed on 5 February 2013.

Next Steps

LandCorp is preparing to award the contract for delivery of the Coolibah Public Art project to Waringarri Arts, with the contract administrated by Artsource and process managed by LandCorp's consultant panel. The awarding of this contract is imminent with a proposed works delivery program as follows:

1. Detail design/approvals - APRIL/MAY 2013

2. Construction - JUN/SEP 2013
3. Site assembly - OCT/NOV 2013
4. Official opening - EARLY DEC 2013

To facilitate the construction and site assembly component of these works Artsource and LandCorp's panel shall prepare detailed design documentation and work with SWEK to advance the necessary formal approvals.

Further, LandCorp will continue to liaise with Shire Officers regarding the construction, siting, asset management planning, maintenance and handover of the public art work.

Should you have any queries please do not hesitate to contact me on the details provided above.

Yours sincerely

Will Eyres
Senior Project Manager, Regional

27 March 2013

Cc Gary Gaffney, Nick Kearns,

Jennifer Ninnette

From: Anna Duncan <anna@udla.com.au>
Sent: Thursday, 21 August 2014 3:31 PM
To: Peter Kerp; Jennifer Ninnette
Cc: Waringarri Arts - Admin; Greg Grabasch
Subject: RE: KUNCO Coolibah Estate Waringarri Public Art Installation - LandCorp
Attachments: Waringarri Public Art Documents for SWEK Approval Rev1.pdf

Importance: High

Follow Up Flag: Follow up
Flag Status: Flagged

Dear Peter and Jennifer,

As previously discussed, please see attached the Waringarri Public Art Document for your approval of the Boab and Totem install at Coolibah Estate.

This document package includes;

- Landscape Architectural Plans (including Coolibah Estate Landscape site plans, installation location plans, and artistic concept graphics);
- UDLA Documentation Drawings For Construction (Rev H Certified by GHD structural Engineers); and
- Maintenance Manuals X 2 (Boab Nut and Totem Pole)

Can you please have a look through this set and reply with your approval of Waringarri's installation proposal? Or advise of anything else we need to do to gain this?

Once we hear back from you we hope to get the install underway immediately as we have the following timeline planned;

- Installation Date: Late Aug-early September 2014
- Opening Date: Coincide with LandCorp Board Site Visit between September 30th and October 3rd 2014

Looking forward to your reply and approval,

Kind Regards,

Anna Duncan

BLarch
Registered Landscape Architect AILA

The logo for UDLA (Urban Design Landscape Architects) features the lowercase letters 'udla' in a stylized, orange, hand-drawn font. The letters are connected and have a slightly irregular, artistic feel. Below the text is a thin, horizontal orange line.

Level 1A 3-5 Josephson Street Fremantle WA 6160
p: +61 8 9336 7577 | f: +61 8 9430 7060 | m: +61 438 987 492
e: anna@udla.com.au w: udla.com.au

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From: Anna Duncan
Sent: Wednesday, 30 July 2014 11:02 AM
To: 'Peter Kerp'

Cc: Navneet Raheja; Jennifer Ninnette
Subject: RE: KUNCO Coolibah Estate Waringarri Public Art Installation - LandCorp

Thanks Peter,

Nice to hear back from you.
I'm so glad you have already had contact with the artists. I am working closely with Cathy Cummings who is the Arts & Business Manager at Waringarri so perhaps it was her and an artist? Waringarri have engaged registered builder MarrBuilt Homes to undertake the installation based on our details and GHD certified drawings.

I will send through the documents today and then give you a call to discuss and request your approval of the proposal and a building licence to proceed. LandCorp are visiting Kununurra for the opening between 30th September and 3rd of October so we'd like it in by mid-September at the latest to achieve this timeline. I'll be in touch,

Kind Regards,

Anna Duncan
BLArch
Registered Landscape Architect ALLA



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From: Peter Kerp [<mailto:Peter.Kerp@swek.wa.gov.au>]
Sent: Wednesday, 30 July 2014 10:53 AM
To: Anna Duncan
Cc: Navneet Raheja; Jennifer Ninnette
Subject: RE: KUNCO Coolibah Estate Waringarri Public Art Installation - LandCorp

Hi Anna

Yes long since we last spoke

Planning information send to Jennifer Ninnette, Senior Planning officer Jennifer.ninnette@swek.wa.gov.au

Engineering send to me – both Jen and I have spoken with the art person who's name I can't recall at the moment - Jen and I also met with the sculptor

Will look forward to receiving the package below

regards

Peter Kerp
Manager Engineering Services

SHIRE of WYNDHAM | EAST KIMBERLEY

20 Coolibah Drive, PO Box 614 Kununurra WA 6743 | T: (08) 9168 4164 | F: (08) 9168 1798 | M: 0419 764 334 | www.swek.wa.gov.au

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 Please consider the environment before printing this e-mail

From: Anna Duncan [<mailto:anna@udla.com.au>]
Sent: Tuesday, 29 July 2014 4:06 PM
To: Navneet Raheja; Peter Kerp
Subject: KUNCO Coolibah Estate Waringarri Public Art Installation - LandCorp

Hi Nav and Peter,

How are you both? Long-time no speak ☺ I hope all is well in sunny Kununurra.

I would like to send some information to SWEK's building department re: the Waringarri public art pieces we are installing in Coolibah Estate through LandCorp. Can you please let me know who I should contact regarding this?

It would be good to have the contacts for the planning department, engineering department and the Chief Executive Officer too please as we want to send everyone the;

1. Architectural designs including site plans to show the location and any elevations / sections etc.
2. Full engineering designs
3. Maintenance manual

Please let me know. Look forward to hearing back from you as soon as you're able so we can get this exciting project installed,

Kind Regards,

Anna Duncan
BLArch
Registered Landscape Architect AILA



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WARINGARRI PUBLIC ART PROJECT, COOLIBAH ESTATE, KUNUNURRA FOR CONSTRUCTION



Landscape Architectural Plans

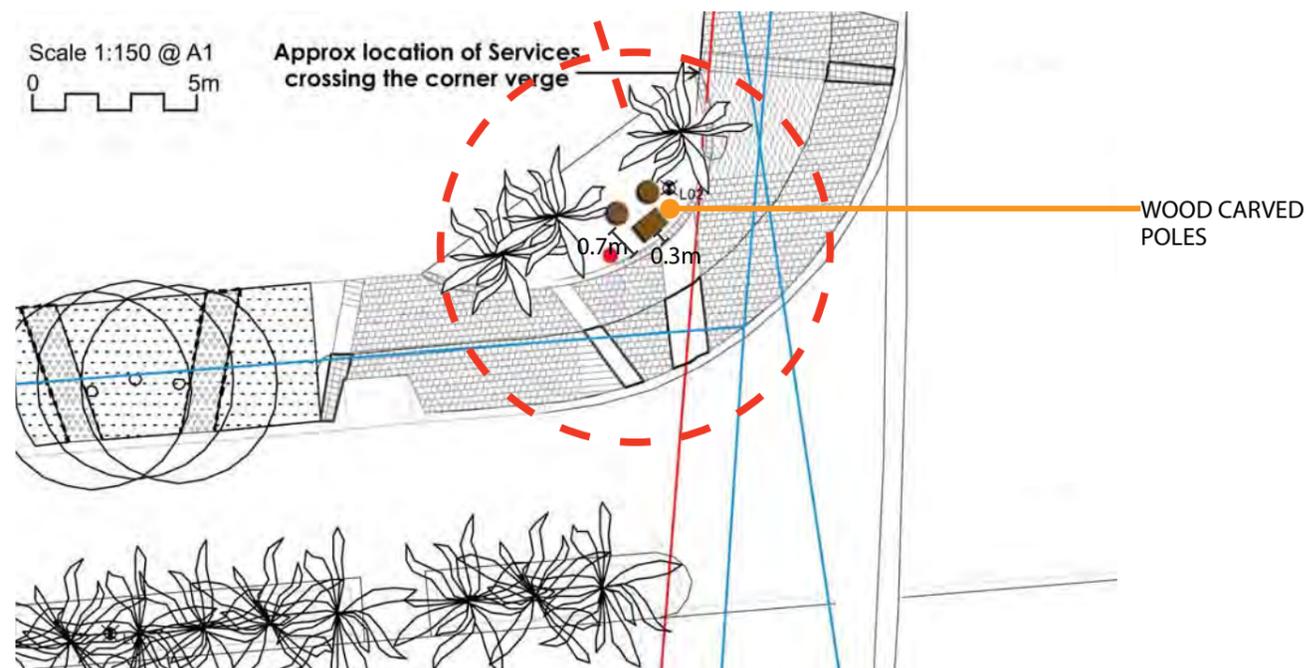
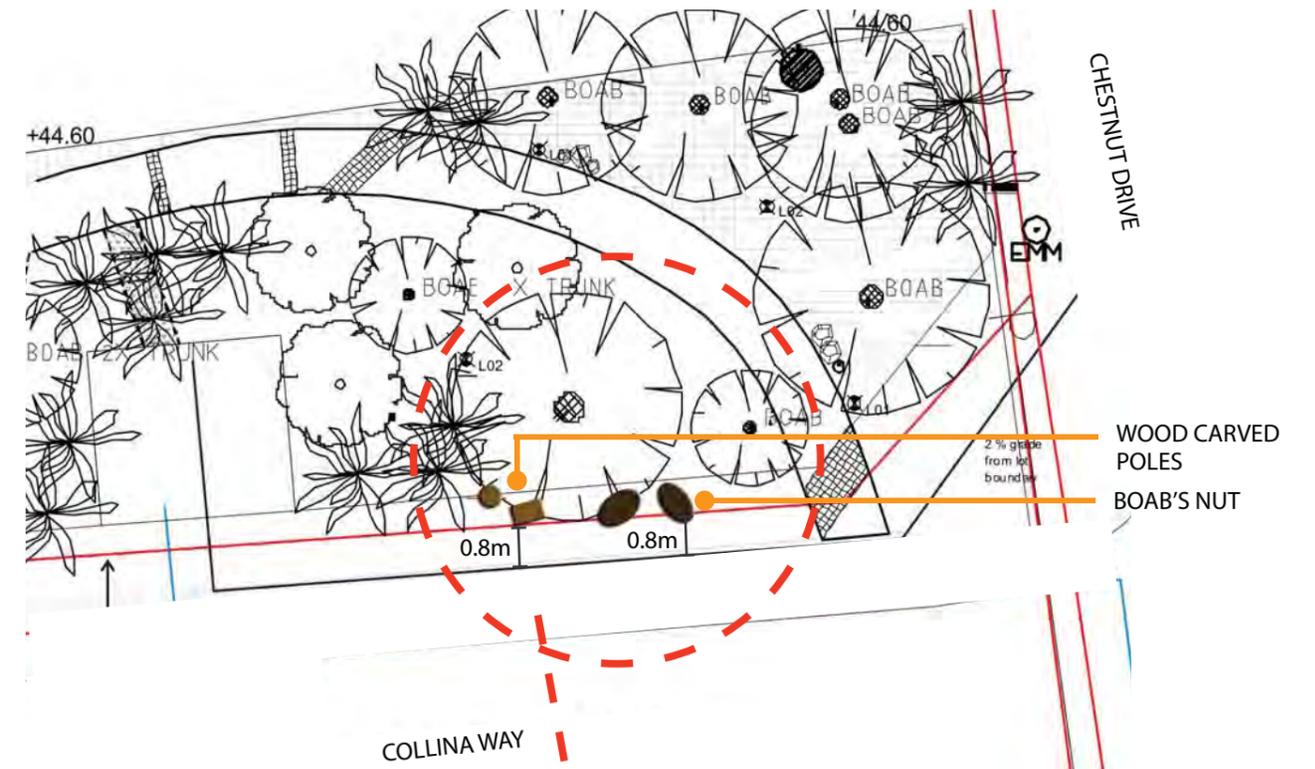
(including Coolibah Estate Landscape site plans, installation location plans, artistic concept graphics)

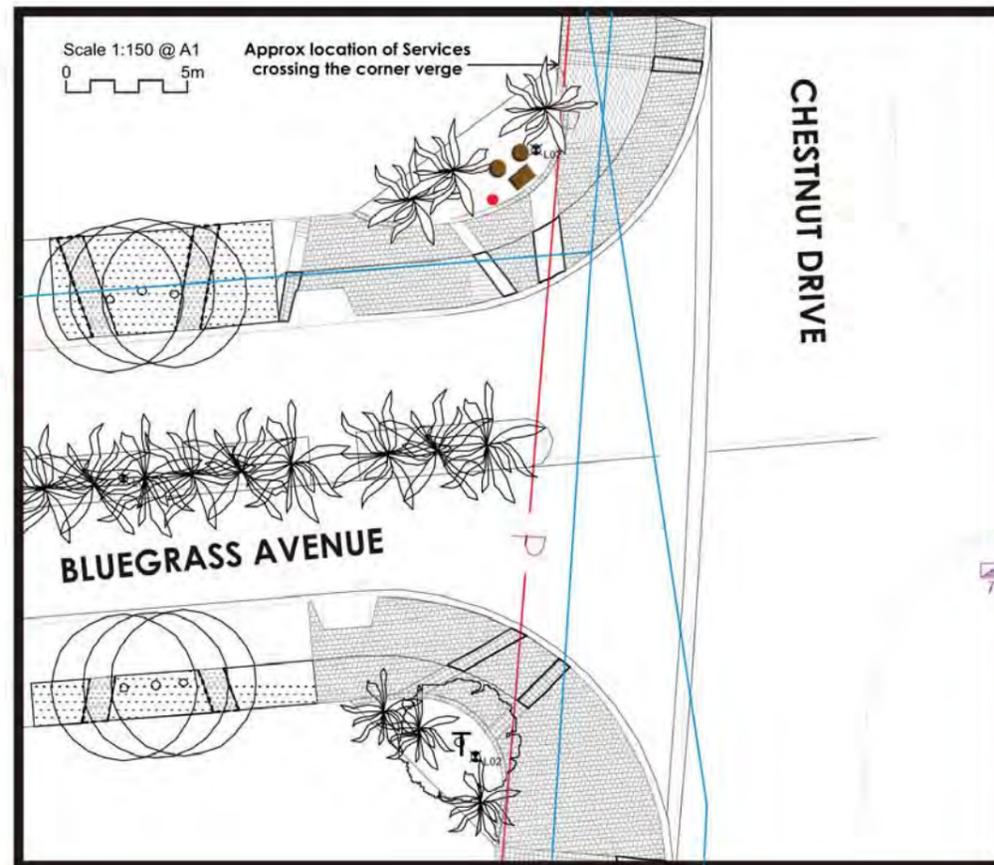
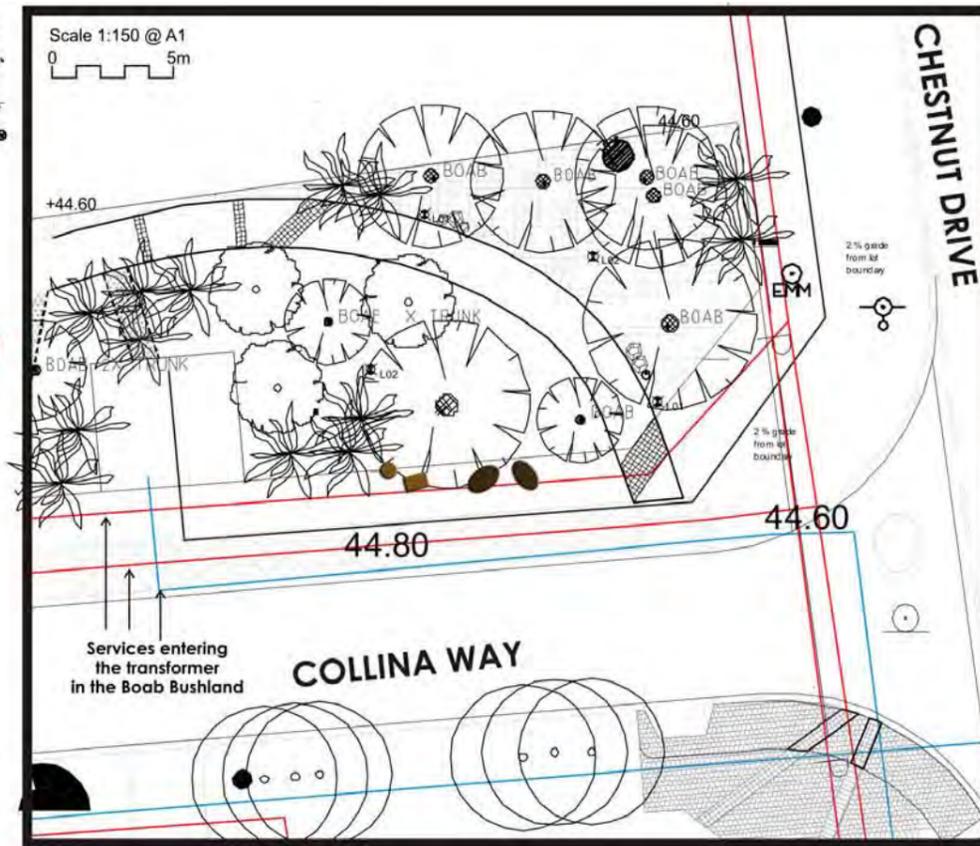
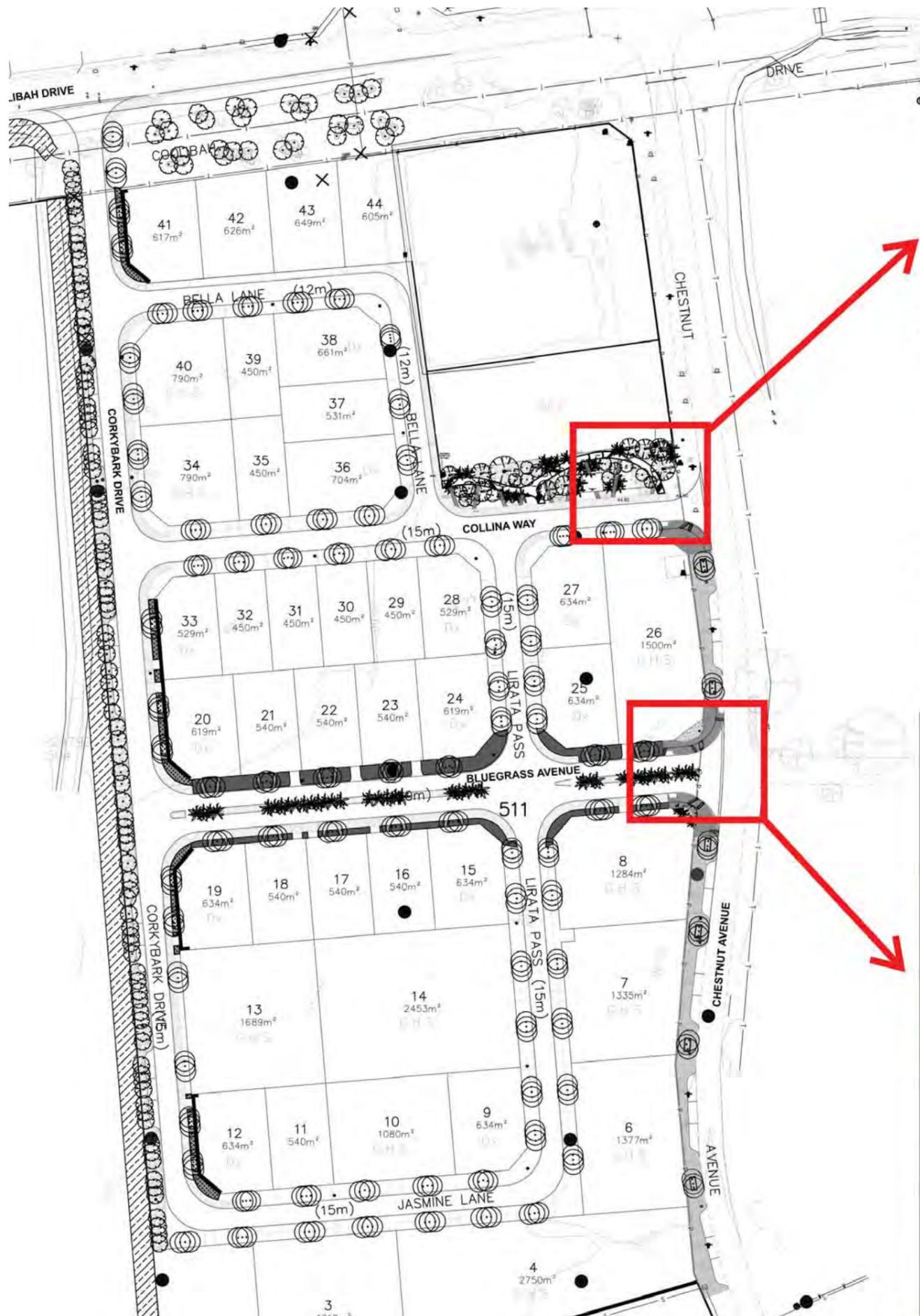
UDLA Documentation Drawings For Construction

(Rev H Certified by GHD structural Engineers)

Maintenance Manuals X 2

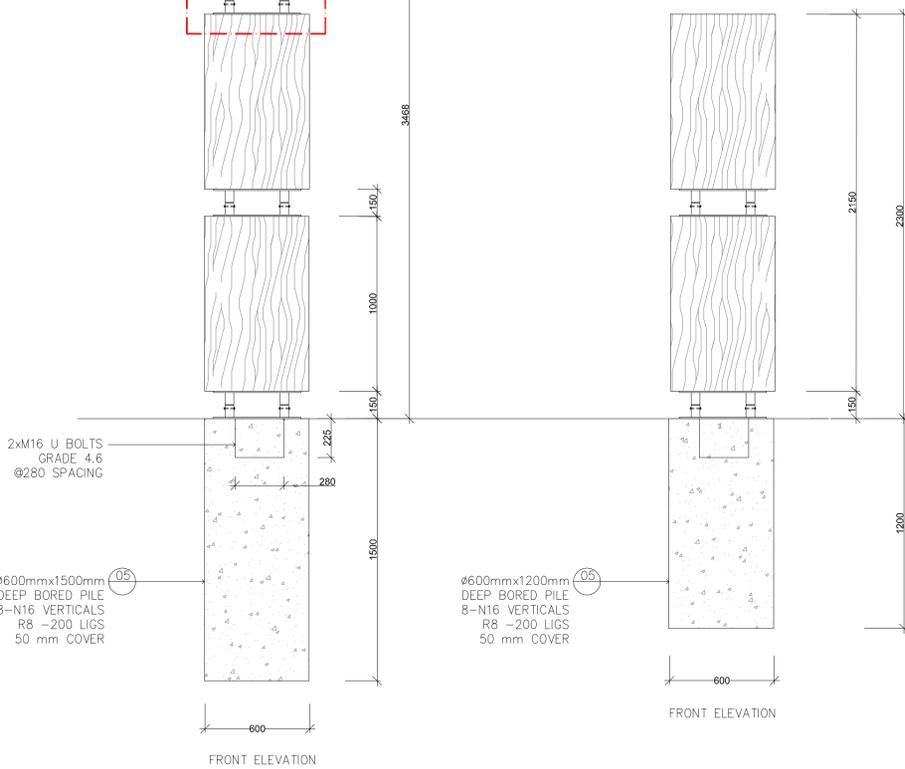
(Boab Nut and Totem Pole)



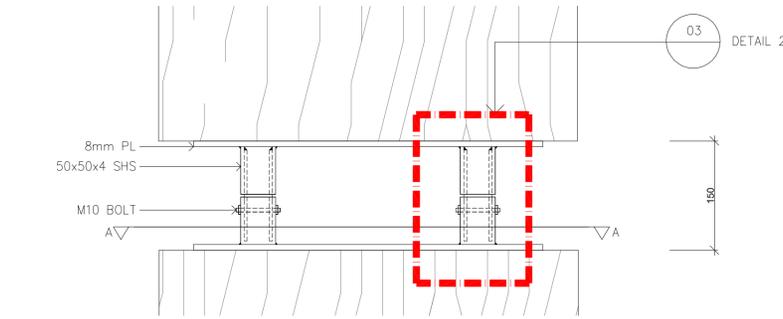


TIMBER BLOCKS
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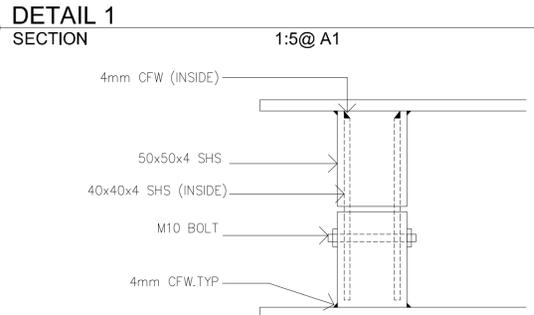
01
L01



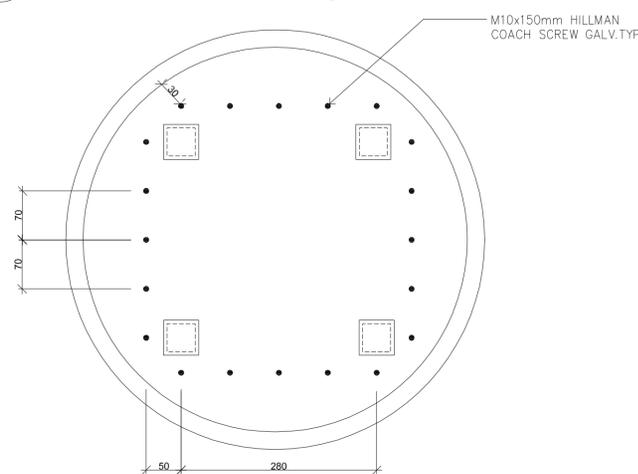
01
L01 ARTWORK DETAIL - WOOD CARVED POLES
ELEVATION 1:20 @ A1



02
L01



03
L01



04
L01 SECTION AA SECTION 1:5 @ A1

GENERAL NOTES
G1 DIMENSIONS SHALL NOT BE OBTAINED BY SCALING THE STRUCTURAL DRAWINGS.
G2 SETTING OUT DIMENSIONS SHOWN ON THE DRAWINGS SHALL BE VERIFIED BY THE BUILDER.
G3 DURING CONSTRUCTION THE STRUCTURE SHALL REMAIN IN A STABLE CONDITION AND NO PART SHALL BE OVER-STRESSED.
G4 ALL WORKMANSHIP AND MATERIALS SHALL BE IN ACCORDANCE WITH THE REQUIREMENTS OF THE RELEVANT BUILDING AUTHORITIES.
G5 CARRY OUT WORK IN A SAFE MANNER IN ACCORDANCE WITH APPLICABLE STATUTORY REGULATIONS, BY-LAWS OR RULES. COMPLY WITH OCCUPATIONAL HEALTH AND SAFETY ACT INCLUDING ASSOCIATED REGULATIONS AND CODES OF PRACTICE. CONTRACTOR IS RESPONSIBLE FOR OCCUPATIONAL HEALTH AND SAFETY OF SITE PERSONNEL AND GENERAL PUBLIC IN ACCORDANCE WITH LEGISLATIVE REQUIREMENTS, INDUSTRIAL AGREEMENTS AND ACCEPTED INDUSTRY PRACTICE.

CONCRETE
C1 ALL WORKMANSHIP AND MATERIALS SHALL BE IN ACCORDANCE WITH AS3600
C2 CONCRETE QUALITY:
FOOTINGS
CEMENT TYPE GP
ADMIXTURES Nil
GRADE N25
C3 MINIMUM CLEAR CONCRETE COVER TO REINFORCEMENT SHALL BE 50mm.
C4 NO HOLES OR CHASES OTHER THAN THOSE SHOWN ON THE STRUCTURAL DRAWINGS SHALL BE MADE IN CONCRETE MEMBERS WITHOUT THE PRIOR APPROVAL OF THE ENGINEER.
C5 REINFORCEMENT LAP LENGTH SHALL BE 400mm UNLESS OTHERWISE NOTED.
C6 REINFORCEMENT SHALL COMPLY WITH AS4671.

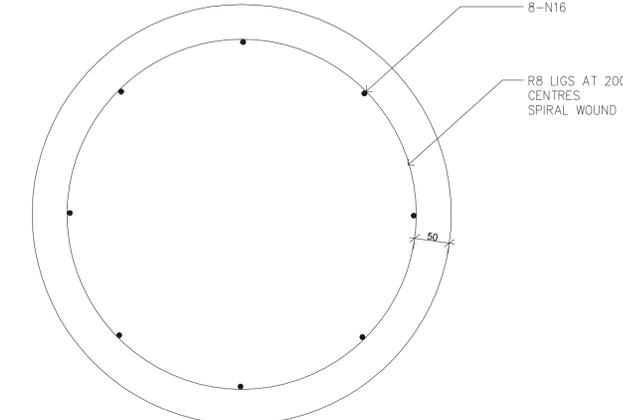
STEEL
S1 ALL WORKMANSHIP AND MATERIALS SHALL BE IN ACCORDANCE WITH AS4100.
S2 UNLESS OTHERWISE NOTED, ALL STEEL SHALL BE IN ACCORDANCE WITH:
AS 1163 GRADE 350 FOR SQUARE HOLLOW SECTION.
AS 3678 FOR PLATES
S3 WELDERS SHALL BE CATEGORY GP TO AS1554 UNLESS OTHERWISE NOTED.
S4 STRUCTURAL STEEL WORK SHALL HAVE THE FOLLOWING SURFACE TREATMENT:
Element All Steelwork
Surface cleaning Acid bath
Coating Hot dip galvanize
Coating/Dry film thickness To AS 4680
S5 ALL BOLTS, NUTS, WASHERS AND SCREWS SHALL BE GALVANISED.
S6 REPAIR GALVANISED COATING TO AS4680 SECTION 8 - REPAIR AFTER GALVANISING.

FOUNDATIONS/SLABS ON GROUND
F1 FOOTINGS HAVE BEEN DESIGNED FOR A SAFE WORKING BEARING PRESSURE OF 100 kPa IN UNDISTURBED NATURAL SOIL.
F2 KEEP EXCAVATIONS FREE OF WATER. PROVIDE ADEQUATE DRAINAGE TO ENSURE FORMATION IS NOT AFFECTED BY MOISTURE. PREVENT FOUNDATION DRYING OUT DUE TO EXPOSURE. PLACE BUNDING, FOOTINGS, PILES AND BACKFILL AS SOON AS PRACTICABLE AFTER EXCAVATION.
F3 ENSURE EXCAVATIONS ARE STABLE AND PROTECT SURROUNDING PROPERTY AND SERVICES FROM ADVERSE EFFECTS OF GROUND WORKS.

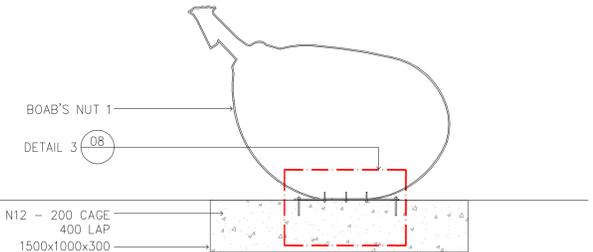
TIMBER
T1 DESIGN, WORKMANSHIP AND MATERIALS TO BE TO AS1720, AS1684, AND AS5604.
T2 TIMBER TO BE FREE OF LOOSE GUM VEINS, POCKETS, UNSOUND KNOTS, KNOT HOLES, SHAKES, SPLITS, TERMITES, GALLERIES AND OTHER DEFECTS. TIMBER TO BE COMPLETELY FREE OF ANY DEFECTS WITHIN 200 mm OF CONNECTIONS.
T3 EXPOSED TIMBER TO BE HARDWOOD WITH NATURAL DURABILITY OF HEARTWOOD CLASS 1 OR 2 TO AS5604
T4 DRILL HOLES FOR COACH SCREWS AS FOLLOWS: HOLE FOR SHANK = SHANK DIAMETER PLUS 1 mm.
T5 PROVIDE WASHERS UNDER HEAD AND NUT OF BOLTS.
T6 M10 BOLT - 3/4" x 2.5 THICK WASHERS
RETIGHTEN ALL BOLTS AT COMPLETION OF CONTRACT

Revisions			
Code	Description	Issued By	Date
H	ISSUE FOR STRUCTURAL ENGINEER APPROVAL	GG	19/08/2014
G	ISSUE FOR STRUCTURAL ENGINEER APPROVAL	GG	14/08/2014
F	ISSUE FOR STRUCTURAL ENGINEER APPROVAL	GG	13/08/2014
E	ISSUE FOR STRUCTURAL ENGINEER APPROVAL	GG	06/08/2014
D	ISSUE FOR STRUCTURAL ENGINEER APPROVAL	GG	26/07/2014
C	ISSUE FOR STRUCTURAL ENGINEER APPROVAL	GG	23/06/2014
B	ISSUE FOR STRUCTURAL ENGINEER APPROVAL	GG	20/06/2014
A	ISSUE FOR INFORMATION	GG	5/06/2014

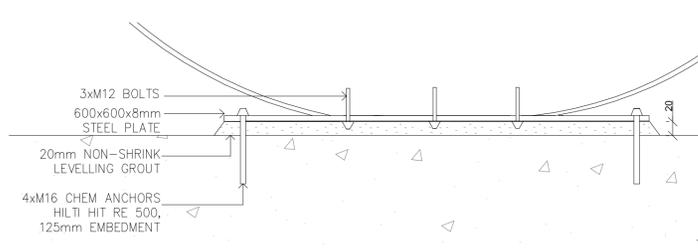
PRELIMINARY ONLY
LEGEND



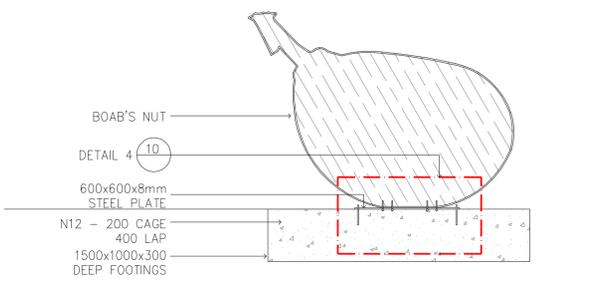
05
L01 BORED PILE DETAIL PLAN 1:5 @ A1



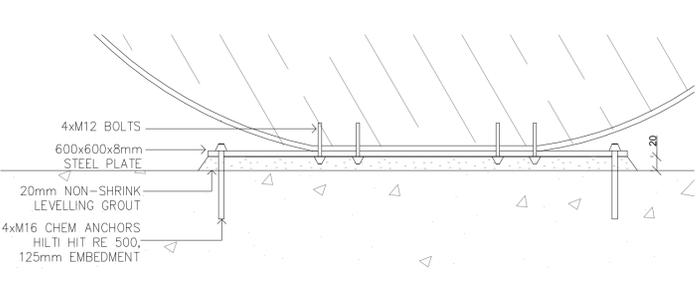
07
L01 ARTWORK DETAIL - BOAB'S NUT 1 (OPEN BASE) SECTION 1:20 @ A1



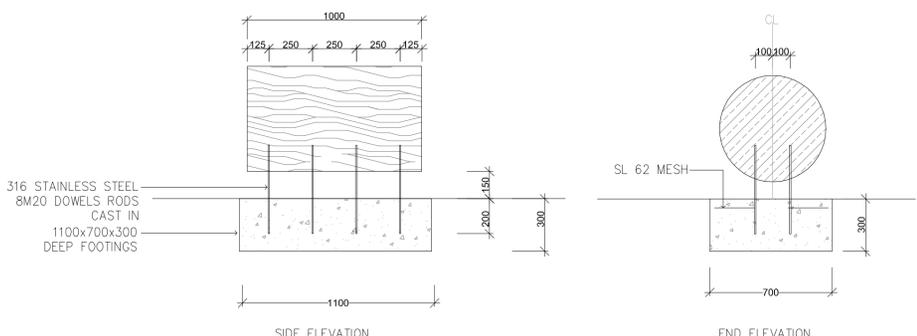
08
L01 DETAIL 3 SECTION 1:5 @ A1



09
L01 ARTWORK DETAIL - BOAB'S NUT 2 (ENCLOSED BASE) SECTION 1:20 @ A1



10
L01 DETAIL 4 SECTION 1:5 @ A1



06
L01 ARTWORK DETAIL - WOOD CARVED POLES ELEVATION 1:20 @ A1

udla
Urban Design Landscape Architecture
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t +61 (08) 9336 7577
www.udla.com.au

Client LANDCORP		
Project WARINGARRI ART PROJECT (COOLIBAH STATE KUNUNURRA)		
Drawing DETAIL		
Drawing Number L01		
Issue ISSUED FOR INFORMATION		
Project No. KUNCO	Sheet 1 of 1	Scale AS SHOWN
Approved GG	Drawn By MB	Date 19/08/2014

GENERAL NOTES
- ALL LEVELS AND DIMENSIONS INDICATED ON PLANS ARE INDICATIVE AND NEED TO BE CONFIRMED ON SITE BY THE CONTRACTOR. PRIOR TO COMMENCING WORKS THE CONTRACTOR SHALL LIAISE DIRECTLY WITH RELEVANT SERVICE AUTHORITIES TO ASCERTAIN THE LOCATION OF ANY SERVICES.
- ALL SERVICES SHALL BE PHYSICALLY LOCATED BY HAND PRIOR TO THE USE OF ANY EXCAVATION EQUIPMENT. SERVICES IN CLOSE PROXIMITY TO PROPOSED WORKS SHALL BE EXPOSED BY HAND BEFORE WORK IS TO COMMENCE.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR BEARING THE COST OF MAKING GOOD ANY DAMAGE TO EXISTING SERVICES AND MAINS WHETHER OR NOT THESE ARE SHOWN ON THE DRAWINGS. IT IS THE SOLE RESPONSIBILITY OF THE CONTRACTOR TO FULLY INFORM THEMSELVES OF THE LOCATIONS OF SERVICES AND TO MAKE NECESSARY PROVISIONS. ALL WORK SHALL BE IN ACCORDANCE WITH THE APPROPRIATE AUSTRALIAN STANDARDS AND AS OUTLINED IN THE LANDSCAPE SPECIFICATION

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27 June 2014

Greg Grabasch
Urban Design Landscape Architecture
Level 1A, 3-5 Josephson Street
FREMANTLE WA 6160

Our ref: 61/31050
Your ref: 142761

Dear Greg

**Waringarri Art Project - Sculpture Supports
Structural Engineering Certification**

GHD has undertaken a review of UDLA's current architectural drawings for the Waringarri Art Project sculpture supports.

The following drawings form the extent of this engineering certificate:

Architectural Drawing No	Revision
L01	H

GHD has completed a structural review of the above drawings and hereby certifies that the design complies with Section B of the BCA and relevant Structural Australian Standards.

Sincerely
GHD Pty Ltd

Peter Tonkin
Service Group Manager - Structures
6222 8202

PUBLIC ART MAINTENANCE PLAN

Artist name: Waringarri Arts
Address: Speargrass Road Kununurra WA 6743
Email: admin@waringarriarts.com.au
Phone: (08) 9168-2212

Artwork Name: Boab's Nuts (Two Pieces)
Location: Coolibah State, Kununurra
Cost: Boabs \$45,000 each (2 x pieces) (Currently valued at \$65K -\$75K each for future commissions)

Year Fabricated/Installed: 2014

Maintenance information

	Details	Client notes
Media	As per UDLA drawing L01 Rev D 26/06/14 certified by GHD. Brass cast boab nut artwork, Installation materials include: 316 stainless steel 8m20 dowels rods cast in 1100x700x300 deep footings, sl 62 mesh, n12 - 200 cage 400 lap 1500x1000x300 deep footings, 4 x angle fastenings, 2xzenith 12gx35mm gal hex head metal, m16 hilti-hit-hy200 gal 125 embedment, neoprene pad, bent 8mm plate	
Surface coatings	Casting brass with anti-graffiti coating	
Fabricated methodology	The form for the artwork was made from polystyrene layers glued together to form a mould. This was then cut with hot wire, plastered and sanded into the shape of the boab nuts. The form was then covered with 6mm of wax which 11 x Waringarri artists etched into. The wax was removed from the moulds and placed into cradle mounts and freighted to the foundry. The wax form was used to create the lost wax technique for casting in bronze.	
Installation methodology	The artwork was transported to site from Waringarri Aboriginal Arts Centre in Kununurra. The concrete footing is to be made by the local Registered Builder, as per UDLA Landscape Architects drawing and GHD certified structural details. The art work is lifted into position by an all-terrain forklift supplied by the local registered builder. On completion of installation, UDLA will confirm it complies to the certified engineer drawings. In addition, UDLA and SWEK will inspect the installation to ensure the Shire accept/approve it.	
Maintenance requirements	Cleaning vandalism & re-apply anti-graffiti coating as per product recommendation. Cleaning associated up-lights of leaf debris and soil; opening cages, cleaning out/wiping light lense and locking the cages again. Hand/chemical weeding around the artwork.	
Maintenance provider	Waringarri Aboriginal Arts (monthly checks for a 12 month period) Shire of Wyndham East Kimberley (SWEK) Local Authority	
Maintenance cost	Variable	
Contact details of fabricators and/or installers	Waringarri Aboriginal Arts: 08 91682212 SWEK: 08 91684100 Local Registered Builder Marrbuilt Homes: 0407 633 882	



Minutes Ordinary Council Meeting



24 February 2015



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PUBLIC ART MAINTENANCE PLAN

Artist name: Waringarri Arts
 Address: Speargrass Road Kununurra WA 6743
 Email: admin@waringarriarts.com.au
 Phone: (08) 9168-2212

Artwork name: Totem Poles (six Pieces)
 Location: Coolibah State Kununurra
 Cost: Each totem piece \$4,500 each (10 pieces)

Year fabricated/installed: 2014

Maintenance Information

	Details	Client notes
Media	As per UDLA drawing L01 Rev D 26/06/14 certified by GHD Carved African Mahogany and Melaleuca timber blocks. Installation Materials Include: 2 x M16 U Bolts Grade 4.6 @ 280 Spacing, ø 600mm x 1200 mm Deep Bored Pile 8-N16 Verticals R8 -200 LIGS 50 Mm Cover, 316 Stainless Steel 8m20 Dowels Rods Cast In 1100 x 700 x 300 Deep Footings 8-N16, R8 LIGS At 200 Centres Spiral Wound, M10 x 150 mm Hillman Coach Screw Galv.TYP, 4mm CFW, 50x50x4 SHS, 40x40x4 SHS, M10 Bolt, 4mm CFW.TYP	
Surface Coatings	Carved timber with anti-graffiti coating	
Fabricated Methodology	Totem poles are made from African Mahogany and Melaleuca log sections, the bark was taken off, and then they were sanded and carved into. Each totem pole is made of several logs erected vertically to create two and three log high totems poles.	
Installation Methodology	The artwork will be transported to site in sections from Waringarri Aboriginal Arts by all terrain forklift or hiab truck, supplied by Local Registered Builder. The concrete footing is to be made by the Local Registered Builder on site at the agreed locations, as per UDLA Landscape Architects drawing and GHD certified structural details. The Art work is to be lifted into position by crane and fixed as per drawing. On completion of installation, UDLA or Art Source consultants will confirm it complies with the certified engineer drawings. In addition, UDLA and SWEK will inspect the installation to ensure the Shire accept/approve it.	
Maintenance Requirements	Cleaning vandalism & re-apply anti-graffiti coating as per product recommendation. Cleaning associated up-lights of leaf debris and soil; opening cages, cleaning out/wiping light lense and locking the cages again. Hand/chemical weeding around the artwork.	
Maintenance Provider	Waringarri Aboriginal Arts (monthly checks for a 12 month period) Shire of Wyndham East Kimberley (SWEK) Local Authority	
Maintenance Cost	Variable	
Contact details of fabricators and/or installers	Waringarri Aboriginal Arts: 08 91682212 SWEK: 08 91684100 Local Registered Builder Marrbuilt Homes: 0407 633 882	





Waringarri Aboriginal Art - Public Art Risk Assessment

Coolibah Estate, Kununurra

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2 February 2015

ATTN: Simon Proud
LandCorp (Broome)
1st Floor Cnr Dampier & Napier Terrace
Broome Western Australia 6725

REF: Coolibah Public Art Risk Assessment Report

RE: Coolibah Estate - Public Art Risk & Asset Management Assessment

1 Introduction

The following report commissioned by LandCorp covers the risk and asset management of the two proposed public artwork pieces, custom-built to be installed at the Coolibah Estate, Kununurra. The Public Art Concepts 1 and 2, were designed and constructed by Waringarri Aboriginal Arts, Kununurra and were scheduled to be installed as cultural entry statements for the Estate in 2014. It is anticipated that the explanations of the artwork installation methodology and the Residual Risk Summary within this document will assist the Shire in approving the installation of the pieces, and completion of the project.

2 Project Background

2.1 Award to Waringarri Aboriginal Arts

Due to Coolibah Residential Estate having a significant portion developed specifically for housing for Aboriginal residents it was evident there was a need for public art to have a strong resonance with local Aboriginal people. LandCorp approached the Shire of Wyndham East Kimberley in 2010 to propose the Waringarri Public Art opportunity and received an 'in principal' support for the project to proceed.

Artsource were engaged to prepare an artist brief to engage a head artist to lead a collaborative process with the Waringarri Artists.

To assess the art project buildability, practicality and creative output LandCorp assembled a consultative panel consisting of; Artsource, project Landscape Architects - UDLA, Waringarri Art Consultant Seva Frangos and LandCorp project representative's.

From evaluation of the three public artist proposals there was concern by the panel as to how the Waringarri Artists could be meaningfully engaged in each of the teams design and delivery processes. These concerns were confirmed when the Waringarri Artists

presented their own site responsive concept ideas to the above consultative panel late 2012, in coordination with Cath Cummins (Waringarri Art Centre Manager).

From here it was agreed the ongoing project direction would be guided by LandCorp's panel and most importantly by Cath Cummins and Waringarri Studio Manager, Glen Clark. The panel recognised that having this internal support strengthened the engagement opportunity and voided the need to commission a further Public Arts Consultant to drive the project.

SWEK requested that LandCorp publically advertise the two of the three Waringarri Artists concepts including their proposed installation locations within LandCorp's Coolibah Estate. Advertising of the Public Art concepts was then undertaken through SWEK's planning department with no comments being received during the public comment period, deadline 5th of February 2013.

2.2 Public Art Selection Panel

The Arts Contract was formally awarded to Waringarri Arts with the contract administrated by Artsource and process managed by LandCorp's consultant panel.

Prior to construction and site assembly LandCorp's consultant panel facilitated the following:

1. Preparation of detail design documentation in liaison with SWEK including discussions regarding construction, siting and the negotiation of existing services in lieu of formal approvals;
2. Preparation of a Safety Management Plan (SMP), prepared by Waringarri Arts. The SMP was audited by LandCorp and deemed fit for purpose; and,
3. As part of the arts contract terms Waringarri was required to provide certificates of currency for Workers Compensation and Third Party Public Liability Insurances.

2.3 Project Timeline

The design construction timeline was as follows:

1. *Detail design/approvals* - MAR/MAY 2013
2. *Construction* - JUN/SEP 2013
3. *Site assembly* - TBC (August 2014)
4. *Official opening* - TBC (September/October 2014)

The public art components have now been successfully completed and are being held offsite at Waringarri Arts for approval by SWEK for Coolibah Estate site installation.

3 Approved Public Art Concepts

3.1 Concept 1 - Carved Iron Wood Timber Poles



3.1.1 Description

This is a series of timber poles to be located in two separate locations in the Coolibah Estate and in three different arrangements (as per documentation drawings). They are made from locally sourced timber which has been hand carved in sections in the traditional boab nut carving style of the Waringarri Aboriginal Artists.

The carvings aesthetically reflect shelter, bush medicine, birds and animals on a large scale. The timber sections are stacked on top of each other to form poles, with the tallest pole being approximately 3.5 meters in height, then 2.3 meters and the lowest only 75 centimetres from the ground. The lowest provides a seating opportunity and play for children.

All timber pieces are timber finished/sealed with anti-graffiti coating for protection and upon installation the poles are treated to minimise timber decay and white ant damage. This treatment is to occur annually (anti-graffiti coat). The locally sourced Iron Wood timber has previously been used in a similar way with the carved poles outside the police station notably still rot free after 20 years.

The most exciting part of this concept is that the project involved a number of new, younger artists who were be able to learn traditional Waringarri Aboriginal Artist's techniques as well as how to safely use timber shaping tools such as chainsaws and routers, while also being artistically mentored by a lead carver.

After discussion with the artists, LandCorp's consultant team agreed these works would provide a strong entry statement to the Coolibah Estate Subdivision, due to their height and solidity providing counterpoint to the MG Corp building on the opposite corner of Bluegrass Avenue. In addition, the site is near a child care centre and proposed neighbourhood centre so child friendly works are also important to the site. However their exact placement is variable; therefore avoiding the underground services will be easily achieved.



3.2 Concept 2 – Brass Boab Nut Castings

3.2.1 Description

This Concept involves two enlarged boab nuts (approximately a meter in height) which are cast in brass and include expressive line work. The boab nut castings are hollow and robust with the lines and voids providing a visually light and airy shape.

As per concept one, the engraved artist's line is the key part to the work. The outcome reflects the traditional idea of the

Aboriginal art boab nut carvings and boab shapes.

Because of the smaller size of these works, it was agreed by the team they are more flexible to be located within the established Boab Park. Visually, these works have the potential to become somewhat of an iconic form for the Coolibah subdivision, looking as if they have fallen from the boab trees themselves. They also provide seating and allow children to play and interact with them. There is also positive opportunity in reproducing them in multiples of varying scales and siting others to emphasise a pathway into town. Note: the third one of these artworks has been purchased and installed by SWEK at the Kununurra Airport.

4 Public Art Register

It is recommended that, and would be appreciated if, these significant public artwork pieces are included on the Shire of Wyndham East Kimberley (SWEK) Public Art Register.

Usually, a public art register may contain the following information to record an artwork:

1. Artist CV's
2. Supporting Visual Material (Video of Artists at work)
3. Concept and Detail Documentation,
4. Structural Certification, and
5. SWEK Approval Documentation

The register would most likely be maintained by a Shire Officer or a Public Art Committee and updated every 12 months. Additional professional artist advice may be sought from time to time to enable an informed decision. The register may also be used as an online resource and as promotional material.

4.1 Decommissioning of Art Works

Over the years, there may be reasons to refer to the Public Art Register to locate information on a piece of artwork. The Shire Officer or Public Art Committee may need to consider **reasons for decommissioning** a piece of public artwork e.g. remove from display) due to a number of possible reasons:

1. Relocation due to site changes
2. Damaged beyond repair or deteriorated making unsightly or unsafe
3. Work no longer considered relevant/or appropriate in a cultural context

4.2 Intended Life of Artwork(s)

The assessment would consider both artworks to have a permanent public display life of 25 years and would consider another 5 years beyond this unless '**reasons for decommissioning**' apply, as mentioned in the Public Art Register section above.

5 Installation & Residual Risk Assessment

5.1 Detailed Documentation Drawings for Installation

Both Concept 1 and 2 have been detailed and documented for installation. Design construction documents were undertaken in line with AS/NZS4360 and certified by a structural engineer (GHD certification details Annex A).

The specialised structural components included:

1. Specific footing details for both the Boabs and Pole artworks
2. Specific fittings to attach the Boab and Pole artworks to the footings
3. Structural integrity of Boab and Poles including associated fittings and anti-graffiti protection

5.2 Site Installation Methodology

Both of the artworks (Concept 1 and 2) will be transported to site in sections, from Waringarri Aboriginal Arts, through the use of an all-terrain forklift and Hiab truck, supplied by a Local Registered Builder.

The concrete footing is to be constructed by the Local Registered Builder on site at the agreed locations, as per UDLA Landscape Architects drawing and GHD certified structural details.

The Art work is to be lifted into position by adequately weighted crane and fixed as per drawing.

On completion of installation, UDLA or Art Source consultants will confirm it complies with the certified engineer drawings. In addition, UDLA and SWEK will inspect the installation to ensure the Shire accept/approve it

5.2.1 Specific Considerations

1. Structure approval by SWEK
2. Site survey to locate elements
3. Dial before you dig and hand potholing to manage underground services for establishment of footings
4. Connection for lighting by qualified electrician (as required)
5. Installation operation overseen by a registered builder
6. Traffic & pedestrian management by qualified personnel during assembly
7. Finishing in situ touch ups and anti-graffiti coating applied immediately following assembly, and
8. Installation inspection by SWEK for approval of works at stages nominated; i.e. footings and final assembly

5.2.2 Installation & Residual Risk Summary

The following summary tables rates the perceived risks associated with the installation and residual placement of the public artwork.

Hazard	Risk Rating	Possible Cause	Control Measure	Residual Risk Rating
Prospect of vandalism and graffiti to artwork	medium	Opportune vandals graffiti pieces	Consider artistic up lighting for further passive surveillance. Timber is already finished/ sealed with anti-graffiti coating for protection and ease of graffiti removal.	Medium - on going issue
Slippery or loose surfaces/sharp edges	low	Sharp edges are not limited within the design. Possible sharp edges if fixtures were incorrectly placed and protrude beyond the edges of the artwork	Check all fixtures including footing fixtures to remain within the edges of the public artwork	low
Potential for injury Need for lighting/illumination	low	From climbing and falling from the poles or walking into the objects however artwork is placed beyond pedestrian desire lines	Consider artistic up lighting: Lighting would further limit potential for injury due to increasing the visibility. Placed within a garden soft fall and surrounded by prickly pandanus to discourage access	low
Manual handling required during installation	medium	Potential for object to fall or roll on contractors if not strapped and anchored appropriately by qualified crane handler (dogman)	Use of qualified crane operator and dogman with correct equipment (crane) certified to handle weight limits	low - following construction. Footing fixings to be inspected periodically
Impact on environment/collapse or erosion	low	Potential water logging of footings and cyclonic conditions	Footings are cyclone rated	low
Traffic Hazard	low	Removed from trafficable area, clearance zones and main intersection site lines	Not required	low
Entrapment	low	No areas that provide access for entrapment of body parts	Assess entrapment prospects at time of artwork completion as part of final inspection	Low – if inspections note no visible entrapment issues

low – Minimal risk to causing hazard or harm

medium – Moderate risk to causing hazard or harm - consider improved measures

high – Most likely to cause hazard or harm - requires immediate improved measures

5.3 Liability

It is recognised that the artworks would be located on SWEK land therefore the artwork is required to be logged within the Shire's Art Register and therefore covered by existing public liability insurances.

6 Artwork Maintenance Costs

The assessment considers the artwork construction and materials to be highly durable. To maintain this durability the artworks require minimum day to day maintenance and the following prescribed annual service and associated costs:

6.1 Concept 1 - Carved Iron Wood Timber Poles

1. Removal of grime, litter collection, hand/chemical weeding and graffiti (allow 4 cleanings per annum) – total 4 hours labour plus materials / equipment - \$410
2. Heavy duty cleaning & re-apply anti-graffiti coating as per product recommendation (allow annual cleaning and anti-graffiti application per) – total 5 hrs labour plus materials - \$675
3. Include annual inspection of footing and associated fixtures
4. Annual inspection of timber for ground clearance, rot or white ants (note: ground clearance from footing and application of anti-graffiti coating will aid to minimise timber rot and remove white ant issues – with reference to carved poles outside the police station are still rot and white ant free after 20 years).

6.2 Concept 2 – Brass Boab Nut Castings

1. Removal of grime, litter collection, hand/chemical weeding and graffiti (allow 4 cleanings per annum) – total 4 hours labour plus materials / equipment - \$410
2. Heavy duty cleaning & re-apply anti-graffiti coating as per product recommendation (allow annual cleaning and anti-graffiti application per) – total 4 hrs labour plus materials - \$525
3. Include annual inspection of footing and associated fixtures

Total Artwork Maintenance Cost - \$2,020 + GST per annum

6.3 Lighting Maintenance & Replacement Costs

For reasons of clarity up-lighting maintenance and associated costs have been separated from the artwork maintenance. The assessment considers the up-lighting to be less durable than the artwork with a replacement life of 15-20 years. To maintain up-lighting will require moderate day to day maintenance and the following prescribed annual service and associated costs:

1. Light replacement 6 @ \$2,000 (including labour) averaged over a 15 year replacement period - \$800 per annum
2. Cleaning associated up-lights of leaf debris and soil including opening cages, cleaning out/wiping light lenses and locking the cages again (allow 4 cleanings per annum) – total 4 hours labour plus materials / equipment - \$300
3. Energy running cost of lights per annum - \$60.84

Total Lighting Maintenance/Replacement Cost - \$1,160 + GST per annum

Detail note: The energy cost per annum of the 9 W Ligman Harrier luminaire is \$10.14 at the current Horizon Power L2 tariff and 4,000 hours per annum (dusk to dawn). There is no "globe" with manufacturer's advice life rated at 60,000 hours. This means replacement after 15 years of operation at 4,000 hour per annum. After 15 years of

operation we suggest the whole lighting installation would be replaced. With the current supply and installation cost of \$2,000, the annual replacement cost would be \$133.33.

6.4 Maintenance Responsibility

LandCorp has provided funds to upkeep the artwork in situ for 24 months including annual maintenance and ongoing observation and management of day to day issues.

Following the 24 months maintenance period LandCorp will disclose the issues and cost related to sustaining the artwork over this period, including a list of materials and treatments used to maintain the artwork in good condition.

7 Conclusion

The projected ongoing costs to SWEK for maintenance of both Concept 1 and Concept 2 artworks are potentially \$3,180 + GST per annum. This would not take effect until LandCorp's 24 month Maintenance period is completed.

Due to Coolibah Residential Estate having a significant portion of lots developed specifically for housing for Aboriginal residents and the public art cutom designed for the sites, these pieces will be a valuable amenity for the Estate and have a strong resonance with local Aboriginal people.

Annex A. Waringarri Public Art Documents

COOLIBAH ESTATE – PUBLIC ART

RISK and/or SWEK CONCERN	LANDCORP RESPONSE
Installation	<ul style="list-style-type: none"> • Plans approved vetted by a structural engineer. • Building permit to be obtained. • Installation by a local Registered Builder • Installation is Waringarri' s responsibility. Any issues with installation will be LandCorp's responsibility to address.
Insurance	<ul style="list-style-type: none"> • A formal Risk Assessment has been undertaken. 6 of the 7 identified risks were rated as low except vandalism which was rated as medium. Other than ongoing maintenance, no additional mitigation measures were proposed. • POS covered by LGA's standard insurance. • Artworks will be covered by LandCorp insurance for the first 2 years while in LandCorp ownership.
Maintenance costs	<ul style="list-style-type: none"> • Maintenance plans prepared for both boabs and totems artworks. • Maintenance costs (including lighting and its electricity) are estimated at \$3,180 pa + GST. • First 2 years maintenance is by Waringarri Arts. During this period LandCorp will maintain the art works if for any reason Waringarri Arts fails to fulfil its contractual obligations. • After first two years, if Council does not resolve that the artwork is to be removed (see below), LandCorp will give SWEK \$10,000. This is estimated to cover maintenance costs for a further 3-5 years. This will be paid in one lump sum up front.
Major damage	<ul style="list-style-type: none"> • As noted above, maintenance will be provided for an estimated first 5-7 years. • LandCorp will retain ownership of the artworks for the first 2 years. After the artwork has been installed for 2 years, if Council resolves that the artwork is to be removed LandCorp will do so at its cost (using the \$10,000 allocated for a further period of maintenance). If no such resolution is passed at the end of the first 2 years, ownership of the art works will pass to Council. • Barring major damage, the art works will remain in situ indefinitely. Major damage defined as damaged to the extent that the artwork cannot be repaired in situ. Responsibility for removal rest with the artwork owner at the time (ie LandCorp 1st 2 years after installation then SWEK).

13.5 CHIEF EXECUTIVE OFFICER

13.5.1 Use of Common Seal

DATE:	24/02/2015
PROPONENT:	Shire of Wyndham East Kimberley
LOCATION:	Shire of Wyndham East Kimberley
AUTHOR:	Debbie McCallum
REPORTING OFFICER:	Louise Gee, Acting CEO
FILE NO:	N/a
DECLARATION OF INTERESTS:	Nil

PURPOSE

For Council to receive this report on the application of the Shire of Wyndham East Kimberley Common Seal for the period 22 January 2015 to 19 February 2015.

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

Goal 1: Strong leadership and governance that underpins a more strategic approach to community engagement, regional development and organisational sustainability

COMMENT

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

Date of Use	Document
28/01/2015	Financial Assistance Agreement - Royalties for Regions. Department of Regional Development and SWEK. Country Local Government Fund 2012-13, Individual Allocation
28/01/2015	SWEK/Territory Rent A Car Pty Ltd - Lease for Booth 1 at EKRA

28/01/2015	SWEK/WTH Pty Ltd - Lease for Booth 4 at EKRA
28/01/2015	SWEK/Busby Investments Pty Ltd - Lease for Booth 2 at EKRA
2/02/2015	Settlement Deed Between Nicholas David Cooper as Official Liquidator of Valentine Falls Estate Pty Ltd and SWEK
4/02/2015	Lease of Wyndham Childcare Centre: Lot 826 (No.44) & Lot 827 (No.46) Koolama Street, Wyndham. SWEK & Children's Services Support Unit (CSSU) Inc
16/02/2015	Purchase and removal of a transportable building at 115 Coolibah Drive, 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 22 January 2015 to 19 February 2015.

COUNCIL DECISION

Minute No. 10811

Moved: Cr K Wright

Seconded: Cr B Robinson

That Council receives the report on the application of the Shire of Wyndham East Kimberley Common Seal for the period 22 January 2015 to 19 February 2015.

Carried Unanimously 9/0

13.5.2 Delegated Authority Report (Building and Planning)

DATE:	24/02/2015
PROPONENT:	Shire of Wyndham East Kimberley
LOCATION:	Shire of Wyndham East Kimberley
AUTHOR:	Jill Magee, Community Development Support Officer
REPORTING OFFICER:	Kevin Hannagan, Acting Chief Executive Officer
FILE NO:	N/A
DECLARATION OF INTERESTS:	Nil

PURPOSE

To report to the Council on the use of Delegated Authority (Building and Planning) by Officers for the period 1 January to 31 January 2015.

BACKGROUND

The use of Council approved Delegated Authority by Officers is reported to the 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.

The CEO is to keep a register of the delegations made under this Division to the CEO and to employees.

At least once every financial year, delegations made under this Division are to be reviewed by the delegator.

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

Strategic Community Plan 2012-2022

Goal 3: Protection and enhancement of lifestyle values, community facilities and the environment to provide safe and inviting communities

Objective 3.3: Towns are safe and inviting for locals and tourists

Strategy Ensure quality, consistent and responsive development and building assessment approval processes and enforcement

COMMUNITY CONSULTATION

Community consultation is not required in relation to this item

COMMENT

The attached reports outline the use of Delegated Authority by relevant Council Officers for endorsement by Council

ATTACHMENTS

Attachment 1 – Delegated Authority Report (Building) January 2015
Attachment 2 – Delegated Authority Report (Planning) January 2015

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council receives the Delegated Authority Reports (Building and Planning) for the period 1 January to 31 January 2015.

COUNCIL DECISION

Minute No. 10812

**Moved: Cr D Learbuch
Seconded: Cr S Cooke**

That Council receives the Delegated Authority Reports (Building and Planning) for the period 1 January to 31 January 2015.

Carried Unanimously 9/0

CERTIFICATE OF DESIGN COMPLIANCE (Form BA03) ISSUED AS THE CERTIFIER FOR THE PERMIT ISSUING AUTHORITY – 01 to 31 January 2015

APPLIC NO	DATE APPLIC RECVD	DATE ISSUED	ASSESS NO.	CERT No	LOCATION	DESCRIPTION
101567	11/12/2014	29/01/2015	A2405P	BA7413	Lot 13 Weaber Plain Road Kununurra	Class 1A verandah infill to habitable extension to existing dwelling

BUILDING PERMITS (Form BA04) ISSUED AS THE PERMIT ISSUING AUTHORITY – 01 to 31 January 2015

LIC#	DATE RECEIVED	DATE LICENCED	OWNER	BUILDER	LOCATION	DESCRIPTION	NEW/ ADD	EST. VALUE	COMMENT / PROCESSING TIME - WORKING DAYS
001/2015	13/01/2015	19/01/2015	Andrew Mock Director for Spring Roll Investments Pty Ltd ATF Spring Roll Property Trust	Andrew Mock	Lot 301 (14) Palm Court Kununurra	Group Dwelling - Class 1A dwelling with attached Class 1A ancillary dwelling	New	\$ 40,000.00	3/10 assess days
002/2015	11/12/2014	29/01/2015	Kristy & Andrew Urbaniak	Kristy & Andrew Urbaniak	Lot 13 Weaber Plain Road Kununurra	Class 1A verandah infill to habitable extension to existing dwelling	Add	\$ 17,500.00	7 + 2/25 assess days + 23/21 pending days

DEMOLITION PERMITS (Form BA06) ISSUED AS THE PERMIT ISSUING AUTHORITY – 01 to 31 January 2015

DEMO LIC#	DATE APPLIC RECVD	DATE LICENCED	ASSESS NO.	BA RECORD	OWNER	BUILDER/ DEMOLITION CONTRACTOR	DEMO CLASS (1, 2 or 3)	WAD CLASS/ LIC NO	LOCATION	DESCRIPTION
DP001/ 2015	19/01/2015	20/01/2015	A7621P	BA7382	Shire of Wyndham East Kimberley	Franmor Construction Pty Ltd	WR Builder	WR 456 10803	Lot 510 Chestnut Avenue Kununurra	Partial Demolition - Old Class 10A Ablution & store only - Tennis Court area
DP002/ 2015	19/01/2015	21/01/2015	A7616P	BA7385	Gelganyem Investments Pty Ltd ATF Gelganyem Enterprise Trust	Gelganyem Investments Pty Ltd ATF Gelganyem Enterprise Trust	N/A	N/A	Lot 250 (129) Coolibah Drive, Kununurra	Full Demolition - Removal of Class 10A Tropical Roof at Rear of Property
DP003/ 2015	28/01/2015	28/01/2015	A816P	BA7411	Barnaby Watt & Monika Tonkin	Barnaby Watt	N/A	N/A	Lot 103 (6) Nutwood Crescent Kununurra	Full Demolition - Removal of Class 10A Shed

PLANNING DELEGATED AUTHORITY APPROVALS - 1 – 31 JANUARY 2015

Nil to report

13.5.3 Action and Task Progress Report, Corporate Business Plan 2012-2016

DATE:	24/02/2015
PROPONENT:	Shire of Wyndham East Kimberley
LOCATION:	Shire of Wyndham East Kimberley
AUTHOR:	Monika Tonkin, Executive Assistant
REPORTING OFFICER:	Louise Gee, Acting Chief Executive Officer
FILE NO:	CM.10.3
DECLARATION OF INTERESTS:	Nil

PURPOSE

For Council to receive the Action and Task Progress Report (July-December 2014), Corporate Business Plan 2012-2016.

BACKGROUND

The Corporate Business Plan 2012-2016 was adopted by Council at the September 2013 Ordinary Council Meeting. The report is produced on a quarterly basis and covers progress against all Corporate Business Plan Actions set by the Shire to implement the Strategic Community Plan 2012-2022.

The last report was received by Council at the May 2014 Ordinary Council Meeting.

STATUTORY IMPLICATIONS

Local Government (Administration) Regulations 1996, Regulation 19DA. Corporate business plans, requirements for (Act s. 5.56).

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Current actions are allowed for in the adopted annual budget.

STRATEGIC IMPLICATIONS

Strategic Community Plan 2012-2022

Goal 1: Strong leadership and governance that underpins a more strategic approach to community engagement, regional development and organisational sustainability

Objective 1.4: Business innovation, efficiency and improved service

Strategy 1.4.1: Ensure legislative compliance and follow best practice principles in planning and service delivery

COMMUNITY CONSULTATION

None required.

COMMENT

The Corporate Business Plan is a rolling four (4) year plan which identifies the services, activities and projects, and their resourcing requirements to deliver on the strategies and outcomes of the Strategic Community Plan.

This report provides a progress report on the implementation of the Corporate Business Plan for the July – December 2014 period.

ATTACHMENTS

Attachment 1 - Action and Task Progress Report (July-December 2014), Corporate Business Plan 2012-2016

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council receives the Action and Task Progress Report (July-December 2014), Corporate Business Plan 2012-2016.

COUNCIL DECISION

Minute No. 10813

Moved: Cr K Wright

Seconded: Cr S Cooke

That Council receives the Action and Task Progress Report (July-December 2014), Corporate Business Plan 2012-2016.

Carried 7/2

For: Cr J Moulden, Cr R Dessert, Cr D Learbuch, Cr K Wright, Cr B Robinson, Cr S Cooke, Cr G King

Against: Cr D Spackman, Cr G Taylor

Action and Task Progress Report

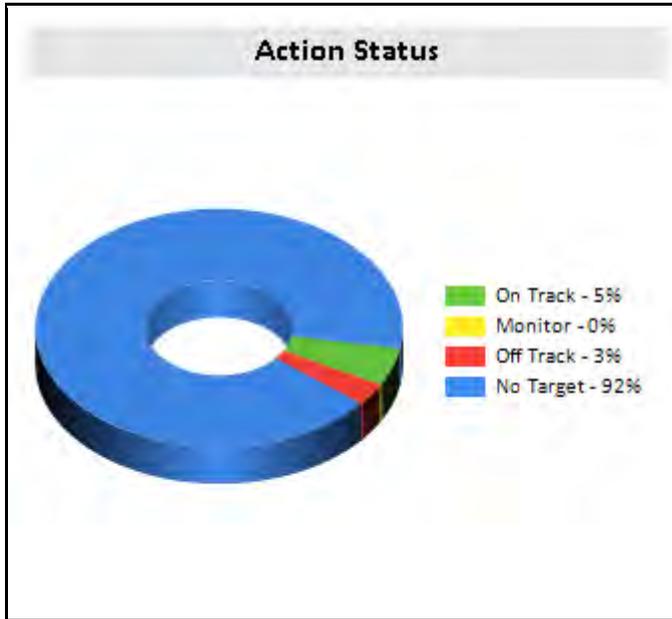
Shire of Wyndham East Kimberley

July 2014 – December 2014



Print Date: 16-Feb-2015

OVERVIEW



135 actions reported on

7 At least 90% of action target achieved

0 Between 70% and 90% of action target achieved

4 Less than 70% of action target achieved

124 actions with no target set

ACTION PLANS



GREEN

At least 90% of action target achieved



AMBER

Between 70% and 90% of action target achieved



RED

Less than 70% of action target achieved



No target set

* Dates have been revised from the Original dates

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

1.1 Strong community engagement

1.1.1 Investigate and implement options to encourage and integrate community input in Council planning, policies and decisions making.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.1.1.1 Ongoing management of the community engagement strategy	Wayne Richards - Manager Community Services	Ongoing	01-Jul-2014	30-Dec-2014	-	-	
ACTION PROGRESS COMMENTS: Community Engagement Policy was adopted by Council at the 14 December 2014 Ordinary Council Meeting. Last Updated: 13-Feb-2015							

1.1.2 Improve planning processes to ensure broader engagement and identification of relevant issues from all parties.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.1.2.2 Continually update staff skills and qualifications in community engagement	Louise Gee - Director Community Development	Ongoing	01-Jul-2013	30-Jun-2016	-	-	
ACTION PROGRESS COMMENTS: Staff member appointed to champion community engagement across the organisation, position responsible for assisting staff with the development of community engagement frameworks. To assist all staff Community Engagement Guidelines have also been developed. Community Engagement Policy adopted by Council December 2014. Last Updated: 13-Feb-2015							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.1.2.3 Develop and Implement Strategic Community Plan	Louise Gee - Director Community Development	In Progress	13-Dec-2014	30-Jun-2015	75.00%	50.00%	 GREEN
<p>ACTION PROGRESS COMMENTS: Strategic Community Plan adopted by Council December 2014.</p> <p>Progress on implementation reported to Council every quarter.</p> <p>Last Updated: 13-Feb-2015</p>							

1.2 Alignment of regional and local priorities with other agencies and community groups

1.2.1 Work collaboratively with agencies for forward planning and to expand opportunities and to reduce wastage and duplication

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.2.1.2 Liaise with government departments and other stakeholders on key community issues including participation in WiP	Wayne Richards - Manager Community Services	Ongoing	01-Jul-2012	30-Jun-2016	-	-	
<p>ACTION PROGRESS COMMENTS: The Shire participates in and takes a lead role in a multitude of meetings and forums on key community issues as follows:-</p> <ul style="list-style-type: none"> - Participation in Aging in the Bush Stakeholder Consultation - Kununurra/Wyndham Alcohol Accord - Wyndham Interagency Network Group (WING) - Working In Partnership (WiP) Suicide and Mental Health - WiP Education Training and Employment - WiP Youth Forum - WiP Coordination Group - Forrest Review information session - Regional Childrens Services Plan meeting - Housing and Homelessness - WiP Alcohol and Other Drugs - Volatile Substance Misuse meeting - Kununurra Hosted the WA State Government Regional Cabinet. - WiP Review Working Group <p>Shire support consists of venue provision, administration support, coordination and chairing of meetings.</p> <p>Last Updated: 13-Feb-2015 Council Meeting</p>							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.2.1.3 Plan and deliver programs to strengthen community capacity and engagement	Wayne Richards - Manager Community Services	Ongoing	01-Jul-2012	30-Jun-2016	-	-	
<p>ACTION PROGRESS COMMENTS:</p> <p>The Shire delivers a range of programs and initiatives aimed at supporting the community and building capacity. Such programs seek to facilitate individuals, organisations, clubs to engage with and have a positive impact on the community.</p> <ul style="list-style-type: none"> - eWatch, the Shire actively contributes to the program in partnership with WA Police. - KidSport Program, the Shire of Wyndham East Kimberley has been a leader in utilisation of this program across the Kimberley. - Community Grants programs as per item 3.1.3.1 <p>In addition, the Shire supports community initiatives in a variety of ways such as assistance with grant applications, providing facilities and resources and partnering in the delivery of such events. Examples include:</p> <ul style="list-style-type: none"> Support for Ewin Centre grant application as per item 2.4.1.2 Support for NAIDOC Community Day 14/07/14 Support for World Suicide Prevention Day 10/09/14 2014 Seniors Week 12/11/14, in conjunction with other local organisations Support for International Day of People with Disability Community BBQ 3/12/14 Thank a Volunteer Day 05/12/14, in conjunction with the local Community Resource Centres <p>SWEK Community Development Officer attends monthly "Healthy Events" interagency meetings to assist in coordinating local events.</p> <p>Last Updated: 13-Feb-2015</p>							

1.2.2 Continue to actively participate in the Kimberley Zone and RCG on regional projects such as waste management and affordable housing

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.2.2.1 Continue to actively participate in the Kimberley Zone and Kimberley Regional Group on regional projects	Kevin Hannagan - Acting Chief Executive Officer	Ongoing	01-Jul-2012	30-Jun-2016	-	-	
<p>ACTION PROGRESS COMMENTS:</p> <p>All Zone meetings attended with Meeting Minutes presented to Council.</p> <p>Regional Waste Tender & Contracts completed, started 1/7/14</p> <p>Business Improvement review of IT Vision systems completed, developing strategies to implement.</p> <p>Cr Wright appointed to Red Tape Reduction Committee at Council Meeting, November 24 February 2015</p>							

Cr Moulden appointed to Social Licence to Operate Committee at Council Meeting, November 2014.

Last Updated: 24-Dec-2014

1.2.3 Promote the colocation of community facilities and sharing of resources among community groups

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.2.3.1 Review Shire facilities to identify colocation opportunities in consultation with community groups	Louise Gee - Director Community Development	Ongoing	01-Jul-2012	30-Jun-2016	-	-	
ACTION PROGRESS COMMENTS: This will be a standard inclusion for considerations with respect to new or upgraded Shire facilities including the Kununurra Youth Centre and proposed new leisure centre. Last Updated: 13-Feb-2015							

1.3 Advocacy of East Kimberley issues and opportunities at regional, state and national levels

1.3.1 Actively provide input to decision making at the Regional, State and Federal levels on behalf of the community

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.3.1.1 Seek opportunities to have Councillor representation on Relevant Boards and Organisations	Kevin Hannagan - Acting Chief Executive Officer	Ongoing	01-Jul-2012	30-Jun-2016	-	-	
ACTION PROGRESS COMMENTS: Relevent positions are brought to the Councilors attention as they arise. Cr Moulden & Cr Taylor nominated to Kimberley Development Commission Board, May 2014. Cr Wright appointed to East Kimberley Marketing Group at Council Meeting, 2014. Last Updated: 19-Dec-2014							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.3.1.2 Lobby State & Federal representatives on key local issues	Kevin Hannagan - Acting Chief Executive Officer	Ongoing	13-Dec-2014	30-Jun-2015	-	50.00%	
ACTION PROGRESS COMMENTS: October 2014, State Regional Cabinet held in Kununurra. Council gave presentations to Cabinet on: - Feb 2014 Kununurra Flood and NDRRA Flood Mitigation proposal Minutes Ordinary Council Meeting 24 February 2015							

- Local Government Service Provision to Indigenous Communities.

Meet the Minister Sessions held with relevant Ministers on:

- Income pressures on rural councils
- Town Structure Planning (including Kununurra Pool)
- Wyndham Childcare
- Lilly Creel Lagoon Cumbungi

Last Updated: 19-Dec-2014

1.3.2 Actively participate in the review and implementation of municipal services to remote and Aboriginal communities

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.3.2.1 Liaise with State and Federal government agencies on municipal services in Aboriginal communities	Kevin Hannagan - Acting Chief Executive Officer	Ongoing	01-Jul-2012	30-Jun-2016	-	-	
<p>ACTION PROGRESS COMMENTS: Working with Department of Local Government and Communities (DLGC) to update asset assessment for Kalumburu and Town Reserves. Have provided CAMMS submission to DLGC for funding, no response to date. Waiting for Cabinet to decide on communities that will be included. Presentation to State Cabinet by Zone Presidents Oct 2014 on progress by LG to date. Last Updated: 24-Dec-2014</p>							

1.4 Business innovation, efficiency and improved services

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

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.4.1.1 Develop and implement a Compliance Calendar to ensure compliance with Local Government Act 1995 and Local Government (Administration) Regulation 1996	Monika Tonkin - Executive Assistant	In Progress	01-Jul-2014	30-Jun-2015	75.00%	25.00%	
<p>ACTION PROGRESS COMMENTS: Nearly complete. All compliance requirements for the Governance area have been added to the calendar. Next step is to collate compliance requirements for the remainder of the organization. Last Updated: 11-Feb-2015</p>							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.4.1.2 Manage records to ensure compliance with legislation and the needs of the organisation	Natalie.Octoman - Director Corporate Services	Ongoing	01-Jul-2012	30-Jun-2016	-	-	

ACTION PROGRESS COMMENTS:

The Team Leader, Records Management & Customer Services commenced with the Shire in January and will commence the development of a Business Plan and Training Plan for the team that will highlight both strategic and operational priorities.

Last Updated: 10-Feb-2015

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.4.1.3 Provide financial functions that comply with legislative requirements	Natalie.Octoman - Director Corporate Services	Ongoing	01-Jul-2012	30-Jun-2016	-	-	

ACTION PROGRESS COMMENTS:

Financial functions ongoing in accordance with the Local Government Act 1995 and the Local Government (Financial Management) Regulations 1996.

Council Policies adopted 26 August 2014:

- * Corporate Credit Card Policy
- * Self-Supporting Loan Policy
- * Sundry Debt Collection Policy

Council Policies adopted 2 September 2014:

- * Strategic Rating Policy
- * Significant Accounting Policies

Undertook the Financial Management Review in April 2014 and reported this to the August 2014 Audit (Finance and Risk) Committee meeting, with the Council subsequently accepting the management comments and actions taken in relation to the outcomes of the review.

The Shire entered into a Master Lending Agreement with the Western Australian Treasury Corporation after the OCM in August 2014 which expedites the lending process.

2014/15 Budget adopted on 2 September 2014 with the Minister's approval for an extension.

Commenced the process for the engagement of audit services for the Shire that would commence from 1 July 2015 for a 5 year period.

Vacancy within the team is impacting upon the service provision of the finance team. Two recruitment processes have been undertaken to date with unsuccessful results. A further recruitment process will commence shortly.

Last Updated: 10-Feb-2015

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
Minutes Ordinary Council Meeting		24 February 2015			%		246 of 320 %

1.4.1.5 Quarterly Reporting on implementation of Corporate Business Plan Actions to Council .	Kevin Hannagan - Acting Chief Executive Officer	Ongoing	01-Jul-2012	30-Jun-2016	-	-	
ACTION PROGRESS COMMENTS: DLGC report received by Council November confirming compliance for IPRF Plans submitted. Last Updated: 09-Feb-2015							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.4.1.6 Undertake the CEO's biennial review in accordance with legislative requirements.	Natalie.Octoman - Director Corporate Services	In Progress	13-Dec-2014	30-Jun-2015	75.00%	50.00%	 GREEN
ACTION PROGRESS COMMENTS: The new requirements of Regulation 17 require that every two years, the CEO is to review the appropriateness and effectiveness of a local government's systems and procedures in relation to (a) risk management; (b) internal control; and (c) legislative compliance, and must report the results to the audit committee. The review was to be completed prior to 31 December 2014, and this has been complied with. A draft report has been received and is currently under review with the intention of providing this to the February Audit (Finance and Risk) Committee meeting for noting. Last Updated: 10-Feb-2015							

1.4.2 Improve the efficiency and productivity of Shire services

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.4.2.1 Undertake organisational review and restructuring to reflect changing needs	Kevin Hannagan - Acting Chief Executive Officer	Ongoing	01-Sep-2013	30-Jun-2016	-	-	
ACTION PROGRESS COMMENTS: Changes to organizational structure to reflect adopted 2014/15 budget completed by November 2014. Leisure centre reviews being undertaken for consideration prior to 2015/16 Budget. Last Updated: 24-Dec-2014							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.4.2.2 Lead and manage the organisation	Kevin Hannagan - Acting Chief Executive Officer	Ongoing	01-Jul-2012	30-Jun-2016	-	-	
ACTION PROGRESS COMMENTS: Recruitment for new CEO commenced and to be finalised February 2015. All Director reviews completed October 2014. New reviews to be completed by new CEO February 2015. Minutes Ordinary Council Meeting 24 February 2015							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.4.2.3 Manage and administer funds and cash (Operating)	Natalie.Octoman - Director Corporate Services	Ongoing	01-Jul-2012	30-Jun-2016	-	-	
<p>ACTION PROGRESS COMMENTS: Cashflow is managed on a weekly basis taking into account the estimated creditor payment run and payroll, along with anticipated inflows from grants, rates and the like.</p> <p>The Council determined to establish a bank overdraft facility for \$2.5m as an ongoing facility with a standing report being presented to the Audit (Finance and Risk) Committee which outlines any usage of the facility. To date the facility has not been required, however it is likely that it may be utilised toward the end of the financial year given the budget deficit that was adopted.</p> <p>Last Updated: 10-Feb-2015</p>							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.4.2.4 Manage and administer funds and cash (Capital)	Natalie.Octoman - Director Corporate Services	Ongoing	01-Jul-2012	30-Jun-2016	-	-	
<p>ACTION PROGRESS COMMENTS: Cashflow is managed on a weekly basis taking into account the estimated creditor payment run and payroll, along with anticipated inflows from grants, rates and the like.</p> <p>The Council determined to establish a bank overdraft facility for \$2.5m as an ongoing facility with a standing report being presented to the Audit (Finance and Risk) Committee which outlines any usage of the facility. To date the facility has not been required, however it is likely that it may be utilised toward the end of the financial year given the budget deficit that was adopted.</p> <p>Last Updated: 10-Feb-2015</p>							

1.4.4 Deliver cost effective and efficient corporate services

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.4.4.1 Provide customer services	Natalie.Octoman - Director Corporate Services	Ongoing	01-Jul-2012	30-Jun-2016	-	-	
<p>ACTION PROGRESS COMMENTS: The Team Leader, Records Management and Customer Services commences with the Shire in January and will develop of a Business Plan and Training Plan for the team that will highlight both strategic and operational priorities, including the development of a Customer Services Strategy and a Customer Services Charter as determined by the Council at the December 2014 Ordinary Meeting.</p>							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.4.4.2 Manage and review strategic and operational risks	Kevin Hannagan - Acting Chief Executive Officer	Ongoing	01-Jul-2012	30-Jun-2016	-	-	
ACTION PROGRESS COMMENTS: Review of Interplan Risk Management Report for 2015 Risk Management meeting to be undertaken. risk review also undertaken by UHY as part of CEO Biannual Review, awaiting report. Last Updated: 24-Dec-2014							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.4.4.3 Manage the Wyndham Shire office, staff and facilities to improve service delivery (Operating)	Kevin Hannagan - Acting Chief Executive Officer	Ongoing	01-Jul-2012	30-Jun-2016	-	-	
ACTION PROGRESS COMMENTS: One office staff position abolished October as part of 2014/15 adopted budget. Structure reviewed November 2014. New Wyndham Office Coordinator and CRC Officer to start Jan 2015. CEO & Director Community Development working with new staff to refocus office for provision of services as a Community Resource. Last Updated: 10-Jan-2015							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.4.4.4 Manage the Wyndham Shire office, staff and facilities to improve service delivery (Capital)	Kevin Hannagan - Acting Chief Executive Officer	Ongoing	01-Jul-2012	30-Jun-2016	-	-	
ACTION PROGRESS COMMENTS: Library roof being renewed January 2015. Last Updated: 24-Dec-2014							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.4.4.5 Provide Council administration	Kevin Hannagan - Acting Chief Executive Officer	Ongoing	01-Jul-2013	30-Jun-2016	-	-	
ACTION PROGRESS COMMENTS: All Council agenda's have been distributed within the statutory framework.							

All IPRF reports have been approved by the State Government.
 Awaiting Probity Audit Report to determine future improvements.
 Awaiting CEO Biennial Review to determine future improvements.
 Last Updated: 24-Dec-2014

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.4.4.6 Provide governance administration and support services	Kevin Hannagan - Acting Chief Executive Officer	Ongoing	01-Jul-2013	30-Jun-2016	-	-	

ACTION PROGRESS COMMENTS:
 Council Delegations to CEO under review.
 Council Policies commenced review on rolling basis. New policies to be implemented.
 Local Laws review commenced as a Kimberley Zone Regional project to align local laws across the Kimberley.
 Last Updated: 24-Dec-2014

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.4.4.8 Lead, manage and administer the Corporate Services Directorate	Natalie.Octoman - Director Corporate Services	Ongoing	01-Jul-2012	30-Jun-2016	-	-	

ACTION PROGRESS COMMENTS:
 The focus for 2014/15 is to continue establishing robust governance frameworks around all processes that are led by Corporate Services. This includes the preparation, management and reporting of financial (actual and budget) information; creditors; debtors; rates; asset management; insurance; FBT etc.
 Many policies have been created or reviewed and adopted by the Council, with further ones to go through the review process.
 Last Updated: 10-Feb-2015

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.4.4.10 Manage and support corporate Information and Communication Technology (ICT) systems (Capital)	Richard Bianco - Manager, Information Services	Ongoing	01-Jan-2013	30-Jun-2016	-	-	

ACTION PROGRESS COMMENTS:
 Following an initial comprehensive review in January 2013, a number of capital projects have been identified as necessary. The following projects were undertaken 2013/14:

- Comprehensive server room consolidation and virtualisation initiative. 80% Complete. Purchase of final capital equipment on track for February 2014. August 2014 update: 90% Complete. Anticipate September completion. December 2014 Update: Project Complete.
- Website replacement – Successful launch of new website was conducted during December 2014.

- Kununurra and Wyndham Landfill system installation – Successful launch of new system was conducted during January 2014
- Kimberley Zone – Collaborative reporting initiative – currently under consideration with the RCG board.
- Kununurra Library – Provision of managed ‘voucher based’ public internet hotspot and kiosks – Completed November 2013.
- Consolidate Wyndham and Kununurra Library’s management systems – Scoped. Currently pending funding consideration. August 2014 update: Project Complete.
- Business Continuity / Disaster Recovery options: Specifically live offsite backups. Currently investigating options
- Replacement of incumbent internal ICT Helpdesk system. Has been procured and built, currently rolling out and training is being scoped. August 2014 update: Project Complete.
- Adoption and integration of video conferencing solution ‘Being There’. This system also has been adopted by Shire of Broome and Shire of Derby. Has been very beneficial in holding meetings within the Zone. Additionally it has been used at SWEK for staff recruitment with great success.
- Design and build Wyndham CRC Public Internet Kiosks and WiFi hotspot infrastructure. Install Audio/Visual systems into Wyndham Council Chambers. August 2014 Update: Project Complete

Last Updated: 09-Feb-2015

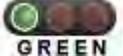
ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.4.4.14 Develop and implement a corporate risk and business continuity plan	Natalie.Octoman - Director Corporate Services	Not Started	01-Jan-2014	30-Jun-2015	0.00%	-	

ACTION PROGRESS COMMENTS:

This will be reviewed when resources become available, however the ICT component of the business continuity plan will commence shortly.

Last Updated: 10-Feb-2015

1.4.5 Attract and maintain a skilled, motivated and professional workforce.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.4.5.1 Review Workforce Plan	Rebecca Richards - Coordinator Organisational Development	Not Started	01-Jul-2014	30-Jun-2015	0.00%	0.00%	

ACTION PROGRESS COMMENTS:

Advice received from DCC on Workforce Plan compliance with legislation.

24 February 2015

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Review to be commenced.
 Last Updated: 23-Jan-2015

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.4.5.2 Manage and administer organisational development and human resources	Rebecca Richards - Coordinator Organisational Development	Ongoing	01-Jul-2012	30-Jun-2016	-	-	

ACTION PROGRESS COMMENTS:
 Day to day operations being undertaken. No new projects due to reduction of staff while Rebecca Richards is on maternity leave.
 Last Updated: 28-Jan-2015

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.4.5.3 Manage and implement OSH plans, policies, procedures, promotions and training	Rebecca Richards - Coordinator Organisational Development	Ongoing	01-Jul-2012	30-Jun-2016	-	-	

ACTION PROGRESS COMMENTS:
 All current OSH Plans, policies and procedures are currently being reviewed as part of the LGIS audit completed on SWEK in early March 2014. A report from LGIS has been received and work is underway on the actions listed.
 An election was held for new OSH reps in October. Subsequent vacancies are in the process of going to additional elections.
 Current untrained OSH Reps will be completing training with Kimberley training institute to ensure that all OSH Reps are trained and appropriately registered.
 Last Updated: 28-Jan-2015

2 Greater returns from regional investment to ensure sustainable provision of appropriate physical and social infrastructure

2.1 A highly valuable East Kimberley economy that maximises social benefits

2.1.1 Encourage a mix of businesses that meet community needs

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.1.1.1 Review existing strategic documents to prepare an integrated plan for the revitalisation of the Town Centre..	Jennifer Ninnette - Senior Planning Officer	In Progress	01-Jul-2012	30-Jun-2016	15.00%	-	
<p>ACTION PROGRESS COMMENTS: Draft Business Plan prepared for Kununurra Aquatic and Leisure Centre, and subsequent Draft Structure Plans have also been prepared for redevelopment of Kununurra Civic precinct and development of proposed East Lily Creek precinct.</p> <p>Documents currently being finalised for presentation and consideration by Council.</p> <p>Draft Local Planning Strategy has identified key recommendations to prepare a town centre plan for both Kununurra and the Three Mile precinct in Wyndham to address constraints and redevelopment opportunities in detail.</p> <p>Town Centre Planning to commence following advertising of the Strategy and Scheme.</p> <p>Last Updated: 13-Feb-2015</p>							

2.1.2 Promote and support major events that benefit locals and attract visitors to the area

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.1.2.1 Continue to sponsor and offer in-kind support to Council endorsed events	Monika Tonkin - Executive Assistant	Ongoing	01-Jul-2012	30-Jun-2016	-	-	
<p>ACTION PROGRESS COMMENTS: In the 2014/15 approved budget the following events will receive financial support: \$5K to the 2015 Small Business Awards \$2.5K to the Economic Development Forum \$20K to the Ord Valley Muster (this includes a \$15K Diamond Sponsorship Package, with \$5K remaining for additional 'in-kind' services (to be confirmed) \$7.5K to Stars on the Bastion \$5K to the Barramundi Concert All events have been contacted and asked to supply their event application forms. Financial support will not be processed until these are assessed as complete by the Community Development team.</p>							

Community Development to consider how the sponsorship of events should become part of the overall application for a grant process for future.

Last Updated: 28-Jan-2015

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.1.2.2 Prepare plans for the establishment of an events facility at Kununurra	Jennifer Ninyette - Senior Planning Officer	Not Started	01-Jul-2013	30-Jun-2016	0.00%	-	

ACTION PROGRESS COMMENTS:

Draft Local Planning Strategy has identified potential major events precinct around the Kununurra Racecourse.

Further investigation to be commenced following Council endorsement of draft Strategy.

Last Updated: 13-Feb-2015

2.2 Maintenance of economic diversity and greater community returns from investment in the region

2.2.1 Promote the expansion of residential and industrial land

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.2.1.1 Promote and support the development of new and infill residential land	Jennifer Ninyette - Senior Planning Officer	In Progress	01-Jul-2012	30-Jun-2016	25.00%	-	

ACTION PROGRESS COMMENTS:

Draft Local Planning Strategy has identified new residential areas in Kununurra and increased density in residential areas in Wyndham to enable revitalisation.

Draft Local Planning Scheme No. 9 has proposed areas to increase densities in both Wyndham and Kununurra to encourage infill development.

Last Updated: 13-Feb-2015

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.2.1.2 Promote and support the development of general industrial land in Kununurra	Jennifer Ninyette - Senior Planning Officer	In Progress	01-Jul-2012	30-Jun-2016	25.00%	-	

ACTION PROGRESS COMMENTS:

The rezoning of the existing light industrial estate to composite industry has been included in the proposed Local Planning Scheme No. 9., in accordance with the draft Local Planning Strategy. It has also been identified in the draft Local Planning Strategy that further structure planning should be undertaken to rezone land for industrial development.

Last Updated: 13-Feb-2015

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

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.2.10.1 Advocate for funding for the development and implementation of growth management plans for urban expansion areas.	Louise Gee - Director Community Development	In Progress	01-Jul-2012	30-Jun-2016	60.00%	-	
ACTION PROGRESS COMMENTS: Funding (\$100,000) received from Northern Planning Program 2013/14 - Department of Planning to develop a business case for Kununurra Leisure Centre redevelopment and structure plans for East Lily Creek and Kununurra Civic Centre. Last Updated: 13-Feb-2015							

2.2.2 Support agricultural opportunities.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.2.2.1 Lobby State & Federal Ministers for Agriculture on issues relevant to the industry	Kevin Hannagan - Acting Chief Executive Officer	Ongoing	01-Jul-2012	30-Jun-2016	-	-	
ACTION PROGRESS COMMENTS: Ongoing support and involvement with progress of Stage 2 and future stages. Regular meetings held with KAI to keep informed of processing the development. President, CEO & Cr Councillors met with state Min Ag several times during 2014. Last Updated: 10-Jan-2015							

2.2.3 Advocate for improved availability of adequate water resources

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.2.3.1 Lobby the State Government on issues relevant to irrigated, potable or waste water	Kevin Hannagan - Acting Chief Executive Officer	Ongoing	01-Jul-2012	30-Jun-2016	-	-	

ACTION PROGRESS COMMENTS:

Kimberley Zone October 2014 meeting presentation from Watercorp on future Kununurra potable water / waste water options.

Last Updated: 24-Dec-2014

2.2.4 Enhance and expand tourism opportunities in the East Kimberley and improve access to significant tourism destinations

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.2.4.1 Implement an East Kimberley Tourism Strategy in collaboration with the tourism sector	Kevin Hannagan - Acting Chief Executive Officer	Ongoing	01-Jul-2012	30-Jun-2016	-	-	

ACTION PROGRESS COMMENTS:

Cr Wright and CEO working with East Kimberley Marketing Group and Australia's North West to implement recommendations of the Tourism WA East Kimberley Tourism Plan.

Shire has allocated funding to support EKMG to implement strategies from the plan.

Funding submission December 2014 by EKMG to R4R for Business case for east coast flights into Kununurra.

Funding submission December 2014 by EKMG to DRD Community Chest for market analysis for east coast flights into Kununurra.

Last Updated: 24-Dec-2014

2.2.5 Advocate for improved telecommunications and internet services

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.2.5.1 Liaise with State and Federal government agencies for improved Information and Communications Technology outcomes	Kevin Hannagan - Acting Chief Executive Officer	Ongoing	01-Jul-2012	30-Jun-2016	-	-	

ACTION PROGRESS COMMENTS:

Shire support of Community Resource Centre (CRC) in Kununurra to ensure up to date with regional roll-outs.

CRC implemented in Wyndham Office with 7 terminals established to provide better community ICT access.

Shire Mobile Blackspots now registered on Federal Department of Communications Canberra site to inform the \$100million available for black spot funding. Following locations on Federal Communications Black Spot list with ACEO liaising with Telstra / Melissa Price, Federal Member for Durack to ascertain if Shire can assist a funding application.

- Lake Argyle (very remote)

- Cave Springs (remote)

- Weaber Plains South (remote)

Last Updated: 10-Jan-2015

2.2.6 Support local initiatives that promote entrepreneurial activities and a greater diversity of industries in the East Kimberley

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.2.6.1 Manage the Shire's economic development fund	Kevin Hannagan - Acting Chief Executive Officer	Ongoing	01-Jul-2012	30-Jun-2016	-	-	
ACTION PROGRESS COMMENTS: Adopted Budget 2014/15 reduced resources and funding. Support to Ord Valley Muster reduced to Diamond status with review of 'in-kind' support. East Kimberley Marketing Group \$15,000 approved by Council Kimberley Zone annual contribution to projects \$10,000 approved by Council Small Business Awards \$5000 2014 Kimberley Economic Forum Kununurra \$5000 Last Updated: 24-Dec-2014							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.2.6.2 Work with relevant agencies to support industry and business development	Kevin Hannagan - Acting Chief Executive Officer	Ongoing	01-Jul-2012	30-Jun-2016	-	-	
ACTION PROGRESS COMMENTS: Liaise with Kununurra Work with SBC and Chamber of various projects as well as Kimberley Training Institute. Supported as main sponsor the Small Business Awards for EK again in 2014. SWEK attendance at Regional Economic Forum Darwin in October 2014. Last Updated: 09-Feb-2015							

2.2.7 Advocate for a range of affordable housing options and styles that cater to a broad market including key worker housing.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.2.7.1 Develop and implement staff key worker housing options	Louise Gee - Director Community Development	Ongoing	01-Jul-2012	30-Jun-2016	-	-	
ACTION PROGRESS COMMENTS: Staff Housing requirements being reviewed for consideration by Council. Last Updated: 13-Feb-2015							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
Minutes Ordinary Council Meeting		24 February 2015			%		257 of 320 %

2.2.7.2 Liaise with relevant State Departments (DoH) on initiatives to provide affordable community housing	Kevin Hannagan - Acting Chief Executive Officer	Ongoing	01-Jul-2012	30-Jun-2016	-	-	
<p>ACTION PROGRESS COMMENTS: Waterlilly Place staff housing project not being progressed. Liaise with Doh on their initiatives to improve affordable housing.</p> <p>Last Updated: 09-Feb-2015</p>							

2.2.8 Support and advocate for further development of the East Kimberley regional airport to attract more aircraft and greater competition

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.2.8.1 Implement the East Kimberley Regional Airport Master Plan	Brian Sargent - Operations Manager, Airports	Ongoing	01-Jul-2012	30-Jun-2016	-	-	
<p>ACTION PROGRESS COMMENTS: Completed 7.5metre reseal along with Main apron reseal. Wyndham Airport hangar lease tender was advertised on 2 occasions, with no submissions received. Limited possible tenants may mean that the lease will need to be opened up to wider industry sections other than aviation. This may require changes to the fencing alignment at Wyndham airport to allow access for non aviation based machinery to access the Hangar. New methodology in respect to lease and licensing arrangements enacted for Rental vehicle hire companies situated at the EKRA. The new pricing methodology will see a significant increase in revenue for the Airport, thus increasing non aeronautical revenue stream. New leases and licences to be put in place by October 2014.</p> <p>Last Updated: 09-Feb-2015</p>							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.2.8.2 Manage the operations of the East Kimberley Regional Airport in compliance with Federal aviation regulations (Operating)	Brian Sargent - Operations Manager, Airports	Ongoing	01-Jul-2012	30-Jun-2016	-	-	
<p>ACTION PROGRESS COMMENTS: Ongoing runway strip rectification, filling in of soil depressions Airport manual review has been undertaken, new Airport manual to be submitted to CASA in October for acceptance Security audit undertaken as part of Transport security program requirements Safe handling of firearms course undertaken last week of September by Airport Operational staff Set of Security screening guidelines and SOP's currently being developed Western Apron parking bays tare found to be not in compliance with the Regulations due to the size of the aircraft operating within. Parking bays will be expanded and some bays removed to meet specifications. Wyndham Airport runway and taxiway markings completed. Crack sealing of Runway, Aprons and taxiways is ongoing.</p>							

Taxiway lead in lines have been remarked

Last Updated: 09-Feb-2015

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.2.8.3 Manage the operations of the East Kimberley Regional Airport in compliance with Federal aviation regulations (Capital)	Brian Sargent - Operations Manager, Airports	Ongoing	01-Jul-2012	30-Jun-2016	-	-	

ACTION PROGRESS COMMENTS:

Ongoing issues with Airport Air conditioning systems has led to increased maintenance/repair costs. The Air conditioners were installed during terminal build and are only a few years old, yet now are outside warranty period and unfortunately have no avenues to recoup costs through supplier/contractor.
New Aircraft tie down cables have been installed

Last Updated: 09-Feb-2015

2.2.9 Lobby for improvements to transport infrastructure, particularly for heavy haulage and shipping

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.2.9.1 Advocate for the construction of the Kununurra by-pass	Kevin Hannagan - Acting Chief Executive Officer	Ongoing	01-Jul-2012	30-Jun-2016	-	-	

ACTION PROGRESS COMMENTS:

President & ACEO met with Min Transport as part of State Cabinet visit, project is competing with other state priority projects and Fed funding.

Last Updated: 10-Jan-2015

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.2.9.2 Lobby the State and Federal Governments for funding to upgrade the Great Northern Highway to Wyndham including town by-pass and port facilities	Kevin Hannagan - Acting Chief Executive Officer	Ongoing	01-Jul-2012	30-Jun-2016	-	-	

ACTION PROGRESS COMMENTS:

Correspondence sent to Main Roads and Minister regarding road. President & ACEO met with Min Transport as part of State Cabinet visit, project is competing with other state priority projects.

Last Updated: 10-Jan-2015

2.3 Assets are appropriate for their intended purpose and factor in whole of life costing and maintenance

2.3.1 Manage and maintain assets in a strategic and cost effective manner

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.3.1.4 Renew or upgrade of new Airport assets as per Master Plan	Brian Sargent - Operations Manager, Airports	Ongoing	01-Jul-2012	30-Jun-2016	-	-	
ACTION PROGRESS COMMENTS: New crack sealing machine delivered in February 2014 and will be utilised for extensive crack patching repairs at Kununurra and Wyndham Airports. Apron reseal and runway reseal of outer 7.5 metre edges of runway completed. New machinery shed has been constructed New compressor fitted to Eastern air conditioning unit of terminal. Last Updated: 28-Jan-2015							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.3.1.7 Develop and implement the Stormwater Management Strategy for priority areas in Kununurra	Peter Kerp - Manager, Engineering	In Progress	01-Jul-2012	30-Jun-2016	50.00%	-	
ACTION PROGRESS COMMENTS: Drainage Strategy - survey/design north side drain Ironwood - Cajuput to Weaber Plain, Survey complete - design completed subject to budget allocation Drainage Strategy - survey outlet Victoria Highway to Lily Lagoon, Survey and design completed, November 2014 OCM resolved to seek DoL approval seeking creation of 2 separate drainage easements through old 'borrow pits' to Lily Lagoon Drainage Strategy - survey/design 'little BP' at Bandicoot to Victoria Highway via Pruinosa, Survey / Design complete - construction subject to budget allocation Last Updated: 11-Feb-2015							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.3.1.8 Maintain miscellaneous assets	John Gault - Depot Manager	In Progress	01-Jul-2012	30-Jun-2016	75.00%	-	
ACTION PROGRESS COMMENTS: Miscellaneous assets maintained as per budget. Last Updated: 13-Feb-2015							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.3.1.9 Renew or upgrade miscellaneous assets as per Asset Management Plan and Long Term Financial Plan	Peter Kerp - Manager, Engineering	In Progress	01-Jul-2012	30-Jun-2016	45.00%	-	
ACTION PROGRESS COMMENTS: Asset management Plan and Long term Financial Plan developed and being evaluated Last Updated: 13-Feb-2015							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.3.1.10 Maintain Stormwater assets	John Gault - Depot Manager	In Progress	01-Jul-2012	30-Jun-2016	90.00%	-	
ACTION PROGRESS COMMENTS: Clear stormwater drains before and after wet season Last Updated: 12-Jan-2015							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.3.1.11 Renew or upgrade Stormwater assets as per Asset Management Plan and Long Term Financial Plan	Peter Kerp - Manager, Engineering	In Progress	01-Jul-2012	30-Jun-2016	55.00%	-	
ACTION PROGRESS COMMENTS: Stormwater Asset Management Plan developed and being evaluated Last Updated: 13-Feb-2015							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.3.1.13 Maintain rural road network assets	John Gault - Depot Manager	In Progress	01-Jul-2012	30-Jun-2016	75.00%	-	
ACTION PROGRESS COMMENTS: Undertaking closing dry season grades and opening up grades including drain maintenance being undertaken as required within budget. Managing road closures as well as practically possible.. Last Updated: 13-Feb-2015							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.3.1.15 Maintain urban road network assets	John Gault - Depot Manager	In Progress	01-Jul-2012	30-Jun-2016	60.00%	-	
ACTION PROGRESS COMMENTS: Continuation of normal urban road net work maintenance Last Updated: 13-Feb-2015							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.3.1.16 Provide urban street lighting (electricity)	Peter Kerp - Manager, Engineering	Completed	01-Jul-2012	30-Jun-2016	100.00%	-	
ACTION PROGRESS COMMENTS: No projects funded in the 2014/15 budget Last Updated: 09-Feb-2015							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.3.1.17 Renew or upgrade of Rural Road assets as per Asset Management Plan and Long Term Financial Plan (Capital)	Peter Kerp - Manager, Engineering	In Progress	01-Jul-2012	30-Jun-2016	45.00%	-	
ACTION PROGRESS COMMENTS: Rural Road renewal/upgrade as per Asset management Plan and Long Term Financial Plan developed and being evaluated Last Updated: 13-Feb-2015							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.3.1.19 Renew or upgrade of Urban Road assets as per Asset Management Plan and Long Term Financial Plan	Peter Kerp - Manager, Engineering	In Progress	01-Jul-2012	30-Jun-2016	45.00%	-	
ACTION PROGRESS COMMENTS: Renew/upgrade urban roads as per Asset management Plan and Long Term Financial Plan developed and being evaluated Last Updated: 13-Feb-2015							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
Minutes Ordinary Council Meeting		24 February 2015			%		262 of 320

2.3.1.20 Renewal Erythrina Street, Kununurra	Peter Kerp - Manager, Engineering	Completed	01-Jul-2012	30-Jun-2015	100.00%	-	
ACTION PROGRESS COMMENTS: Construction completed October 2014 Last Updated: 13-Feb-2015							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.3.1.23 Kalumburu Road Renewal/Upgrade	Peter Kerp - Manager, Engineering	Completed	01-Jul-2012	30-Jun-2016	100.00%	-	
ACTION PROGRESS COMMENTS: Council at its meeting of 25 February 2014 received the Kalumburu Road Funding Business Case prepared by CAMMS Consulting Group. Council resolved also that a letter be written to MRWA requesting consideration of funding for the upgrade of the Kalumburu Road in its 2014/15 budget process as per the Funding Business Case Report. Application was unsuccessful Last Updated: 09-Feb-2015							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.3.1.24 Plant and Equipment renewal	John Gault - Depot Manager	In Progress	01-Jul-2012	30-Jun-2016	90.00%	-	
ACTION PROGRESS COMMENTS: Limited funds available for plant replacement Last Updated: 12-Jan-2015							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.3.1.25 Renew or upgrade new Landfill Assets as per Waste Management Strategy	John Gault - Depot Manager	In Progress	01-Jul-2012	30-Jun-2016	75.00%	-	
ACTION PROGRESS COMMENTS: Software implemented. Gatehouses installed. New road entry Kununurra Cover being undertaken New landfill site being progressed Fending upgrades complete Department of Agriculture and Food secured to provide cover material							

Green waste bunds for burning, approved and constructed
 Awaiting final capping design approval from DER
 Last Updated: 09-Feb-2015

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.3.1.26 Renew or upgrade Pathway Assets as per Asset Management Plan and Long Term Financial Plan	John Gault - Depot Manager	In Progress	01-Jul-2012	30-Jun-2016	60.00%	-	

ACTION PROGRESS COMMENTS:
 Minor footpath replacements
 Renewal program being developed
 Last Updated: 13-Feb-2015

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.3.1.27 Maintain Pathway assets	John Gault - Depot Manager	In Progress	01-Jul-2012	30-Jun-2016	60.00%	-	

ACTION PROGRESS COMMENTS:
 Ongoing repairs and general maintenance of pathways
 Last Updated: 13-Feb-2015

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.3.1.28 Maintain Parks and Reserves assets	John Gault - Depot Manager	In Progress	01-Jul-2012	30-Jun-2016	60.00%	-	

ACTION PROGRESS COMMENTS:
 Mowed parks
 Whipper snipped
 Spray Weeds
 Reticulation maintenance
 Slashing of Reserves
 Last Updated: 13-Jan-2015

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
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2.3.1.29 Renew or upgrade Parks and Reserves Assets as per Asset Management Plan and Long Term Financial Plan	John Gault - Depot Manager	Completed	01-Jul-2012	30-Jun-2016	100.00%	-	
ACTION PROGRESS COMMENTS: No Capital Expenditure budget allocation this year. Last Updated: 12-Jan-2015							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.3.1.30 Manage Depot and Plant	John Gault - Depot Manager	In Progress	01-Jul-2012	30-Jun-2016	60.00%	-	
ACTION PROGRESS COMMENTS: Ongoing management of depot, staff and associated plant maintenance Last Updated: 09-Feb-2015							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.3.1.31 Renew / Upgrade Weaber Plain Bridge over D4 drain	Peter Kerp - Manager, Engineering	In Progress	01-Jul-2012	30-Jun-2016	5.00%	-	
ACTION PROGRESS COMMENTS: MRWA email advice dated 29 January 2015 their bridge design consultant BG&E will proceed with design for the replacement of bridge 5116 on Weaber Plains Road this financial year. They will liaise with Landcorp on the alignment with the best option to realign the road slightly to the west, towards the existing irrigation channel Last Updated: 09-Feb-2015							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.3.1.32 Reinstate Shire assets funded by WANDRRA for 2014 flooding event	David Klye - Director Infrastructure	In Progress	13-Dec-2014	30-Jun-2015	90.00%	50.00%	
ACTION PROGRESS COMMENTS: Works completion. Acquittal completed. Last Updated: 13-Feb-2015							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
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2.3.1.33 Asphalt overlay to Coolibah Drive and Konkerberry Drive and some connecting streets	Peter Kerp - Manager, Engineering	Completed	13-Dec-2014	30-Jun-2015	100.00%	50.00%	 GREEN
<p>ACTION PROGRESS COMMENTS: Following streets in Kununurra town site received a hot mix asphalt overlay performed by BGC Asphalt: Coolibah Drive - Ivanhoe Road to Chestnut Road Konkerberry Drive - Messmate Way to Leichardt Street Leichardt Street - Konkerberry Drive to Coolibah Drive White Gum Street - Konkerberry Drive to Coolibah Drive Cotton tree Avenue - Konkerberry Drive to Coolibah Drive Papua Street - Konkerberry Drive to Coolibah Avenue Banksia Street - Konkerberry Drive to Coolibah Drive Messmate Way - Konkerberry drive to Coolibah Drive</p> <p>Longitudinal line marking reinstated by MRWA</p> <p>Line marking of car bays in streets affected by asphalt overlay completed</p> <p>Last Updated: 13-Feb-2015</p>							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.3.1.34 Carpark drainage and turning lanes adjacent to Banksia Street	Peter Kerp - Manager, Engineering	In Progress	13-Dec-2014	30-Jun-2015	10.00%	50.00%	 RED
<p>ACTION PROGRESS COMMENTS: The Shire has received confirmation that the Department of Regional Development has approved the utilisation of CLGF for the drainage upgrade at back of shops in Banksia Street and construction of turning pocket and installation of pedestrian refuge island at Konkerberry Drive and Banksia Street junction. Detail engineering construction drainage and turning pocket and refuge island drawings completed. Signs and Lines plans lodged with MRWA for their approval for installation of turning pocket and refuge island. RFQ to local contract panel for delivery of drainage works closes 13 February 2015. Schedule commencement 23 February 2015 following assessment of panellists submissions RFQ to local contract panel for delivery of turning pocket and refuge island schedule March 2015 with works schedule to commence</p> <p>Last Updated: 13-Feb-2015</p>							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.3.1.35 Traffic management devices to Mangaloo Street	Peter Kerp - Manager, Engineering	In Progress	13-Dec-2014	30-Jun-2015	10.00%	50.00%	 RED
<p>ACTION PROGRESS COMMENTS: Engineering detail drawings completed Lines and signs plans lodged with MRWA approval prior to works commencing RFQ to local panel contractors distribution February 2015</p>							

Works schedule commence April 2015 during school term holiday break to minimise impact on school children and parents
 Completion schedule 2015
 Last Updated: 13-Feb-2015

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.3.1.36 Walking track to Kellys Knob	Peter Kerp - Manager, Engineering	In Progress	13-Dec-2014	30-Jun-2015	25.00%	50.00%	 RED
ACTION PROGRESS COMMENTS: In discussion with OIC and Broadcast of Australia regarding the removal of existing gates. Pending resolution of this matter and completion of some minor track reconstruction works , and erection of appropriate signage. Completion schedule April 2015. Progress report proposed for presentation February 2015. Last Updated: 13-Feb-2015							

2.3.2 Plan, design and budget for sustainable infrastructure

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.3.2.1 Manage technical services	Peter Kerp - Manager, Engineering	In Progress	01-Jul-2012	30-Jun-2016	25.00%	-	
ACTION PROGRESS COMMENTS: Asphalt overlay and associated line marking completed January 2015 on following Kununurra streets: Banksia Street; White Gum Street; Papuana Street; Cotton Tree Avenue; Leichardt Street between Coolibah Drive and Konkerberry Drive; Messmate Way between Coolibah Drive and Konkerberry Drive; Coolibah Drive between Raintree Street and Chestnut Drive; Messmate Way roundabout at Konkerberry Drive junction; and Konkerberry Drive between Messmate Way and Leichardt Street Egret Close - Widen intersection at Victoria Highway - design completed MRWA approval underway - completion schedule June 2015 Guard Rail Replacement completed on bridge 5123 completed July 2014 by MRWA Guard rail replacement on bridge 4214 completion schedule June 2015 by MRWA Carlton Hill Road drainage improvements completed November 2014							

Carlton Hill Road gravel re-sheeting schedule completion June 2015

Reconstruction Erythrina Street completed October 2014

SAMI seal treatment airport runway shoulders completed June 2014

SAMI seal treatment terminal airport apron completed June 2014

Detail design in progress for construction of traffic management devices Mangaloo Street- completion schedule June 2015

Detail design in progress drainage improvements Miniata Street - completion schedule June 2015

WALGA E-Quote be distributed to WA asphalt companies March 2015 - asphalt resurfacing scheduled for June/July 2015 runway 12/30 Kununurra airport

WALGA E-Quote be distributed to engineering consultants February 2015 develop detail engineering design boat ramp and finger jetty - completion schedule July 2016 in accordance with Financial Agreement signed between SWEK and State

Last Updated: 13-Feb-2015

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.3.2.3 Lily Creek Lagoon jetty and boat	Peter Kerp - Manager, Engineering	In Progress	13-Dec-2014	30-Jun-2015	5.00%	50.00%	 RED

ACTION PROGRESS COMMENTS:

The Shire has received confirmation that the Department of Regional Development has approved the utilisation of the CLGF for the Lily Creek Lagoon Ramp Jetty and Lighting Project. Shire President and A/CEO have signed the agreement and affixed the common seal, a signed copy of the Agreement has been mailed to RDL

Proposed to utilise WALGA E-Quote system to select engineering consultants to appoint a preferred consultant to design jetty and boat ramp- scope brief currently in progress and schedule to distribute E-Quote March 2015.

Final Design requires approval of DoT Marine Branch prior to public advertising for construction to proceed.

Construction cannot be commenced until DoT is satisfied of the qualification of the preferred tenderer and evidence that all licences required by law are obtained.

Propose to present tender submissions for construction of jetty and boat ramp to August 2015 OCM for consideration and Contract Award.

Project completion date 31 July 2016 in accordance with the Agreement unless written agreement has been obtained for a later date.

Last Updated: 13-Feb-2015

2.4 Access to appropriate health, family and community services

2.4.1 Advocate for improved health and community services

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.4.1.1 Advocate for improved health and community services	Kevin Hannagan - Acting Chief Executive Officer	Ongoing	01-Jul-2012	30-Jun-2016	-	-	
ACTION PROGRESS COMMENTS: Staff attended the Aging in the Bush workshops being run by the Development Commissions across WA July 2014. Last Updated: 14-Nov-2014							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.4.1.2 Develop and maintain a Disability Access and Inclusion Plan	Wayne Richards - Manager Community Services	Completed	01-Jul-2012	30-Jun-2016	100.00%	-	
ACTION PROGRESS COMMENTS: Disability Access and Inclusion Plan adopted by Council at the 16 December 2014 Ordinary Council Meeting. Last Updated: 13-Feb-2015							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.4.1.3 Lead, manage and administer the Community Development Directorate	Louise Gee - Director Community Development	Ongoing	01-Jul-2012	30-Jun-2016	-	-	
ACTION PROGRESS COMMENTS: Regular meetings held with team members. Preparation and reporting of quarterly reports, continual monitoring of progress to achieve adopted actions. Last Updated: 13-Feb-2015							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.4.1.4 Manage and support library services in Kununurra and Wyndham (Operating)	Joanne Roach - Library Manager	Ongoing	01-Jul-2012	30-Jun-2016	-	-	
ACTION PROGRESS COMMENTS: Library services are being managed and supported in accordance with the adopted 2014/15 budget. Last Updated: 13-Feb-2015							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.4.1.5 Manage and support library services in Kununurra and Wyndham (Capital)	Joanne Roach - Library Manager	Ongoing	01-Jul-2012	30-Jun-2016	-	-	
ACTION PROGRESS COMMENTS: No projects identified in 2014/15. Last Updated: 13-Feb-2015							

2.4.2 Advocate for the introduction of culturally appropriate alternative education for Indigenous people

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.4.2.1 Manage and provide environmental health services (Operating)	Louis Franks - Environmental Health Officer	Ongoing	01-Jul-2012	30-Jun-2016	-	-	
ACTION PROGRESS COMMENTS: The management and provision of Environmental Health Services in an ongoing task which involves the coordination of operational activities to respond to demand and applicable timeframes whilst remaining within the proposed budget parameters. Activities include the following: - Inspections conducted on food premises, caravan parks, lodging houses, temporary food stalls, event approvals, septic tanks and asbestos removal. - Additional services provided included public pool sampling, private water sampling, asbestos mosquito management, infectious disease notifications, food recalls, food sampling and investigations, safe food handling training, nuisance complaints investigations and emergency preparedness. Last Updated: 13-Feb-2015							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.4.2.2 Manage and provide environmental health services (Capital)	Louis Franks - Environmental Health Officer	Ongoing	01-Jul-2012	30-Jun-2016	-	-	
ACTION PROGRESS COMMENTS: No projects identified in the 2014/15 budget. Last Updated: 13-Feb-2015							

2.4.3 Support early childhood and family support services

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.4.3.1 Support for the Ewin Early Learning Centre facility in Kununurra	Wayne Richards - Manager Community Services	Ongoing	01-Jul-2012	30-Jun-2016	-	-	
<p>ACTION PROGRESS COMMENTS: Received request from Ewin Centre on 19 November 2014 for support for a funding application for building expansion under the Regional Grants Scheme. Worked with Ewin Centre staff on a grant application for a "Kununurra Early Childhood Education and Care Development Strategy" as a strategic approach to future building works as well as other initiatives. This was submitted late December 2014.</p> <p>The Ewin Centre requested the removal of a clause for a viability payment from their Lease. This was presented to Council with agreement to remove this clause given at the 21 October 2014 Ordinary Council Meeting. The amended lease has been presented to the Ewin Centre for approval.</p> <p>Last Updated: 13-Feb-2015</p>							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.4.3.2 Support Wyndham Childcare facility, program and service delivery	Wayne Richards - Manager Community Services	Ongoing	01-Jul-2012	30-Jun-2016	-	-	
<p>ACTION PROGRESS COMMENTS: Council resolved during consideration of the 2014/15 budget to cease financial support for the Wyndham Childcare Centre as of 31 December 2014.</p> <p>A significant amount of work was done in partnership with the Wyndham community to ensure child care needs could be met with a number of options investigated.</p> <p>A proposal was received from the Children's Services Support Unity (CSSU) that was presented at the November Council Briefing. At the November Ordinary Council Meeting it was resolved that the CEO and Shire president would negotiate with CSSU regarding this proposal.</p> <p>On 8 December 2014 a letter was forwarded to CSSU agreeing to the terms of their proposal and work has continued on the development of a lease, changeover of license and handover of the service. The expected date of reopening is mid February.</p> <p>Last Updated: 13-Feb-2015</p>							

2.4.4 Provide an environment where youth are empowered to develop their potential

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.4.4.1 Manage and promote Shire youth services and program delivery in Wyndham and Kununurra aligned with a youth services plan	Wayne Richards - Manager Community Services	Ongoing	01-Jul-2012	30-Jun-2016	-	-	
<p>24 February 2015</p> <p>271 of 320</p>							

ACTION PROGRESS COMMENTS:

The funding previously received from Department of Prime Minister and Cabinet ceased in June 2014. Wyndham Youth Service is now only funded for a single 0.5 position by Department for Child Protection and Family Support (DCPFS).

In term youth programs continued through terms 3 and 4 with activities typically scheduled between 2pm and 6pm. The SWEK Youth Service continued to support both the Blue Light Discos by providing a staff member and use of SWEK facilities. Similarly, the Wyndham District High School Bushrangers Program was supported with the use of a staff member, vehicle and camper trailer.

A highly successful July School Holiday Program was conducted in partnership with Ngnowar Aerwah Aboriginal Corporation.

The Wyndham Youth Officer resigned on 28 November meaning no youth programs could be delivered from this date until recruitment is complete.

Last Updated: 13-Feb-2015

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.4.4.2 Manage and support the Kununurra Youth Hub and the Youth and Recreation Centre in Wyndham aligned with a youth services plan	Wayne Richards - Manager Community Services	Ongoing	01-Jul-2012	30-Jun-2016	-	-	

ACTION PROGRESS COMMENTS:

Kununurra Youth Centre

The Centre has been extensively hired by Save the Children running youth activities 5 to 6 nights per week from 2 to 6pm on weeknights and until midnight on weekends.

STEPS group have also utilized the centre running an education program five days per week from the classroom.

Administration Co-locators have included Skill Hire and Life Without Barriers however both of these organisations are no longer based at the Hub.

Work has commenced on obtaining expressions of interest for management or lease of the Youth Hub.

Ted Birch WYRC

While not youth specific, the removal of the Recreation Officer position (1/2 of WYRC staffing) in Wyndham has lead to an obvious reduction in service from this facility.

A trial was conducted in opening up the undercover courts and toilets without supervision during the September School Holidays to allow greater utilization not limited by staff availability. This resulted in a significant amount of vandalism leading to the trial ceasing.

CCTV cameras were installed at the Centre and to date appear to have reduced vandalism when the Centre is not attended.

Modifications were made to lower the Multipurpose court fence due to significant ongoing vandalism (cutting of holes, even though the gate is left unlocked). Again this appears to have reduced the problem with repair works significantly reduced.

Last Updated: 13-Feb-2015

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.4.4.3 Develop and implement a Youth Services Plan	Wayne Richards - Manager Community Services	In Progress	01-Jul-2012	31-Dec-2014	80.00%	-	

ACTION PROGRESS COMMENTS:

A draft Youth Services Plan was developed in October 2014, and presented to the December Council briefing for input.

During the development of this Plan however, the Kimberley Zone also commenced the development of a Youth Strategy. Therefore the SWEK Plan will be placed on hold until the release of the Zone Strategy to ensure alignment.

Last Updated: 13-Feb-2015

2.5 East Kimberley residents have access to a broad range of educational opportunities

2.5.2 Advocate for the introduction of culturally appropriate alternative education for Indigenous people.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.5.2.1 Support culturally appropriate alternative education opportunities	Wayne Richards - Manager Community Services	Ongoing	01-Jul-2012	30-Jun-2016	-	-	

ACTION PROGRESS COMMENTS:

Support for culturally appropriate alternative education opportunities has primarily been through involvement in WiP Education Group. Current alternate models include Clontarf and Girls Basketball Program through Kununurra District High School. While SWEK supports these programs in principle, SWEK is not involved in the delivery of these programs. SWEK does provide some resources for the Bushrangers program at Wyndham District High School including staff involvement and use of a Youth Services vehicle and camper trailer.

While other models have been discussed, no specific projects are underway.

Last Updated: 13-Feb-2015

2.5.3 Advocate for the establishment of more school based apprenticeships.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.5.3.1 Lobby the Department of Education for more school based apprenticeships	Kevin Hannagan - Acting Chief Executive Officer	Not Started	01-Jul-2012	30-Jun-2016	0.00%	-	

Last Updated: 10-Jan-2015

2.5.4 Encourage activities that promote adult educational opportunities including family support and life skills programs.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.5.4.1 Advocate for additional adult education opportunities	Kevin Hannagan - Acting Chief Executive Officer	Not Started	01-Jul-2012	30-Jun-2016	0.00%	-	
Last Updated: 10-Jan-2015							

3 Protection and enhancement of lifestyle values, community facilities and the environment to provide safe and inviting communities.

3.1 A broad range of lifestyle opportunities and activities are available for East Kimberley residents

3.1.1 Support activities that promote volunteerism and active participation in community events and programs

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.1.1 Support civic and volunteer events	Wayne Richards - Manager Community Services	Ongoing	01-Jul-2012	30-Jun-2016	-	-	
<p>ACTION PROGRESS COMMENTS: Support provided for the following civic and volunteer events:-</p> <ul style="list-style-type: none"> - Annual Grants and Quick Grants as per action 3.1.2.1 - Wyndham District High School Banners in the Terrace Submission - Great Northern Clean Up: This event was extensively advertised however no responses were received. - World Suicide Prevention Day - Seniors Week Morning Tea: Joint event with several agencies including SWEK. - EK Sports awards through Club Development Program (during planning phase) and \$500 quick grant. - International Day of People with Disability Community BBQ - Thank Volunteer Day Breakfasts in Kununurra and Wyndham: Joint event with the local Community Resource Centres <p>Last Updated: 13-Feb-2015</p>							

3.1.2 Promote a greater range of cultural and art activities

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.2.1 Promotion and support of art centres, local artists and cultural activities	Wayne Richards - Manager Community Services	Ongoing	01-Jul-2012	30-Jun-2016	-	-	
<p>ACTION PROGRESS COMMENTS:</p> <p>Wyndham Youth Services in conjunction with Ngnowar Aerwah organized and assisted in the delivery of a Multimedia program with external provider Muso Magic for NAIDOC week. The Shire assisted in the planning of Kununurra NAIDOC held by MG Corp and assisted in the Community BBQ in White Gum Park on 14 July 2014.</p> <p>Last Updated: 13-Feb-2015</p>							

3.1.3 Support the community by providing access to local funding and sponsorship opportunities.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.3.1 Administer grants for community clubs and events	Wayne Richards - Manager Community Services	Ongoing	01-Jul-2012	30-Jun-2016	-	-	

ACTION PROGRESS COMMENTS:

The 2014/15 Annual Community Grants closed on 31 May 2014. Twelve applications (12) were received requesting a total of \$112,490. Approval was given for \$53,400 of these applications.

Successful Applications were:

- Lake Argyle Swim Inc - 2015 Lake Argyle Swim - \$5000
- Kimberley Action Sports - 2014 Lake Argyle Adventure Race - \$5000
- Kununurra Progress Association - Picture Gardens Greening Project - \$15000
- Netball Association - Equipment Shed - \$5900
- Ord Valley CWA - Bushdance - \$2500
- Kununurra Bushmans Rodeo Association - Shade Sail - \$5000
- Kununurra Gymnastics Club - Storage Shed - \$10,000
- Kununurra Agricultural Society - Fencing the Equestrian Area - \$5000

2014/15 Quick Grants to date:

- Kununurra Junior Football Association - Under 12s AFL
- East Kimberley Football League - Installation of sponsor board
- Kimberley Rugby League - Refereeing seminar
- Save the Children - Communities for Children
- Cancer Council WA - Relay for Life
- East Kimberley Sports Association - Sports Awards
- KDHS P&C - School Fete
- Tura New Music - Resonance Concert
- Kununurra Taekwondo - Club Development Activities
- Kununurra CRC - RRR Network Satellite Sundowner
- Crazy Crocs Playgroup - Walk Over October
- Kununurra Baptist Fellowship - Carols by Candlelight

Last Updated: 13-Feb-2015

3.1.4 Facilitate activities that link communities.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
Minutes Ordinary Council Meeting					%		%

3.1.4.1 Identify opportunities and support activities that encourage relationships between different communities and community groups	Louise Gee - Director Community Development	Ongoing	01-Jul-2012	30-Jun-2016	-	-	
ACTION PROGRESS COMMENTS: - Participation in the WiP (Working in Partnership) group. - Partnership program with Western Australian Police known as EWatch. Last Updated: 13-Feb-2015							

3.2 Sustainable waste management and protection of the environment

3.2.1 Provide an integrated approach to waste management that includes waste minimisation strategies.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.2.1.1 Review and implement the Shire's Environmental Sustainability Plan	Kevin Hannagan - Acting Chief Executive Officer	Ongoing	01-Jul-2012	30-Jun-2016	-	-	
ACTION PROGRESS COMMENTS: Wyndham Area Manager chaired implementation committee and actions progressed. Last Updated: 10-Jan-2015							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.2.1.2 Implement waste management strategy	David Klye - Director Infrastructure	In Progress	01-Jul-2012	30-Jun-2016	75.00%	-	
ACTION PROGRESS COMMENTS: Actions on target and quarterly progress report to Councillor Briefings Last Updated: 09-Jan-2015							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.2.1.3 Manage landfills and provide waste / litter services	John Gault - Depot Manager	In Progress	01-Jul-2012	30-Jun-2016	60.00%	-	
ACTION PROGRESS COMMENTS: New Landfill Office staff New fencing installed Minutes Ordinary Council Meeting							

Re Profiling Landfill Site
 New Machinery
 Introduction of Domestic Waste Vouchers & Fees
 Last Updated: 13-Jan-2015

3.3 Towns are safe and inviting for locals and tourists

3.3.1 Improve streetscapes in town and urban centres incorporating public art and 'designing out crime' principles

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.3.1.1 Work with community organisations to identify and support public art opportunities	Wayne Richards - Manager Community Services	Ongoing	01-Jul-2012	30-Jun-2016	-	-	
<p>ACTION PROGRESS COMMENTS: Wyndham Youth Program includes a public art component and the establishment of a "Wyndham Community Pride" Youth program.</p> <p>The Shire supports the Banners in the Terrace facilitating the Wyndham District High School banner that was displayed on St George Terrace from 27 July to 9 August 2014.</p> <p>Last Updated: 13-Feb-2015</p>							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.3.1.2 Develop streetscape and landscape plans for town centres in Wyndham and Kununurra	Jennifer Ninyette - Senior Planning Officer	Not Started	01-Jul-2014	30-Jun-2016	0.00%	-	
<p>ACTION PROGRESS COMMENTS: Draft Local Planning Strategy has identified the need for town centre plans which will incorporate consideration of amenity and , landscaping within the town centres.</p> <p>Literature review of previous studies and plans to commence in March 2015.</p> <p>Last Updated: 13-Feb-2015</p>							

3.3.10 Adopt a partnership approach for emergency and fire management planning, preparedness, response and recovery.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.3.10.1 Manage Municipal Emergency / Regulatory Services function	David Klye - Director Infrastructure	Completed	01-Jul-2013	30-Jun-2015	100.00%	-	

ACTION PROGRESS COMMENTS:

The Shire's Senior Ranger, Emergency Services Coordinator will manage emergency services and Kununurra and Wyndham LEMCs in conjunction with the Community Emergency Management Coordinator (CEMC) from the State Emergency Management Committee Secretariat, (SEMC Secretariat).

Ranger services (the Regulatory Services function) operating efficiently but not always providing full and adequate coverage due to staffing levels.

Last Updated: 13-Feb-2015

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

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.3.2.1 Review Town Centre strategies for Kununurra and Wyndham aligned to the Local Planning Strategy and Kununurra Strategic Directions	Jennifer Ninyette - Senior Planning Officer	Not Started	01-Jul-2014	30-Jun-2015	0.00%	-	

ACTION PROGRESS COMMENTS:

Project will not commence until Local Planning Strategy has been endorsed by Council.

Last Updated: 13-Feb-2015

3.3.3 Ensure adequate street lighting

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.3.3.1 Improve street lighting in priority areas of Kununurra	Peter Kerp - Manager, Engineering	In Progress	01-Jul-2014	30-Jun-2016	5.00%	-	

ACTION PROGRESS COMMENTS:

This action cannot be started until the Local Planning Strategy has been reviewed.

The town center structure plan for Kununurra (part of the Local Planning Strategy review) will be the precursor for a streetscape/landscape plan.

Last Updated: 15-Dec-2014

3.3.4 Ensure a well-connected and maintained network of shared paths

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.3.4.1 Determine the next priority stage and design of the shared pathway around Lily Pagoon and seek	Nick Allen - Coordinator, Recreation & Leisure	Not Started	01-Jul-2014	30-Jun-2016	0.00%	-	

funding							
<p>ACTION PROGRESS COMMENTS: Funding bodies such as the Department of Sport and Recreation and Lotteries West have been consulted with regards to funding opportunities to contribute towards Master Plan and a draft funding application has been done. The funding is potentially up to \$25,000, however at this stage due to budget constraints no application has been made at this stage.</p> <p>Last Updated: 13-Feb-2015</p>							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.3.4.2 Prepare a Kununurra and Wyndham Shared Paths, Trails and Cycle ways Strategy	Nick Allen - Coordinator, Recreation & Leisure	Not Started	01-Jul-2014	30-Jun-2016	0.00%	-	
<p>ACTION PROGRESS COMMENTS: - Trails funding application to the Department of Sport and Recreation for a Master Plan document for trails within Kununurra - \$25K (Drafted)</p> <p>Project has not commenced due to budget constraints.</p> <p>Last Updated: 13-Feb-2015</p>							

3.3.5 Provide for adequate public parking areas that meet demand, including for long vehicles

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.3.5.1 Integrate parking plans into town centre strategies including provision for long parking bays	Jennifer Ninyette - Senior Planning Officer	Not Started	01-Jul-2014	30-Jun-2016	0.00%	-	
<p>ACTION PROGRESS COMMENTS: Draft Local Planning Strategy has identified the need for town centre plans which will incorporate consideration of parking, traffic and pedestrian movement within the town centres.</p> <p>Literature review of previous studies and plans to commence in March 2015.</p> <p>Last Updated: 13-Feb-2015</p>							

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

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
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3.3.8.1 Manage and provide building services	Sharon McLachlan - Senior Building Surveyor	Ongoing	01-Jul-2012	30-Jun-2016	-	-	
<p>ACTION PROGRESS COMMENTS: The management and provision of Building Services in an ongoing task which involves the coordination of operational activities to respond to demand and applicable timeframes whilst remaining within the proposed budget parameters.</p> <p>Activities include the following:</p> <ul style="list-style-type: none"> - Inspections conducted in line with certified and uncertified Building Permit Applications, Occupancy Permits and Notice of Completions, - Inspections conducted on private swimming pool fencing, - Processing Building Permits, - Processing Demolition Permits, and - Processing Occupancy Permits. <p>Last Updated: 13-Feb-2015</p>							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.3.8.2 Assessment, inspection, approval and compliance with Pool Fencing Act	Sharon McLachlan - Senior Building Surveyor	Ongoing	01-Jul-2012	30-Jun-2016	-	-	
<p>ACTION PROGRESS COMMENTS: The assessment, inspections, approvals and compliance of private pool fencing with Pool Fencing legislation is conducted by the Senior Building Surveyor. In order to ensure compliance a Casual Swimming Pool Compliance Officer was engaged for a period of six weeks to work with the Shire's Building Surveyor to intensively inspect private swimming pools and update the Shires register.</p> <p>Activities include the following:</p> <ul style="list-style-type: none"> - Assessment of applications - Private Pool fencing inspections to ensure compliance - Approval of applications - Routine interim inspections - Notification Letters - Advertising to assist with public awareness <p>Last Updated: 13-Feb-2015</p>							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.3.8.3 Manage and provide land use approval services	Jennifer Ninyette - Senior Planning Officer	Ongoing	01-Jul-2012	30-Jun-2016	-	-	
<p>ACTION PROGRESS COMMENTS: The management and provision of Land use approval services in an ongoing task which involves the coordination of operational activities to respond to demand and applicable timeframes.</p>							

Activities include the following:

- Development Applications have been processed in line with relevant legislation and guidelines.
- Applications requiring a Council resolution have been reported to Council.
- Home based businesses and Home occupation applications have been assessed in accordance with land use and amenity consistency.

Last Updated: 13-Feb-2015

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.3.8.4 Develop and review of Planning Scheme	Jennifer Ninnette - Senior Planning Officer	In Progress	01-Jul-2012	30-Jun-2016	50.00%	-	

ACTION PROGRESS COMMENTS:

Draft Local Planning Scheme No. 9 has been reviewed to incorporate recommendations of the draft Local Planning Strategy.

Final modifications are being made to the draft Scheme following workshops with Council and in light of new regulations, prior to adoption for advertising purposes by Council.

The new Local Planning Scheme No. 9 will advertised concurrently with the Local Planning Strategy, and the two documents are intended to be considered together.

Last Updated: 13-Feb-2015

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.3.8.5 Review and prepare design guidelines to reflect the character of the region	Jennifer Ninnette - Senior Planning Officer	Not Started	01-Jul-2014	30-Jun-2016	0.00%	-	

ACTION PROGRESS COMMENTS:

Deferred to commence following completion of the Local Planning Strategy Review.

Last Updated: 13-Feb-2015

3.3.9 Provide animal control in accordance with legislative requirements

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.3.9.1 Implement an Animal Management Plan	David Klye - Director Infrastructure	Completed	01-Jul-2012	30-Jun-2016	100.00%	-	

ACTION PROGRESS COMMENTS:

Draft Plan has been compiled and adopted by Council

Last Updated: 08-Jan-2015 Council Meeting

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.3.9.2 Review Local Laws	Kevin Hannagan - Acting Chief Executive Officer	In Progress	01-Jul-2012	30-Jun-2016	50.00%	50.00%	 GREEN
ACTION PROGRESS COMMENTS: Kimberley Regional Councils thru Zone commenced December 2014 a regional review to align Local Laws across the region. Draft LL video link with Zone Councils planned for late Jan 15. Last Updated: 14-Jan-2015							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.3.9.3 Implement Cat Act	David Klye - Director Infrastructure	Completed	01-Jul-2013	30-Jun-2016	100.00%	-	
ACTION PROGRESS COMMENTS: Registration forms have been developed. Systems implemented. Advertisements made etc. Last Updated: 08-Jan-2015							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.3.9.4 Provide Ranger Services	David Klye - Director Infrastructure	In Progress	01-Jul-2012	30-Jun-2016	80.00%	-	
ACTION PROGRESS COMMENTS: On going provision of competent ranger services to the Shire. Full and adequate coverage for ranger services not always achieved due to budgetary constraints. Last Updated: 13-Feb-2015							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.3.9.5 Provide Fire / Emergency Services	David Klye - Director Infrastructure	In Progress	01-Jul-2013	30-Jun-2016	80.00%	-	
ACTION PROGRESS COMMENTS: Fire response and brigade management transferred to DFES. This program is operating well. The Shire's Senior Ranger, Emergency Services Coordinator will manage emergency services and 24 hours and 2016 Munro and Wyndham LEMCs in conjunction with the Community Emergency							

Management Coordinator (CEMC) from the State Emergency Management Committee Secretariat, (SEMC Secretariat).

Last Updated: 13-Feb-2015

3.4 Enhancement of community facilities

3.4.1 Maintain, manage and upgrade public parks and amenities to ensure they meet community need and are accessible to people of all ages and abilities.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.4.1.1 Upgrade Wyndham waste water reuse treatment facility	Peter Kerp - Manager, Engineering	In Progress	01-Jul-2012	30-Jun-2016	15.00%	-	
ACTION PROGRESS COMMENTS: Discussion with Water Corporation to their proposed solution of treating/disposing raw sewerage prior to its application for reticulating Wyndham Oval. Water Corporation advice still pending. Last Updated: 13-Feb-2015							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.4.1.2 Provision of tourist facilities (Capital)	David Klye - Director Infrastructure	Ongoing	01-Jul-2012	30-Jun-2016	-	-	
ACTION PROGRESS COMMENTS: Visitor Information Centre operating form Shire facility. Public toilet facilities provided at Mambi, Prison Tree, Whitegum Park, Wyndham Oval, Wyndham Port, Celebrity Tree Park Last Updated: 13-Dec-2014							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.4.1.3 Maintain of tourist facilities (Operating)	John Gault - Depot Manager	In Progress	01-Jul-2012	30-Jun-2016	60.00%	-	
ACTION PROGRESS COMMENTS: On going maintenance of Mambi Tourist Facilities Last Updated: 13-Feb-2015							

3.4.2 Consider cultural values in all planning and design phases

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.4.2.1 Engage with Indigenous people in relation to public planning and design projects	Jennifer Ninnette - Senior Planning Officer	Ongoing	01-Jul-2012	30-Jun-2016	-	-	
<p>ACTION PROGRESS COMMENTS: Consultation is being undertaken as part of the Local Planning Strategy review, and structure planning for the Kununurra Civic Centre and East Lily Creek precincts.</p> <p>The Shire has appointed a Community Development Officer who will be focused on community engagement which will incorporate engagement with Indigenous people in relation to public planning and strategic planning.</p> <p>Last Updated: 13-Feb-2015</p>							

3.4.3 Ensure Shire facilities are planned and managed to meet community needs

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.4.3.1 Manage and provide maintenance and construction of Council properties and facilities (Operating)	Louise Gee - Director Community Development	Ongoing	01-Jul-2012	30-Jun-2016	-	-	
<p>ACTION PROGRESS COMMENTS: Coordination of preventative, and continual maintenance including cleaning, air conditioner servicing, repairs, maintenance and replacement is ongoing.</p> <p>Last Updated: 13-Feb-2015</p>							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.4.3.2 Manage and provide maintenance and construction of Council properties and facilities (Capital)	Louise Gee - Director Community Development	In Progress	01-Jul-2012	30-Jun-2016	5.00%	-	
<p>ACTION PROGRESS COMMENTS: Grant funding received through the Recreational Boating Facilities Scheme (RBFS) Department of Transport for the Lily Creek Lagoon Ramp, Jetty and Lighting Project.</p> <p>Last Updated: 13-Feb-2015</p>							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.4.3.3 Manage Shire leased properties and reserves (Operating)	Louise Gee - Director Community Development	Ongoing	01-Jul-2012	30-Jun-2016	-	-	
<p>ACTION PROGRESS COMMENTS: The coordination of Shire leased properties and reserves is ongoing with the responsibility for various aspects of the wide variety of leases spread across the organisation. Updated documentation has been compiled and provided to the State Land Revenue Office in accordance with legislation.</p> <p>Ongoing negotiation and development of leases include:-</p> <ul style="list-style-type: none"> - draft lease agreement for Kununurra Agricultural Society - draft lease agreement for Kununurra Speedway - draft lease agreement Kununurra Ski Club - amended lease Ewin Children's Services Inc. - lease agreement with Lakeside Resort Ltd - deed of transfer BBQ Boat - draft lease Ord River Houseboats. <p>Last Updated: 13-Feb-2015</p>							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.4.3.4 Manage Shire leased properties and reserves (Capital)	Louise Gee - Director Community Development	Completed	01-Jul-2012	30-Jun-2016	100.00%	-	
<p>ACTION PROGRESS COMMENTS: No projects identified in the 2014/15.</p> <p>Last Updated: 13-Feb-2015</p>							

3.4.4 Provide and support a more effective range of sport and recreation services and facilities including a new leisure and aquatic facility in Kununurra

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.4.4.1 Plan and manage the Shire's leisure and recreation facilities (Capital)	Nick Allen - Coordinator, Recreation & Leisure	Ongoing	01-Jul-2012	30-Jun-2016	-	-	
<p>ACTION PROGRESS COMMENTS: - New gym equipment installed at the Kununurra Leisure Centre</p> <p>- Secured \$60,000 through the pool subsidy program - money is to be spent on aquatic upgrades or programs. (\$30K KLC and \$30 for Wyndham Pool)</p>							

Last Updated: 13-Feb-2015

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.4.4.2 Plan and manage the Shire's leisure and recreation facilities (Operating)	Nick Allen - Coordinator, Recreation & Leisure	Ongoing	01-Jul-2012	30-Jun-2016	-	-	

ACTION PROGRESS COMMENTS:

Plan and manage the Shire's leisure and recreational facilities is an ongoing task with consistent reviews of facilities maintenance and minor works completed to ensure that the Shire is providing safe environments for community sport.

The following operational projects has been completed:

- In cooperation with the Water Corporation (Monitored weekly water reads) a number of leaks have been identified and fixed resulting in a reduction of water cost at the Kununurra Leisure Centre
- Kununurra Leisure Centre and Wyndham Pool -major service on all plant rooms including replacement of chlorine gas tubing, new pump installed, new regulators
- Temporary lighting solution installed at the outdoor basketball courts to allow community groups to use the courts at night until remaining lights can be upgraded to meet safety standards
- Wyndham Pool Chlorine Gas System Shut Down System
- Damaged fence from around the outdoor basketball courts in Wyndham removed and replaced with a smaller more accessible fence to reduce vandalism problems
- Installed CCTV at the Ted Birch Memorial Recreation Centre to help reduce vandalism and antisocial behaviour

Last Updated: 13-Feb-2015

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.4.4.3 Provide and support safe and accessible sport and recreation services and programs to the community	Nick Allen - Coordinator, Recreation & Leisure	Ongoing	01-Jul-2012	30-Jun-2016	-	-	

ACTION PROGRESS COMMENTS:

Providing safe and accessible sporting programs to the community is a priority for the Shires Recreation Services team. A number of programs are run weekly at the Kununurra Leisure Centre, Wyndham Youth and Recreation Centre and the Wyndham Swimming Pool.

Wyndham Swimming Pool:

- Swim Fit
- Mum and Bubs Swim Classes
- Aqua Aerobics

Kununurra Leisure Centre:

- Boxercise
- ABT
- Cardio
- Power
- HIT
- Step

8 classes running a week with the average participant rate of 12 people per class

Kununurra and Wyndham Pool offered Swim School program during Term 4 - Approximately 140 participants in the program, and also secured funding to run the Swim for Fruit Program during the school holidays.

Last Updated: 13-Feb-2015

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.4.4.4 Prepare a business case and design for a new recreation hub at East Lily Creek, Kununurra incorporating a new leisure and aquatic facility.	Nick Allen - Coordinator, Recreation & Leisure	In Progress	01-Jul-2014	30-Jun-2015	30.00%	-	

ACTION PROGRESS COMMENTS:

- Draft Business Case has been developed

Last Updated: 13-Feb-2015

3.5 An active outdoor lifestyle is encouraged and promoted

3.5.1 Promote an increase in the number of outdoor (public) events and promote cultural diversity

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
Minutes Ordinary Council Meeting			24 February 2015		%		288 of 320 %

3.5.1.1 Strengthen community capacity by supporting outdoor community events	Wayne Richards - Manager Community Services	Ongoing	01-Jul-2012	30-Jun-2016	-	-	
<p>ACTION PROGRESS COMMENTS: Several Events were supported through funding: - Ord Valley Muster - Barramundi Concert - Stars on the Bastion</p> <p>Events are also supported through the Shires Community grants scheme including: - Lake Argyle Swim - Lake Argyle Adventure Race - Kununurra Bushman's Rodeo</p> <p>The Shire planned and delivered the 2014 Wyndham Triathlon.</p> <p>The Shire also provides support for outdoor community events through the maintenance and management of outdoor facilities such as ovals, courts, parks, pathways and swimming pools. These are hired or leased out at heavily subsidized rates promoting use and encouraging positive community events and activities.</p> <p>Last Updated: 13-Feb-2015</p>							

3.5.2 Encourage cooperation between sporting groups and assist them in building capacity

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.5.2.1 Provide support to sport and recreation clubs at community level	Nick Allen - Coordinator, Recreation & Leisure	Ongoing	01-Jul-2012	30-Jun-2016	-	-	
<p>ACTION PROGRESS COMMENTS: The Shire provides ongoing support to community sporting clubs through programs such as the KidSport program and Shire funding grants. KidSport Funding continues to be well received with \$25,000 spent to date allowing disadvantaged kids participate in sport.</p> <p>Last Updated: 13-Feb-2015</p>							

3.5.3 Increase access to the lake, gulf and rivers, including boat ramps, according to demand usage and safety considerations

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
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3.5.3.1 Implement recommendations from the Lake Kununurra Foreshore and Aquatic Use plan	Jennifer Ninnette - Senior Planning Officer	Ongoing	01-Jul-2012	30-Jun-2016	-	-	
<p>ACTION PROGRESS COMMENTS: A Lake Kununurra Foreshore Reference Committee meeting was held in December 2014.</p> <p>Review of recommendations and prioritising of actions currently being undertaken, as well as review of the structure of the document.</p> <p>Review of Lake Kununurra and Lily Creek Vegetation Management Plan being undertaken concurrently to principally address cumbungi management, and to potentially incorporate required recommendation and actions into the Foreshore plan.</p> <p>Last Updated: 13-Feb-2015</p>							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.5.3.2 Prepare plans for the development of the second stage commercial boating facility in Kununurra	Jennifer Ninnette - Senior Planning Officer	In Progress	01-Jul-2013	30-Jun-2016	10.00%	-	
<p>ACTION PROGRESS COMMENTS: Preliminary concept plans for a second stage of the Commercial Boating Facility have been developed however Council have not been briefed on the project to date.</p> <p>Last Updated: 13-Feb-2015</p>							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.5.3.3 Manage cumbungi and noxious plants in Lilly Creek Lagoon	John Gault - Depot Manager	Completed	01-Jul-2012	30-Jun-2016	100.00%	-	
<p>ACTION PROGRESS COMMENTS: On going maintenance of Cumbungi in Lily Creek Lagoon in accordance with the budget allocation.</p> <p>Last Updated: 13-Feb-2015</p>							

13.5.4 Municipal Services

DATE:	24/02/2015
PROPONENT:	Shire of Wyndham East Kimberley
LOCATION:	Shire of Wyndham East Kimberley
AUTHOR:	Monika Tonkin, Executive Assistant
REPORTING OFFICER:	Louise Gee, Acting Chief Executive Officer
DECLARATION OF INTERESTS:	Nil

PURPOSE

For Council to nominate Shire of Wyndham East Kimberley representatives to the Local Government Planning Committee on Municipal Service Implementation.

BACKGROUND

The Federal Government recently announced that funding towards the provision of municipal and essential services to remote indigenous communities would be provided direct to the Western Australian State government as of 1 July 2015. The State has accepted a one off payment of \$90 million for delivery of these services.

This matter has been under review for some years and a Planning Committee had been established in 2010 to scope the costing of services, develop options for funding and delivery, and the principles for reform.

The Department of Local Government and Communities have advised that it proposes to establish a new Local Government Planning Committee on Municipal Service Implementation and seeks nominations onto such from the Shire of Wyndham East Kimberley.

STATUTORY IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

It is the responsibility of each Shire to fund the cost of their representatives' attendance (travel, accommodation and meals). This is an unbudgeted expense for 2014/15. However, \$2000 is available within the Expenses – Remote Communities – Kimberley Joint Shires account.

The frequency of holding committee meetings has not been confirmed at this time and the true budget impact is unknown.

STRATEGIC IMPLICATIONS

Strategic Community Plan 2012-2022

Goal 1: Strong leadership and governance that underpins a more strategic approach to community engagement, regional development and organisational sustainability

Objective 1.2: Alignment of regional and local priorities with other agencies and community groups

Strategy 1.2.2: Work collaboratively with the other Kimberley Shires to create and manage regionally beneficial projects

COMMUNITY CONSULTATION

None Required

COMMENT

The draft terms of reference for the committee forms an attachment to this report. In summary, the proposed purpose and key outputs are:

Purpose:

The Committee will support the development of implementation options for the transfer of Municipal Service delivery through:

- Facilitating local government provision of policy and technical advice;
- The coordination of an agreed sector position on the identified options;
- Identifying key activities to prepare for potential service delivery functions.
- Investigate the options for a governing model for future service delivery arrangements and funding e.g. a statutory body.

Key Outputs:

The Committee will be responsible for:

- Determining sector responsibility for services, levels and standards.
- Resolving concerns with relevant local government legislative responsibilities.
- Developing implementation options for the transfer of municipal service delivery, including proposed roles and responsibilities of local governments, funding implications and proposed timeframes.

The Committee is proposed to include membership from Local Governments within the Kimberley, Pilbara, Goldfields and Midwest/Gascoyne regions.

Having regard for the significance of this issue, it is recommended that Council nominates the Shire President and Chief Executive Officer onto this committee.

ATTACHMENTS

Attachment 1 - Draft Terms of Reference

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council directs the Acting Chief Executive Officer to advise the Department of Local Government and Communities that the Shire President and Chief Executive Officer are nominated as representatives to the Local Government Planning Committee on Municipal Service Implementation.

COUNCIL DECISION

Minute No. 10814

Moved: Cr G Taylor

Seconded: Cr B Robinson

That Council directs the Acting Chief Executive Officer to advise the Department of Local Government and Communities that the Shire President and Chief Executive Officer are nominated as representatives to the Local Government Planning Committee on Municipal Service Implementation.

Carried Unanimously 9/0

Local Government Planning Committee on Municipal Service Implementation

Terms of Reference Draft – September 2014

Background:

Under the National Partnership Agreement on Remote Indigenous Housing the Commonwealth and State Governments agreed to work towards reporting to COAG on a proposal for:

- Clearer roles, responsibilities and funding for municipal and essential services and maintenance of infrastructure in remote areas; and
- A timeframe for implementation of new arrangements.

From September 2010 to October 2011, the *Local Government Services in Aboriginal Communities Planning Committee* was the mechanism used to support the high level planning and direction setting towards the development of the proposal between Local, State and Commonwealth governments.

In 2012 the *National Working Group on Indigenous Infrastructure, Municipal and Essential Services* was convened to develop the new arrangements across jurisdictions. WA was represented by the Departments of Housing and the former Local Government; and was instrumental in developing the National Principles for Reform of municipal and essential services.

The WA Government established the *State Advisory Group on Municipal and Essential Services* to drive development of the proposal for new arrangements for the Commonwealth. Representation included WALGA and was informed by issues and principles identified by the Local Government Services in Aboriginal Communities Planning Committee.

Purpose:

The Committee will support the development of implementation options for the transfer of Municipal Service delivery through:

- Facilitating local government provision of policy and technical advice;
- The coordination of an agreed sector position on the identified options;
- Identifying key activities to prepare for potential service delivery functions.
- Investigate the options for a governing model for future service delivery arrangements and funding e.g. a statutory body.

Key Outputs:

The Committee will be responsible for:

- Determining sector responsibility for services, levels and standards.
- Resolving concerns with relevant local government legislative responsibilities.
- Developing implementation options for the transfer of municipal service delivery, including proposed roles and responsibilities of local governments, funding implications and proposed timeframes.

Governance and Reporting:

The Committee will:

1. develop implementation options for the transfer of municipal service delivery, with consideration to:
 - State investment priorities and policy directions
 - Commonwealth Indigenous Advancement Strategy priorities and outputs.
2. have the power to establish working groups to focus on specific issues and develop best practice models and guiding policies.
3. select representatives to join the *State Advisory Group on Municipal and Essential Services* to facilitate resolution of issues; and liaise with the AACC on specific areas of concern.

Membership:

The Committee will have regular attendance from the following participants to provide advice and relevant input:

Member Local Governments	Aboriginal Communities	Represented by
Kimberley Region		<Names>
- Shire of Broome	9	
- Shire of Derby West Kimberley	23	
- Shire of Halls Creek	13	
- Shire of Wyndham East Kimberley	10	
Pilbara Region		
- Shire of Ashburton	4	
- Shire of East Pilbara	8	
- City of Karratha	1	
- Town of Port Hedland	2	
Goldfields Region		
- Shire of Coolgardie	1	
- City of Kalgoorlie- Boulder	2	
- Shire of Laverton	4	
- Shire of Leonora	1	
- Shire of Menzies	2	
- Shire of Ngaanyatjarraku	9	
- Shire of Wiluna	1	
Midwest / Gascoyne Region		
- Shire of Carnarvon	1	
- Shire of Meekatharra	2	
- Shire of Murchison	1	
- Shire of Upper Gascoyne	2	
WA Local Government Association		
Local Government Managers Australia (WA)		
Chair:	Jennifer Mathews, Department of Local Government and Communities	
Executive Officer:	Department of Local Government and Communities	

13.5.5 Ord Valley Events Support Request

DATE:	24/02/2015
PROPONENT:	Mellen Events
LOCATION:	Shire of Wyndham East Kimberley
AUTHOR:	Louise Gee, Acting Chief Executive Officer
REPORTING OFFICER:	Louise Gee, Acting Chief Executive Officer
FILE NO:	RC.02.10
DECLARATION OF INTERESTS:	N/A

PURPOSE

For Council to determine the level of support to provide for the Ord Valley Muster 2015.

BACKGROUND

Over previous years the Shire has provided in-kind support for the Ord Valley Muster in addition to its financial sponsorship. This in kind support was provided on an ad-hoc basis with no recognition of the Shire. The in-kind support included the waiving of fees and charges, use of lights, traffic management signage, staffing, fencing, depot equipment and facilities.

This year, to quantify this in-kind support, the Shire requested Mellen Events to submit a request outlining their requests for in kind support, for consideration by the Council. (Attachment 1 & 2)

The request for in-kind support was received via a letter from Ord Valley Events, dated 21 January 2015. (Attachment 3)

STATUTORY IMPLICATIONS

There are no statutory implications associated with this report.

POLICY IMPLICATIONS

There are no policy implications associated with this report.

FINANCIAL IMPLICATIONS

The 2014/15 Adopted Budget allocated \$20,000 to sponsorship of the Ord Valley Muster 2015.

After discussions with Mellen Events about the levels of sponsorship available the Shire opted to take the \$15,000 Diamond sponsorship (attachment 4). This leaves \$5,000 of the budget to cover in-kind support requests.

The below table outlines the in-kind support that has been requested for the Ord Valley Muster 2015, along with estimated fees and charges for supplying this support, based on the same number and similar events for previous years.

When reviewing fees and charges, the Not for Profit rate has been provided as bookings are made on behalf of Ord Valley Events.

In-Kind Support Requested	Estimated Fees & Charges
Waiving venue hire costs	\$898 <i>Kids in the Kitchen Use of Youth Centre:</i> \$500: Kitchen x 10 days <i>Kimberley Cooking Celebrity Tree Park:</i> \$130: 10 hours <i>Moon Fair – Ag Oval:</i> \$138.00: Whole of day hire <i>Picnic in the Park:</i> \$130: 10 hours
Waiving event approval charges	\$1866: <i>Medium risk: \$112 - Event application fee, \$75 Event Approval Fee (estimated 8 events)</i> <i>High Risk: Event application fee \$222, Event Approval Fees \$148 (estimated 1 event)</i>
Provision of 100 fence panels including brackets and blocks	\$600 <i>SWEK 2014/15 Fees and Charges – Not for Profit, per panel, per week (\$6.00) x 100 panels for 1 week. Pick up and delivery is hirers responsibility</i>
Waiving cost to have the lights on at the Ag Oval during the Moon Fair	\$64 <i>SWEK 2014/15 Fees and Charges – Not for Profit, 50 Lux per half oval, per hour (\$16.00) x 4 hours</i> <i>Quite possible that if light fees are waived that they will request four lights at 250 Lux = \$212</i>
Furniture – 30 trestles for Fri 15 May – Mon 25 May	\$2,400 <i>SWEK 2014/15 Fees and Charges – Not for Profit, per table, per day (\$8.00) x 30 tables for 10 days</i> <i>Pick-up and delivery is hirers responsibility</i>
Provision and installation of traffic management signs for the Kimberley Moon Experience	\$90 for signs (if not required for Shire projects) <i>SWEK 2014/15 Fees and Charges – Not for Profit, per sign, per week (\$6.00) x 15 signs for 1 week.</i> \$612 for erection of traffic management signage by qualified Shire employees <i>SWEK 2014/15 Fees and Charges – Not for Profit, per hour (\$153.00) x 4 hours</i>
Traffic management personnel for the Kimberley Moon Experience	Service not provided by the Shire last year, as such difficult to estimate. However using the above shire employee rate, could be \$30,600 (please note it is highly unlikely that the Shire would be able to source enough Shire staff to deliver this. There are locally available providers of these services. <i>SWEK 2014/15 Fees and Charges – Not for Profit, per hour (\$153.00) x 10 staff x 10 hours x 2 shifts.</i>
	ESTIMATED TOTAL = \$37,130

STRATEGIC IMPLICATIONS

Strategic Community Plan 2012-2022

Goal 2: Greater returns from regional investment to ensure sustainable provision of appropriate physical and social infrastructure

Objective 2.1: A highly valuable East Kimberley economy that maximises social benefits

Strategy 2.1.2: Promote and support major events that benefit locals and attract visitors to the area

COMMUNITY CONSULTATION

Community consultation is not required in relation to this item.

COMMENT

In the past the Shire has offered in-kind services to many events and organisations for services such as photocopying, furniture hire, signage hire etc. Providing these services comes at a cost to the Shire and the Shire must ensure that it is fair and transparent in provision of in-kind services. As such the Shire has now moved to managing these types of requests via sponsorship or grant arrangements that are recorded.

The supplying of in-kind services on an ad-hoc basis to Ord Valley Events has in the past been difficult to manage as last minute requests put a strain on Shire resources.

It would be simpler for the Shire to provide Ord Valley Events with further unallocated sponsorship of \$5,000 (total \$20,000 as per adopted 2014/15 budget) and that Ord Valley Events be charged the appropriate Fees and Charges.

The Shire does not have the resources to supply qualified traffic management personnel and this is not a service the Shire offers as it can be provided by a local business.

The Shire should also request Ord Valley Events to recognise the Shire's total sponsorship of \$20,000.

As per all events held in the Shire, sponsorship is subject to event application/s approval

ATTACHMENTS

Attachment 1 – Email from Mellen Events re Sponsorship Package

Attachment 2 – Letter to Mellen Events 05.12.14

Attachment 3 – Letter to Mellen Events 13.01.15

Attachment 4 – Letter from Ord Valley Events 21.01.15

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council:

1. Approves an additional sponsorship of \$5,000 to Ord Valley Events for the Ord Valley Muster 2015;
2. Directs the ACEO to advise Ord Valley Events that the Shire no longer supports provision of 'in-kind' sponsorship for the Ord Valley Muster and that all applicable 'Fees and Charges' will be charged by the Shire;
3. Directs the ACEO to liaise with Ord Valley Events to ensure appropriate recognition of the Shires additional sponsorship.
4. Directs the ACEO to advise Ord Valley Events that no sponsorship will be payable until all event/s application/s are approved by the Shire.

COUNCIL DECISION

Minute No. 10815

Moved: Cr G Taylor

Seconded: Cr B Robinson

That Council:

- 1. Approves an additional sponsorship of \$5,000 to Ord Valley Events for the Ord Valley Muster 2015;**
- 2. Directs the ACEO to advise Ord Valley Events that the Shire no longer supports provision of 'in-kind' sponsorship for the Ord Valley Muster and that all applicable 'Fees and Charges' will be charged by the Shire;**
- 3. Directs the ACEO to liaise with Ord Valley Events to ensure appropriate recognition of the Shires additional sponsorship.**
- 4. Directs the ACEO to advise Ord Valley Events that no sponsorship will be payable until all event/s application/s are approved by the Shire.**

Carried Unanimously 9/0

From: Kate MacKinnon [<mailto:katem@mellenevents.com>]
Sent: Tuesday, 25 November 2014 2:44 PM
To: Debbie McCallum
Cc: 'Tony Chafer'; katem@mellenevents.com
Subject: SWEK - Ord Valley Muster sponsorship 2015

Hi Debbie,

Many thanks for your call.

As discussed – in the past 2 year’s SWEK has sponsored the Argyle Diamonds Ord Valley Muster with;

\$40,000 + GST cash

We have also asked that venue hire fees be waived, the ability to use the lights on the Ag oval for the Moon Fair, use of traffic management signage and loan of fencing for the Kimberley Moon Experience.

In return SWEK have received:

Diamond Plus Sponsorship

Rights

- ✓ Rights of Association – the right to be called a ‘Diamond Plus Sponsor’ of the Argyle Diamonds Ord Valley Muster (OVM).
- ✓ Use of the Argyle Diamonds Ord Valley Muster intellectual property – which means the right to use the logo in your company communications*, and the right to use Muster images.

Logos

- ✓ Logo & full page advertisement in the Official Program
- ✓ Logo on the Argyle Diamonds Ord Valley Muster website
- ✓ Logo in a full page advertisement in the local newspaper, acknowledging the sponsors.
- ✓ Logo on sponsors recognition presentation at Muster events.
- ✓ Banner at the Kimberley Moon Experience – limited to Principal Partners & Diamond Plus sponsors.
- ✓ Inclusion of logo on poster, flyers and TV advertising for all Argyle Diamonds Ord Valley Muster events

Hospitality & ticketing

- ✓ 10 (ten) tickets to the Kimberley Fine Diamonds Corporate Circle at the Kimberley Moon Experience with table allocated to a premium location
- ✓ Ten tickets to the Sponsors Cocktail.
- ✓ Ten General Admission tickets to the Kimberley Moon Experience

We were informed a month or so ago that the sponsorship would be reduced to \$30,000 + GST

However you mentioned \$15,000 + GST on the phone. A \$15,000 + GST package would be:

Diamond Sponsorship

Rights

- ✓ Rights of Association – the right to be called a ‘Diamond Sponsor’ of the Argyle Diamonds Ord Valley Muster.

- ✓ Use of the Argyle Diamonds Ord Valley Muster intellectual property – which means the right to use the logo in your company communications*, and the right to use Muster images.

Logos

- ✓ Logo & half page advertisement in the Official Program
- ✓ Logo on the Argyle Diamonds Ord Valley Muster website
- ✓ Logo in a full-page advertisement in the local newspaper, acknowledging the sponsors.
- ✓ Logo on sponsors recognition presentation at Muster events.

Hospitality & ticketing

- ✓ 8 tickets to the Kimberley Fine Diamonds Corporate Circle at the Kimberley Moon Experience
- ✓ 8 tickets to the Sponsors Cocktail Party

Please let me know if you require any more information

Kind regards

Kate

Kate MacKinnon

Marketing & Partnerships Manager

MELLEN EVENTS | 414 Stirling Hwy, Claremont WA 6010
p: (08) 9383 3534 | m: 0438 923 961 | f: (08) 9284 4335





SHIRE of WYNDHAM | EAST KIMBERLEY

PO BOX 614 KUNUNURRA WA 6743

T | 08 9168 4100
F | 08 9168 1798
E | mail@swek.wa.gov.au
W | www.swek.wa.gov.au
ABN | 35 647 145 756

Our Ref: o-20154
Enquiries: **Debbie McCallum**

5 December 2014

Kate MacKinnon
Mellen Events
414 Stirling Highway
Claremont
WA 6010

Dear Kate

2015 Ord Valley Muster Sponsorship

As part of the 2014/15 Budget Adoption the Shire of Wyndham East Kimberley has reviewed the level of sponsorship provided for the Ord Valley Muster and are considering the \$15,000 package as discussed recently.

The Shire is requesting that Mellen Events submit an application to SWEK councillors clearly outlining their request for other 'in kind' support. The matter will be put forward for council consideration at the next briefing session in February 2015.

The letter should be addressed to the Chief Executive Officer, Shire of Wyndham East Kimberley, PO Box 614, Kununurra, 6743 and titled Ord Valley Muster 2015 sponsorship and support.

Yours sincerely

Kevin Hannagan
Acting Chief Executive Officer



SHIRE of WYNDHAM | EAST KIMBERLEY

PO BOX 614 KUNUNURRA WA 6743

T | 08 9168 4100
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E | mail@swek.wa.gov.au
W | www.swek.wa.gov.au
ABN | 35 647 145 756

13 January 2015

Our Ref: 0-20508

Enquiries: Sharmayne Halliday

Kate MacKinnon
Mellen Events
414 Stirling Highway
Claremont

Dear Ms MacKinnon

2015 Ord Valley Muster Sponsorship

Further to the Shire's correspondence dated 5 December 2014 (reference o-20154), I would like to confirm acceptance of the \$15,000 Diamond Sponsorship proposal outlined in your email dated 25 November 2014.

Please be reminded that requests for other 'in kind' support such as the waiving of fees or charges, use of lights, traffic management signage, fencing, other depot equipment or any facilities, services or materials must be submitted prior to 1 February 2015 to enable consideration.

Please also be reminded that the event application and all accompanying documentation must be submitted at least 12 weeks before the event.

Can you please ensure that all requests, applications and other accompanying documentation is submitted to Sharmayne.halliday@swek.wa.gov.au who can be contacted on (08) 9168 4100 for assistance.

Yours sincerely

Natalie Octoman
Acting Chief Executive Officer



75 Coolibah Drive (PO Box 1372) Kununurra WA 6743

Ph: (08) 9168 1177 Fax: (08) 9168 2598

Email: manager@visitkununurra.com Web: www.ordvalleymuster.com

Kevin Hannagan
Chief Executive Officer
Shire of Wyndham East Kimberley
PO Box 614
Kununurra, 6743

21 January 2015

Dear Kevin,

Ord Valley Muster 2015 Sponsorship and Support

Now in its 15th year, the Argyle Diamonds Ord Valley Muster is an award winning event which highlights the culture, landscape and talents of the East Kimberley region. The event has a significant economic impact on the East Kimberley and plays a major part in showcasing the region to Australia and the rest of the world.

The Shire of Wyndham East Kimberley has been a tremendous supporter and an important sponsor of the Muster since inception providing both cash and 'in kind' support.

Thank you for your letter of 15 January 2015 committing to cash sponsorship of \$15,000 for the 2015 event.

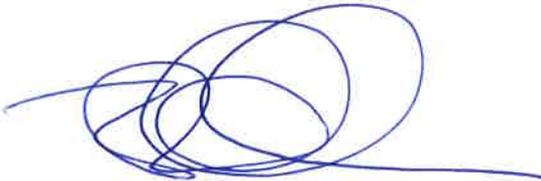
We also appreciate your consideration for in-kind support for the program of events. There are a number of services listed below that SWEK provide that we would ask you to consider for in kind sponsorship:

- Waiving venue hire costs (Celebrity Tree Park, Agricultural Oval, Youth Hub)
- Waiving event approval charges for all Ord Valley Events Inc events
- Provision of 100 fence panels including brackets and blocks
- Waiving cost to have the lights on at the Ag Oval during the Moon Fair
- Furniture - 30 trestles for 1 week, Fri 15 May - Mon 25 May

- Provision and installation of traffic management signs (as required) for the Kimberley Moon Experience. Traffic Management personnel as required for Kimberley Moon Experience

We sincerely thank SWEK for their support of this fabulous community event and for considering the in kind request above. Should you have any questions please liaise with Kate MacKinnon from Mellen Events (katem@mellenevents.com) 9383 3534 who is working on sponsorship on behalf of Ord Valley Events Inc.

Yours sincerely

A handwritten signature in blue ink, consisting of several overlapping loops and a long horizontal stroke extending to the right.

Tony Chafer
Chairman
Ord Valley Events Inc.

13.5.6 Outstanding Actions from Council Resolutions

DATE:	24/02/2015
PROPONENT:	Shire of Wyndham East Kimberley
LOCATION:	Shire of Wyndham East Kimberley
AUTHOR:	Monika Tonkin, Executive Assistant
REPORTING OFFICER:	Louise Gee, Acting Chief Executive Officer
FILE NO:	N/A
DECLARATION OF INTERESTS:	Nil

PURPOSE

To report to Council on progress of implementing Council resolutions and provide comment on outstanding actions from Council resolutions.

BACKGROUND

At each meeting of Council, resolutions are made which require actions to be taken by Officers to implement those resolutions. It is now proposed that the Chief Executive Officer provides a monthly update to Council on the implementation of resolutions.

STATUTORY IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Strategic Community Plan 2012-2022

Goal 1: Strong leadership and governance that underpins a more strategic approach to community engagement, regional development and organisational sustainability

Objective 1.4: Business innovation, efficiency and improved service

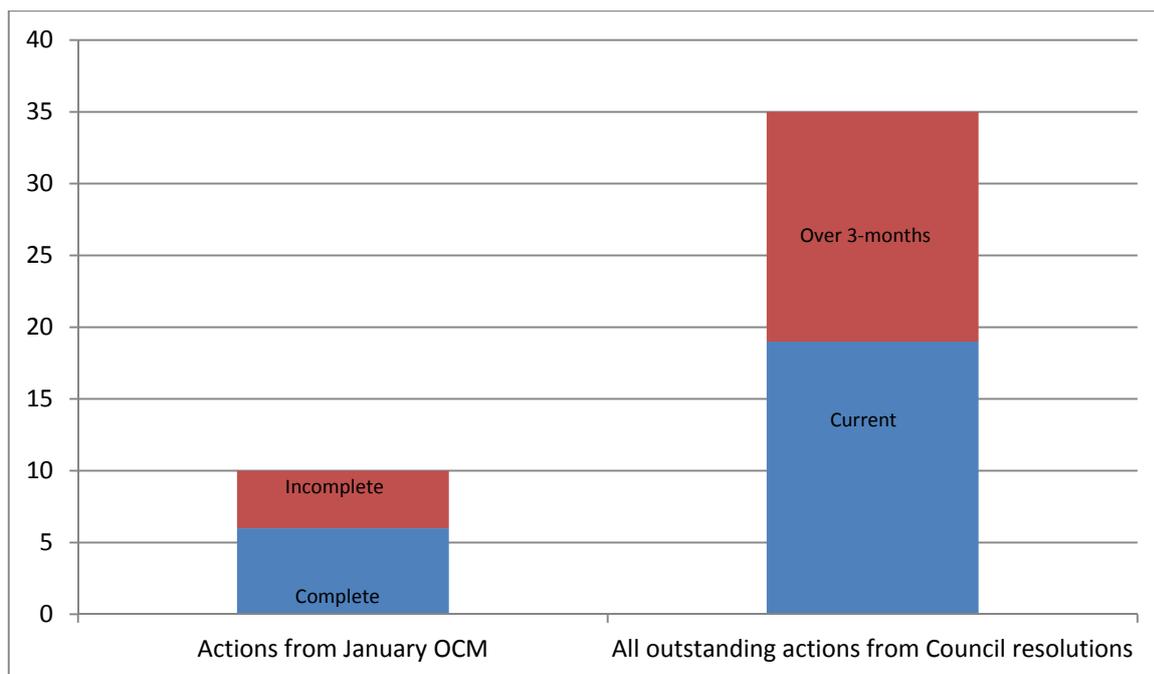
Strategy 1.4.2: Improve the efficiency and productivity of Shire services

COMMUNITY CONSULTATION

None required.

COMMENT

The following chart identifies the number of complete and incomplete actions from January OCM resolutions. It also identifies 'to date' the total number of Council resolutions that have not been completed.



Council resolutions that have not been completed and are over 3 months:

Meeting	Item	Progress Comment
Aug-12	Matters arising from committees of council – requirements of the Wyndham Community Club	Agenda item to be submitted to the February 2015 Audit Finance & Risk Committee outlining options for consideration.
May-13	Lease of portion of Reserve 41812 – Ingle Pty Ltd (Lakeside Resort)	Final lease document ready for signing.
Aug-13	Road Closure, Long Michael Plain Road	Now with RDL for closure. RDL undertaking survey for closure. Now awaiting RDL to complete.
Jun-14	Ord East Kimberley Expansion Project - Dedication of Public Roads	August Council Briefing Session decided to list as Cabinet Agenda item when they visit in October. Meeting with Minister for LG undertaken, no real outcome. Council to consider Rating Strategy response as part of 2015/16 budget process.
Jun-14	Development Application for Change of Use - Shop at Lot 11, Pruinosa Street, Kununurra	Approval letter sent 27 June 2014. Ongoing discussions with applicant regarding the outstanding disabled parking bay.
Jun-14	Lot 509 on Deposited Plan 66529, Portion of Reserve 50467, Kununurra – Expressions of Interest Received	Final copies of lease forwarded for acceptance and signing by 26 February 2015.

Jul-14	Speed Limit Review - Lake Argyle Road	Main Roads WA have recommended to the minister that the speed limit be changed to 90 kmh from SLK 0.00 to 22.85 and 80 kmh from SLK 22.85 to 33.63 and to 60 KMH from 33.63 to 34.67. the 80 kmh section is from Spillway Creek almost to Lake Argyle Resort. Awaiting approval from the minister then MRWA can erect the signs.
Aug-14	Motion from Cr Glenn Taylor	An item has been prepared for presentation to Council's February OCM to progress the project.
Sep-14	T01 14/15 Flood Recovery Works - Drainage Channel Works	Works completed. Acquittal paperwork being completed.
Sep-14	T01 14/15 Flood Recovery Works - Lake Argyle Road, Design and Construct Drainage Culvert Repairs	Works completed. Final completion date (off maintenance) 17th December 2015. Acquittal paperwork being completed.
Sep-14	Development Application for Educational Establishment at Lot 359 Argentea Avenue, Kununurra	Development Application withdrawn.
Sep-14	Public Art Project	LandCorp presented to February Council Briefing Session. Report prepared for February OCM meeting
Oct-14	CEO Recruitment Process	Ongoing
Oct-14	East Kimberley Marketing Group Funding Request	EKMG have been notified and awaiting invoices
Oct-14	Ewin Early Learning Centre Lease	Quote received from Civic Legal. Ewin Centre advised of costs and request advice of preferred process. Lease amendments signed by Acting CEO & were forwarded to the Ewin Centre for signing in Mid Janaury however the signed copy has not yet been returned despite several follow up calls.
Oct-14	Request for a Special Payment Arrangement - Rates Assessments A7866-A7876	Ratepayer was advised of this outcome. Further correspondence has since been received and was considered by the Audit (Finance and Risk) Committee at the February 2015 meeting which is to be considered by the Council on 24 February 2015 to determine an appropriate outcome.

ATTACHMENTS

There are no attachments associated with the report.

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council notes the report - Outstanding actions from Council resolutions.

COUNCIL DECISION

Minute No. 10816

Moved: Cr S Cooke

Seconded: Cr B Robinson

That Council notes the report - Outstanding actions from Council resolutions.

Carried Unanimously 9/0

13.6 ELECTED MEMBER REPORTS

Cr J Moulden

15 January	Meeting with Andrew Kite, Manager Argyle Diamond Mine
26 January	Australia Day ceremony
3 February	Liquor Accord meeting
4 February	Meeting with Clontarf staff
5 February	Kimberley Training Institute, meeting Board members
6 February	KCCI function
	Meeting with WA Country Health
11 February	Meeting with Dept. Aboriginal Affairs
9 February	CEO applicant interviews.
15 February	CEO contract package discussion.
16 February	CEO contract package meeting with WALGA.
17 February	CEO contract package meeting with WALGA.

Cr K Wright

9 February	Kununurra Visitor Centre meeting at Shire.
9 February	CEO applicant interviews.
13 February	East Kimberley Marketing Group meeting at Shire.
15 February	CEO contract package discussion.
16 February	CEO contract package meeting with WALGA consultant and Shire President.
17 February	CEO contract package meeting with WALGA consultants and Shire President.
17 February	Library committee meeting at Kununurra Community Library

COUNCIL DECISION

Minute No. 10817

Moved: Cr S Cooke

Seconded: Cr G King

That Council accepts the Elected Member reports for the period 15 January to 17 February 2015.

Carried Unanimously 9/0

13.7 ACTING CHIEF EXECUTIVE OFFICER REPORTS

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

3 February	Peyton consulting, complaints handling.
4 February	Ord Irrigation, Dept. Regional Development and Lands DEMC, Kununurra Flood Study Clontarf Academy
6 February	WA Country Health Service Regional Director WALGA Procurement Review
9 February	Ratepayers Association
10 February	District Emergency Management Committee
11 February	Department of Aboriginal Affairs
13 February	East Kimberley Marketing Group

COUNCIL DECISION

Minute No. 10818

Moved: Cr S Cooke

Seconded: Cr G King

That council accepts the Acting Chief Executive Officer reports for the period 22 January to 19 February 2015.

Carried Unanimously 9/0

14. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

15. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

16. URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

COUNCIL DECISION

Minute No. 10819

Moved: Cr S Cooke

Seconded: Cr G King

That council moves behind closed doors to consider items:

16.1 Confidential – Request to Issue Notices of Discontinuance of Claim

16.2 Confidential – Offer of Contract for the Appointment of a New Chief Executive Officer

17.1 Car Hire Booth Rental at East Kimberley Regional Airport

17.2 Ord River Sports Club Lease

17.3 Minutes of Council Committee Meetings (previously item 12)

Carried Unanimously 9/0

Council moves behind closed doors at 6.37pm

Cr G King and Cr S Cooke leave the Chambers at 6.37pm and return at 6.38pm

COUNCIL DECISION

Minute No. 10820

Moved: Cr K Wright

Seconded: Cr S Cooke

That council accept urgent items of business for consideration:

16.1 Confidential – Request to Issue Notices of Discontinuance of Claim

16.2 Confidential – Offer of Contract for the Appointment of a New Chief Executive Officer

Carried Unanimously 9/0

Cr D Spackman declares an impartiality interest to item 16.1 Confidential – Request to Issue Notices of Discontinuance of Claim.

16.1 CONFIDENTIAL - REQUEST TO ISSUE NOTICES OF DISCONTINUANCE OF CLAIM

DATE:	23/02/2015
PROPONENT:	Mr M Northover, Goldengate Nominees Pty Ltd, Martinjinni Pty Ltd, Peak Environmental Pty Ltd
LOCATION:	Shire of Wyndham East Kimberley
AUTHOR:	Natalie Octoman, Director Corporate Services
REPORTING OFFICER:	Natalie Octoman, Director Corporate Services
FILE NO:	FM.11.1
ASSESSMENT NO:	A5939, A6775, A6776, A1620, A28, A5234, A5233, A6909, A6026
DECLARATION OF INTERESTS:	Nil

This part of the meeting is of a confidential nature. The item will be discussed Behind Closed Doors in accordance with the *Local Government Act 1995*, Section 5.23 (2) as this item deals with:

- (b) the personal affairs of any person;

PURPOSE

For the Council to consider a request from the owner of rates assessment numbers A5939, A6775, A6776, A1620, A28, A5234, A5233, A6909 and A6026, to issue a "Form 57 - Notice of Discontinuance of Claim" (NOD) on each of their properties. It should be noted that a "Form 49 – Memorandum of Consent" (MOC) may need to be considered instead, depending on the owner's initial response to the General Procedure Claim.

ATTACHMENTS

The report and all associated attachments are provided under separate cover.

VOTING REQUIREMENT

Simple Majority

COUNCIL DECISION

Minute No. 10821

Moved: Cr S Cooke

Seconded: Cr K Wright

That the Council:

- 1. Acknowledges that it is each debtors responsibility to ensure their debts are paid when they are due in order to maintain a satisfactory credit rating;**
- 2. Directs the Acting CEO to advise those debtors who had a General Procedure Claim lodged with the courts prior to 18 March 2014, of the once-off process for the lodgement of a Form 57 - Notice of Discontinuance of Claim, or a Form 49 - Memorandum of Consent subject to the debtor:**
 - a. Recognising that this is a once-off process and the Acting CEO providing each of the impacted debtors with a copy of CP FIN-3212 Rates and Charges Debt Collection Policy and CP FIN-3210 Notice of Discontinuance (Rates and Debtors) Policy;**
 - b. Agreeing to and making payment upfront, the fees associated with lodging either forms with the courts being:**
 - i. Form 57 - Notice of Discontinuance of Claim: \$50 plus GST for the first person and \$25 plus GST for each subsequent person (where there is more than one person named on the General Procedure Claim); or**
 - ii. Form 49 - Memorandum of Consent: \$50 plus GST;**
- 3. Adopts the revised Council Policy Number: CP – FIN 3210 Notice of Discontinuance (Rates and Debtors) Policy as amended in Attachment 2.**

Carried 7/2

**For: Cr R Dessert, Cr D Learbuch, Cr K Wright, Cr B Robinson, Cr D Spackman,
Cr S Cooke, Cr G King**

Against: Cr J Moulden, Cr G Taylor

L Gee, D Klye and N Octoman leave the Chambers at 6.59pm

16.2 CONFIDENTIAL - OFFER OF CONTRACT FOR THE APPOINTMENT OF A NEW CHIEF EXECUTIVE OFFICER

DATE:	24/02/2015
PROPONENT:	Shire of Wyndham East Kimberley
LOCATION:	Shire of Wyndham East Kimberley
AUTHOR:	Rebecca Richards, Coordinator Organisational Development
REPORTING OFFICER:	Shire President, Cr John Moulden
FILE NO:	PL.21.140
DECLARATION OF INTERESTS:	Nil

This part of the meeting is of a confidential nature. The item will be discussed Behind Closed Doors in accordance with the *Local Government Act 1995*, Section 5.23 (2) as this item deals with:

- (a) a matter affecting an employee or employees; and
- (b) the personal affairs of any person;

PURPOSE

For Council to endorse the offer of contract for the appointment of a new Chief Executive Officer and to authorise the Shire President to sign the contract on behalf of the Council.

ATTACHMENTS

The report and all associated attachments are provided under separate cover.

VOTING REQUIREMENT

Absolute Majority

COUNCIL DECISION

Minute No. 10822

Moved: Cr S Cooke

Seconded: Cr B Robinson

That Council:

- 1) Appoints Mr Carl Askew to the position of Chief Executive Officer with the Shire of Wyndham-East Kimberley for the period of four [4] years; and
- 2) Is of the belief that Mr Askew is suitably qualified for the position of Chief Executive Officer; and
- 3) Is satisfied with the provisions of the proposed employment contract to be entered into with Mr Askew with a total package of \$331,547.96 per annum.

Carried Unanimously 9/0

L Gee, D Klye at N Octoman enter the Chambers at 7.08pm

17. MATTERS BEHIND CLOSED DOORS

17.1 CAR HIRE BOOTH RENTAL AT EAST KIMBERLEY REGIONAL AIRPORT

DATE:	24/02/2015
PROPONENT:	Shire of Wyndham East Kimberley
LOCATION:	East Kimberley Regional Airport
AUTHOR:	David Klye, Director Infrastructure
REPORTING OFFICER:	David Klye, Director Infrastructure
FILE NO:	CP.16.25
ASSESSMENT NO:	N/A
DECLARATION OF INTERESTS:	Nil

This part of the meeting is of a confidential nature. The item will be discussed Behind Closed Doors in accordance with the *Local Government Act 1995*, Section 5.23 (2) as this item deals with a contract which may be entered into by the Shire.

PURPOSE

To determine a request for rental of a car hire booth and motor vehicle parking bays at East Kimberley Regional Airport.

ATTACHMENTS

The report and all associated attachments are provided under separate cover

VOTING REQUIREMENT

Simple Majority.

COUNCIL DECISION

Minute No. 10823

Moved: Cr S Cooke

Seconded: Cr R Dessert

That Council authorise the Acting Chief Executive Officer to advertise the proposed disposition of concession booth 3 and designated parking bays at the East Kimberley Regional Airport in accordance with *The Local Government Act 1995 Cl 3.58 (3) & (4)* and if there are no submissions, execute a lease agreement with Tuffy's Pty Ltd trading as East Kimberley Hirings and known as Hertz for a concession booth and 6 designated car parking bays at the East Kimberley Regional Airport subject to the following conditions:

- 1) for record purposes, Tuffy's Pty Ltd shall satisfactorily complete a copy of the tender return documents for tender T3 14/15 TENDER FOR THE LEASE OF CONCESSION BOOTHS AT THE EAST KIMBERLEY REGIONAL AIRPORT in full and return these documents to the Shire prior to execution of the lease;**
- 2) the lease shall contain similar conditions to and have the same termination date as the other concession booth leases at the airport;**
- 3) the initial lease payment by Tuffy's Pty Ltd shall be adjusted to account for the lower lease fees charged to Tuffy's Pty Ltd after 1st February 2015 such that there is no commercial advantage to Tuffy's Pty Ltd in lease fees over the fees applicable to the other concession booth lessees;**
- 4) prior to execution of the lease, Tuffy's Pty Ltd shall make an ex-gratia payment of \$1500 to the Shire in addition to the lease or any other payments in recognition of Hertz's proportion of the additional costs to the Shire to prepare the lease and facilitate the leasing process.**

Carried Unanimously 9/0

D Klye leaves the Chambers at 7.11pm

17.2 ORD RIVER SPORTS CLUB LEASE

DATE:	24/02/2015
PROPONENT:	Ord River Sports Club
LOCATION:	Reserve 33112, 34 Chestnut Ave, Kununurra
AUTHOR:	Wayne Richards, Manager Community Services
REPORTING OFFICER:	Wayne Richards, Manager Community Services
FILE NO:	CP.07.3
ASSESSMENT NO:	A1160
DECLARATION OF INTERESTS:	Nil

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 recommencement of negotiations with the Ord River Sports Club regarding the lease for Reserve 33112.

ATTACHMENTS

The report and all associated attachments are provided under separate cover.

VOTING REQUIREMENT

Absolute Majority

COUNCIL DECISION

Minute No. 10824

Moved: Cr K Wright

Seconded: Cr S Cooke

That item 17.2 Ord River Sports Club Lease is deferred for Council to convene a roundtable discussion between the Executive Committee of the Ord River Sports Club, Councillors and necessary Shire officers.

Carried Unanimously 9/0

D Klye enters the Chambers at 7.13pm

17.3 MINUTES OF COUNCIL COMMITTEE MEETINGS (FORMERLY ITEM 12.)

VOTING REQUIREMENT

Absolute Majority

COUNCIL DECISION

Minute No. 10825

Moved: Cr K Wright
Seconded: Cr D Spackman

That Council suspends Standing Orders 7.5 Limitation of Number of Speeches.

Carried Unanimously 9/0

Standing Orders 7.5 Limitation of Number of Speeches suspended at 7.20pm

COUNCIL DECISION

Minute No. 10826

Moved: Cr K Wright
Seconded: Cr S Cooke

That Council resumes Standing Orders 7.5 Limitation of Number of Speeches.

Carried Unanimously 9/0

Standing Orders 7.5 Limitation of Number of Speeches resumes at 7.44pm.

Cr D Spackman leaves the Chambers at 7.45pm

Cr R Dessert leaves the Chambers at 7.52pm, returning at 7.54pm

COUNCIL DECISION

Minute No. 10827

Moved: Cr G Taylor

Seconded: Cr D Learbuch

That Council accepts the unconfirmed Minutes of the Audit (Finance and Risk) Committee Meeting held on 10/02/2015 with an amendment to:

Minute AC330 – to include current ratios where available

Minute AC343 – to be amended to:

That the Council:

- 1) Directs the A/CEO, or their delegate, to legally defend the Shire in the abovementioned minor case claim;**
- 2) Approves sufficient provision in the Mid- Year Budget Review to allow for associated legal fees; and**
- 3) Directs the A/CEO, or their delegate, to provide a report to the next Audit (Finance and Risk) Committee meeting outlining the current status of the matter.**

Carried 5/3

For: Cr J Moulden, Cr D Learbuch, Cr B Robinson, Cr S Cooke, Cr G Taylor

Against: Cr K Wright, Cr R Dessert, Cr G King

Cr D Spackman enters the Chambers at 8.05pm.

COUNCIL DECISION

Minute No. 10828

Moved: Cr S Cooke

Seconded: Cr B Robinson

That Council move out from behind closed doors.

Carried Unanimously 9/0

Council moves out from behind closed doors at 8.05pm.

18. CLOSURE

The Shire President declares the meeting closed at 8.06pm.