

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**

28 July 2015

CONTENTS

Item No	Description	Page No
1.	DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS	5
2.	RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE) PREVIOUSLY APPROVED	5
3.	DECLARATION OF INTEREST.....	6
4.	RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE	6
5.	PUBLIC QUESTION TIME.....	9
6.	APPLICATIONS FOR LEAVE OF ABSENCE	9
7.	PETITIONS	9
8.	CONFIRMATION OF MINUTES	9
8.1	CONFIRMATION OF MINUTES OF ORDINARY COUNCIL MEETING OF 23/06/2015.....	9
9.	ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION	10
10.	MATTERS FOR WHICH THE MEETING MAY BE CLOSED.....	10
11.	DEPUTATIONS / PRESENTATIONS / SUBMISSIONS / NOTICES OF MOTIONS ..	10
12.	MINUTES OF COUNCIL COMMITTEE MEETINGS	10
13.	REPORTS.....	10
13.1	MATTERS ARISING FROM COMMITTEES OF COUNCIL.....	10
13.2	CORPORATE SERVICES	11
13.2.1	Monthly Financial Report	11
13.2.2	List of Accounts paid under Delegation.....	24
13.2.3	2015/16 Budget – Differential General Rates and Minimum Payments – Consideration of Public Submissions	39
13.3	INFRASTRUCTURE	107
13.3.1	Funeral Directors Licence Renewal.....	107
13.3.2	Sealing Program – Ord Stage 2 Expansion Roads	114
13.3.3	Lake Argyle Speed Limit Review	119
13.3.4	Appointment of Authorised Officers	122
13.3.5	Tender Evaluation T10 14-15 Lease of Aircraft Hangarage at Wyndham Airpot	125
13.4	COMMUNITY DEVELOPMENT.....	128
13.4.1	Development Application for Telecommunication Infrastructure at Lot 26 Bluegrass Avenue, Kununurra	128
13.4.2	Draft East Lily Creek and Kununurra Civic Centre and Structure Plans	151
13.4.3	Kununurra Race Club Temporary Caravan Park Licence	157
13.4.4	Aquatic and Leisure Facility Preliminary Business Case	160
13.4.5	Request for Lease – Kimberley Action Sports Inc.....	163
13.4.6	Request for Lease – Kununurra Dragon Boat Club Inc.....	182

13.4.7 Request for Pre Budget Expenditure – Ewin Centre Repairs.....	192
13.4.8 Transient Accommodation – Lot 411 Minjiljirrga Lane, Kununurra.....	195
13.5 CHIEF EXECUTIVE OFFICER.....	224
13.5.1 Use of Common Seal	224
13.5.2 Delegated Authority Report (Planning)	226
13.5.3 Reporting of Code of Conduct Complaints.....	229
13.5.4 Media and Corporate Communications Policy	233
13.5.5 Outstanding Actions from Council Resolutions	242
13.5.6 Recommendations of Audit (Finance and Risk) Committee	258
14. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	281
15. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN	281
16. URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION.....	281
16.1 Mediterranean Fruit Fly Eradication Program	281
17. MATTERS BEHIND CLOSED DOORS.....	298
17.1 Confidential Legal Claim.....	298
17.2 Rates Assessment A1160 - Request To Write Off Penalty Interest and Request for a Rates Concession For 2015/16	299
17.3 Tourism House	301
17.4 Management and Operation of Kununurra Youth Centre.....	303
17.5 RFQ 1 15/16 Kalumburu Road Reconstruction, Re-Sheeting, Flood-Ways and Culvert Program.....	305
17.6 Disposal of Abandoned Vehicles and Surplus Plant	308
18. CLOSURE	311

SHIRE OF WYNDHAM EAST KIMBERLEY
MINUTES OF THE ORDINARY COUNCIL MEETING
KUNUNURRA COUNCIL CHAMBERS
HELD ON TUESDAY, 28 JULY 2015 AT 5:00 PM

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Shire President declared the meeting open at 5:01pm.

**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 B Robinson	Councillor
Cr D Spackman	Councillor
Cr S Cooke	Councillor
Cr G Taylor	Councillor
Cr G King	Councillor
C Askew	Chief Executive Officer
N Octoman	Director Corporate Services
D Klye	Director Infrastructure
L Gee	Director Community Development
M LeRiche	Minute Taker

GALLERY

Naomi Perry	
Simone Rushby	Ratepayer
Mark Northover	Ratepayer
Felicity Heading	SWEK
Patrick Mlambo	SWEK
Peter Kerp	SWEK
Laine Ellis	Guerinoni & Son
Joanna Atkins	North Kimberley Transport
Cally Dupe	Kimberley Echo
Mat Dear	OIC
Rob Storey	Ratepayer
Marty McClellan	Resident
Jeff Rhodes	Resident
Holly Rhodes	Resident
Graham Gould	OVAHS

APOLOGIES

Cr K Wright	Councillor
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LEAVE OF ABSENCE PREVIOUSLY APPROVED

Nil

3. DECLARATION OF INTEREST

- **Indirect Financial Interest**

Nil

- **Financial Interest**

Nil

- **Impartiality Interest**

Councillor	Item	Title	Description of Interest
Cr J Moulden	13.5.3	Reporting of Code of Conduct Complaints	Am the subject of complaints
Cr D Learbuch	13.3.1	Funeral Director's Licence Renewal	Does volunteer work for Derby funerals through experience with St John's Ambulance
Cr R Dessert	17.2	Rates Assessment A1160	Member
Cr G Taylor	13.5.3	Reporting of Code of Conduct Complaints	Possibly complaints against me
	13.4.5	Request for Lease - Kimberley Action Sports Inc.	Member of club and volunteer on these projects
	13.4.6	Request for Lease - Kununurra Dragon Boat Club Inc.	
	17.2	Rates Assessment A1160	Member
Cr G King	13.4.3	Kununurra Race Club Temporary Caravan Park Licence	President of Race Club

4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Jane Parker, 23 June 2015 Ordinary Council Meeting

I understand the council have gone ahead with \$750k without GST of road works in Kununurra that was not in this year's budget or plan road works, is this unscheduled work?

The specific works undertaken were not identified in the original 2014/15 budget, however, they do fall within the budget allocation of our Roads to Recovery 5 year allocation program. The works were scheduled to occur in June 2015 following Council's decision to proceed.

Why is money (that we the rate payers don't have (deficit budget) being spent on carparks and service roads that could have waited? Particularly when there are playgrounds in Wyndham that are closed though neglected, and now the parks and cemetery's in Wyndham are not being watered or maintained?

The decision was taken to reseal the roads which were in need of a reseal as a direct result of the presence of the hot mix asphalt plant in Kununurra and the very good price offered by the supplier. The funds used for the reseal works were grant funds provided by the Federal Government under the Roads to Recovery program for use specifically on Shire road maintenance.

Last year the roads outside the Kununurra post office and Kimberley Fine Diamonds were resurfaced, can council confirm how often these roads have been worked on? Does this time-frame reflect the expected use by dates of the new works?

Roads in Kununurra are "worked on" regularly and as required. The seals in Coolibah Drive and Konkerberry Drive were at the end of their useful economic life and were failing. The recent hot mix seal is expected to provide a 20 year service life.

Can council please identify how much has been allocated within 2014/2015 and 2015/2016 budgets and in what time-frame for the works to be completed on Wyndham's roads and infrastructure?

The allocation in the original 2014/15 budget to Wyndham's roads and infrastructure was \$657,437 and in the revised 2014/15 budget the allocation was raised to \$811,357. Roads and infrastructure has been taken to include:

- *Foreshores and Boat Ramps – Wyndham;*
- *Wyndham Sports Oval Maintenance;*
- *Parks and Gardens Maintenance – Wyndham;*
- *Urban Road Maintenance – Wyndham;*
- *Building Maintenance - Wyndham Depot;*
- *Grounds Maintenance - Wyndham Depot;*
- *Wyndham Landfill Site – Bores;*
- *Building Maintenance Oval Clubrooms;*
- *Wyndham Grounds; Airport Outbuilding Building Maintenance;*
- *Wyndham Airport; Airport Building Maintenance;*
- *Wyndham Airport; Visitor Information – Wyndham;*
- *Wyndham Waste Water Treatment Facility;*
- *Car Park Repairs - Wyndham Airport;*
- *Runway Maintenance - Wyndham Airport*

The planned time frame for completion of works under the 2014/15 budget was June 30 2015. At this time, there is no 2015/16 Shire budget.

If we are talking about budgeting and best use of resources, each morning in Wyndham a shire employee is picking up rubbish in Koolama Street in front of the shire office which is directly opposite the only fast food outlet that is open at night, I would like to point out that there is nowhere on Koolama Street that there is a bin, so where else are people supposed to put their rubbish?

The Shire takes its responsibilities seriously in relation to keeping our towns clean and tidy – as much as practicality and resources allow. Unfortunately some members of the community/public will sometimes litter, which is both anti-social and illegal and disappointing for the Shire. The Shire will approach the food outlet you have mentioned to discuss with

them the possibility of installing a rubbish bin at their location. Sadly experience has shown that sometimes, when bins are installed, they can become a focal point for other household or commercial waste. In terms of cost we would also need to assess current costs against the cost to install and maintain a bin service, and in the hope that this would stop the current littering.

Staff Appointment in Wyndham; My understanding is that a position is being created for the shire depot team leader's wife in Wyndham, please tell me that this is not so, as I would imagine that if there was such a position the position would be advertised and I also understand that spouses/family cannot be employed in the same department due to conflict of interest.

No new position has been created at the Wyndham land fill. A casual employee has been hired to fill a short term vacancy. The understanding that close family members cannot work in the same department is correct. For your information, the Wyndham works department is a separate department to Waste Management and lines of supervision are closely monitored for all staff.

Michelle Coucaud, 23 June 2015 Ordinary Council Meeting

Why is the current 2014/15 supporting evidence not included as Agenda items, such as the 250 signed Support Statements and the Project Plan for the Caravan Park showing all the costings and effort the Ag. Society and other local businesses have made this year to satisfy the SWEK requirements, including pending grant applications for the improvements?

All relevant supporting documentation provided with the Temporary Caravan Park License application for the period of May – Oct 2015, was included as an Attachment to this item. The Project Plan for the Caravan Park showing the costings the Kununurra Agricultural Society Inc. (KAS) has obtained to undertake a number of the required works outlined in the Schedule of Works were provided to Council as a confidential attachment for a separate item (Item 13.3.10) regarding the development application submitted by the KAS for a permanent Caravan Park. The details of the 'action taken or proposed' by KAS in relation to the Schedule of Works was also provided in Attachment 3 of the development application item. The project plan was provided under separate cover on the basis of the quotes provided by third parties.

The 250 signed Support Statements referred to was not submitted as supporting evidence for the Temporary Caravan Park Licence or development application item. It is acknowledged that a 'petition' was circulated to Councillors during a presentation by the KAS at the Council briefing held on 2 December 2014, however that the petition was not left with Council at that time, and has not been submitted to the Shire since.

Why has the Shire never confirmed that KAS do not receive any subsidies, discounts or financial support from SWEK that are not otherwise available to any other non for profit organisation or affiliated Royal Agricultural Society?

Officers are not aware of any requests to confirm whether or not the KAS receives any subsidies, discounts or financial support from the Shire that are not otherwise available to any not for profit organisation.

The Kununurra Agricultural Society is entitled to receive the same subsidies, discounts and financial support as any other not for profit organisation within the Shire of Wyndham East Kimberley.

The Kununurra Agricultural Society has received priority use of the Agricultural Oval at no cost during the Kununurra Agricultural Show days through the Management Plan for the usage of the Agricultural Oval dated 19 December 2002 clause 4.3.8.

Officers are not aware of any other subsidies, discounts or financial support from SWEK that are not otherwise available to any other not for profit organisation or affiliated Royal Agricultural Society.

5. PUBLIC QUESTION TIME

Nil

6. APPLICATIONS FOR LEAVE OF ABSENCE

Cr K Wright and Cr R Dessert apply for a leave of absence for the 25 August 2015 Ordinary Council Meeting

COUNCIL DECISION

Minute No. 11022

Moved: Cr S Cooke

Seconded: Cr B Robinson

That Council approves a leave of absence for Cr K Wright and Cr R Dessert for 25 August 2015 Ordinary Council Meeting

Carried unanimously 8/0

7. PETITIONS

Nil

8. CONFIRMATION OF MINUTES

8.1 CONFIRMATION OF MINUTES OF ORDINARY COUNCIL MEETING OF 23/06/2015

RECOMMENDATION

That Council confirms the Minutes of Ordinary Council Meeting held on 23/06/2015

COUNCIL DECISION

Minute No. 11023

Moved: C B Robinson
Seconded: Cr D Learbuch

That Council confirms the Minutes of Ordinary Council Meeting held on
23/06/2015

Carried unanimously 8/0

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

Cr John Moulden

It was a pleasure to host a tree planting ceremony and a dinner for the Governor of WA, Her Excellency the Honourable Kerry Sanderson AO during her inaugural visit to the East Kimberley. At the evening of the dinner on Monday 27 July Her Excellency presented the Council with a perpetual calendar.

10. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

Nil

**11. DEPUTATIONS / PRESENTATIONS / SUBMISSIONS / NOTICES OF
MOTIONS**

Nil

12. MINUTES OF COUNCIL COMMITTEE MEETINGS

Nil

13. REPORTS

13.1 MATTERS ARISING FROM COMMITTEES OF COUNCIL

Nil

13.2 CORPORATE SERVICES

13.2.1 Monthly Financial Report

DATE:	20/07/2015
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 FINANCIAL INTERESTS:	Nil

PURPOSE

For Council to receive the interim monthly financial report for June 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 - Interim Monthly Financial Report as at 30 June 2015

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council receives the Interim Monthly Financial Report as at 30 June 2015.

COUNCIL DECISION

Minute No. 11023

Moved: Cr B Robinson

Seconded: Cr D Learbuch

That Council receives the Interim Monthly Financial Report as at 30 June 2015.

Carried unanimously 8/0



Shire of Wyndham East Kimberley

Interim Monthly Financial Report 2014/2015

As at 30 June 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 (Interim Report)

Year to Date Actual v Year to Date Budget

as at 30 June 2015

	YTD Actual 2014/15 \$	YTD Budget 2014/15 \$	YTD Variance 2014/15 \$	%	
Revenue					
General Purpose Funding	6,303,615	4,420,177	1,883,438	43%	▲
Governance	1,079,450	1,099,542	(20,092)	-2%	▼
Law, Order, Public Safety	57,402	58,350	(948)	-2%	▼
Health	74,905	77,650	(2,745)	-4%	▼
Education and Welfare	83,659	96,434	(12,775)	-13%	▼
Housing	190,416	193,711	(3,296)	-2%	▼
Community Amenities	2,443,593	2,479,788	(36,195)	-1%	▼
Recreation and Culture	853,702	779,986	73,716	9%	▲
Transport	7,989,296	8,185,117	(195,821)	-2%	▼
Economic Services	83,071	99,423	(16,352)	-16%	▼
Other Property and Services	215,201	194,402	20,799	11%	▲
	<u>19,374,309</u>	<u>17,684,581</u>	<u>1,689,728</u>	<u>10%</u>	<u>▲</u>
Expenses					
General Purpose Funding	(478,934)	(535,855)	56,921	-11%	▼
Governance	(1,317,786)	(1,464,511)	146,725	-10%	▼
Law, Order, Public Safety	(501,072)	(587,575)	86,503	-15%	▼
Health	(289,582)	(300,930)	11,348	-4%	▼
Education and Welfare	(312,323)	(332,757)	20,434	-6%	▼
Housing	(641,627)	(695,787)	54,160	-8%	▼
Community Amenities	(4,173,151)	(4,986,573)	813,422	-16%	▼
Recreation & Culture	(5,954,200)	(6,835,801)	881,601	-13%	▼
Transport	(11,121,792)	(11,838,503)	716,711	-6%	▼
Economic Services	(452,062)	(503,172)	51,110	-10%	▼
Other Property and Services	(1,423,855)	(1,344,324)	(79,531)	6%	▲
	<u>(26,666,384)</u>	<u>(29,425,788)</u>	<u>2,759,404</u>	<u>-9%</u>	<u>▼</u>
Adjustments for Cash Budget Requirements:					
Non-Cash Expenditure and Revenue					
(Profit)/Loss on Asset Disposals	389,448	451,621	(62,173)	-14%	▼
Movement in Accruals and Provisions	(493,550)	5,000	(498,550)	-9971%	▼
Depreciation on Assets	5,776,006	5,818,820	(42,814)	-1%	▼
Capital Expenditure and Revenue					
Purchase Land Held for Resale	0	0	0	0%	▲
Purchase Land and Buildings	(532,863)	(816,560)	283,697	-35%	▼
Purchase Infrastructure Assets - Roads	(1,934,694)	(2,373,096)	438,402	-18%	▼
Purchase Infrastructure Assets - Footpaths	(5,894)	(36,910)	31,016	-84%	▼
Purchase Infrastructure Assets - Drainage	(152,779)	(337,138)	184,359	-55%	▼
Purchase Infrastructure Assets - Other	(2,570,230)	(1,746,305)	(823,924)	47%	▲
Purchase Plant and Equipment	(9,517)	(153,462)	143,945	-94%	▼
Purchase Furniture and Equipment	(33,170)	(102,500)	69,330	-68%	▼
Grants / Contributions for Development of Assets	6,587,319	6,218,439	368,880	6%	▲
Proceeds from Disposal of Assets	93,632	256,403	(162,771)	-63%	▼
Proceeds from Sale of Land Held for Resale	0	0	0	0%	▼
Repayment of Debentures	(2,261,456)	(2,350,331)	88,875	-4%	▼
Proceeds from New Debentures	1,803,218	1,803,218	0	0%	▼
Transfers to Reserves (Restricted Assets)	(3,118,644)	(4,488,742)	1,370,098	-31%	▼
Transfers from Reserves (Restricted Assets)	0	1,287,637	(1,287,637)	-100%	▼
Estimated Surplus/(Deficit) July 1 B/Fwd	(1,397,052)	(1,397,052)	0	0%	▲
ADD Ordinary Council Meeting	4,103,194	(475,630)	4,578,824	-963%	▼
LESS Estimated Surplus/(Deficit) June 30 C/Fwd					
Amount Required to be Raised from Rates	<u>9,255,495</u>	<u>9,226,536</u>	<u>28,959</u>	<u>0%</u>	<u>▲</u>

28 July 2015

14 of 311

Shire of Wyndham East Kimberley
Note to Statement of Financial Activity (Interim Report)

Net Current Assets
as at 30 June 2015

Composition of Estimated Net Current Asset Position

	YTD Actual 2014/15	Brought Forward 1 July 2014
CURRENT ASSETS		
Cash - Municipal (Restricted & Unrestricted)*	5,256,807	652,355
Cash - Restricted Reserves	11,399,661	8,263,354
Receivables	1,832,135	1,727,680
Inventories & Other Financial Assets	17,214	17,037
	<u>18,505,816</u>	<u>10,660,427</u>
LESS: CURRENT LIABILITIES		
Payables and Provisions	(3,002,961)	(3,794,124)
Less:		
Restricted - Reserves	(11,399,661)	(8,263,354)
	<u>4,103,194</u>	<u>(1,397,052)</u>
NET CURRENT ASSET POSITION		
Less:		
Restricted - Unspent Grants	(1,454,206)	(2,093,999)
Restricted - Unspent Loans	(1,019,691)	(1,566,965)
ADJUSTED NET CURRENT ASSET POSITION	<u><u>1,629,297</u></u>	<u><u>(5,058,016)</u></u>

* **Cash - Municipal brought forward balances represented by:**

Cash on Hand	1,700	1,700
Cash at Bank - Municipal		
Unrestricted	937,830	(3,010,309)
Unrestricted - Unspent Grants (15/16 FAGS)	1,843,380	
Restricted - Unspent Grants	1,454,206	2,093,999
Restricted - Unspent Loans	1,019,691	1,566,965
	<u>5,256,807</u>	<u>652,355</u>

** Net current asset position will remain overstated until the position of reserves calculated at year end.

Shire of Wyndham East Kimberley
Notes to Statement of Financial Activity (Interim Report)
For the Period Ended 30 June 2015

Explanation of Material Variances (between YTD Budget and YTD Actual)

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

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

Operating

Recurrent Income - Excluding Rates ▲

Rates

No material variances to report

General Purpose Funding ▲

Grants Commission - General Purpose Grant	1,398,000	▲	2015/16 Financial Assistance grant received in advance.
Grants Commission - Local Road Funding Grant	445,400	▲	2015/16 Financial Assistance grant received in advance.
Interest Income - Reserve Fund	25,500	▲	Higher interest income in reserve investments than anticipated.

Governance ▼

LGIS Members Experience Income - Other Governance	45,000	▼	Reduction in income anticipated for 2014/15 due to underspend on risk related matters that may be recouped from LGIS. This is offset in a reduction in expenditure.
Grants - Takeaway Alcohol Management System - Kimberley Zone	22,000	▲	Grant contribution received in advance, expenditure will be undertaken in 2015/16.

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 ▼

Contribution to Kununurra East Lily Creek Project	45,000	▼	Contribution related to progress of local planning strategy expenses. These funds will be claimed in 2015/16.
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Recreation and Culture ▲

Wyndham Community Resource Centre (CRC) - RIPIA Grant Income	24,400	▲	Grant income received that was not budgeted in 2014/15. Expenditure will be undertaken in 2015/16.
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Transport ▼

Aircraft Landing Fees - East Kimberley Regional Airport	71,700	▼	Reduction in income due to lower numbers of regular passenger transport services than expected in 2014/15.
Passenger Head Tax - East Kimberley Regional Airport	106,100	▼	Reduction in income due to lower numbers of regular passenger transport services than expected in 2014/15.

Economic Services ▼

No material variances to report

Other Property and Services ▲

No material variances to report

Shire of Wyndham East Kimberley
Notes to Statement of Financial Activity (Interim Report)
For the Period Ended 30 June 2015

Explanation of Material Variances (between YTD Budget and YTD Actual)

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

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

Recurrent Expenditure	▼	
General Purpose Funding	▼	
Write Offs - Rates	38,800 ▼	Potential write-offs are yet to be presented to the Audit (Finance and Risk) Committee, which will not occur until 2015/16.
Valuation Expenses - Rates	20,300 ▼	Savings for 2014/15 as transition project cannot commence until Valuer Generals office has capacity.
Governance	▼	
Write Offs (as approved by Council)	114,100 ▼	Awaiting final report from liquidator. Likely not to occur until 2015/16.
Legal Fees	48,400 ▼	Work has been initiated, but awaiting invoices. Will be utilised during 2015/16.
Doubtful Debts	- 165,200 ▲	Currently under budget. Pending adjustments to provisions for 14/15.
Re-Valuation Expenses - Fair value	100,000 ▼	Project deferred to 2015/16.
Law, Order and Public Safety	▼	
Operating Grant Expenditure - Fire Prevention	21,100 ▼	This is related to DEFES expenditure and offset by the operating grant.
Firebreaks	24,200 ▼	Reduced activity, due to staff vacancy in emergency and regulatory services
Health	▼	
No material variances to report		
Education and Welfare	▼	
No material variances to report		
Housing	▼	
No material variances to report		
Community Amenities	▼	
Tip Maintenance	87,600 ▼	Reduced expenditure due to less work required than anticipated. Savings from internal wages and overheads allocated.
Refuse Collection	95,000 ▼	Savings in 2014/15 due to less expenditure in materials and tender fees for refuse collection.
Administration Salary and Wages Allocated - Sanitation - Household Refuse	45,400 ▼	Non cash item. Less allocation due to lower actual expenditure in the sub program and overall admin overhead less than anticipated as at reporting date.
Admin Overheads Allocated - Sanitation - Household Refuse	37,300 ▼	Non cash item. Less allocation due to lower actual expenditure in the sub program and overall admin overhead less than anticipated as at reporting date.
Kununurra Landfill Site - New Landfill Site Identification	31,800 ▼	Project expected to continue in 15/16.
Kununurra Landfill Site - Capping Existing Site	77,700 ▼	Project expected to continue in 15/16.
Street Tree Planting - Protection of Environment	40,200 ▼	Program not proceeding in 2014/15.
Waste Management Strategy - Protection of Environment	31,000 ▼	Savings for 2014/15.
Consultants - Local Planning Strategy	49,000 ▼	Awaiting response to Local Planning Strategy from WA Planning Commission. Continued in 2015/16.
Kununurra Business & structure Planning	71,200 ▼	Project to be continued in 2015/16.
Direct Salaries - Development Services	41,200 ▼	Currently under budget. Pending accrual journals for 14/15.
Cemetery Maintenance	39,200 ▼	Reduced expenditure due to less work required than anticipated. Savings from internal wages and overheads allocated.

Shire of Wyndham East Kimberley
Notes to Statement of Financial Activity (Interim Report)
For the Period Ended 30 June 2015

Explanation of Material Variances (between YTD Budget and YTD Actual)

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

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

Recurrent Expenditure (continued)

Recreation and Culture

	▼	
Building Maintenance - Peter Reid Memorial Hall	32,900 ▼	Savings of \$30k in 2014/15 due to insurance claim settlement received for storm damage.
Pool Operating - Kununurra Swimming Complex	32,200 ▼	Expected savings of around \$18k partly due to an improved maintenance regime.
Pool Operating - Wyndham Swimming Complex	43,500 ▼	Expected savings of around \$35k mainly due to water savings from recirculation and improved maintenance regime.
Direct Salaries - Kununurra Leisure Centre	41,200 ▼	Expect savings of \$38k in salaries and employee allowances in 2014/15.
Parks and Gardens Maintenance - Kununurra	244,900 ▼	Variance is due to allocations in internal plant and labour overheads, these are internal costs only.
Administration Salary and Wages Allocated - Kununurra Parks and Gardens	28,800 ▼	Non cash item. Less allocation due to lower actual expenditure in the sub program and overall admin overhead less than anticipated as at reporting date.
Admin Overheads Allocated - Kununurra Parks and Gardens	24,500 ▼	Non cash item. Less allocation due to lower actual expenditure in the sub program and overall admin overhead less than anticipated as at reporting date.
Parks and Gardens Maintenance - Wyndham	86,900 ▼	Variance is due to delay in internal plant and labour overheads, these are internal costs only.
Direct Salaries - Wyndham Community Resource Centre (CRC)	31,600 ▼	Expect savings of \$25k in salaries. Pending accrual journals for 14/15.

Transport

	▼	
Administration Salary and Wages Allocated - Streets, Roads & Bridges - Non Capital	- 25,600 ▲	Non cash item. Less allocation due to lower actual expenditure in the sub program and overall admin overhead less than anticipated as at reporting date.
Admin Overheads Allocated - Streets, Roads & Bridges - Non Capital	42,900 ▼	Non cash item. Less allocation due to lower actual expenditure in the sub program and overall admin overhead less than anticipated as at reporting date.
Rural Road Maintenance	303,400 ▼	Tender works lack of interest has caused a delay in contractor works, this will result in expected savings of \$100k, internal charges (plant and overhead) also contribute to the overall variance.
Urban Road Maintenance - Wyndham	31,600 ▼	Savings of \$15k from materials and contracts, internal charges (plant and overhead) also contribute to the overall variance.
Urban Road Maintenance - Kununurra	- 64,000 ▲	Increase in activity and allocation of extra labour hours were more than anticipated.
D2 Drain Rehabilitation	134,400 ▼	Project delayed. Design in progress and work will be continued in to 2015/16.
Plant Operating Costs - East Kimberley Regional Airport	- 55,000 ▲	Overall airport plant costs are offset by savings in other line items due to change in allocation methodology.
Consultancy Fees - East Kimberley Regional Airport	33,300 ▼	Savings of \$33k in 2014/15.
Airport Grounds Maintenance - East Kimberley Regional Airport	26,800 ▼	Savings of \$12k from materials and contracts, expected to be approx. \$15k partially offset by internal plant allocation.
Airside Operations - East Kimberley Regional Airport	76,200 ▼	Savings of \$30k from materials and contracts, expected to be approx. \$30k partially offset by internal plant allocation.
Direct Salaries - Airport Screening and Reporting	24,200 ▼	Currently under budget. Pending accrual journals for 14/15.
Admin Overheads Allocated - East Kimberley Regional Airport	31,100 ▼	Non cash item. Less allocation due to lower actual expenditure in the sub program and overall admin overhead less than anticipated as at reporting date.
Airport Operating - Wyndham Airport	20,900 ▼	Savings of \$12k from materials and contracts, expected to be approx. \$8k partially offset by internal plant allocation.

Economic Services

No material variances to report

Shire of Wyndham East Kimberley
Notes to Statement of Financial Activity (Interim Report)
For the Period Ended 30 June 2015

Explanation of Material Variances (between YTD Budget and YTD Actual)

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

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

Recurrent Expenditure (continued)

Other Property and Services

Private Works - Expenses	53,400	▲ ▼	Savings from contractor costs expected to be approx. \$50k for 2014/15, some private works jobs to be continued in to 2015/16.
Public Works Overheads Allocated - Payroll	- 168,100	▼	Non-cash item. This variation is offset with savings in salaries across other depot programs. Due to the complexity of the allocation process only minimal adjustments were made during the budget review.
Grounds Maintenance - Kununurra Depot	26,000	▼	Expect savings in salary/plant allocations and contractors.
Grounds Maintenance - Wyndham Depot	21,500	▼	Expect savings in salary/plant allocations and contractors.
Direct Salaries - Operations	45,800	▼	Currently under budget. Pending accrual journals for 14/15.
Direct Salaries - Outdoor Workforce	138,500	▼	Currently under budget. Pending accrual journals 14/15.
Admin Overheads Allocated - Public Works Overheads	24,600	▼	Non cash item. Less allocation due to lower actual expenditure in the sub program and overall admin overhead less than anticipated as at reporting date.
Direct Salaries - Engineering and Technical Administration Salary and Wages Allocated - General Administration Overheads	- 180,700	▼	Currently under budget. Pending accrual journals 14/15.
Recruitment & Relocation	20,100	▼	Non cash item. Less allocation due to lower actual expenditure in the sub program and overall admin overhead less than anticipated as at reporting date.
Integrated Planning Framework (IPF) - Asset Management	41,700	▼	Currently under budget. Pending accrual journals 14/15.
Loan 129 - Kununurra Administration Building Loan 2015 - Interest	23,000	▼	Project expected to continue in 15/16.
Salary Overheads - Executive	49,700	▼	Currently under budget. Pending accrual journals 14/15.
Direct Salaries - Customer Service and Records	25,800	▼	Currently under budget. Pending accrual journals 14/15.
Direct Salaries - Financial Services	28,400	▼	Currently under budget. Pending accrual journals 14/15.
Salary Overheads - Organisational Development	21,500	▼	Currently under budget. Pending accrual journals 14/15.
ABC Allocations	- 292,100	▼	Under recoup of ABC costs, an internal allocation.
Software Licencing - Information Services	29,400	▼	Expect savings in 2014/15. Pending accrual journals 14/15.
Plant Operating Cost Allocated	- 422,500	▼	Lower than expected recoup in plant costs allocated, internal costs only.
POC Internal Repair wages	59,600	▼	Savings in salaries and wages allocated, internal costs only.
POC Tyres and Tubes	20,600	▼	Savings in 2014/15.
Depreciation - Plant Operation	21,600	▼	Non Cash item. Less depreciation due to plant disposals during 2014/15
Loss on Sale of Assets - Plant Operation	30,300	▼	Book loss on assets damaged by fire at Wyndham Depot. Insurance claim submitted.

Non Cash Expenditure and Revenue

Adjustments and Accruals

Loss on Sale of Assets - Plant Operation	- 30,300	▼	Book loss on assets damaged by fire at Wyndham Depot. Insurance claim submitted.
Movement in Accruals and Provisions	- 498,600	▼	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.

Shire of Wyndham East Kimberley
Notes to Statement of Financial Activity (Interim Report)
For the Period Ended 30 June 2015

Explanation of Material Variances (between YTD Budget and YTD Actual)

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

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

Capital

Purchase Land Held for Resale	▲	
No material variances to report		
Purchase Land and Buildings	▼	
Land Subdivision Costs SES Shed Land	31,400	▼ Project complete. Funded by DEFES Capital grant.
Wyn depot fire damage reinstatement - Buildings	168,000	▼ Related to the Wyndham Depot fire damage 100% funded by the insurance claim settlement. Will be continued in 2015/16.
Partial Flooring replacement - Terminal - East Kimberley Regional Airport	24,000	▼ Project not proceeding in 2014/15.
Building Upgrade- Wyndham Administration	26,800	▼ Project complete. Savings of \$26k in 2014/15
Purchase Infrastructure Assets - Roads	▼	
Kalumburu Road - Re-sheet	589,500	▼ Project expected to continue in 15/16.
Road Upgrade Carlton Hill Road	149,500	▼ Project expected to continue in 15/16.
Kerb renewal	21,000	▼ Project expected to continue in 15/16.
Bridges (5116) - D4 Weaber Plain Rd	50,000	▼ Project not proceeding in 2014/15. 100% funded by Main Roads WA(RTR).
Research Station Road	26,400	▼ Project expected to continue in 15/16.
Egret Close	60,200	▼ Project expected to continue in 15/16.
Asphalt resurfacing program (R2R) - Kununurra town site	609,700	▲ Project complete. Program approved by council after budget amendment.
Mills Road reconstruct failures	79,100	▼ Project expected to continue in 15/16.
Ivanhoe Crossing	37,700	▼ Project expected to continue in 15/16.
Purchase Infrastructure Assets - Footpaths	▼	
Footpath renewal	31,000	▼ Project expected to continue in 15/16.
Purchase Infrastructure Assets - Drainage	▼	
Drainage Upgrade (Design & Estimates)	91,000	▼ Project expected to continue in 15/16.
Divert collapsed drain under properties Mininata St	24,300	▼ Project partially completed in 2014/15
Reinstate Drainage Entry Points to M1 from Weaber Plains Drains	66,100	▼ Project partially completed in 2014/15
Purchase Infrastructure Assets - Other	▲	
Kununurra Landfill Site - Liquid Waste Facility	87,900	▼ Project delayed due to difficulty in sourcing qualified contractors and now expected to be undertaken in 2015/16.
Wyndham Waste Water Treatment Facility	41,600	▼ Project delayed due to difficulty in sourcing qualified contractors and now expected to be undertaken in 2015/16.
Runway Ashphalt Overlay MUN	1,601,600	▲ Project work scope increased above budget and 50% funded by RADS.
Welcome to Country Signage - East Kimberley Regional Airport MUN	35,000	▼ Project delayed and expected to be undertaken in 2015/16.
Airport Runway Extension Assessment and Business Case	144,400	▼ Work commenced in June, but final report would be completed by August 2015. Project expected to continue in 2015/16.
Fencing, Dept Ag site - Knx Landfill MUN	29,800	▼ Project expected to continue in 15/16.
Landfill cover lids - Knx Landfill MUN	120,000	▼ No responses to public tender process has caused delay and deferred to 2015/16.
Lily Creek Lagoon Boat Ramp and Jetty	309,200	▼ Design in progress and expected to be delivered in 2015/16.
Purchase Plant and Equipment	▼	
Airport Plant - Purchase Price	60,000	▼ Purchases not proceeding in 2014/15.
Light Plant - Purchase Price	83,500	▼ Purchases not proceeding in 2014/15.
Purchase Furniture and Equipment	▼	
System Development - Capital	28,000	▼ Partial savings of \$20k in 2014/15, expected to carry over \$8k in to 2015/16.

Shire of Wyndham East Kimberley
Notes to Statement of Financial Activity (Interim Report)
For the Period Ended 30 June 2015

Explanation of Material Variances (between YTD Budget and YTD Actual)

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

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

Grants / Contributions for Development of Assets

Aboriginal Roads Funding - State Grants	-	122,200	▲	Income based on progress claim for projects. Expected to receive in 15/16
Regional Road Group Grants	-	26,100	▼	Income based on projects. One of the projects delivered under budget.
Road to Recovery Grants		91,300	▲	Income received in advance. Funds to be allocated in 15/16
RADS Funding (Regional Airports Development Scheme) MUN		786,000	▲	Income received in advance due to increase in work scope related to runway asphalt project.
Grant Income - Lily Creek Lagoon Boat Ramp and Jetty	-	214,000	▼	Income based on progress claim for projects. Will be received during 2015/16.

Proceeds from Disposal of Assets

Insurance Claim Revenue - Wyndham Depot	-	163,600	▼	Progress claim related to building reinstatement expenses.
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Debentures

Loan 129 - Kununurra Administration Building		64,800	▼	Repayments now due in 15/16, due to loan received later than anticipated.
Loan 2015 - Principal Repayment MUN				
Loan 130 - Building and Infrastructure Loan 2015 - Principal Repayment MUN		24,000	▼	Repayments now due in 15/16, due to loan received later than anticipated.

Reserves

* Reserve transfers will be reconciled part of end of year process

Shire of Wyndham East Kimberley

Statement of Financial Activity (Interim Report)

Budget Remaining to Collect/Spend
as at 30 June 2015

	YTD Actual 2014/15 \$	Revised Annual Budget 2014/15	Budget Remaining 2014/15 \$	%	
Revenue					
General Purpose Funding	6,303,615	4,420,177	(1,883,438)	-43%	▲
Governance	1,079,450	1,099,542	20,092	2%	▼
Law, Order, Public Safety	57,402	58,350	948	2%	▼
Health	74,905	77,650	2,745	4%	▼
Education and Welfare	83,659	96,434	12,775	13%	▼
Housing	190,416	193,711	3,296	2%	▼
Community Amenities	2,443,593	2,479,788	36,195	1%	▼
Recreation and Culture	853,702	779,986	(73,716)	-9%	▲
Transport	7,989,296	8,185,117	195,821	2%	▼
Economic Services	83,071	99,423	16,352	16%	▼
Other Property and Services	215,201	194,402	(20,799)	-11%	▲
	<u>19,374,309</u>	<u>17,684,581</u>	<u>(1,689,728)</u>	<u>-10%</u>	<u>▲</u>
Expenses					
General Purpose Funding	(478,934)	(535,855)	(56,921)	11%	▼
Governance	(1,317,786)	(1,464,511)	(146,725)	10%	▼
Law, Order, Public Safety	(501,072)	(587,575)	(86,503)	15%	▼
Health	(289,582)	(300,930)	(11,348)	4%	▼
Education and Welfare	(312,323)	(332,757)	(20,434)	6%	▼
Housing	(641,627)	(695,787)	(54,160)	8%	▼
Community Amenities	(4,173,151)	(4,986,573)	(813,422)	16%	▼
Recreation & Culture	(5,954,200)	(6,835,801)	(881,601)	13%	▼
Transport	(11,121,792)	(11,838,503)	(716,711)	6%	▼
Economic Services	(452,062)	(503,172)	(51,110)	10%	▼
Other Property and Services	(1,423,855)	(1,344,324)	79,531	-6%	▲
	<u>(26,666,384)</u>	<u>(29,425,788)</u>	<u>(2,759,404)</u>	<u>9%</u>	<u>▼</u>
Adjustments for Cash Budget Requirements:					
Non-Cash Expenditure and Revenue					
(Profit)/Loss on Asset Disposals	389,448	451,621	62,173	14%	▲
Movement in Accruals and Provisions	(493,550)	5,000	498,550	9971%	▼
Depreciation on Assets	5,776,006	5,818,820	42,814	1%	▼
Capital Expenditure and Revenue					
Purchase Land Held for Resale	0	0	0	0%	▼
Purchase Land and Buildings	(532,863)	(816,560)	(283,697)	35%	▼
Purchase Infrastructure Assets - Roads	(1,934,694)	(2,373,096)	(438,402)	18%	▼
Purchase Infrastructure Assets - Footpaths	(5,894)	(36,910)	(31,016)	84%	▼
Purchase Infrastructure Assets - Drainage	(152,779)	(337,138)	(184,359)	55%	▼
Purchase Infrastructure Assets - Other	(2,570,230)	(1,746,305)	823,924	-47%	▲
Purchase Plant and Equipment	(9,517)	(153,462)	(143,945)	94%	▼
Purchase Furniture and Equipment	(33,170)	(102,500)	(69,330)	68%	▼
Grants / Contributions for Development of Assets	6,587,319	6,218,439	(368,880)	-6%	▲
Proceeds from Disposal of Assets	93,632	256,403	162,771	63%	▼
Proceeds from Sale of Land Held for Resale	0	0	0	0%	▼
Repayment of Debentures	(2,261,456)	(2,350,331)	(88,875)	4%	▼
Proceeds from New Debentures	1,803,218	1,803,218	0	0%	▼
Transfers to Reserves (Restricted Assets)	(3,118,644)	(4,488,742)	(1,370,098)	31%	▼
Transfers from Reserves (Restricted Assets)	0	1,012,417	1,012,417	100%	▼
Estimated Surplus/(Deficit) July 1 B/Fwd	(1,397,052)	(1,397,052)	0	0%	▼
Estimated Surplus/(Deficit) June 30 C/Fwd	4,103,194	(475,630)	(4,578,824)	963%	▲
Amount Required to be Raised from Rates	<u>9,255,495</u>	<u>9,226,536</u>	<u>(28,959)</u>	<u>0%</u>	<u>▲</u>

MONTHLY REPORT ON INVESTMENT PORTFOLIO (CASH)

INVESTMENT POLICY - CP FIN - 3203

"Performance and Changes in Market Value"

Financial Institution	30-Jun-15	Interest Earned
National Australia Bank	\$ 3,423,318	\$ 80,129
Bankwest	\$ 3,316,429	\$ 89,798
Westpac Banking Corporation	\$ 1,065,884	\$ 76,473
Commonwealth Bank	\$ 1,018,882	\$ 20,301
	\$ 8,824,513	\$ 266,701

"Overall Portfolio Limits"

S&P Long Term Rating	S&P Short Term Rating	Direct Investment Maximum %
AAA	A-1+	100%
AA	A-1	100%
A	A-2	60%

Note: "S & P" relates to Standard & Poors credit rating agency

"Counterparty Credit Framework"

S&P Long Term Rating	S&P Short Term Rating	Direct Investment Maximum %
AAA	A-1+	45%
AA	A-1	35%
A	A-2	20%

"Term to Maturity Framework"

Overall Portfolio Term to Maturity Limits	
Portfolio % < 1 year	100% max 40% min
Portfolio % > 1 year	60%
Portfolio % > 3 year	35%
Individual Investment Maturity Limits	
Authorised Deposit Institution	12 Months
State/Commonwealth Government Bonds	3 years

Note: "ADI" relates to an Authorised Deposit Institution (authorised under the Banking Act 1959)

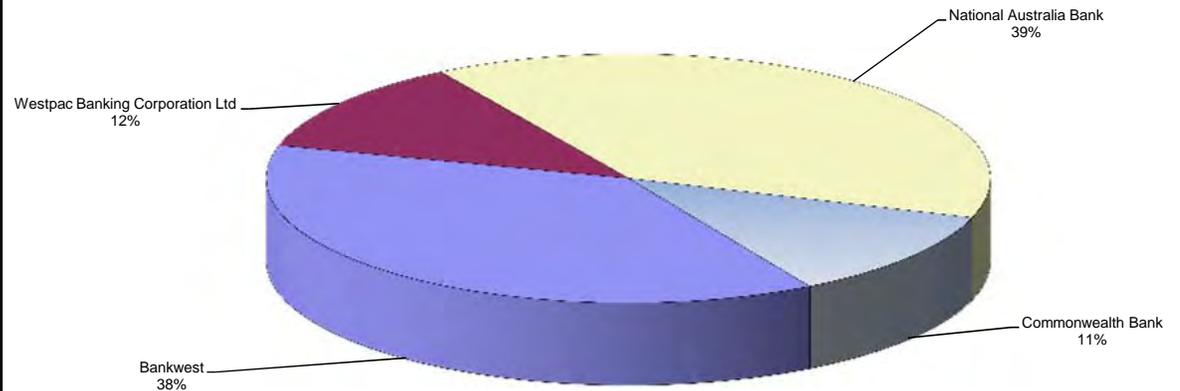
RESULTS AS AT 30 June 2015

Overall Portfolio

A-1+
100%

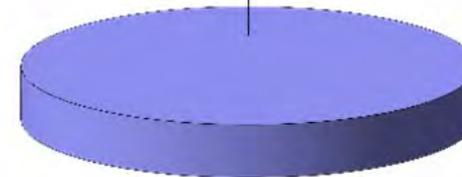


Counterparty Credit



Term to Maturity

< 1 YEAR
100%



13.2.2 List of Accounts paid under Delegation

DATE:	28 July 2015
PROPONENT:	Shire of Wyndham East Kimberley
LOCATION:	Shire of Wyndham East Kimberley
AUTHOR:	Victoria Nakamya, Creditors Officer
REPORTING OFFICER:	Natalie Octoman, Director Corporate Services
FILE NO:	FM.09.5
DECLARATION OF FINANCIAL 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 Shire 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 ENGAGEMENT

The Shire of Wyndham East Kimberley's CP/GOV-3100 Community Engagement Policy has been considered in relation to this item.

No community engagement is required.

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 123846 – 124062 (03 June – 25 June 15)	\$ 779,366.69
Municipal cheques 50934 - 51057 (03 June – 24 June 15)	\$ 121,848.85
Trust cheques 757 – 786 (17 June – 24 June 15)	\$ 6,505.91
Trust EFT 500956 – 500976 (02 June – 30 June 15)	\$ 20,230.40
Payroll (05 June – 24 June 15)	\$ 414,149.33
Direct bank debits (01 June – 30 June 15)	\$ 6,093.45
TOTAL	\$ 1,348,194.63

COUNCIL DECISION

Minute No. 11024

Moved: Cr G King

Seconded: Cr B Robinson

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

Municipal EFT 123846 – 124062 (03 June – 25 June 15)	\$ 779,366.69
Municipal cheques 50934 - 51057 (03 June – 24 June 15)	\$ 121,848.85
Trust cheques 757 – 786 (17 June – 24 June 15)	\$ 6,505.91
Trust EFT 500956 – 500976 (02 June – 30 June 15)	\$ 20,230.40
Payroll (05 June – 24 June 15)	\$ 414,149.33
Direct bank debits (01 June – 30 June 15)	\$ 6,093.45
TOTAL	\$ 1,348,194.63

Carried unanimously 8/0

ATTACHMENT 1

LIST OF ACCOUNTS SUBMITTED TO COUNCIL 28 JULY 2015

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT123846	03/06/2015	SHIRE OF WYNDHAM EAST KIMBERLEY	BUILDING PERMIT - KELLY'S KNOB WALKING TRACK	132.50
EFT123847	03/06/2015	ANALYTICAL REFERENCE LABORATORY	SAMPLING - WATER ANALYSIS - WYNDHAM IRRIGATION BORE	77.55
EFT123848	03/06/2015	BLACKWOODS ATKINS PTY LTD	SUPPLIES - P130 , P382 , P479 & P133	186.67
EFT123849	03/06/2015	CHEFMASTER AUSTRALIA	BIN LINERS - KUNUNURRA LEISURE CENTRE	496.85
EFT123850	03/06/2015	COCA-COLA AMATIL	PURCHASE OF CONSUMABLES FOR RESALE - KUNUNURRA LEISURE CENTRE	519.08
EFT123851	03/06/2015	DAVEY TYRE & BATTERY SERVICE	PARTS - P485	300.00
EFT123852	03/06/2015	EK ENGINEERING	FABRICATION OF TWO GATES - KELLY'S KNOB WALKING TRACK	869.00
EFT123853	03/06/2015	EAST KIMBERLEY HARDWARE	VARIOUS HARDWARE ITEMS - KUNUNURRA ADMINISTRATION	189.80
EFT123854	03/06/2015	EAST KIMBERLEY PLUMBING	SERVICE TOILETS - TED BIRCH MEM REC CNT, REPAIR FIRE PUMP- EKRA AIRPORT	1,411.00
EFT123855	03/06/2015	FRONTIER FENCING	INSTALLATION OF DOUBLE GATES & MESH FENCE ON KELLY'S KNOB	2,104.45
EFT123856	03/06/2015	FRANMOR CONSTRUCTIONS PTY LTD	REPAIRS TO DOOR-STAFF HOUSING, REPLACE CRACKED WINDOW - WYN CHILD CARE	506.26
EFT123857	03/06/2015	FRONTIER POST & NEWS	POSTAGE - WYN LIBRARY	8.80
EFT123858	03/06/2015	GUERINONI & SON	HIRE OF TRUCKS, LOADERS & GRADER - HAUL COVER MATERIAL - KNX LANDFILL	24,332.00
EFT123859	03/06/2015	JASON SIGNMAKERS LTD	BABY TREE PLAQUE REPLACEMENTS X 2 - KUNUNURRA	554.40
EFT123860	03/06/2015	JSW HOLDINGS PTY LTD	SUPPLY OF CONCRETE - WEABER PLAINS ROAD MAINTENANCE	2,041.60
EFT123861	03/06/2015	KUNUNURRA MEDICAL	PRE EMPLOYMENT MEDICAL- STAFF MEMBER AS PER EMPLOYMENT CONTRACT	132.00
EFT123862	03/06/2015	KIMBERLEY TREE SERVICES PTY LTD	TREE LOPPING - VARIOUS STREETS INCL. COLEUS CLOSE & PALM COURT KNX	1,200.00
EFT123863	03/06/2015	KIMBERLEY VET CENTRE	ANIMAL CONTROL EXPENSES	400.00
EFT123864	03/06/2015	KUNUNURRA RURAL TRADERS	FIRE SAFETY CHECK - KUNUNURRA DEPOT	165.00
EFT123865	03/06/2015	LAWRENCE & HANSON GROUP	SUPPLY OF SMOKE ALARM , LAMPS & HOLDERS -STAFF HOUSING & KLC	171.40
EFT123866	03/06/2015	ORD AGRICULTURAL EQUIPMENT	SERVICE - P384	1,637.00
EFT123867	03/06/2015	ORD MACHINING	SERVICE AND REPAIRS - P385	1,650.00
EFT123868	03/06/2015	ROCKWELL OLIVIER (PERTH) PTY LTD	LEGAL ADVICE - ASSIGNMENT OF LEASE - FORESHORE RESERVE 50467	922.79
EFT123869	03/06/2015	SETON AUSTRALIA PTY LTD	SUPPLY OF WIRE MESH BINS - CELEBRITY TREE PARK	293.04
EFT123870	03/06/2015	SPORTSWORLD OF WA	SWIM SCHOOL SUPPLIES - KUNUNURRA LEISURE CENTRE	107.80
EFT123871	03/06/2015	STAFF MEMBER	REIMBURSEMENT IN ACCORDANCE WITH EMPLOYMENT CONTRACT	30.00
EFT123872	03/06/2015	TNT AUSTRALIA PTY LIMITED	FREIGHT - KUNUNURRA TO PERTH - HEALTH SAMPLES	341.39
EFT123873	03/06/2015	TOLL EXPRESS	FREIGHT - PERTH TO KNX CLEANING SUPPLIES - KUNUNURRA LEISURE CENTRE	178.68
EFT123874	03/06/2015	TOP END MOTORS (AUST) PTY LTD	SERVICE AND REPAIRS - P388	2,286.50
EFT123875	03/06/2015	TYREPLUS KUNUNURRA	STRIP AND FIT TYRE - P138 , TUBE FOR WHEEL BARROW - KUNUNURRA DEPOT	60.00

EFT123876	03/06/2015	VANDERFIELD NORTHWEST PTY LTD	PARTS - P491, P138	645.50
EFT123877	03/06/2015	VORGEЕ PTY LTD	PURCHASE OF CONSUMABLES FOR RESALE - KUNUNURRA LEISURE CENTRE	1,382.10
EFT123878	03/06/2015	WA LOCAL GOVERNMENT ASSOCIATION	MARKET FORCE ADVERTISING - VARIOUS INCL. RECRUITMENT	2,898.48
EFT123879	03/06/2015	WESTRAC EQUIPMENT PTY LTD	REPAIRS - P390	1,869.45
EFT123880	03/06/2015	WYNDHAM SUPERMARKET	PROVISIONS AND MATERIALS - WYNDHAM ADMINISTRATION	128.78
EFT123881	11/06/2015	SHIRE OF WYNDHAM EAST KIMBERLEY	PAYROLL DEDUCTIONS	125.00
EFT123882	11/06/2015	AMP SUPER SAVINGS ACCT	SUPERANNUATION CONTRIBUTIONS	234.89
EFT123883	11/06/2015	ATO CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	1,430.63
EFT123884	11/06/2015	ALLGEAR MOTORCYCLES & SMALL ENG.	PROTECTIVE CLOTHING - FACE SHIELD KIT- KUNUNURRA DEPOT	67.60
EFT123885	11/06/2015	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	150.60
EFT123886	11/06/2015	AUSTRALIAN TAXATION OFFICE - PAYG	PAYROLL DEDUCTIONS	71,291.81
EFT123887	11/06/2015	BEST KIMBERLEY COMPUTING	PRINTING COSTS - KUNUNURRA AND WYNDHAM ADMIN - MAY 15	2,092.70
EFT123888	11/06/2015	C & S JOLLY ELECTRICS PTY LTD	VARIOUS ELEC WORKS - KNX ADMIN, STAFF HOUSING, KNX DEPOT	1,344.54
EFT123889	11/06/2015	CABCHARGE	ACCOUNT KEEPING FEE - APRIL 2015	6.00
EFT123890	11/06/2015	IXOM OPERATIONS PTY LTD	STORAGE AND HANDLING OF CHLORINE - KUNUNURRA & WYNDHAM POOLS	1,219.32
EFT123891	11/06/2015	DORMA AUTOMATICS PTY LTD	SERVICE AND PARTS - TERMINAL AUTOMATIC DOORS - EKRA	2,623.61
EFT123892	11/06/2015	DAVEY TYRE & BATTERY SERVICE	REPLACEMENT TYRES - FITTING AND DISPOSAL - P382	897.00
EFT123893	11/06/2015	DELRON CLEANING PTY LTD	CONTRACT CLEANING - KNX ADMIN, KYC, KLC, CHANGE RMS, TOILETS - KUNUNURRA	15,232.30
EFT123894	11/06/2015	DEPT OF FIRE & EMERGENCY SERVICES	2014/15 EMERGENCY SERVICES LEVY - 4TH QUARTER CONTRIBUTION	32,221.28
EFT123895	11/06/2015	ENVIRONMENTAL HEALTH AUSTRALIA	MEMBERSHIP - STAFF MEMBER AS PER EMPLOYMENT CONTRACT	295.00
EFT123896	11/06/2015	EAST KIMBERLEY HARDWARE	VARIOUS HARDWARE ITEMS - KNX DEPOT, KNX ADMIN & KLC	283.75
EFT123897	11/06/2015	STAFF MEMBER	REIMBURSEMENT IN ACCORDANCE WITH EMPLOYMENT CONTRACT	31.00
EFT123898	11/06/2015	EXPRESS VIRTUAL MEETINGS	TELECONFERENCE CHARGES - MAY 15	25.71
EFT123899	11/06/2015	STAFF MEMBER	REIMBURSEMENT IN ACCORDANCE WITH EMPLOYMENT CONTRACT	69.30
EFT123900	11/06/2015	FRANMOR CONSTRUCTIONS PTY LTD	SUPPLY SECURITY SCREENS - KLC, REMOVE OLD ABLUTION AT TENNIS COURT - KNX	6,613.20
EFT123901	11/06/2015	GOLD SECURITY GROUP INT'L PTY LTD	INVESTIGATION AND REPORT REGARDING COMPLAINTS	6,648.40
EFT123902	11/06/2015	GUERINONI & SON	RATES REFUND, TIPPER HIRE - ASPHALT RESURFACING PROGRAM - KNX	5,159.51
EFT123903	11/06/2015	HART SPORT	SQUASH RACQUET KNX SWIMMING POOL	162.90
EFT123904	11/06/2015	IBAC PLUMBING PTY LTD	PLUMBING WORKS - INCL. FAULTY CHLORINE PUMP - WYNDHAM POOL	543.40
EFT123905	11/06/2015	JSW HOLDINGS PTY LTD	SUPPLY OF TRIPLE PAVERS - STAFF HOUSING, ROLLER HIRE - EKR AIRPORT	865.81
EFT123906	11/06/2015	JORRITSMА H & CO	PLUMBING PARTS - STAFF HOUSING	202.70
EFT123907	11/06/2015	KIMBERLEY KOOL REFRIG. & AIRCON.	REPAIRS & MAINTENANCE - AIRCONDITIONERS - KUNUNURRA ADMINISTRATION	1,056.00
EFT123908	11/06/2015	KIMBERLEY MOTORS	SUPPLIES - VARIOUS INCL. GLOBES, TAPE MEASURE- WYN DEPOT, PARTS - P121	274.89
EFT123909	11/06/2015	KIMBERLEY PUMPING SERVICE	PARTS & REPAIRS FOR M1 IRRIGATION PUMP - IVANHOE ROAD	1,092.69

EFT123910	11/06/2015	KUNUNURRA DIESEL SERVICE	PARTS & REPAIRS - P119, P309	554.35
EFT123911	11/06/2015	KUNUNURRA SECURITY SERVICE	SECURITY PATROL & ALARM MONITORING - VARIOUS INCL. KNX ADMIN , KLC , KYC	3,306.00
EFT123912	11/06/2015	STAFF MEMBER	REIMBURSEMENT IN ACCORDANCE WITH EMPLOYMENT CONTRACT	125.50
EFT123913	11/06/2015	MCLEODS BARRISTERS AND SOLICITORS	LEGAL ADVICE - INCL. PROPOSED SPECIFIED AREA RATE - ORD STAGE 2	3,671.79
EFT123914	11/06/2015	MARKET CREATIONS PTY LTD	NETWORK SUPPORT	121.00
EFT123915	11/06/2015	MAXXIA	PAYROLL DEDUCTIONS	5,966.46
EFT123916	11/06/2015	MICHAEL PAGE INTERNATIONAL P/L	PROFESSIONAL RECRUITMENT SERVICES	10,676.23
EFT123917	11/06/2015	OFFICE NATIONAL KUNUNURRA	LABELLING MACHINE - KUNUNURRA LEISURE CENTRE	59.00
EFT123918	11/06/2015	OLLIE'S IRRIGATION & PLUMBING SUPP.	RETICULATION FITTINGS - KUNUNURRA DEPOT	376.37
EFT123919	11/06/2015	ORD FUEL SUPPLIES	FUEL COSTS - JUNE 15	10,117.47
EFT123920	11/06/2015	P & M MINING CIVIL MAINTENANCE P/L	REFUND SUNDRY DEBTOR - OVERPAYMENT	773.75
EFT123921	11/06/2015	SHIRE OF ESPERANCE	LONG SERVICE LEAVE REIMBURSEMENT - PREVIOUS STAFF MEMBER	3,398.73
EFT123922	11/06/2015	STATE LAW PUBLISHER	GOVERNMENT GAZETTAL ADVERTISING - MAY 2015	166.80
EFT123923	11/06/2015	STATE LIBRARY WA - DEPT OF TREASURY	INTERLIBRARY LOAN DELIVERY CHARGES 2014/15	1,853.91
EFT123924	11/06/2015	TOX FREE AUSTRALIA PTY LTD	STREET SWEEPING, REFUSE & LITTER COLLECTION - KNX AND WYN APR 15	65,984.16
EFT123925	11/06/2015	VISION IDZ	DYE FILM RIBBON FOR CARD PRINTER - KUNUNURRA LEISURE CENTRE	399.30
EFT123926	11/06/2015	WA LOCAL GOVERNMENT SUPER PLAN	SUPERANNUATION CONTRIBUTIONS	24,179.04
EFT123927	11/06/2015	NORTHERN & REMOTE CNTRY HEALTH	REIMBURSEMENT OF FUNDS TRANSFERRED TO SWEK ACCOUNT IN ERROR 28/5/15	19,006.88
EFT123928	18/06/2015	AMPAC DEBT RECOVERY (WA) PTY LTD	DEBT COLLECTION COMMISSIONS AND COSTS - MAY 15	2,252.34
EFT123929	18/06/2015	ABBOTT & CO PRINTERS	ENVELOPES - KUNUNURRA ADMINISTRATION	295.90
EFT123930	18/06/2015	AUSTRALIAN TAXATION OFFICE - PAYG	PAYROLL DEDUCTIONS	2,941.00
EFT123931	18/06/2015	STAFF MEMBER	REIMBURSEMENT IN ACCORDANCE WITH EMPLOYMENT CONTRACT	43.80
EFT123932	18/06/2015	BEST KIMBERLEY COMPUTING	ICT SUPPLIES INCL. USB HUB KIT, MEMORY KIT, FINISHER WITH BOOKLET MAKER	4,180.00
EFT123933	18/06/2015	BLACKWOODS ATKINS PTY LTD	BATTERY LANTERN, ABSORBENT SUPASORB - EKR AIRPORT	278.41
EFT123934	18/06/2015	CDM HYDRAULICS PTY LTD	REPAIRS TO PLANT - WYN DEPOT- P479, P488, P385, P477, P133	1,669.86
EFT123935	18/06/2015	CENTURION TRANSPORT	FREIGHT - SUNNY SIGNS - SIGNAGE - KUNUNURRA DEPOT	158.20
EFT123936	18/06/2015	CARPET, VINYL & TILE CENTRE	TILES - KLC, PAINT SUPPLIES - WYNDHAM YOUTH PROGRAMS	160.00
EFT123937	18/06/2015	CITY OF KARRATHA	BUILDING LICENCE FEES - PROVISION OF CERTIFICATION SERVICES	4,039.75
EFT123938	18/06/2015	CIVIC LEGAL	LEGAL ADVICE - VARIOUS INCL. LEASE TO KNX AGRICULTURAL SOCIETY	7,229.75
EFT123939	18/06/2015	COATES HIRE OPERATIONS PTY LTD	GENERATOR HIRE - KELLY'S KNOB WALKING TRACK WORKS	201.48
EFT123940	18/06/2015	DAVEY TYRE & BATTERY SERVICE	SUPPLY & FIT TYRES, P477 - PUNCTURE REPAIR, P137	1,491.80
EFT123941	18/06/2015	DRUMBRESNA PTY LTD T/AS AUTO TOW	SERVICE - P130, P129	1,234.35
EFT123942	18/06/2015	DRYSDALE RIVER STATION	T09 14/15 OPENING WORKS - KALUMBURU RD RESHEET, TYRE REPAIR - P388	38,405.00
EFT123943	18/06/2015	EK ENGINEERING	FABRICATION OF GATES FOR BOTH ENDS OF IVANHOE CROSSING	2,695.00

EFT123944	18/06/2015	EAST KIMBERLEY HARDWARE	VARIOUS HARDWARE ITEMS - KUNUNURRA ADMINISTRATION	25.80
EFT123945	18/06/2015	EAST KIMBERLEY PLUMBING	INSTALLATION OF PIPE WORK TO BUILDING & TAP ON WALL - EKR AIRPORT	329.07
EFT123946	18/06/2015	STAFF MEMBER	REIMBURSEMENT IN ACCORDANCE WITH EMPLOYMENT CONTRACT	55.60
EFT123947	18/06/2015	HITACHI CONSTRUCTION MACHINERY	SERVICE KITS & PARTS - P136, P477	2,038.22
EFT123948	18/06/2015	HYDRO KLEEN	MAINTENANCE - AIRCONDITIONERS - STAFF HOUSING	473.00
EFT123949	18/06/2015	JASON SIGNMAKERS LTD	SIGNAGE - MILLS RD	1,267.20
EFT123950	18/06/2015	JAB INDUSTRIES	LOAD AND HAUL MATERIAL FROM SWEK CROSSING FALLS PIT TO KNX LANDFILL	12,870.00
EFT123951	18/06/2015	JORRITSMA H & CO	PARTS FOR GAS SYSTEM - KUNUNURRA LEISURE CENTRE	91.20
EFT123952	18/06/2015	KIMBERLEY COMMUNICATIONS	HAND HELD MICROPHONE FOR RADIO - P379	159.00
EFT123953	18/06/2015	KIMBERLEY TREE SERVICES PTY LTD	TREE REMOVAL - STAFF HOUSING, TREE LOPPING - MESSMATE WAY KUNUNURRA	3,150.00
EFT123954	18/06/2015	KUNUNURRA DIESEL SERVICE	SERVICE - P391	699.15
EFT123955	18/06/2015	KUNUNURRA HOME & GARDEN	VARIOUS HARDWARE ITEMS - KUNUNURRA DEPOT & WYNDHAM LANDFILL	44.98
EFT123956	18/06/2015	KUNUNURRA LOCK & KEY	KEY CUTTING - KUNUNURRA LEISURE CENTRE	55.00
EFT123957	18/06/2015	KUNUNURRA MOBILE WELDING SERV.	REPAIRS TO DAMAGED FENCE - KUNUNURRA YOUTH CENTRE	264.00
EFT123958	18/06/2015	KUNUNURRA T-WELD	FABRICATION OF NEW COVER FOR ELECTRIC POLE - WHITEGUM PARK	330.00
EFT123959	18/06/2015	LAWRENCE & HANSON GROUP	BOOK LOG TEST TAG APPLIANCE - KNX ADMINISTRATION	222.35
EFT123960	18/06/2015	LANDGATE	RURAL UV GENERAL REVALUATION 2015/2016	8,097.44
EFT123961	18/06/2015	METRO COUNT	PREMIUM ROAD TUBE X3, WELDED BATTERY PACK X12 - GIBB RIVER-KALUMBURU	961.40
EFT123962	18/06/2015	MG TYRES KUNUNURRA	REPLACEMENT TYRES - P134	1,095.00
EFT123963	18/06/2015	MOTOMARA COMMUNICATIONS AUST.	VERTEX BATTERY - EAST KIMBERLEY REGIONAL AIRPORT	729.60
EFT123964	18/06/2015	MICHAEL PAGE INTERNATIONAL P/L	PROFESSIONAL RECRUITMENT SERVICES	2,779.74
EFT123965	18/06/2015	ORBIT HEALTH & FITNESS SOLUTIONS	GYM EQUIPMENT - KUNUNURRA LEISURE CENTRE	1,287.01
EFT123966	18/06/2015	ORD RIVER ELECTRICS	ELEC. REPAIRS - INCL. GARDEN LIGHTS, AIRSTRIP TRIP SWITCH - EKR AIRPORT	1,378.51
EFT123967	18/06/2015	ORDCO	WEED CONTROL CHEMICALS - EAST KIMBERLEY REGIONAL AIRPORT	1,034.00
EFT123968	18/06/2015	OFFICE NATIONAL KUNUNURRA	OFFICE SUPPLIES EAST KIMBERLEY REGIONAL AIRPORT	130.75
EFT123969	18/06/2015	OLLIE'S IRRIGATION & PLUMBING SUPP.	RETICULATION FITTINGS - KUNUNURRA DEPOT	245.92
EFT123970	18/06/2015	ORD AGRICULTURAL EQUIPMENT	KUBOTA DIESEL GENERATOR - STORM WATER BORES - KUNUNURRA LANDFILL	21,120.00
EFT123971	18/06/2015	STAFF MEMBER	REIMBURSEMENT IN ACCORDANCE WITH EMPLOYMENT CONTRACT	160.00
EFT123972	18/06/2015	PERTH PETROLEUM SERVICE	REFILL SPILL KIT - EAST KIMBERLEY REGIONAL AIRPORT	1,348.93
EFT123973	18/06/2015	PLANT HIRE SERVICES PTY LTD	HIRE OF SIDE TIPPER TO HAUL COVER MATERIAL - KUNUNURRA LANDFILL	5,197.50
EFT123974	18/06/2015	QUBE LOGISTICS (AUST) PTY LTD	STORAGE AND HANDLING OF CHLORINE - KUNUNURRA AND WYNDHAM POOLS	189.30
EFT123975	18/06/2015	QUICK CORPORATE AUSTRALIA	STATIONERY ORDER - MAY 15 - KUNUNURRA ADMINISTRATION	946.32
EFT123976	18/06/2015	SALERNO LAW	PROFESSIONAL FEES - VARIOUS INCL. REVISING SWEK PUBLIC EVENTS GUIDELINES	2,200.00
EFT123977	18/06/2015	SPORTSPEOPLE	ADVERTISING - RECRUITMENT - 09/06/15	176.00

EFT123978	18/06/2015	SHIRE OF DERBY - WEST KIMBERLEY	LIBRARY REIMBURSEMENT - REPLACEMENT OF LOST BOOK	28.92
EFT123979	18/06/2015	ST JOHN AMBULANCE	FIRST AID TRAINING - STAFF MEMBER 20-21 JULY 2015	249.00
EFT123980	18/06/2015	SUNNY SIGN COMPANY PTY LTD	DIRECTIONAL SIGNAGE - COOLIBAH DRV & IVANHOE RD KUNUNURRA	253.00
EFT123981	18/06/2015	TELFORD INDUSTRIES	POOL CHEMICALS - KUNUNURRA POOL	4,897.97
EFT123982	18/06/2015	TNT AUSTRALIA PTY LIMITED	FREIGHT - PARTS - KUNUNURRA DEPOT	136.96
EFT123983	18/06/2015	TOLL EXPRESS	FREIGHT - PARTS - WESTRAC PERTH - KUNUNURRA DEPOT	2,743.49
EFT123984	18/06/2015	TOLL IPEC PTY LTD	FREIGHT - ASPHALT - VARIOUS STREETS INCL. COOLIBAH DRV	2,750.52
EFT123985	18/06/2015	TOP END (AUST) PTY LTD	LICENSE INSPECTION FOR VEHICLES EXCEEDING 4500KG GVM - P137	181.17
EFT123986	18/06/2015	TOX FREE AUSTRALIA PTY LTD	SKIP BIN EMPTIES - KLC, KNX DEPOT, WYNDHAM BOAT RAMP	2,882.00
EFT123987	18/06/2015	VISIMAX	VEHICLE LIGHT BARS, ID WALLETS, INFRINGEMENT BOOKS - RANGER SERVICES	1,277.90
EFT123988	18/06/2015	WA LOCAL GOVERNMENT SUPER PLAN	SUPERANNUATION CONTRIBUTIONS	119.60
EFT123989	18/06/2015	WESTRAC EQUIPMENT PTY LTD	SERVICE - P390	2,137.93
EFT123990	18/06/2015	WESTERN AUST. TREASURY CORP.	LOAN REPAYMENT	41,949.19
EFT123991	18/06/2015	WORLEY PARSONS SERVICES PTY LTD	ENGINEERING CONSULTING SERVICES - INCL. LILY CREEK BOAT RAMP	29,667.00
EFT123992	18/06/2015	WYNDHAM PLUMBING & GAS PTY LTD	INSPECTION - WYN DAY CARE DISHWASHER, REPAIRS - WYN ADMIN TOILET	638.00
EFT123993	18/06/2015	STAFF MEMBER	REIMBURSEMENT IN ACCORDANCE WITH EMPLOYMENT CONTRACT	62.40
EFT123994	22/06/2015	AUSTRALIAN TAXATION OFFICE	BAS PAYMENT MAY 2015	11,880.00
EFT123995	25/06/2015	AUSRECORD	OFFICE SUPPLIES - BUILDING LICENSE FILES X 400	1,091.20
EFT123996	25/06/2015	UHY HAINES NORTON (WA) PTY LTD	INTERIM AUDIT FEES FOR THE YEAR ENDED 30TH JUNE 2015 AS PER AGREEMENT	16,349.48
EFT123997	25/06/2015	AMP SUPERANNUATION SAVINGS ACCT	SUPERANNAUTION CONTRIBUTIONS	235.68
EFT123998	25/06/2015	ATO CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	1,430.63
EFT123999	25/06/2015	AUST. PERFORMING RIGHT ASSOC. LTD	LICENSES - TED BIRCH MEM. REC CTR, KYC, PETER REID MEM. HALL - 2015/16	240.34
EFT124000	25/06/2015	ASPHALT IN A BAG	ASHPHALT - VARIOUS STREETS INCL.COOLIBAH DRV, BEEFWOOD ST KNX	1,718.75
EFT124001	25/06/2015	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	150.60
EFT124002	25/06/2015	AUSTRALIAN TAXATION OFFICE - PAYG	PAYROLL DEDUCTIONS	65,728.00
EFT124003	25/06/2015	BOC GASES AUSTRALIAN LIMITED	WELDING GASES AND BOTTLE RENTAL - KUNUNURRA DEPOT - MAY 15	305.78
EFT124004	25/06/2015	BEING THERE SOLUTIONS PTY LTD	VIDEO CONFERENCING SUBSCRIPTION - JUNE 15	715.00
EFT124005	25/06/2015	BLACKWOODS ATKINS PTY LTD	PALLET SPILL KIT - KLC, OVERSIZE SIGNAGE - P137	1,897.48
EFT124006	25/06/2015	C & S JOLLY ELECTRICS PTY LTD	INSTALL SMOKE ALARMS - PETER REID HALL, TEST LIGHTS - KNX NETBALL COURTS	1,815.00
EFT124007	25/06/2015	COATES HIRE OPERATIONS PTY LTD	GENERATOR HIRE - WYNDHAM CEMETERY, WYNDHAM LANDFILL	2,702.30
EFT124008	25/06/2015	CROCODILE SIGNS PTY LTD	SIGNAGE - IVANHOE CROSSING KUNUNURRA	941.60
EFT124009	25/06/2015	DAVEY TYRE & BATTERY SERVICE	FITTING AND TYRE DISPOSAL - P477	1,707.30
EFT124010	25/06/2015	DEPT OF FIRE & EMERGENCY SERVICES	KIMBERLEY BUSHFIRE AWARENESS SIGNS	2,000.00
EFT124011	25/06/2015	DEPARTMENT OF TRANSPORT	COMMUNITY JETTY RENEWAL FEE - OLD DARWIN ROAD KNX	38.15

EFT124012	25/06/2015	DRYSDALE RIVER STATION	DIESEL- P131,P388, ACCOM.- STAFF MEMBER-KALUMBURU REINSTATEMENT WKS	915.96
EFT124013	25/06/2015	EAST KIMBERLEY HARDWARE	VARIOUS HARDWARE ITEMS - EKR AIRPORT, KNX DEPOT, KNX ADMIN, KLC	1,338.65
EFT124014	25/06/2015	EAST KIMBERLEY PLUMBING	PLUMBING WORKS - INCL. BLOCKED TOILET - CELEBRITY TREE PARK KNX	797.50
EFT124015	25/06/2015	FRANMOR CONSTRUCTIONS PTY LTD	REPLACEMENT OF BROKEN WINDOW - KUNUNURRA LEISURE CENTRE	398.82
EFT124016	25/06/2015	FRONTIER POST & NEWS	BOOK COVERS - WYN DEPOT & OVERDUE NOTICE STAMP - WYN LIBRARY	27.95
EFT124017	25/06/2015	GUERINONI & SON	WATER CART HIRE - PARRY'S CREEK ROAD MAINTENANCE	1,512.50
EFT124018	25/06/2015	HITACHI CONSTRUCTION MACHINERY	PARTS - CUTTING EDGE KIT- P136, P477	407.01
EFT124019	25/06/2015	JSW HOLDINGS PTY LTD	SUPPLY OF CONCRETE - MAINTENANCE - MILKWOOD ST KUNUNURRA	668.80
EFT124020		CANCELLED	CANCELLED	-
EFT124021	25/06/2015	KIMBERLEY EXCAVATIONS PTY LTD	RFQ23 14-15 DRAINAGE UPGRADE & SERVICE RELOCATION - VAR. INCL. MINIATA ST.	2,046.00
EFT124022	25/06/2015	KIMBERLEY MARKETING	PURCHASE OF CONSUMABLES FOR RESALE - KLC	462.95
EFT124023	25/06/2015	KIMBERLEY OUTBACK TRIMMING	REPAIRS TO SHADE SAILS - KUNUNURRA LEISURE CENTRE	750.00
EFT124024	25/06/2015	KUNUNURRA AGRICULTURAL SOCIETY	COMMUNITY GRANT FOR SAFETY FENCING - KUNUNURRA AGRIC. GROUNDS	5,500.00
EFT124025	25/06/2015	KUNUNURRA COURIERS	DRINKING WATER SUPPLIES - KUNUNURRA LANDFILL JUNE 15	100.00
EFT124026	25/06/2015	KUNUNURRA DISTRICT HIGH SCHOOL	PHOTOCOPIER CHARGES - KUNUNURRA LIBRARY - MAR - MAY 15	290.24
EFT124027	25/06/2015	KUNUNURRA GYMNASTICS CLUB	KIDS SPORT SPONSORSHIP	960.00
EFT124028	25/06/2015	KUNUNURRA LOCK & KEY	REPAIRS TO LOCK - WYN REC CENTRE, SUPPLY OF PADDLOCK & KEY CUTTING - KLC	346.50
EFT124029	25/06/2015	KUNUNURRA PANEL BEATING WORKS	REPAIRS - P111	356.29
EFT124030	25/06/2015	KUNUNURRA PEST MANAGEMENT	PEST CONTROL TREATMENT - STAFF HOUSING	250.00
EFT124031	25/06/2015	KUNUNURRA SECURITY SERVICE	SECURITY MONITORING AND CONTROL - KUNUNURRA ADMIN	80.00
EFT124032	25/06/2015	LAWRENCE & HANSON GROUP	SUPPLY OF LAMPS - KUNUNURRA LEISURE CENTRE	6.84
EFT124033	25/06/2015	LANDGATE	LAND ENQUIRY, VALUATION SCHEDULES GRV & UV MINING - MAY15	488.60
EFT124034	25/06/2015	STAFF MEMBER	REIMBURSEMENT IN ACCORDANCE WITH EMPLOYMENT CONTRACT	62.40
EFT124035	25/06/2015	MAXXIA	PAYROLL DEDUCTIONS	7,531.86
EFT124036	25/06/2015	MCLEAN ENTERPRISES PTY LTD	FREIGHT - HITACHI PERTH - KNX DEPOT- PARTS - P136	66.00
EFT124037	25/06/2015	MCMULLEN NOLAN GROUP PTY LTD	MARKING FOR CLEARING CROWN SUBDIVISION - LOT 557/DP69425 KUNUNURRA	715.00
EFT124038	25/06/2015	METALAND KUNUNURRA	REPLACEMENT OF CASTER WHEELS ON X-RAY MACHINE - EKR AIRPORT	181.72
EFT124039	25/06/2015	MICHAEL PAGE INTERNATIONAL P/L	PROFESSIONAL RECRUITMENT SERVICES	3,474.68
EFT124040	25/06/2015	ORD RIVER ELECTRICS	MONTHLY SERVICE & MAINT. - VARIOUS INCL. GENERATORS - EKRA & WYN AIRPORT	6,267.82
EFT124041	25/06/2015	OFFICE NATIONAL KUNUNURRA	SUPPLIES - VARIOUS INCL. A4 COPY PAPER LABELLING TAPE KLC, KNX DEPOT	429.20
EFT124042	25/06/2015	OLLIE'S IRRIG. & PLUMBING SUPPLIES	RETICULATION FITTINGS - KUNUNURRA DEPOT	116.77
EFT124043	25/06/2015	ORD FUEL SUPPLIES	FUEL COSTS - MAY 15	3,114.79
EFT124044	25/06/2015	ORD MACHINING	PARTS AND REPAIRS - P127, P386	1,150.12
EFT124045	25/06/2015	PERTH PETROLEUM SERVICE	SPILL CREW KIT - KUNUNURRA DEPOT	467.50

EFT124046	25/06/2015	ROYAL LIFE SAVING (WA BRANCH)	ENROLMENT FEES - TRAINING 12/7/15 - STAFF MEMBER	130.00
EFT124047	25/06/2015	SEARLES HOLDINGS T/A AUTO PRO	PARTS - P119	221.00
EFT124048	25/06/2015	SHELF SUPPLY	RAPID PLASTIC TANK - MILLS RD, PROTECTIVE CLOTHING - OUTDOOR WORKFORCE	2,206.00
EFT124049	25/06/2015	SEA VIEW ORTHOTIC SERVICE	LITTER PICK UP TOOLS - KUNUNURRA DEPOT	742.75
EFT124050	25/06/2015	SHIRE OF WYNDHAM EAST KIMBERLEY	PAYROLL DEDUCTIONS	375.00
EFT124051	25/06/2015	SIMPLY UNIFORMS	SUPPLY OF UNIFORMS AND EMBROIDERY - KUNUNURRA ADMINISTRATION	2,683.19
EFT124052	25/06/2015	TNT AUSTRALIA PTY LIMITED	FREIGHT- KNX TO PERTH - HEALTH SAMPLES	230.71
EFT124053	25/06/2015	TOLL EXPRESS	FREIGHT- PERTH TO KNX - POOL CHEMICALS - KUNUNURRA LEISURE CENTRE	949.57
EFT124054	25/06/2015	TERRAIN GROUP PTY LTD	SUPPLY OF 4 SEATER CHAIRS X 5 - EAST KIMBERLEY REGIONAL AIRPORT	3,297.25
EFT124055	25/06/2015	THE WEST AUST. NEWSPAPERS LTD	ADVERTISING - RECRUITMENT, SWEK NEWS - MAY 15	1,369.18
EFT124056	25/06/2015	TOX FREE AUSTRALIA PTY LTD	PUMP OUT SEPTIC TANKS - KNX AIRPORT - 30/04/2015	4,155.75
EFT124057	25/06/2015	TUCKERBOX/RETRAVISION KUNUNURRA	VARIOUS PROVISIONS AND MATERIAL - WYN POOL AND KNX ADMIN	1,486.10
EFT124058	25/06/2015	VANDERFIELD NORTHWEST PTY LTD	PARTS - P394, P135, P333	1,115.69
EFT124059	25/06/2015	WA LOCAL GOVERNMENT SUPER PLAN	SUPERANNUATION CONTRIBUTIONS	22,931.22
EFT124060	25/06/2015	WESTRAC EQUIPMENT PTY LTD	REPLACE TRACK ASSEMBLY & SET UP MACHINE FOR REPAIRS - P390	2,555.52
EFT124061	25/06/2015	WYNDHAM PLUMBING & GAS PTY LTD	SERVICE TOILETS - TED BIRCH MEMORIAL REC. CENTRE WYNDHAM	865.70
EFT124062	25/06/2015	WYNDHAM SUPERMARKET	PROVISIONS AND MATERIALS - WYNDHAM ADMINISTRATION	190.47
TOTAL MUNICIPAL EFT PAYMENTS				779,366.69

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
50934	03/06/2015	GOVERNMENT OF WA DEPT OF HEALTH	APPLICATION TO RENEW PERMIT TO PURCHASE CHLORINE GAS	212.00
50935	03/06/2015	HORIZON POWER	ELEC. - BASKETBALL COURTS, BIKE TRACK KNX - 14/03/2015-12/05/2015	965.45
50936	03/06/2015	ST JOHN AMBULANCE WA LTD	FIRST AID TRAINING - STAFF MEMBERS 26/05/2015-27/05/2015	597.00
50937	03/06/2015	WATER CORPORATION	WATER USE VAR. LOCS INCL. KNX ADMIN, EKR AIRPORT 14/03/2015-14/05/2015	3,426.61
50938-50982		CANCELLED	CANCELLED	
50983	10/06/2015	MINERALOGY PTY LTD	RATES REFUND - REVALUATION - ASSESSEMENT A7545	5,004.49
50984	10/06/2015	AMP LIFE LTD	SUPERANNUATION CONTRIBUTIONS	484.21
50985	10/06/2015	AMP LIFE LTD (FLEXIBLE SUPER)	SUPERANNUATION CONTRIBUTIONS	206.22
50986	10/06/2015	ADFAR PTY LTD	RATES REFUND - OVERPAYMENT - ASSESSMENT A298	1,297.03
50987	10/06/2015	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	3,143.39
50988	10/06/2015	BT LIFETIME SUPER - EMPLOYER PLAN	SUPERANNUATION CONTRIBUTIONS	423.42
50989	10/06/2015	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	249.47
50990	10/06/2015	CBUS	SUPERANNUATION CONTRIBUTIONS	373.23
50991	10/06/2015	COMMONWEALTH ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	365.55

50992	10/06/2015	COMMONWEALTH BANK GROUP SUPER	SUPERANNUATION CONTRIBUTIONS	459.55
50993	10/06/2015	COMMONWEALTH BANK SUPER	SUPERANNUATION CONTRIBUTIONS	253.46
50994	10/06/2015	DARRYL K & JACQUELINE M PEARCE	RATES REFUND - OVER PAYMENT - ASSESSMENT A1549	731.75
50995	10/06/2015	DEPARTMENT FOR CHILD PROTECTION	RATES REFUND - INTERIM RATE ADJUSTMENT - ASSESSMENT A911	518.96
50996	10/06/2015	DIANE SANSOM	RATES REFUND - OVER PAYMENT - ASSESSMENT A1491	789.75
50997	10/06/2015	FIRST CHOICE PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	43.60
50998	10/06/2015	HEALTH INSURANCE FUND OF AUST LTD	PAYROLL DEDUCTIONS	42.75
50999	10/06/2015	HORIZON POWER	ELEC. VAR. INCL.- WYN AIRPORT, OVAL LIGHTS, WYN DEPOT 26/3/15-25/5/15	2,606.71
51000	10/06/2015	HOSTPLUS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	667.62
51001	10/06/2015	INTRUST SUPER	SUPERANNUATION CONTRIBUTIONS	249.47
51002	10/06/2015	JAMES S. KENNY & JESSICA L. HOCKLEY	RATES REFUND - OVER PAYMENT- ASSESSMENT NO.A7714	685.95
51003	10/06/2015	JANET MEYERS	RATES REFUND - REVALUATION - ASSESSMENT NO.A7718	1,808.81
51004	10/06/2015	KNX RETURNED SERVICES LEAGUE	COMMUNITY QUICK GRANT - ANZAC DAY	500.00
51005	10/06/2015	LOCAL GOVERNMENT SUPER	SUPERANNUATION CONTRIBUTIONS	1,243.16
51006	10/06/2015	MLC MASTERKEY PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	242.80
51007	10/06/2015	MOXHAM INTERNATIONAL PTY LTD	RATES REFUND - OVER PAYMENT - ASSESSMENT A7141	1,585.10
51008	10/06/2015	NORTH PERSONAL SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	299.50
51009	10/06/2015	REI SUPER	SUPERANNUATION CONTRIBUTIONS	425.79
51010	10/06/2015	REST SUPER	SUPERANNUATION CONTRIBUTIONS	1,542.88
51011	10/06/2015	ROBERT HOWARD	REFUND - ADULT POOL PASSES X 20	65.00
51012	10/06/2015	SUNSUPER	SUPERANNUATION CONTRIBUTIONS	189.77
51013	10/06/2015	TELSTRA	EXECUTIVE INTERNET - APRIL 15	101.28
51014	10/06/2015	TEXAS TAVERN HOTEL PTY LTD	RATES REFUND - OVER PAYMENT - ASSESSMENT A5899	1,066.90
51015	10/06/2015	THE RUSTY SHED CAFE	CATERING FOR OCM MEETING WYNDHAM - MAY 15	468.07
51016	10/06/2015	TRUSTEE FOR HEADING SUPER FUND	SUPERANNUATION CONTRIBUTIONS	583.14
51017	10/06/2015	UNISUPER	SUPERANNUATION CONTRIBUTIONS	211.02
51018	10/06/2015	VICSUPER	SUPERANNUATION CONTRIBUTIONS	249.47
51019	10/06/2015	VISION SUPER	SUPERANNUATION CONTRIBUTIONS	702.50
51020	10/06/2015	WA COUNTRY HEALTH SERVICE	RATES REFUND - PAYMENT MADE INCORRECT ASSESSMENT - A996	1,769.75
51021	10/06/2015	WATER CORPORATION	WATER USE VAR. INCL. WYN SPORTS OVAL, WYN ADMIN - 23/3/15-25/5/15	15,345.97
51022	10/06/2015	WATER CORP. SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	212.39
51023		CANCELLED	CANCELLED	-
51024	17/06/2015	HORIZON POWER	ELEC.VAR.INCL. STREET LIGHTING, WYN POOL, WYN ADMIN - 28/03/15-27/05/2015	30,113.18
51025-51026		CANCELLED	CANCELLED	-

51027	17/06/2015	TELSTRA	LAND LINE AND MOBILE PHONE COSTS - JUNE 15	9,885.78
51028	17/06/2015	TENNANT CREEK GOLD (NT) PTY LTD	RATES REFUND - NON CURRENT MINING TENEMENTS ASSESSMENTS A7058, A7155	118.33
51029	17/06/2015	WATER CORPORATION	WATER USE VAR. WYN REC CNTR, WYN POOL - 23/3/15-26/5/2015	4,163.26
51030	24/06/2015	AMP LIFE LTD	SUPERANNUATION CONTRIBUTIONS	429.81
51031	24/06/2015	AMP LIFE LTD (FLEXIBLE SUPER)	SUPERANNUATION CONTRIBUTIONS	203.43
51032	24/06/2015	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	3,390.11
51033	24/06/2015	BT LIFETIME SUPER - EMPLOYER PLAN	SUPERANNUATION CONTRIBUTIONS	423.42
51034	24/06/2015	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	249.47
51035	24/06/2015	CBUS	SUPERANNUATION CONTRIBUTIONS	365.84
51036	24/06/2015	COMMONWEALTH ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	367.36
51037	24/06/2015	COMMONWEALTH BANK GROUP SUPER	SUPERANNUATION CONTRIBUTIONS	459.55
51038	24/06/2015	COMMONWEALTH BANK SUPER	SUPERANNUATION CONTRIBUTIONS	253.46
51039	24/06/2015	DEPARTMENT OF TRANSPORT	REGISTRATION - P389 , P375 , P374 , P370 , P378	758.10
51040	24/06/2015	HEALTH INSURANCE FUND OF AUST LTD	PAYROLL DEDUCTIONS	42.75
51041	24/06/2015	HORIZON POWER	ELEC. VAR. INCL. MESSMATE PUMP, KNX ADMIN, KNX OVAL LIGHTS - 9/5/15-9/6/15	10,515.55
51042	24/06/2015	HOSTPLUS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	766.70
51043	24/06/2015	INTRUST SUPER	SUPERANNUATION CONTRIBUTIONS	280.34
51044	24/06/2015	LOCAL GOVERNMENT SUPER	SUPERANNUATION CONTRIBUTIONS	1,243.16
51045	24/06/2015	MLC MASTERKEY PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	244.03
51046	24/06/2015	NORTH PERSONAL SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	300.09
51047	24/06/2015	REI SUPER	SUPERANNUATION CONTRIBUTIONS	425.79
51048	24/06/2015	REST SUPER	SUPERANNUATION CONTRIBUTIONS	1,615.45
51049	24/06/2015	SUNSUPER	SUPERANNUATION CONTRIBUTIONS	200.40
51050	24/06/2015	SUPERANNUATION SAVINGS ACCOUNT	PAYROLL DEDUCTIONS	20.78
51051	24/06/2015	THE RUSTY SHED CAFE	CATERING - FUNCTION - STAFF MEMBER - IN ACCORDANCE WITH POLICY CP-HR09	170.01
51052	24/06/2015	TRUSTEE FOR HEADING SUPER FUND	SUPERANNUATION CONTRIBUTIONS	588.62
51053	24/06/2015	THOMSON AVIATION PTY LTD	RATES REFUND - NON CURRENT MINING TENEMENT- ASSESSMENT A7532	466.55
51054	24/06/2015	UNISUPER	SUPERANNUATION CONTRIBUTIONS	199.38
51055	24/06/2015	VICSUPER	SUPERANNUATION CONTRIBUTIONS	249.47
51056	24/06/2015	VISION SUPER	SUPERANNUATION CONTRIBUTIONS	715.35
51057	24/06/2015	WATER CORP. SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	212.39
TOTAL MUNICIPAL CHEQUE PAYMENTS				121,848.85

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
757-760		CANCELLED	CANCELLED	-
761	17/06/2015	BEN MARR	KERB BOND REFUND - BP079/2014	552.00
762-764		CANCELLED	CANCELLED	-
765	17/06/2015	GLENDALE HOMES PTY LTD	KERP BOND REFUND - BP015/2015	-
766-771		CANCELLED	CANCELLED	-
772	31/05/2015	BUILD. & CONST. IND.TRAINING FUND	BCITF COLLECTIONS APR - MAY 15	1,297.01
773	31/05/2015	BUILD. & CONST. IND.TRAINING FUND	BCITF COLLECTIONS APR - MAY 15	34.00
774	31/05/2015	SHIRE OF WYNDHAM EAST KIMBERLEY	BCITF COMMISSIONS APR - MAY 15	66.00
775	31/05/2015	WA DEPARTMENT OF COMMERCE	BSL COLLECTIONS APR - MAY 15	918.90
776	31/05/2015	SHIRE OF WYNDHAM EAST KIMBERLEY	BSL COMMISSIONS APR-MAY 15	75.00
777	31/05/2015	WA DEPARTMENT OF COMMERCE	BSL COLLECTIONS APR - MAY 15	33.00
778	24/06/2015	ASSEMBLIES OF GOD	BOND REFUND - WYNDHAM OVAL HIRE	200.00
779	24/06/2015	KATHYRN RADFORD	BOND REFUND - CELEBRITY TREE PARK HIRE	500.00
780	24/06/2015	KIMBERLEY LAND COUNCIL	BOND REFUND KEY/HIRE PETER REID MEMORIAL HALL	520.00
781	24/06/2015	MARCELL BLUETT	BOND REFUND - CELEBRITY TREE PARK HIRE	250.00
782		CANCELLED	CANCELLED	-
783	24/06/2015	OMBUDSMAN WESTERN AUSTRALIA	BOND REFUND - COUNCIL CHAMBERS HIRE - WYNDHAM	250.00
784	24/06/2015	SOPHIA CLARK	BOND REFUND - KEY/HIRE PETER REID MEMORIAL HALL	1,020.00
785	24/06/2015	ST JOSEPH'S SCHOOL	BOND REFUND - KEY/HIRE PETER REID MEMORIAL HALL	270.00
786	24/06/2015	NGNOWAR-AERWAH AB. CORP	BOND REFUND - OVAL HIRE WYNDHAM	520.00
TOTAL TRUST CHQ PAYMENTS				6,505.91

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
500956	02/06/2015	TRUST DPI CLEARING	TRANSPORT CLEARING 02/06/15	386.30
500957	03/06/2015	TRUST DPI CLEARING	TRANSPORT CLEARING 03/06/15	104.55
500958	04/06/2015	TRUST DPI CLEARING	TRANSPORT CLEARING 04/06/15	3,901.60
500959	05/06/2015	TRUST DPI CLEARING	TRANSPORT CLEARING 05/06/15	693.75
500960	08/06/2015	TRUST DPI CLEARING	TRANSPORT CLEARING 08/06/15	24.00
500961	09/06/2015	TRUST DPI CLEARING	TRANSPORT CLEARING 09/06/15	1,109.70
500962	10/06/2015	TRUST DPI CLEARING	TRANSPORT CLEARING 10/06/15	1,297.10
500963	11/06/2015	TRUST DPI CLEARING	TRANSPORT CLEARING 11/06/15	615.85
500964	12/06/2015	TRUST DPI CLEARING	TRANSPORT CLEARING 12/06/15	1,512.15
500965	15/06/2015	TRUST DPI CLEARING	TRANSPORT CLEARING 15/06/15	586.15

500966	16/06/2015	TRUST DPI CLEARING	TRANSPORT CLEARING 16/06/15	1,133.40
500967	17/06/2015	TRUST DPI CLEARING	TRANSPORT CLEARING 17/06/15	191.30
500968	18/06/2015	TRUST DPI CLEARING	TRANSPORT CLEARING 18/06/15	503.25
500969	19/06/2015	TRUST DPI CLEARING	TRANSPORT CLEARING 19/06/15	262.00
500970	23/06/2015	TRUST DPI CLEARING	TRANSPORT CLEARING 23/06/15	1,437.85
500971	22/06/2015	TRUST DPI CLEARING	TRANSPORT CLEARING 22/06/15	509.90
500972	24/06/2015	TRUST DPI CLEARING	TRANSPORT CLEARING 24/06/15	45.60
500973	25/06/2015	TRUST DPI CLEARING	TRANSPORT CLEARING 25/06/15	1,541.90
500974	26/06/2015	TRUST DPI CLEARING	TRANSPORT CLEARING 26/06/15	3,047.20
500975	29/06/2015	TRUST DPI CLEARING	TRANSPORT CLEARING 29/06/15	487.35
500976	30/06/2015	TRUST DPI CLEARING	TRANSPORT CLEARING 30/06/15	839.50
TOTAL DIRECT DEBIT TRANSPORT PAYMENTS				<u>20,230.40</u>

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
	05/06/2015	PAYROLL	PAYROLL	387.93
	05/06/2015	PAYROLL	PAYROLL	4,195.61
	05/06/2015	PAYROLL	PAYROLL	167.84
	10/06/2015	PAYROLL	PAYROLL	204,248.81
	18/06/2015	PAYROLL	PAYROLL	6,064.60
	24/06/2015	PAYROLL	PAYROLL	199,084.54
TOTAL PAYROLL PAYMENTS				<u>414,149.33</u>

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
	01/06/2015	DIRECT DEBIT	BPAY FEES	104.55
	01/06/2015	DIRECT DEBIT	EFTPOS FEES	650.29
	01/06/2015	DIRECT DEBIT	BANK FEES	134.95
	10/06/2015	DIRECT DEBIT	BANK FEES	15.00
	18/06/2015	DIRECT DEBIT	PERIODICAL PAYMENT TO MASTERCARD*	4,668.66
	25/06/2015	DIRECT DEBIT	TOKEN ISSUE FEE	20.00
	30/06/2015	DIRECT DEBIT	LINE OF CREDIT FEE	500.00
TOTAL DIRECT DEBIT PAYMENTS				<u>6,093.45</u>

***DETAILS OF MASTERCARD TRANSACTIONS INCLUDED IN DIRECT DEBIT 18/6/15**

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
	29/04/2015	ORIA ORCHARDS	FLOWERS FOR BIRTH OF BABY - ELECTED MEMBER	60.00
	30/04/2015	TECHARCADE	IPHONE REPLACEMENT PARTS - STAFF PHONE	4.99
	01/05/2015	COLES KUNUNURRA	REFRESHMENTS - STAFF WELCOME FOR CEO	124.44
	06/05/2015	AVANGATE	IPHONE DATA TRANSFER SOFTWARE - STAFF PHONES	91.62
	11/05/2015	NEXTMEDIA PTY LTD	MAGAZINE SUBSCRIPTION - KUNUNURRA LIBRARY	99.00
	11/05/2015	VIPONDS PAINTS PTY LTD	PAINT SUPPLIES FOR BANNERS IN THE TERRACE COMPETITION	379.28
	11/05/2015	KIMBERLEY CROC BACKPACKERS	LAUNDRY FOR COUNCIL MEETING LINEN	11.00
	11/05/2015	COLES KUNUNURRA	SUPPLIES - COUNCIL TEA ROOM	20.00
	12/05/2015	VIRGIN AIRLINES	FLIGHTS KNX-PER-KNX 19/6/15, 22/6/15 - STAFF MEMBER - ATTEND TRAINING	815.70
	12/05/2015	JIANG FOOD INDUSTRY	CATERING - MAY COUNCIL BRIEFING SESSION	460.00
	13/05/2015	DEPT OF PARKS & WILDLIFE	MAGAZINE SUBSCRIPTION - KUNUNURRA LIBRARY	30.00
	13/05/2015	AIRNORTH	FLIGHTS KNX-BME-KNX 28/5/15, 31/5/15 - STAFF MEMBER ATTEND CONFERENCE	987.78
	14/05/2015	MESSAGE MEDIA	SMS SERVER ALERT SOFTWARE	2.31
	14/05/2015	VIRGIN AIRLINES	FLIGHTS PERTH-KNX 25/5/15 - STAFF MEMBER AS PER EMPLOYMENT CONTRACT	506.70
	15/05/2015	AIRNORTH	FLIGHT CHANGE FEE - 30/5/15 - STAFF MEMBER ATTEND CONFERENCE	174.66
	18/05/2015	BTC DIRECT	REPLACEMENT PARTS FOR TELEPHONE HEADSETS - KUNUNURRA ADMINISTRATION	116.60
	18/05/2015	WOTIF	ACCOM. BROOME 28/5/15-30/5/15 - STAFF MEMBER ATTEND CONFERENCE	468.00
	22/05/2015	AUSTRALIA POST	POSTAGE ON UNIFORMS	34.20
	25/05/2015	COLES KUNUNURRA	CATERING SUPPLIES - CITIZENSHIP CEREMONY	33.38
	27/05/2015	JAYCAR	BATTERIES FOR RADAR TRAFFIC COUNTERS	249.00

13.2.3 2015/16 Budget – Differential General Rates and Minimum Payments – Consideration of Public Submissions

DATE:	28/07/2015
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.05.11
DECLARATION OF FINANCIAL INTERESTS:	Nil

PURPOSE

For the Council to reconsider the five (5) formal public submissions received in relation to the proposed rates in the dollar and minimum payments in accordance with section 6.36 (4) of the *Local Government Act 1995* and subsequently adopt the revised rates in the dollar and minimum payments, which have been reduced from those advertised. It should be noted that there were 10 late submissions received after the closing time, which have been included for information purposes.

BACKGROUND

At the Special Council Meeting held on 12 May 2015, the Council resolved:

COUNCIL DECISION

Minute No. 10931

That Council:

- a. Endorses for advertising for a minimum of twenty-one (21) days and seeks public submissions on:***
 - i. The Strategic Rating Policy that outlines the principles which underpin the proposed 2015/16 rating model, including the Objects of and Reasons for Differential Rates;***
 - ii. The following proposed differential general rates and minimum payments to be applied from 1 July 2015 for the 2015/16 financial year in accordance with section 6.36 of the Local Government Act 1995:***

Differential Rating Category	Rate In the Dollar (cents)	Minimum Payment
GRV Residential	9.4738	1,105.00
GRV Other Vacant	14.2107	1,105.00
GRV Commercial	12.3159	1,105.00
GRV Industrial	11.3686	1,105.00
UV Rural Residential	0.9979	1,105.00
UV Pastoral	5.3637	1,105.00
UV Commercial/Industrial	0.6843	1,105.00
UV Rural Agriculture 1	0.9677	1,105.00
UV Rural Agriculture 2	0.6843	1,105.00
UV Mining	28.0312	1,105.00
UV Mining Vacant	14.0156	553.00
UV Other	0.6420	1,105.00

COUNCIL DECISION
Minute No. 10932

That Council notes:

a. That approval from the Minister for Local Government and Communities will need to be sought subsequent to the consideration of public submissions for:

i. Imposing a minimum payment on the GRV Other Vacant rating category which result in more than 50% of the properties in this category being subject to minimum payments, in accordance with section 6.35(5) of the Local Government Act 1995; and

ii. Imposing a rate in the dollar for UV Mining, UV Mining Vacant and UV Pastoral which will result in it being more than twice the lowest differential general rate imposed, in accordance with section 6.33(3) of the Local Government Act 1995.

b. That the 2015/16 rates in the dollar and minimum payments proposed, cannot be adopted by the Council for incorporation into the budget until after Ministerial approval has been granted.

At the Ordinary Council Meeting on 23 June 2015, the Council resolved the following:

COUNCIL DECISION
Minute No.10981

That Council defers the item 13.1.5 2015/16 Budget – Differential General Rates and Minimum Payments – Consideration of Public Submissions to a workshop/s.

STATUTORY IMPLICATIONS

Local Government Act 1995
Part 6
Division 6 – Rates and service charges

6.33. Differential general rates

(1) A local government may impose differential general rates according to any, or a combination, of the following characteristics —

(a) the purpose for which the land is zoned under a local planning scheme in force under the Planning and Development Act 2005;

- (b) *the predominant purpose for which the land is held or used as determined by the local government;*
 - (c) *whether or not the land is vacant land; or*
 - (d) *any other characteristic or combination of characteristics prescribed.*
- (2) *Regulations may —*
- (a) *specify the characteristics under subsection (1) which a local government is to use; or*
 - (b) *limit the characteristics under subsection (1) which a local government is permitted to use.*
- (3) *In imposing a differential general rate a local government is not to, without the approval of the Minister, impose a differential general rate which is more than twice the lowest differential general rate imposed by it.*
- (4) *If during the financial year, the characteristics of any land which form the basis for the imposition of a differential general rate have changed, the local government is not to, on account of that change, amend the assessment of rates payable on that land in respect of that financial year but this subsection does not apply in any case where section 6.40(1)(a) applies.*

6.35. Minimum payment

- (1) *Subject to this section, a local government may impose on any rateable land in its district a minimum payment which is greater than the general rate which would otherwise be payable on that land.*
- (2) *A minimum payment is to be a general minimum but, subject to subsection (3), a lesser minimum may be imposed in respect of any portion of the district.*
- (3) *In applying subsection (2) the local government is to ensure the general minimum is imposed on not less than -*
- (a) *50% of the total number of separately rated properties in the district; or*
 - (b) *50% of the number of properties in each category referred to in subsection (6),*
- on which a minimum payment is imposed.*
- (4) *A minimum payment is not to be imposed on more than the prescribed percentage of -*
- (a) *the number of separately rated properties in the district; or*
 - (b) *the number of properties in each category referred to in subsection (6),*
- unless the general minimum does not exceed the prescribed amount.*
- (5) *If a local government imposes a differential general rate on any land on the basis that the land is vacant land it may, with the approval of the Minister, impose a minimum payment in a manner that does not comply with subsections (2), (3) and (4) for that land.*

- (6) *For the purposes of this section a minimum payment is to be applied separately, in accordance with the principles set forth in subsections (2), (3) and (4) in respect of each of the following categories -*
- (a) *to land rated on gross rental value;*
 - (b) *to land rated on unimproved value; and*
 - (c) *to each differential rating category where a differential general rate is imposed.*

6.36. Local government to give notice of certain rates

- (1) *Before imposing any differential general rates or a minimum payment applying to a differential rate category under section 6.35(6)(c) a local government is to give local public notice of its intention to do so.*
- (2) *A local government is required to ensure that a notice referred to in subsection (1) is published in sufficient time to allow compliance with the requirements specified in this section and section 6.2(1).*
- (3) *A notice referred to in subsection (1) □*
- (a) *may be published within the period of 2 months preceding the commencement of the financial year to which the proposed rates are to apply on the basis of the local government's estimate of the budget deficiency;*
 - (b) *is to contain -*
 - (i) *details of each rate or minimum payment the local government intends to impose;*
 - (ii) *an invitation for submissions to be made by an elector or a ratepayer in respect of the proposed rate or minimum payment and any related matters within 21 days (or such longer period as is specified in the notice) of the notice; and*
 - (iii) *any further information in relation to the matters specified in subparagraphs (i) and (ii) which may be prescribed; and*
 - (c) *is to advise electors and ratepayers of the time and place where a document describing the objects of, and reasons for, each proposed rate and minimum payment may be inspected.*
- (4) *The local government is required to consider any submissions received before imposing the proposed rate or minimum payment with or without modification.*
- (5) *Where a local government -*
- (a) *in an emergency, proposes to impose a supplementary general rate or specified area rate under section 6.32(3)(a); or*
 - (b) *proposes to modify the proposed rates or minimum payments after considering any submissions under subsection (4),*
- it is not required to give local public notice of that proposed supplementary general rate, specified area rate, modified rate or minimum payment.*

Local Government (Financial Management) Regulations 1996

52A. Differential general rates — s. 6.33(1)(d)

6.33 (1)(d) For the purposes of section 6.33(1)(d), the following are prescribed characteristics —

(a) whether or not the land is situated in a townsite as defined in the Land Administration Act 1997 section 3(1);

(b) whether or not the land is situated in a particular part of the district of the local government.

POLICY IMPLICATIONS

The proposed differential general rates and minimum payments are incorporated into the Council's revised *CP/FIN-3200 Strategic Rating Policy* which is proposed and has aligned the rating model more closely to the current Town Planning Scheme No. 7 Kununurra and Environs (TPS7) and the current Town Planning Scheme No. 6 Wyndham Townsite (TPS6) in terms of land use.

If there are modifications to the proposed differential general rates or minimum payments from those advertised, then *CP/FIN-3200 Strategic Rating Policy* will need to also be amended to reflect the modifications.

FINANCIAL IMPLICATIONS

The advertised differential general rates and minimum payments were expected to yield total net rate revenue of \$10,130,193 (\$10,177,889 less concessions currently approved of \$47,695) in 2015/16.

Based on the further budget workshops, the proposed differential general rates and minimum payments are now expected to yield a total net rate revenue of \$9,946,685 (\$9,993,502 less concessions currently approved of \$46,817) in 2015/16 – a reduction of \$183,508 from what was advertised. It should be noted that the variation in the overall rating yield will modify the amount of funds to transfer to the Asset Management Reserve from the initial estimate of \$28,680 to \$23,148.

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

Strategy 1.4.2: Improve the efficiency and productivity of Shire services

Strategy 1.4.3: Maintain Council's long term financial viability

COMMUNITY CONSULTATION

In accordance with the Council resolution, advertising of the proposed rates occurred in the following manner in order to seek public submissions:

- Local public notice in the Kimberley Echo on Thursday 21 May and 4 of June 2015; and
- The Shire's facebook page post on 17 May 2015 indicated that the Shire had issued a public notice advertising the Council's intent to impose Differential Rates and Minimum Payments for 2015/16 and to refer to the news section of the Shire's website for full details; and
- A copy of the Notice to Impose Differential General Rates and Minimum Payments for 2015/16, including the Strategic Rating Policy was placed on the Shire's website on Monday 18 May 2015; public noticeboards at the Civic Centres and Libraries in both Kununurra and Wyndham;
- All ratepayers who lodged a submission have been personally responded to, and were also invited to the Ordinary Council Meeting on 23 June 2015;

Elected members have also held two (2) budget workshops since the 23 June 2015 Ordinary Council Meeting being on 13 July and 21 July.

COMMENT

The effective date for the commencement of local public notice was Thursday 21 May 2014, with submissions to be received by 4pm Friday 12 June 2015. At the conclusion of the public submission period, there were five (5) submissions received.

A further submission was received dated the 12th however it was not sent to the Shire until the 14th of June. There was also an additional submission (multiplied by 9) received on the 17th of June. As these were submitted after the closing time, it is not considered to be a formal submission however it has been attached for the Council's information to ensure openness and transparency of the process.

The five (5) formal submissions and the ten late submissions are provided as Attachment 1 to this report. The formal submissions have been summarised below:

Sub'n	Ratepayer	Proposed Differential General Rate Category	Submission Summary	Officers' Comments
1	Adam Hunter	<ul style="list-style-type: none"> • GRV Residential 	<ul style="list-style-type: none"> • Increase in rates unaffordable. • Businesses increasing costs to cover rates increases. • Owner-occupiers should receive a break in the rates increase and increase on investment properties. 	<ul style="list-style-type: none"> • Period of significant economic development concluded. • Significant review of services undertaken in 2014/15 in an attempt to reduce costs and return to core service provision and sustainable asset management. • Legislation prevents the Council treating owner-occupiers differently to investors of residential property.
2	Christopher Longson	<ul style="list-style-type: none"> • GRV Residential 	<ul style="list-style-type: none"> • No increase to fees or rates and the Shire should spend less. 	<ul style="list-style-type: none"> • Significant review of services undertaken in 2014/15 in an attempt to reduce costs and return to core service provision and sustainable asset management.
			<ul style="list-style-type: none"> • Suggestions include: <ul style="list-style-type: none"> ○ Cease cash grants – in-kind assistance only 	<ul style="list-style-type: none"> • Decision of Council in accordance with Council Policy <i>CP/COM-3582 Annual Community Grants Scheme</i>
			<ul style="list-style-type: none"> ○ Cease providing rates exemptions for 	<ul style="list-style-type: none"> • Must provide exemptions as not considered rateable land in

			religious premises	<p>accordance with section 6.26(2)(d) of the <i>Local Government Act 1995</i> which states:</p> <p><i>6.26. Rateable land</i></p> <p><i>(2) The following land is not rateable land —</i></p> <p><i>(d) land used or held exclusively by a religious body as a place of public worship or in relation to that worship, a place of residence of a minister of religion, a convent, nunnery or monastery, or occupied exclusively by a religious brotherhood or sisterhood</i></p>
			<ul style="list-style-type: none"> ○ Enforce existing anti-littering laws/fines or abolish ranger positions and vehicles 	<ul style="list-style-type: none"> ● Enforcement activities have been reduced as a result of lower staffing levels, however it is still pursued.
			<ul style="list-style-type: none"> ○ Reduce by 50% the number of light vehicles – keep rest longer – don't purchase 4WD replacements 	<ul style="list-style-type: none"> ● The appropriate number and type of vehicles are owned by the Shire for operational purposes. Any significant reductions in numbers would have a serious effect on operational capabilities. ● Vehicles are replaced at the best time in their economic life for the Shire.
			<ul style="list-style-type: none"> ○ Eliminate use of consultants – should be function of Executive Management Team 	<ul style="list-style-type: none"> ● With over 200 types of services provided by a local government, there is going to be some external expertise required particularly considering the resourcing requirements and capacity of existing staff members, however there has been a clear reduction in the use of consultants over time.
			<ul style="list-style-type: none"> ○ Use teleconferencing for out of area meetings 	<ul style="list-style-type: none"> ● Teleconferencing and video-conferencing facilities are highly utilised by the Shire where possible.
			<ul style="list-style-type: none"> ○ Capital Grants from State/Federal government should be refused if no ongoing maintenance provision included in the funding 	<ul style="list-style-type: none"> ● This is a policy decision for the Council at the time.
			<ul style="list-style-type: none"> ○ Remove excessive amount of overburden used to cover rubbish 	<ul style="list-style-type: none"> ● Both Kununurra and Wyndham landfills are licenced by the Department of Environment Regulation who mandate the amount of cover that must be applied in order for the Shire to comply with its licence conditions. The Council cannot consider reducing the amount of cover used and risk non-compliance with the licence conditions.
			<ul style="list-style-type: none"> ○ Turn off street lighting at 10pm 	<ul style="list-style-type: none"> ● Street lighting was reviewed during the 2014/15 budget deliberations to determine if the lights could be turned off at midnight in residential areas generating savings for the Shire. Unfortunately without funding for an upgrade, the current street

				lights do not operate this way. The lights are on a timing circuit but are controlled by lux (ie. automated sense of light/darkness). The streetlights effectively switch on at a certain level of darkness and switch off again at a particular level of daylight, therefore the Shire pays for street lighting at a fixed rate per pole based on the wattage and type of globe.
			<ul style="list-style-type: none"> ○ Councillors to be paid zero 	<ul style="list-style-type: none"> ● Pursuant to section 7(B) of the <i>Salaries and Allowances Act 1975</i> requires the Salaries and Allowances Tribunal to determine the inquire into and determine the amount of fees, or the minimum and maximum fees, expenses and allowances to be paid to elected council members. Elected members cannot be paid zero.
			<ul style="list-style-type: none"> ○ Pay the Executive Management Team a lot less as they have managed this overspend 	<ul style="list-style-type: none"> ● This is a decision for the CEO and the Council to make in the future, and is inappropriate for the Officer to comment on particularly as the current team is relatively new to the Shire.
			<ul style="list-style-type: none"> ○ If Councillors or Executive Management Team are unable or incapable of rectifying the overspend then they should resign. 	<ul style="list-style-type: none"> ● This would be inappropriate for the Officer to comment on and is a matter for each individual to consider.
3	Kim and Melissa Moore	GRV Residential	<ul style="list-style-type: none"> ● General displeasure regarding rates increase. ● Alleges the Shire has taken an easy and maybe lazy option of increasing rates to try to resolve financial issue 	<ul style="list-style-type: none"> ● Period of significant economic development concluded. ● Significant review of services undertaken in 2014/15 in an attempt to reduce costs and return to core service provision and sustainable asset management.
4	Maxine Middap	GRV Residential	<ul style="list-style-type: none"> ● Increase above CPI unfair. ● Economise on unnecessary items. ● Reduce amount of pay for Councillors. ● Spend money on maintaining and improving existing assets before acquiring more. ● Review staffing structure. 	<ul style="list-style-type: none"> ● Significant review of services undertaken in 2014/15 in an attempt to reduce costs and return to core service provision and sustainable asset management and is continuing to review costs across the organisation. ● Reduced 21.9 Full Time Equivalent positions in 2014/15, almost equivalent to 20% of the workforce.
5	Silke Becke	UV Rural Agriculture 2	<ul style="list-style-type: none"> ● If higher revenue received from State and Federal Government, will rates reduce? 	<ul style="list-style-type: none"> ● Generally, no. Most funding for infrastructure-related purposes where additional maintenance and operational funding is required from the Shire.
			<ul style="list-style-type: none"> ● Does the Shire received rates on Housing commission properties? 	<ul style="list-style-type: none"> ● Yes – where they are deemed to be rateable property.
			<ul style="list-style-type: none"> ● Expenditure control measures and why an 	<ul style="list-style-type: none"> ● Significant review of services undertaken in 2014/15 in an

			increased deficit this year.	<p>attempt to reduce costs and return to core service provision and sustainable asset management and is continuing to review costs across the organisation. Further information can be sourced from the 2 September 2014 SCM agenda item.</p> <ul style="list-style-type: none"> • Sale of Boobialla property has not progressed as anticipated, however achieved an additional \$245k of savings to partially cover this impact.
			<ul style="list-style-type: none"> • How are the expenditure control measures monitored? 	<ul style="list-style-type: none"> • Mid-Year Budget Review process which was presented to the 28 April OCM.

The 2015/16 rating model endorsed by the Council for advertising included the following rates revenue for each differential rate category:

Differential Rating Category	Proposed Budget Rates Revenue 2015/16
GRV Residential	\$4,510,206
GRV Other Vacant	\$207,970
GRV Commercial	\$1,825,949
GRV Industrial	\$997,974
UV Rural Residential	\$510,416
UV Pastoral	\$473,681
UV Commercial/Industrial	\$101,225
UV Rural Agriculture 1	\$686,164
UV Rural Agriculture 2	\$392,343
UV Mining	\$484,217
UV Mining Vacant	\$80,813
UV Other	\$6,692
<i>Sub-Total</i>	<i>\$10,277,651</i>
Less: Concessions	-\$48,709.74
TOTAL	\$10,228,941

Subsequent to the Council endorsing the 2015/16 Rating Model at the Special Council Meeting held on 12 May 2015 for advertising, the Shire has received interim valuation schedules from Landgate that have impacted on the total valuation, the total number of rateable properties and the total rate revenue generated when the model is applied. Officers do not generally process any interim rates within 35 days prior to the 30th of June as the due date would roll into the new financial year, and it also allows time to develop the following year's budget.

It should be noted that the State Government's pastoral lease review was completed whereby the total valuations reduced by approximately \$4.9 million. The Shire had already taken this into account and had compensated for the reduction.

Other revaluations, property changes and realignments have resulted in a reduction in the anticipated rating revenue of \$98,748 (\$10,228,941 originally anticipated less \$10,130,193 now anticipated).

Retaining the same principles that underpin the proposed Strategic Rating Policy, the following 2015/16 Budget Rating Model was presented for the Council's endorsement in June, which took into account all interim rate adjustments since early May:

Rating Category	Total Properties	Total Rateable Value of Properties	Proposed Minimum Payment	Proposed Rate in the Dollar	% of Properties on Minimum Payments	Proposed Budget Rates Revenue 2015/16
GRV - Residential	1,652	47,495,614	\$ 1,105	9.4738 cents	2.72%	\$4,514,115
GRV - Other Vacant	144	993,680	\$ 1,105	14.2107 cents	77.78%	\$ 202,303
GRV – Commercial	174	14,745,782	\$ 1,105	12.3159 cents	9.77%	\$1,824,604
GRV – Industrial	174	8,753,500	\$ 1,105	11.3686 cents	4.02%	\$ 999,372
UV - Rural Res	185	51,149,000	\$ 1,105	0.9979 cents	0.00%	\$ 510,416
UV – Pastoral	24	6,188,271	\$ 1,105	5.3637 cents	4.17%	\$ 332,088
UV – Com/Ind	46	13,930,040	\$ 1,105	0.6843 cents	21.74%	\$ 102,444
UV - Rural Ag 1	80	75,110,309	\$ 1,105	0.9677 cents	2.5%	\$ 728,569
UV - Rural Ag 2	109	57,360,000	\$ 1,105	0.6843 cents	0.00%	\$ 392,514
UV - Mining	68	1,637,197	\$ 1,105	28.0312 cents	45.59%	\$ 481,128
UV Mining Vacant	61	518,351	\$553	14.0156 cents	67.21%	\$ 86,958
UV - Other	2	526,000	\$ 1,105	0.6420 cents	0%	\$ 3,377
TOTALS	2,719	278,407,744				\$10,177,889
					Concessions	-\$ 47,695
						\$10,130,193

At the Ordinary Meeting of Council in June, the Council wished to defer the item to a budget workshop, or several if required prior to adopting the rate in the dollar. A budget workshop was subsequently held with Elected Members on 13 July 2015 and another on 21 July 2015 to review the anticipated surplus/deficit position and the programs that would be incorporated into the budget based on the financial position and the Strategic Community Plan.

The 2015/16 financial year is commencing from a very different position to that of 2014/15 whereby there was an initial deficit that was required to be recouped, and significant savings had to be made to even allow for the initial deficit budget being adopted. This allowed the Council very little flexibility in the programs that it ran, other than identifying those programs or positions that would need to cease or be amended during 2014/15.

Officers advised at that the 13 July workshop that there have been a range of savings made throughout the 2014/15 financial year, including those associated with employee costs, materials and contracts and insurance premiums in particular, that will translate to an overall estimated surplus position for 2015/16, dependent upon the programs that the Elected Members wished to be incorporated and funded. This therefore allowed a “traffic light process” to be undertaken with a range of programs incorporated which had been sourced from the many varied informing strategies and documents that have been produced by the Shire in the past and aligned to the Strategic Community Plan, some that could be funded from alternative sources, and others that would require Shire funding.

The clear intention of the Council and the aim of the administration is to adopt a balanced budget, along with adopting a reasonable rate rise that would allow this to occur.

The initial listing provided to the Elected Members during the first budget workshop showed an anticipated surplus of about \$800,000 that could be allocated to programs, which was based on the advertised rate in the dollar and the associated income. The programs highlighted to Elected Members totalled almost \$4 million in 2015/16 which was clearly unaffordable, however it is the role of the Council as per the *Local Government Act 1995* to:

2.7. Role of council

- (1) *The council —*
 - (a) *governs the local government's affairs; and*
 - (b) *is responsible for the performance of the local government's functions.*
- (2) *Without limiting subsection (1), the council is to —*
 - (a) *oversee the allocation of the local government's finances and resources; and*
 - (b) *determine the local government's policies.*

The requirement to oversee the allocation of finances and resources is an integral part of the Council's role and Elected Members need to ensure that they have the appropriate high-level input into the budget development with a focus on the strategy and policy elements. Each of the programs or projects have been sourced from the many informing strategies and plans that the Shire has produced and link into the Strategic Community Plan objectives. It is the role of the Elected Members to determine the priority of these projects and programs after considering the financial position of the Shire.

The 13 July process generated significant discussion and resulted in a position that was oversubscribed (ie. more projects and programs were included than could be afforded). After the discussions during the 13 July budget workshop, and further conversations with Elected Members, the administration re-worked some areas of the budget for further discussion at the subsequent workshop.

After re-examination of the financial position and based upon the further budget workshop which again reviewed the programs anticipated for 2015/16, it is proposed that the rate in the dollar be reduced. Not only has the Shire made significant savings over the course of 2014/15 and recouped the budget deficit, but it has funds available to apply to the new initiatives discussed with Elected Members and reflected by the community through the Strategic Community Plan. While the Shire clearly doesn't have the funding available to undertake all initiatives this year, the Council will be presented with a balanced budget which has prioritised the initiatives accordingly. It is therefore the officer's recommendation that the rate in the dollar be reduced across the rating categories to ensure that only "sufficient" rating income is raised to undertake the anticipated programs.

While the Council initially approved to advertise the base rate in the dollar for the GRV Residential rating category at an increase of 6.9%, it is now proposed to reduce this to 4.93% (a reduction of 1.97%) and also reduce all other rating categories by 1.97% to ensure equity is maintained. The proposed increase of the base rate at 4.93% is consistent with the increase that Council adopted for the 2015/16 fees and charges and effectively represents the Local Government Cost Index (LGCI) plus the "Kimberley loading" factor.

The LGCI estimated for 2015/16 was 2.9%, and as it is more costly for the Shire to undertake business in the Kimberley, a "Kimberley loading" was applied in order to take this into account. This resulted in the fees and charges generally increasing by 4.93% being the LGCI of 2.9% plus 2.03% (70% of 2.9%).

The revised 2015/16 Budget Rating Model, taking into account the public submissions and further budget workshops is now presented for the Council's endorsement:

Rating Category	Total Properties	Total Rateable Value of Properties	Proposed Minimum Payment	Proposed Rate in the Dollar	% of Properties on Minimum Payments	Proposed Budget Rates Revenue 2015/16
GRV - Residential	1,652	47,495,614	\$ 1,085	9.2992 cents	2.72%	\$4,430,938
GRV - Other Vacant	144	993,680	\$ 1,085	13.9488 cents	77.78%	\$ 198,615
GRV – Commercial	174	14,745,782	\$ 1,085	12.0890 cents	9.77%	\$1,790,984
GRV – Industrial	174	8,753,500	\$ 1,085	11.1590 cents	4.02%	\$ 980,959
UV - Rural Res	185	51,149,000	\$ 1,085	0.9795 cents	0.00%	\$ 501,004
UV – Pastoral	24	6,188,271	\$ 1,085	5.3057 cents	4.17%	\$ 328,489
UV – Com/Ind	46	13,930,040	\$ 1,085	0.6719 cents	21.74%	\$ 100,588
UV - Rural Ag 1	80	75,110,309	\$ 1,085	0.9502 cents	2.50%	\$ 715,393
UV - Rural Ag 2	109	57,360,000	\$ 1,085	0.6719 cents	0.00%	\$ 385,402
UV - Mining	68	1,637,197	\$ 1,085	27.5246 cents	45.59%	\$ 472,432
UV Mining Vacant	61	518,351	\$543	13.7623 cents	67.21%	\$ 85,387
UV - Other	2	526,000	\$ 1,085	0.6302 cents	0%	\$ 3,315
TOTALS	2,719	278,407,744				\$9,993,502
					Concessions	-\$ 46,817
						\$9,946,685

The above rating model is presented in Attachment 3.

ATTACHMENTS

Attachment 1 – Five (5) public submissions received and the response to each submission, along with the late submissions and the response.

Attachment 2 – Amended CP/FIN-3200 Strategic Rating Policy.

Attachment 3 – Proposed 2015/16 Rating Model.

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council:

1. Note the five (5) formal submissions received along with the late submissions regarding the advertised 2015/16 Rating Model and Strategic Rating Policy and thanks the community for their input;
2. Endorse the revised 2015/16 Rating Model as follows, with the intention of striking the rates as part of the 2015/16 Budget adoption, subject to receiving Ministerial approval where required by legislation:

Rating Category	Total Prop erties	Total Rateable Value of Properties	Proposed Minimum Payment	Proposed Rate in the Dollar	% of Properties on Minimum Payments	Proposed Budget Rates Revenue 2015/16
GRV - Residential	1,652	47,495,614	\$ 1,085	9.2992 cents	2.72%	\$4,430,938
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TOTALS	2,719	278,407,744				\$9,993,502
					Concessions	-\$ 46,817
						\$9,946,685

3. Requests the CEO, or their delegate to seek approval from the Minister for Local Government and Communities to approve the Shire of Wyndham East Kimberley's application for the above 2015/16 Rating Model as it is proposed:
 - a. To impose minimum payments for vacant land which will result in more than 50% of the properties in the GRV Other Vacant and UV Mining Vacant rating categories subject to minimum payments in accordance with section 6.35(5) of the *Local Government Act 1995*; and
 - b. To impose a rate in the dollar which will result in it being more than twice the lowest differential general rate imposed for UV Mining, UV Mining Vacant and UV Pastoral rating categories, in accordance with section 6.33(3) of the *Local Government Act 1995*.

COUNCIL DECISION

Minute No. 11025

Moved: Cr B Robinson
Seconded: Cr G Taylor

That Council:

1. Note the five (5) formal submissions received along with the late submissions regarding the advertised 2015/16 Rating Model and Strategic Rating Policy and thanks the community for their input;
2. Endorse the revised 2015/16 Rating Model as follows, with the intention of striking the rates as part of the 2015/16 Budget adoption, subject to receiving Ministerial approval where required by legislation:

Rating Category	Total Properties	Total Rateable Value of Properties	Proposed Minimum Payment	Proposed Rate in the Dollar	% of Properties on Minimum Payments	Proposed Budget Rates Revenue 2015/16
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 - a. To impose minimum payments for vacant land which will result in more than 50% of the properties in the GRV Other Vacant and UV Mining Vacant rating categories subject to minimum payments in accordance with section 6.35(5) of the *Local Government Act 1995*; and
 - b. To impose a rate in the dollar which will result in it being more than twice the lowest differential general rate imposed for UV Mining, UV Mining Vacant and UV Pastoral rating categories, in accordance with section 6.33(3) of the *Local Government Act 1995*.

Carried unanimously 8/0

Natalie Octoman

From: hunter.as@westnet.com.au
Sent: Wednesday, 20 May 2015 10:14 AM
To: Mail
Subject: I-28727 - Attn CEO - Differential rates

Follow Up Flag: Follow up
Flag Status: Flagged

To the CEO SWEK. The recent council proposal to impose differential rates on rates payers yet again I believe is another unsustainable and detrimental move by the shire to an already over priced and extremely expensive town to live in.

I have lived here for nearly 20 years and my wife and I have had our own house here for the past 11 years. The increase in rates over the past few years has been astounding and unaffordable to those of us who own our own homes in Kununurra. In recent years we have had many friends leave Kununurra purely because of the expense of living here and four of those families have sold or have their homes for up for sale to move somewhere more affordable to live. The other side of the rates increase is the extra cost to local businesses which at the end of the day have no choice but to pass on the extra cost onto customers. This in recent years has resulted in many of us buying things on line or having to order them from city centres purely due the cost of identical items whilst available in town, often being around double the cost of city prices. Whilst most people are happy to pay a bit more and expect a higher cost in regional area's lately prices in local businesses have become extreme. When asking about price often the first thing many business owners say is do you want to see my rates bill. Many relatives of mine and my wife and family friends who have passed through Kununurra as tourists in recent years have been appalled at the costs of everything across the board in Kununurra and all have commented about the bad name Kununurra has for being an extremely expensive place to visit.

I am very aware of the shire's current financial trouble, but this debt can not be expected to be paid for by those of us who live here. However it is not our doing that the shire is in this position yet we are expected to foot the bill for it. I personally would like to see those people who live in their own homes in the shire be cut a break on rates increase and see those who own investment properties in the shire be given an increase as their properties are making them money. It would also be an incentive for people to live here instead of moving anywhere else that will undoubtedly have cheaper rates and cost of living. I have family in Broome and their house in Broome is worth almost twice that of ours and yet their rates are less than ours of last year.

My wife and I are on a single income with a 2 year old and we have friends that still live here in the same position and I feel the rates increasing yet again is going to make living here unaffordable for many of us. We were barely able to pay last years expensive rates bill. The other side of the rates increase is the flow on impact to those renting in the shire as no doubt the extra cost will be passed on to renters in an already struggling rental market with many homes vacant and falling property value. This coupled with large numbers of people leaving town over the past 2 -3 years has seen the town's growth stall. The rates the shire has been charging home owners and businesses I believe is a major factor in the negative growth in Kununurra and can not be allowed to continue down this path if the town is to grow.

At present there seems to be nothing that is encouraging people to move here, and just higher and higher cost of living doing nothing but driving more people out of town

I ask of you please, please do not impose a differential rates increase on us again this year.

Regards

Adam Hunter

Kununurra
Phone 91 681 456



12 June 2015

Adam Hunter
 PO Box 1734
 KUNUNURRA WA 6743

hunter.as@westnet.com.au

Dear Mr Hunter

Re: Proposal to Impose Differential General Rates and Minimum Payments for 2015/16

Thank you for your email of 20 May 2015 on the above subject. Your email has been treated as a submission in accordance with section 6.36 of the *Local Government Act 1995* and will be considered by the Council at the next Ordinary Meeting on 23 June 2015. In the meantime, I am happy to provide a response to the issues you have raised.

As outlined in the Council's proposed Strategic Rating Policy, "the Council has a diverse mix of geographically located and land use properties. The Council therefore applies differential rating to ensure greater equity and contribution from rates according to land use, zoning or a combination of these." It should be noted that the Shire has imposed differential rates for many years now, albeit utilising different rating categories.

The Council, in considering the proposed differential rates and minimum payments for 2015/16, considered the following five principles (not necessarily listed in priority order) as outlined in the current Strategic Rating Policy:

1. Equity
2. Incentive
3. Administrative Efficiency
4. Compliance
5. Sustainability

In applying these principles, the Council "aspires to balance service levels in accordance with the needs and expectations of its community and sets taxation levels (rating) to adequately resource its roles and responsibilities." Further information on how the principles are applied is contained within the Council's Strategic Rating Policy.

The East Kimberley has seen the benefits of economic development in the past where there have been clear decisions of the State Government in particular, to assist in improving critical infrastructure and service provision to the community, which is critical in stimulating economic development.

The 2014/15 Budget for the Shire was considered to be one of the most difficult for many years given the period of significant economic development had effectively concluded. This is not dissimilar to the Shire of Broome nor the Pilbara region that were in a similar situation during 2013/14 after a similar period of growth.

The 2014/15 Budget for the Shire was considered to be one of the most difficult for many years given the period of significant economic development had effectively concluded. This is not dissimilar to the Shire of Broome nor the Pilbara region that were in a similar situation during 2013/14 after a similar period of growth.

At the Special Meeting of Council on 12 May 2015, which was advertised as being open to all members of the public, the proposed differential general rates and minimum payments for 2015/16 were considered by the Council, along with the proposed Strategic Rating Policy. At this meeting, the proposed differential general rates and minimum payments were endorsed for advertising along with the Strategic Rating Policy which also outlines the objects of and reasons for differential rates making it clear to the community as to why each differential rate is applied.

Your email refers to the Shire's current financial situation and the cost of residing in Kununurra. The 2014/15 Budget saw a significant review of services undertaken, whereby there were many decisions made by the Council in an attempt to reduce costs and return to core service provision and sustainable asset management.

The Shire has seen a reduction in both Federal and State Government grants; additional operating and maintenance costs resulting from subdivisions and redevelopment of areas; the removal of the Shire involvement in the Wyndham Child Care Centre; discontinuance of pre-cyclone clean-ups; discontinuance of the Shire's involvement in cumbungi management; reductions in general service provision across the Shire with a reduction of 21.9 Full Time Equivalent positions lost to the organisation; a significant reduction in the plant replacement program; and is continuing to review costs across the organisation. The costs of providing the current facilities, services and infrastructure however continue to rise.

You suggested that the Shire consider increasing the rates particularly associated with residential investors, and to not increase them for those who live in their own homes. The matter of reduced rates for owner-occupiers has not been an option allowable for the Council to consider since 2005. Regulation 69A of the *Local Government (Financial Management) Regulations 1996*, states the following:

69A. When concession under Act s. 6.47 can not be granted

A local government is not to exercise a power to grant a concession in relation to a rate or service charge under section 6.47 of the Act in circumstances where the concession is based on whether or not, or the extent to which, the land in respect of which the rate or service charge is imposed is occupied by a person who owns the land.

Accordingly, owner-occupiers cannot be considered differently to all other residential land owners when determining rating levels.

The Council will consider all submissions at its Ordinary Council Meeting on 23 June 2015, whereby the Council may determine to either retain or modify the proposed differential rates and minimum payments for 2015/16. The meeting is open to all members of the public and I welcome your attendance.

In accordance with the requirements of section 6.36 of the *Local Government Act 1995*, please note that a copy of your letter, and this response, will not only be provided to each Councillor for consideration but that it will also be sent to the Minister for Local Government.

Yours sincerely



Carl Askew
Chief Executive Officer

KUNUNURRA

20 COOLIBAH DRIVE

WYNDHAM

KOOLAIMA STREET

LOCATIONS
HOURS

SWEK

8:00AM - 4:00PM MON-FRI

03 JUN 2015

CHRISTOPHER LONGSON
 P.O. Box 111
 WYNDHAM W.A 6740
 1 JUNE 2015

TO C.E.O., SHIRE WYNDHAM EAST KIMBERLEY
 KUNUNURRA, P.O. BOX 614
 W.A 6743.

RE - SUBMISSION ON PROPOSED RATE INCREASE 2015/16

DEAR SIR,

THE PROPOSED INCREASES TO RATES & VARIOUS OTHER FEES & CHARGES SHOULD **NOT** BE IMPOSED, INSTEAD SHIRE SHOULD **SPEND LESS**

A FEW SUGGESTIONS

- 1 ALL CASH GRANTS TO SPORTS/ARTS/CULTURAL/SOCIAL/ENTERTAINMENT CLUBS -EVENTS SHOULD CEASE. IN KIND ASSISTANCE ONLY
- 2 RATE EXEMPTIONS FOR RELIGIOUS PREMISES SHOULD CEASE. RELIGION AT BEST IS ONLY ENTERTAINMENT - NOT CHARITY
- 3 ENFORCE EXISTING ANTI-LITTERING LAWS/FINES - FAILING THAT ABOLISH THE RANGER POSITIONS & VEHICLES INVOLVED. THIS WON'T REDUCE LITTER BUT WILL MAKE IT LESS EXPENSIVE.
- 4 REDUCE BY 50% THE NUMBER OF LIGHT VEHICLES - KEEP THE REST LONGER-THEN WHEN EVENTUALLY BE-PLACED DO NOT BUY 4WD AS THESE CARS-UTES RUN ALMOST EXCLUSIVELY ON TOWN ROADS
- 5 ELIMINATE USE OF EXPENSIVE OUTSIDE CONSULTANTS - ISNT THIS THE FUNCTION OF SHIRE'S "EXECUTIVE MANAGEMENT TEAM"
- 6 USE TELECONFERENCING FOR OUT OF AREA MEETINGS INSTEAD OF INCURRING TRAVEL/ACCOMODATION COSTS FOR COUNCILLORS /STAFF.
- 2 CAPITAL GRANTS FROM STATE/FED. GOV. SHOULD BE REFUSED IF THERE IS NO INBUILT-ONGOING MAINTINANCE COMPONENT - SAY 10YRS
- 3 REDUCE EXESIVE AMOUNT OF OVERBURDEN USED (AT LEAST AT THE WYNDHAM TIP) TO COVER A RELATIVELY SMALL AMOUNT OF RUBISH.

2

SUBMISSION - SWEK RATE INCREASE 2015/16 (CONT)

- 9/ TURN OFF STREET LIGHTING AT SAY 10 PM - THIS WILL NOT ONLY SAVE MONEY BUT ALSO DISCOURAGE NON-CONTRIBUTING CRIMINAL ELEMENTS HANGING AROUND & CAUSING DAMAGE.
- 10/ COUNCILLORS TO BE PAID ZERO EXPENSES AS THEY HAVE INSTIGATED/OVERSEEN/SIGNED OFF ON THE CONTINUAL OVERSPEND
- 11/ PAY SWEK "EXECUTIVE MANAGEMENT TEAM" APPROPRIATELY i.e. A LOT LESS THAN AT PRESENT, AS THEY TOO HAVE "MANAGED" THIS OVERSPEND.
- 12/ IF EITHER COUNCILLORS OR "EXECUTIVE MANAGEMENT TEAM" FEEL THEY ARE UNABLE, OR NOT CAPABLE OF APPROPRIATE ACTION TO RECTIFY THIS CONTINUED OVERSPEND, THEN THEY SHOULD ALL RESIGN. THIS WILL ALLOW THE STATE GOV. TO APPOINT A BENIGN DICTATOR (ADMINISTRATOR) TO SORT OUT THE SITUATION ASAP

AS JUST ONE OF MANY LONGER SUFFERING RATE PAYERS I SUBMIT THE ABOVE BUT WITH LITTLE HOPE & EVEN LESS EXPECTATION OF SUBSTANTIVE CHANGE.

YOURS FAITHFULLY

C Longson

CHRISTOPHER LONGSON



12 June 2015

Christopher Longson
PO Box 111
WYNDHAM WA 6740

Dear Mr Longson

Re: Proposal to Impose Differential General Rates and Minimum Payments for 2015/16

Thank you for your correspondence dated 1 June 2015 on the above subject. Your email has been treated as a submission in accordance with section 6.36 of the *Local Government Act 1995* and will be considered by the Council at the next Ordinary Meeting on 23 June 2015. In the meantime, I am happy to provide a response to the issues you have raised.

The Council, in considering the proposed differential rates and minimum payments for 2015/16, considered the following five principles (not necessarily listed in priority order) as outlined in the current Strategic Rating Policy:

1. Equity
2. Incentive
3. Administrative Efficiency
4. Compliance
5. Sustainability

In applying these principles, the Council "aspires to balance service levels in accordance with the needs and expectations of its community and sets taxation levels (rating) to adequately resource its roles and responsibilities." Further information on how the principles are applied is contained within the Council's Strategic Rating Policy.

The East Kimberley has seen the benefits of economic development in the past where there have been clear decisions of the State Government in particular, to assist in improving critical infrastructure and service provision to the community, which is critical in stimulating economic development.

The 2014/15 Budget for the Shire was considered to be one of the most difficult for many years given the period of significant economic development had effectively concluded. This is not dissimilar to the Shire of Broome nor the Pilbara region that were in a similar situation during 2013/14 after a similar period of growth.

At the Special Meeting of Council on 12 May 2015, which was advertised as being open to all members of the public, the proposed differential general rates and minimum payments for 2015/16 were considered by the Council, along with the proposed Strategic Rating Policy. At this meeting, the proposed differential general rates and minimum payments were endorsed for advertising along with the Strategic Rating Policy which also outlines the objects of and reasons for differential rates making it clear to the community as to why each differential rate is applied.

Your correspondence suggests that the Shire should spend less and provides some suggestions as to what may be considered by the Council.

As you'd be aware, the 2014/15 Budget saw a significant review of services undertaken, whereby there were many decisions made by the Council in an attempt to reduce costs and return to core service provision and sustainable asset management.

The Shire has seen a reduction in both Federal and State Government grants; additional operating and maintenance costs resulting from subdivisions and redevelopment of areas; the removal of the Shire involvement in the Wyndham Child Care Centre; discontinuance of pre-cyclone clean-ups; discontinuance of the Shire's involvement in cumbungi management; reductions in general service provision across the Shire with a reduction of 21.9 Full Time Equivalent positions lost to the organisation; a significant reduction in the plant replacement program; and is continuing to review costs across the organisation. The costs of providing the current facilities, services and infrastructure however continue to rise.

You've mentioned that the Council should cease providing rate exemptions for religious premises as they should not be considered a charity. Council does not consider religious premises to be charitable, and must provide exemptions as it is not considered to be rateable land in accordance with section 6.26(2)(d) of the *Local Government Act 1995* which states:

6.26. Rateable land

(2) The following land is not rateable land —

(d) land used or held exclusively by a religious body as a place of public worship or in relation to that worship, a place of residence of a minister of religion, a convent, nunnery or monastery, or occupied exclusively by a religious brotherhood or sisterhood;

Teleconferencing facilities are highly utilised by the Shire where possible, and this has seen a reduction in costs associated with flights and accommodation.

Both the Kununurra and Wyndham landfills are licenced by the Department of Environment Regulation who mandate the amount of cover that must be applied in order for the Shire to comply with its licence conditions. The Council cannot consider reducing the amount of cover used and risk non-compliance with the licence conditions.

Street lighting was reviewed during the 2014/15 budget deliberations to determine if the lights could be turned off at midnight in residential areas generating savings for the Shire. Unfortunately without funding for an upgrade, the current street lights do not operate this way. The lights are not on a timing circuit but are controlled by lux (ie. automated sense of light/darkness). The streetlights effectively switch on at a certain level of darkness and switch off again at a particular level of daylight, therefore the Shire pays for street lighting at a fixed rate per pole based on the wattage and type of globe.

The Council will consider all submissions at its Ordinary Council Meeting on 23 June 2015, whereby the Council may determine to either retain or modify the proposed differential rates and minimum payments for 2015/16. The meeting is open to all members of the public and I welcome your attendance.

In accordance with the requirements of section 6.36 of the *Local Government Act 1995*, please note that a copy of your letter, and this response, will not only be provided to each Councillor for consideration but that it will also be sent to the Minister for Local Government.

Yours sincerely



Carl Askew
Chief Executive Officer

Natalie Octoman

From: Melissa Moore <kim.moore7@bigpond.com>
Sent: Wednesday, 3 June 2015 5:46 PM
To: Mail
Subject: I-28878 - proposed rates increase

CEO SWEK
RE: Rates Increase

Dear Mr Askew, We are writing to voice our displeasure in the Shire of Wyndham East Kimberleys recent announcement of the proposal to increase rates again this financial year. We have lived in Kununurra for 14 years and have been a rate payers since 2007 when we built our family home in Lakeside. Since this time the rates on our property have increased substantially every year including last year with an increase of \$450, an increase of about 12%. We are not naive enough to think that rates are never going to increase and we have lived in Kununurra long enough to understand the costs of living here but these continued increases seem excessive to us. We understand that the shire has financial commitments but so do we and from where we sit it would seem the shire has taken an easy and maybe lazy option of increasing rates to try and resolve financial issues. We are very disappointed at the shires approach at continuing high rate increases again this year.

Regards
Kim and Melissa Moore



Our Ref: O-22292
 Cross Ref: FM.05.11 / I-28878
 Enquiries: Natalie Octoman

12 June 2015

Kim and Melissa Moore
 PO Box 1896
 KUNUNURRA WA 6743

Dear Mr and Mrs Moore

Re: Proposal to Impose Differential General Rates and Minimum Payments for 2015/16

Thank you for your correspondence dated 3 June 2015 on the above subject. Your email has been treated as a submission in accordance with section 6.36 of the *Local Government Act 1995* and will be considered by the Council at the next Ordinary Meeting on 23 June 2015. In the meantime, I am happy to provide a response to the issues you have raised.

The Council, in considering the proposed differential rates and minimum payments for 2015/16, considered the following five principles (not necessarily listed in priority order) as outlined in the current Strategic Rating Policy:

1. Equity
2. Incentive
3. Administrative Efficiency
4. Compliance
5. Sustainability

In applying these principles, the Council “aspires to balance service levels in accordance with the needs and expectations of its community and sets taxation levels (rating) to adequately resource its roles and responsibilities.” Further information on how the principles are applied is contained within the Council’s Strategic Rating Policy.

The East Kimberley has seen the benefits of economic development in the past where there have been clear decisions of the State Government in particular, to assist in improving critical infrastructure and service provision to the community, which is critical in stimulating economic development.

The 2014/15 Budget for the Shire was considered to be one of the most difficult for many years given the period of significant economic development had effectively concluded. This is not dissimilar to the Shire of Broome nor the Pilbara region that were in a similar situation during 2013/14 after a similar period of growth.

At the Special Meeting of Council on 12 May 2015, which was advertised as being open to all members of the public, the proposed differential general rates and minimum payments for 2015/16 were considered by the Council, along with the proposed Strategic Rating Policy. At this meeting, the proposed differential general rates and minimum payments were endorsed for advertising along with the Strategic Rating Policy which also outlines the objects of and reasons for differential rates making it clear to the community as to why each differential rate is applied.

Your correspondence alleges that the Shire has taken an easy and maybe a lazy option of increasing rates to try and resolve financial issues. Below I have attempted to outline why this is not the case and all avenues are being reviewed.

As you'd be aware, the 2014/15 Budget saw a significant review of services undertaken, whereby there were many decisions made by the Council in an attempt to reduce costs and return to core service provision and sustainable asset management.

The Shire has seen a reduction in both Federal and State Government grants; additional operating and maintenance costs resulting from subdivisions and redevelopment of areas; the removal of the Shire involvement in the Wyndham Child Care Centre; discontinuance of pre-cyclone clean-ups; discontinuance of the Shire's involvement in cumbungi management; reductions in general service provision across the Shire with a reduction of 21.9 Full Time Equivalent positions lost to the organisation; a significant reduction in the plant replacement program; and is continuing to review costs across the organisation. The costs of providing the current facilities, services and infrastructure however continue to rise.

The Council will consider all submissions at its Ordinary Council Meeting on 23 June 2015, whereby the Council may determine to either retain or modify the proposed differential rates and minimum payments for 2015/16. The meeting is open to all members of the public and I welcome your attendance.

In accordance with the requirements of section 6.36 of the *Local Government Act 1995*, please note that a copy of your letter, and this response, will not only be provided to each Councillor for consideration but that it will also be sent to the Minister for Local Government.

Yours sincerely



Carl Askew
Chief Executive Officer

Mr. Carl Askew,
CEO
SWEK
P.O. Box 614
KUNUNURRA W.A. 6743

Dear Sir,

SUBMISSION REGARDING RATE INCREASE FOR SWEK 2015-2016

I submit that an increase above CPI is grossly unfair to ratepayers, considering that pay increases above CPI are not granted and the ability of people to keep paying more for everything is limited. It is not valid to say that it costs more up here to do the same work, as the base has already been established years ago, and the percentage increase is on that base.

Council should look at economizing on unnecessary items such as consultants; councillors and council staff should be able to make decisions without resorting to outside consultants all the time, particularly when very often the consultant doesn't have any local knowledge. An example of this is having a consultant provide a valuation for renting the hangar at Wyndham Airport, any councillor should be able to deal with that without going to an external consultant.

Councillors should also look at reducing the amount that they pay themselves, if they are comparing themselves to Company directors, then when things aren't going well the company directors take less, the same goes for councillors. Both towns are looking neglected, particularly Wyndham, and that is the responsibility of the councillors who seem to be more interested in the money they can make rather than what they can do for their community.

Council should be looking at dealing with the basic requirements of the Shire, before spending money on "nice things to have", i.e. maintain and improve existing assets before acquiring more. The Lions Park in Wyndham needs urgent and proper attention, particularly considering that the Shire didn't have to pay to put the park in at the beginning. Letting it go to rack and ruin is an insult to the Lions Club and not an encouragement for any non-profit body to do anything around town. Similarly the "Townscape" in the 3 MI at Wyndham is looking dreadful as the lawn hasn't been watered properly for eighteen months.

Look at the overall staffing structure, do we really need a full time town planner, or could we share one with Halls Creek? Don't save money on staff by cutting out the people who actually do keep the towns clean and tidy, but look at some of the office staff and the size of the departments within the Shire Office. How many "middle managers" are there, and how many assistants? How come the staff in Kununurra don't seem to know that Rob Drew left Wyndham in January this year, or that the Shire owns Anton's Landing in Wyndham?

It is not justifiable to increase rates above CPI when the services are downgraded, when was the last time a footpath or kerbing was done in either town. It is notable that council recently spent \$700,000 on asphalt in Kununurra, but the Wyndham cycleways and roads haven't been maintained for years. I appreciate that the Shire didn't have to outlay the \$700,000 from revenue, but it could have used the service more effectively.

Yours faithfully,

Maxine Middap
1 Cole Ave Wyndham W.A. 6740



Our Ref: O-22293
 Cross Ref: FM.05.11 / I-29084
 Enquiries: **Natalie Octoman**

12 June 2015

Maxine Middap
 1 Cole Avenue
 WYNDHAM WA 6740

maxine.middap@police.wa.gov.au

Dear Ms Middap

Re: Proposal to Impose Differential General Rates and Minimum Payments for 2015/16

Thank you for your correspondence dated 10 June 2015 on the above subject. Your email has been treated as a submission in accordance with section 6.36 of the *Local Government Act 1995* and will be considered by the Council at the next Ordinary Meeting on 23 June 2015. In the meantime, I am happy to provide a response to the issues you have raised.

The Council, in considering the proposed differential rates and minimum payments for 2015/16, considered the following five principles (not necessarily listed in priority order) as outlined in the current Strategic Rating Policy:

1. Equity
2. Incentive
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5. Sustainability

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The East Kimberley has seen the benefits of economic development in the past where there have been clear decisions of the State Government in particular, to assist in improving critical infrastructure and service provision to the community, which is critical in stimulating economic development.

The 2014/15 Budget for the Shire was considered to be one of the most difficult for many years given the period of significant economic development had effectively concluded. This is not dissimilar to the Shire of Broome nor the Pilbara region that were in a similar situation during 2013/14 after a similar period of growth.

At the Special Meeting of Council on 12 May 2015, which was advertised as being open to all members of the public, the proposed differential general rates and minimum payments for 2015/16 were considered by the Council, along with the proposed Strategic Rating Policy. At this meeting, the proposed differential general rates and minimum payments were endorsed for advertising along with the Strategic Rating Policy which also outlines the objects of and reasons for differential rates making it clear to the community as to why each differential rate is applied.

As you'd be aware, the 2014/15 Budget saw a significant review of services undertaken, whereby there were many decisions made by the Council in an attempt to reduce costs and return to core service provision and sustainable asset management.

The Shire has seen a reduction in both Federal and State Government grants; additional operating and maintenance costs resulting from subdivisions and redevelopment of areas; the removal of the Shire involvement in the Wyndham Child Care Centre; discontinuance of pre-cyclone clean-ups; discontinuance of the Shire's involvement in cumbungi management; reductions in general service provision across the Shire with a reduction of 21.9 Full Time Equivalent positions lost to the organisation with each Directorate being affected; a significant reduction in the plant replacement program; and is continuing to review costs across the organisation. The costs of providing the current facilities, services and infrastructure however continue to rise at levels well above CPI.

The Council will consider all submissions at its Ordinary Council Meeting on 23 June 2015, whereby the Council may determine to either retain or modify the proposed differential rates and minimum payments for 2015/16. The meeting is open to all members of the public and I welcome your attendance.

In accordance with the requirements of section 6.36 of the *Local Government Act 1995*, please note that a copy of your letter, and this response, will not only be provided to each Councillor for consideration but that it will also be sent to the Minister for Local Government.

Yours sincerely



Carl Askew
Chief Executive Officer

Silke Becke
PO Box 2132
85 Egret Close
Kununurra WA 6743

Attn. CEO
Shire of Wyndham East Kimberley
Kununurra 6743

10/6/2015

Re: 2015/16 proposed differential Rates and your response to my letter 17/5/2015

Dear Carl Askew,

Thank you for taking the time to respond to my letter regarding the Shire meeting on 12/5/15.

I obviously was badly prepared for it and had no idea of the protocol of the meeting. I'll do better next time so that I know what to expect.

I also understand now that this meeting was just about the approval for advertising of the proposed Rates and not a final decision on it. Though, I don't recall in my time in Kununurra the Rates ever having been adjusted after advertising (maybe no resident came up with a good enough reason to warrant this?)

The documents you attached to your response provided some interesting reading and I can see that a lot of thought has gone into the Rates Policy. Most of it sounds reasonable to me, one of the exceptions being the thinking behind the "Property Wealth Tax" and the "Capacity to Pay". There is too much room for 'at will' judgement by the Shire over who is seen as being 'rich enough' to contribute a higher Rate percentage. Just because someone decides to put their money into property rather than spending it on other investment forms or leisure is really no measurement at all to determine a fair Rate percentage. I believe this criterion is worth putting under scrutiny. The principles of "User Benefit" or the cost of servicing a particular area are much fairer and not attached to personal judgement.

I understand that the aim of the rate calculation has to be to fill the funding gap left by other sources, in order to cover total cost of Shire operation. Would this mean that in a year where the Shire manages to attract higher State and Federal funding the property rates might go down? Or is this too theoretical? Also, does the Shire receive rates for all the Housing commission properties (I noticed that only 10 properties are exempt.)

Of course I'm not impressed with yet again another 9% increase of in our Rate category (Rural AG2).

Even more so not since only last year we had to wear a 10.8% increase; and this still wasn't enough to prevent a Deficit situation this year.

Which brings me to the topic of Expenditure Control.

It is one thing to increase revenue and to expect the residents to carry part of the deficit burden. But this can't go without at the same time to take measures that will preferably reduce expenditure and prevent a further blow-out.

This really is a discussion I would have liked to have heard.

I believe a disclosure of proposed Cost Control measures would be beneficial for Community Engagement purposes and to achieve a better understanding within the community of why the rates have to increase at such high percentage, and what the Shire within its own operation is willing to undertake to eliminate the Deficit position (or maybe even to achieve a profit).

How can it possibly be that at the half year mark the Shire ended up with about a 1/3 higher deficit result than already anticipated (as if it is not already bad enough to plan for a Deficit Budget)? (This is as per article in Kimberley Echo some weeks back.) And this was the result even after terminating a number of staff earlier in this financial year, which should've reflected reduced cost (again, Kimberley Echo article mentioned 21.9 planned terminations. But I believe the actual number was less.) I suppose there might have been a possible pay-out to the past CEO. And then again that shouldn't have been necessary as he resigned on his own accord as far as I know.

To see a budgeted salary increase of 3.2% is definitely not a good look at a time when the Shire is operating on a Loss and residents are expected to make up for it.

I most certainly don't support this, even if this percentage is not much above normal CPI. It's not unusual for employees to skip some of years before the next pay-rise (though I must admit I don't know what's normal in the world of government employees).

This might be a bit petty. But it's still happening that you can see 4 or 5 Shire workers at a site arriving in 3 or 4 cars, watching one person digging a hole (or whatever the job might be). Really not a good image. It sends the wrong message across and definitely doesn't give the impression of Cost Control and Efficiency.

In regards to the statement on page 14, that doing business in the Kimberley is 70% more costly than elsewhere, I can easily agree with this. It is quite obvious that in particular trade businesses up here charge double (or close to it) of what their counter parts down south charge.

It is a practice I believe we shouldn't really support or encourage if we can help it.

As a private individual you usually have to pay these inflated prices, or simply go without. But I would think the Shire has got a bit of buying power, since it would be one of the main contract providers in town. How about using this as leverage to achieve more reasonable pricing?

This is maybe already happening, and it's probably easier said than done, especially when there're plenty of departments in town that just pay the price. And I'm sure I have information gaps and some of my conclusions might be wrong. It's just another thought. Activity level in town has slowed down a lot. This should be a good time to get businesses to down-adjust their pricing.

The Asset Management Gap is a big concern. I suppose this means that the Shire hasn't provided for Asset replacements since decades and it's now catching up with us?

I trust the annual amount of \$31k is an 'over and above amount' to overcome this gap? (Otherwise it would take about 188 years to fill it at this rate.)

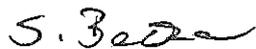
Speaking of assets, I don't support the idea of spending money on a new swimming pool for Kununurra. It's amazing and beautifully done as it is (and again, has been upgraded already). Okay, the amenities and the leisure centre are very dated and possibly could do with a face-lift. Also, to have a path to the pool without steps would be a good idea to provide for those who are wheelchair bound or need a walker to move around with. But I believe this is as far as this development needs to go. While I'm at it, what is happening with the old Shire Building? It just got extended and refurbished, only for the Shire to move out a few years later. What a shame. A case of bad planning? I hope it is just a nasty rumour that there is now the consideration to demolish it.

You see, when I think of these sorts of things I'm really very concerned that even with another Rates increase it again won't make ends meet... Unless the Shire manages to get their expenditure and management under control.

Talking about a "Balanced Budget" is such a lovely term, which of course suggests that income meets expenditure. But as also Mr Moulden pointed out in that meeting, no one will guarantee for it.

So, the short of all this is: the dimension of 2015/16 Rates increase is ugly. But if this, together with a serious effort by the Shire to reduce cost (and with it improve its image) will achieve a break-even or profitable outcome, I reluctantly will put up with it for this for this year (as if I have a choice) – and hope for a smaller rate increase in the next years.

Kind regards,



PS: Is there a document that discloses expenditure control measures (beside the budget) by the Shire going forward? And if so, are these monitored and documented?



Our Ref: O-22303
 Cross Ref: FM.05.11 / 1-29147
 Enquiries: Natalie Octoman

15 June 2015

Silke Becke
 PO Box 2132
 KUNUNURRA WA 6743

Dear Ms Becke

Re: Proposal to Impose Differential General Rates and Minimum Payments for 2015/16

Thank you for your correspondence dated 10 June 2015 on the above subject. Your letter has been treated as a submission in accordance with section 6.36 of the *Local Government Act 1995* and will be considered by the Council at the next Ordinary Meeting on 23 June 2015. In the meantime, I am happy to provide a response to some of the issues you have raised.

The Council, in considering the proposed differential rates and minimum payments for 2015/16, considered the following five principles (not necessarily listed in priority order) as outlined in the current Strategic Rating Policy:

1. Equity
2. Incentive
3. Administrative Efficiency
4. Compliance
5. Sustainability

In applying these principles, the Council "aspires to balance service levels in accordance with the needs and expectations of its community and sets taxation levels (rating) to adequately resource its roles and responsibilities." Further information on how the principles are applied is contained within the Council's Strategic Rating Policy.

The East Kimberley has seen the benefits of economic development in the past where there have been clear decisions of the State Government in particular, to assist in improving critical infrastructure and service provision to the community, which is critical in stimulating economic development.

The 2014/15 Budget for the Shire was considered to be one of the most difficult for many years given the period of significant economic development had effectively concluded. This is not dissimilar to the Shire of Broome nor the Pilbara region that were in a similar situation during 2013/14 after a similar period of growth.

You asked whether rates may reduce if the Shire manages to attract higher State and Federal funding. Generally State and Federal funding is utilised for infrastructure-related programs such as roads, facilities and buildings, and will not result in a reduction in rates if additional funding is sourced. This is as a result of the additional maintenance or operational costs associated with these types of infrastructure, which are the responsibility of the Shire. They are not a factor that the State or Federal government will consider funding generally.

Your correspondence asked whether the Housing commission properties are rated and I have assumed that you are referring to properties owned by the Department of Housing. More generally, land is deemed to be non-rateable if it meets the conditions outlined in section 6.26(2) of the *Local Government Act 1995*. In saying that, the properties owned by the Department of Housing are generally rateable.

As you'd be aware, the 2014/15 Budget saw a significant review of services undertaken, whereby there were many decisions made by the Council in an attempt to reduce costs and return to core service provision and sustainable asset management.

The Shire has seen a reduction in both Federal and State Government grants; additional operating and maintenance costs resulting from subdivisions and redevelopment of areas; the removal of the Shire involvement in the Wyndham Child Care Centre; discontinuance of pre-cyclone clean-ups; discontinuance of the Shire's involvement in cumbungi management; reductions in general service provision across the Shire with a reduction of 21.9 Full Time Equivalent positions lost to the organisation with each Directorate being affected; a significant reduction in the plant replacement program; and is continuing to review costs across the organisation. The costs of providing the current facilities, services and infrastructure however continue to rise at levels well above CPI. For further details in relation to these measures, the minutes of the 2 September 2014 Special Meeting of Council would be a useful reference.

The Mid-Year Budget Review process is the one whereby all of the measures adopted within the 2014/15 Budget are monitored and reported to the Council. This item was presented to the Council at its 28 April 2015 Ordinary Meeting and is available on the Shire's website. Overall, while the results increased the current budget deficit from \$356,592 to \$476,353, this was mainly attributed to the sale of the Boobialla property not progressing as planned (proceeds anticipated of \$365,000). If this had, then the deficit would have been reduced to approximately \$111,353 (\$476,353 less \$365,000). This demonstrates that there has been an additional \$245,239 in savings anticipated in addition to those put in place in the original budget. The item states that "this still remains a positive outcome for the Shire and demonstrates that the strategies adopted are being implemented, and placing the Shire in a good position to recover from the initial budget deficit adopted".

The Council will consider all submissions at its Ordinary Council Meeting on 23 June 2015, whereby the Council may determine to either retain or modify the proposed differential rates and minimum payments for 2015/16. The meeting is open to all members of the public and I welcome your attendance.

In accordance with the requirements of section 6.36 of the *Local Government Act 1995*, please note that a copy of your letter, and this response, will not only be provided to each Councillor for consideration but that it will also be sent to the Minister for Local Government.

Yours sincerely



Carl Askew
Chief Executive Officer



The Kununurra Chamber of Commerce and Industry

PO Box 171 Kununurra WA 6743

Ph: (08) 91 682 217 Fax: (08) 91 682 241

Email: executive@kcci.com.au

www.kcci.com.au

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

12th June 2015

Proposal to Impose Differential Rates and Minimum Payments for 2015/2016

Dear Carl and Elected Members,

The Kununurra Chamber Of Commerce & Industry oppose the advertised rate rise. The SWEK community were impacted by a rate increase of between 6-10% in 2014/15, and the proposed 2015/16 increase will mean an increase of up to 9%, and the third significant rate rise over the CPI for 3 consecutive years.

Nationally and particularly in Western Australia there is currently an economic down turn that is reflected in lost jobs and poor returns for businesses of all sizes.

Kununurra and Wyndham residents and business community currently face many challenges with the completion of the Ord Stage II works, and the closure of the KMG mine. During the last 2 years Argyle Diamonds Ltd has significantly reduced their work force and are currently planning for mine closure 2021.

To add to these pressures, current data collected from members shows a significant down turn in commercial and retail profits, and tourism for the 2015 season figures are well below 2014. An example of this is the attendance and ticket sales for the events during the 2015 Ord Valley Muster,

and our caravan parks which would normally be full this time of year are reporting much lower occupancy rates.

The Shire has made cuts to services and departments, which has impacted on the community, with the community having to step into roles that would normally be the responsibility of Shire.

The Shire currently has no Economic Development or Sports & Recreation Officers. These gaps have had to be picked up by community volunteers and not for profit organisations to ensure a standard of lifestyle and leisure, and economic growth. Not only are the community and businesses hit with rising rates, we are also asked to fill the roles vacated by Shire due to a lack of funds.

Our business community and residents support local charities, sporting clubs, not for profit organisations and local government agencies, i.e. schools, Emergency Services and St John Ambulance both financially and with volunteers.

The Community is also suffering from a lack of funds and to impose a further financial burden is not fair, not sustainable and will be detrimental to maintaining our population, businesses and industries.

I would like to note that the business community and residents also faces and absorbs the same '70% more costly to do business in the Kimberley' as the Shire and to expect a sector or sectors of the community to support the added expense for the Shire, while absorbing the same added expense is unjustifiable.

The Community engagement to date has been with

- Elected Members during a Budget Forum after the 24th March Ordinary Council Meeting, and again at the 14th April Budget Forum;
- Officers from Landgate
- Officers from the Department of Local Government and Communities
- McLeods Barristers and Solicitors.

Where is the community engagement with the sector that will have the rates imposed? Those so far consulted are those who have nothing to lose, are responsible for the proposed rate increases or have something to gain.

The economic development of the East Kimberley is pivotal to our ability to attract and retain a critical mass of population, to not only grow our economy, but to sustain our current population, businesses and industries. Yet this is the sector that will bear the burden and in many cases the burden will be too much to bear. The East Kimberley cannot afford to lose residents, investors, businesses or industries and imposing the rate raise will be short sighted and detrimental to our community and region.

The Shire Wyndham East Kimberley has a disproportionately high percentage of entities that are exempt or not required to pay rates i.e. Government buildings and infrastructure asset footprint, and Indigenous Corporations and Communities, multiple this by the land/sq. metre rates dollar value that these entities cover, means paying rate payers are required to prop up non-paying land

owners. These no- paying entities still benefit from the contribution of those who pay the ever increasing rates.

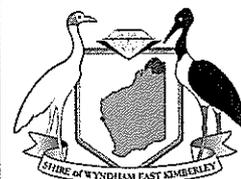
It is the opinion of many community members that the Shire is unproductive and inefficient, and that is where costs could be made to get the budget back into shape. With the last staff cuts, the cuts were made in the wrong places, services were cut or removed and yet we still have not improved the budget or financial position of the Shire.

Please take these points into consideration when debating and voting on the rates as imposing the proposed rates will be detrimental to our sustainability as a community and town.

The Chamber is only too happy to interact and work with the Shire to assist in bringing the budget back into surplus. Should you wish to clarify any of the information above please do not hesitate to contact me.

Yours sincerely,

Jill Williams
President
Kununurra Chamber of Commerce

Our Ref: O-22315
Cross Ref: FM.05.11 / I-29198
Enquiries: Natalie Octoman

17 June 2015

Jill Williams
President, Kununurra Chamber of Commerce and Industry
PO Box 171
KUNUNURRA WA 6743

Dear Ms Williams

Re: Proposal to Impose Differential General Rates and Minimum Payments for 2015/16

Thank you for your correspondence dated 12 June 2015 on the above subject, sent by yourself on 14 June 2015. As your correspondence was not received until after the closing date for public submissions, it has not been treated as a formal submission however it will be presented to the Council at the next Ordinary Meeting on 23 June 2015 for their information. In the meantime, I am happy to provide a response to some of the issues you have raised.

The Council, in considering the proposed differential rates and minimum payments for 2015/16, considered the following five principles (not necessarily listed in priority order) as outlined in the current Strategic Rating Policy:

1. Equity
2. Incentive
3. Administrative Efficiency
4. Compliance
5. Sustainability

In applying these principles, the Council "aspires to balance service levels in accordance with the needs and expectations of its community and sets taxation levels (rating) to adequately resource its roles and responsibilities." Further information on how the principles are applied is contained within the Council's Strategic Rating Policy.

The East Kimberley has seen the benefits of economic development in the past where there have been clear decisions of the State Government in particular, to assist in improving critical infrastructure and service provision to the community, which is critical in stimulating economic development.

The 2014/15 Budget for the Shire was considered to be one of the most difficult for many years given the period of significant economic development had effectively concluded. This is not dissimilar to the Shire of Broome nor the Pilbara region that were in a similar situation during 2013/14 after a similar period of growth.

You have asked where is the community engagement with the sector that will have the rates imposed, and I need to point out that this public submission process is what is utilised by the Shire to seek feedback from the community in relation to the proposed rates for an upcoming year. The public submissions from the community will be provided to the Council to consider when it makes the decision regarding the rates model. It should be noted that from the 2,719 rateable properties within the Shire, there were just five (5) formal submissions prior to the closing date.

I agree that the Shire does have a large number of non-rateable or exempt properties and these property owners do impact on the Shire's facilities, services and infrastructure. However, without significant changes in the *Local Government Act 1995*, the Council cannot rate these properties.

As you'd be aware, the 2014/15 Budget saw a significant review of services undertaken, whereby there were many decisions made by the Council in an attempt to reduce costs and return to core service provision and sustainable asset management.

The Shire has seen a reduction in both Federal and State Government grants; additional operating and maintenance costs resulting from subdivisions and redevelopment of areas; the removal of the Shire involvement in the Wyndham Child Care Centre; discontinuance of pre-cyclone clean-ups; discontinuance of the Shire's involvement in cumbungi management; reductions in general service provision across the Shire with a reduction of 21.9 Full Time Equivalent positions lost to the organisation with each Directorate being affected; a significant reduction in the plant replacement program; and is continuing to review costs across the organisation. The costs of providing the current facilities, services and infrastructure however continue to rise at levels well above CPI. For further details in relation to these measures, the minutes of the 2 September 2014 Special Meeting of Council would be a useful reference.

You have stated that the cuts made were in the wrong places; services were cut or removed and yet the Shire has not improved its budget or financial position. I do not agree with this sweeping statement, and the outcomes from the Mid-Year Budget Review demonstrate that the Shire has improved its position throughout this year alone.

The Mid-Year Budget Review process is the one whereby all of the measures adopted within the 2014/15 Budget are monitored and reported to the Council. This item was presented to the Council at its 28 April 2015 Ordinary Meeting and is available on the Shire's website. Overall, while the results increased the current budget deficit from \$356,592 to \$476,353, this was mainly attributed to the sale of the Boobialla property not progressing as planned (proceeds anticipated of \$365,000). If this had, then the deficit would have been reduced to approximately \$111,353 (\$476,353 less \$365,000). This demonstrates that there has been an additional \$245,239 in savings anticipated in addition to those put in place in the original budget. The item states that "this still remains a positive outcome for the Shire and demonstrates that the strategies adopted are being implemented, and placing the Shire in a good position to recover from the initial budget deficit adopted".

The Council will consider all formal submissions at its Ordinary Council Meeting on 23 June 2015, whereby the Council may determine to either retain or modify the proposed differential rates and minimum payments for 2015/16. The meeting is open to all members of the public and I welcome your attendance.

While your submission was not received prior to the closing time for public submissions please note that a copy of your letter, and this response, will not only be provided to each Councillor for their information but that it will also be sent to the Minister for Local Government.

Yours sincerely



Carl Askew
Chief Executive Officer

Natalie Octoman

From: Carl Askew
Sent: Wednesday, 17 June 2015 8:28 AM
To: Natalie Octoman
Subject: I-29228 - FW: Rates objection x 9

SynergySoft: I-29228

From: Mark Northover [mailto:mark.northover@icloud.com]
Sent: Wednesday, 17 June 2015 7:05 AM
To: ceo
Cc: Carl Askew
Subject: Rates objection x 9

Good Morning Mr Askew,

I have been working remotely and trust that you will accept the following 9 notifications of objections to adopting the increases to differential ratings.

Please multiply this objection by nine (9) as it represents 9 rated properties, 3 individuals (MR Northover, SM Rushby and ML Northover-Rhodes) and 4 entities (Martinjinni Pty Ltd, Peak Environmental, Goldengate Nominees and Ord River Contracting)

The following are unconscionable decisions made by a poorly informed team to increase our rates.

Objection to the introduction of differential rates on rural residential, mining, agriculture, and residential properties we own.

MORE REVENUE DOES NOT RESULT IN BETTER SERVICES.

Rates are have been compromised from 2010 to the current date with the introduction and acceptance by the Minister of the differential rating system to meet the ongoing budget proposals.

Our 2015/16 proposed increase in rates is partially funding a unnecessary WALGA partnership with SWEK.

As a ratepayer, overall services have not improved or changed since 1990.

SEVEN AREAS OF CONCERN.

Affordability - CPI of 2.9% - consistency of communities - effective Senoir management appointments - staffing levels - informed councillors collaboration - budget clarity.

SWEK's dependency to Differential rating has exceeded 5 years under section 52A regulation 2 (act s 6.33) for mining differential, yet despite rate requests for over the top increases, the current financial position has deteriorated.

A ratepayer request for the probity audit is confirmation of action demanded of councillors and the DLGC.

It was 2014, legal action COMMENCED and is currently increasing against SWEKS own ratepayers costing \$100,000's dollars to engage lawyers, despite professional advice of a no win situation.

The landfill site has significant improvement with refuse burning compliance, however encouraged refuse burning and dumping is rampant on farms and rural land.

It was 2014 and contractors were covering up medical and asbestos products, payments exceeding guidelines at enormous ongoing financial and on going community AGNST.

Statuary Senior officers reporting to council have confirmed with a official apologise to some rate payers to the incompetence of LOCAL GOVERNMENT to operate effectively in 2014. (Lost records of tenders, property compliance, and hydrological surveys)

This proven non compliance to tenders regulations, along with Senoir management incompetency has created a first ever deficit for the last 2 years.

All this incompetency to the financials has been brought to council during question time in 2013/14 with demands for a probity audit.

Non audit committee councillors are not been equipped with bench mark parameters to comprehend the gravity of the financials.

This WALGA growing asset account using SWEK rate payer funds to build multi million dollar buildings in the CBD courtesy of differential rating system.

This unnecessary duplicated service is already provided free by the state government through the DLGC and hence wasting ratepayer funds.

Proposed mid year budget met with council negligence failing to effectively question the director of corporate affairs.

Reporting inaccurate information in the mid year budget. (notably not addressing the removal of the carbon tax some months earlier).

Ratepayer funds have been squandered by various acting CEO's.

Council interaction and direction has been a ineffective with the departing CEO as with the numerous appointed various ACEO's.

The obvious unqualified or mismatched Senoir operational employees in their roles is concerning.

As a rate payer this expenditure is akin to the a graph looking like a pig in a python, and covet money as per probity audit.

SWEKS rising management staff levels and operational expenditure has demanded additional money however regulatory compliance has deteriorated and been substantially assisted by the access to differential rating system.

We have not seen a grader for 5 full years adjacent to our rated property (location 605 Mulligans road) and yet our rates have increased by app. 50% over 5 years.

We have not even got a shire road within 20 kms of our mining lease (m80/528---M80/527 --- M80/520)

We have not even got scheme water, rubbish collection on Lot 100 Mills Road.

We have not even got a rubbish collection service on all but, the town residential rated property (Waterlily place).

Profiteering on rubbish collection by 100% for future children to enjoy, is akin to not providing currently demanded infrastructure. Bad decision by council again.

Council was presented with misleading information on operational costs to accept the rate rise. (example Street light tariffs)

Since 2010, no maintenance of table drains, shoulder reconstruction has occurred since the introduction of differential rates.

We have no access to scheme water, no underground sewerage, no rubbish collection, extremely poor internet services, no road maintenance and you are not evening addressing any of these issues by raising rates.

Services provided by SWEK are over exaggerated and are not cost comparative in line with private contractors at the landfill site, plant operating costs.

Our land fill councillors are putting money into the future account for new residents to enjoy and have a free tip site. Private contractors were operating the land fill at a fraction of the current SWEKS management advocacies.

SWEKS operational costs in terms of per capita are Unjustifiable as management is not addressing the cost benefit analysis requested at question time.

Lack of providing and replacing community ammenities and infrastructure despite hard ship faced by the rate payer is going unnoticed.

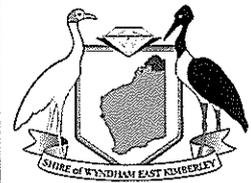
Inconsistency of community for the older established resident is being disrupted by unreasonable, uncapped rate rises coupled to obvious non compliant WALGA partnerships.

I trust that you will be able to process my objections are open to communication regarding my comments and finally request a confirmation receipt email of our objections.

Kind Regards

M R Northover, S M Rushby , M L Northover-Rhodes

Martinjinni Pty Ltd, Peak Environmental, Goldengate Nominees, Ord River Contracting



18 June 2015

Mark Northover
 PO Box 7
 KUNUNURRA WA 6743

Dear Mr Northover

Re: Proposal to Impose Differential General Rates and Minimum Payments for 2015/16

Thank you for your correspondence dated 17 June 2015 on the above subject. As your correspondence was not received until after the closing date for public submissions, it has not been treated as a formal submission however it will be presented to the Council at the next Ordinary Meeting on 23 June 2015 for their information. In the meantime, I am happy to provide a response to some of the issues you have raised.

The Council, in considering the proposed differential rates and minimum payments for 2015/16, considered the following five principles (not necessarily listed in priority order) as outlined in the current Strategic Rating Policy:

1. Equity
2. Incentive
3. Administrative Efficiency
4. Compliance
5. Sustainability

In applying these principles, the Council "aspires to balance service levels in accordance with the needs and expectations of its community and sets taxation levels (rating) to adequately resource its roles and responsibilities." Further information on how the principles are applied is contained within the Council's Strategic Rating Policy. This is consistent with the approach also taken during 2014/15.

The differential rating system has been allowable under the *Local Government Act 1995* since the mid-1980's. The Shire of Wyndham East Kimberley introduced differential rating for UV valued properties in 1999-2000 and for GRV valued properties in 2002-03. Differential rating is therefore not a new concept for the Shire and is considered to be a mechanism that assists in achieving equity for ratepayers across the community.

You have made a range of allegations in your submission for which I will not be responding to directly, however the Strategic Rating Policy outlines that rates are not a fee for service and provides the following on page 2:

b. User Benefit

Evaluating the relative benefits received by various classes of property raises many practical difficulties, in particular, trying to trace quantifiable consumption/benefits to particular types of properties. The analysis is often reduced to arguments of what services are consumed by residential versus farm, commercial/industrial versus residences, and between different towns. Clearly the exercise is not clear cut – for example, it might be argued that rural ratepayers derive less benefit from library services than their town counterparts but the reverse may be argued with respect to the costs of constructing or repairing long lengths of local roads to service a small number of properties. It is therefore recognised that the services provided by the Shire benefit the community as a whole.

As you'd be aware, the 2014/15 Budget saw a significant review of services undertaken, whereby there were many decisions made by the Council in an attempt to reduce costs and return to core service provision and sustainable asset management.

The Shire has seen a reduction in both Federal and State Government grants; additional operating and maintenance costs resulting from subdivisions and redevelopment of areas; the removal of the Shire involvement in the Wyndham Child Care Centre; discontinuance of pre-cyclone clean-ups; discontinuance of the Shire's involvement in cumbungi management; reductions in general service provision across the Shire with a reduction of 21.9 Full Time Equivalent positions lost to the organisation with each Directorate being affected; a significant reduction in the plant replacement program; and is continuing to review costs across the organisation. The costs of providing the current facilities, services and infrastructure however continue to rise at levels well above CPI. For further details in relation to these measures, the minutes of the 2 September 2014 Special Meeting of Council would be a useful reference.

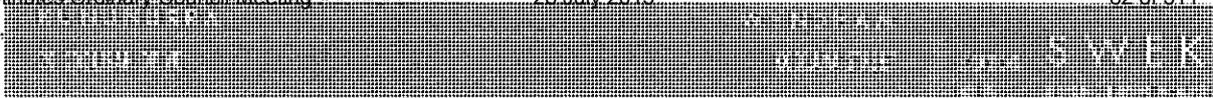
The Council will consider all formal submissions at its Ordinary Council Meeting on 23 June 2015, whereby the Council may determine to either retain or modify the proposed differential rates and minimum payments for 2015/16. The meeting is open to all members of the public and I welcome your attendance.

While your submission was not received prior to the closing time for public submissions please note that a copy of your letter, and this response, will not only be provided to each Councillor for their information but that it will also be sent to the Minister for Local Government.

Yours sincerely



Carl Askew
Chief Executive Officer





POLICY NO	CP-FIN 3200	
POLICY	Strategic Rating Policy	
RESPONSIBLE DIRECTORATE	Corporate Services	
RESPONSIBLE OFFICER	Director Corporate Services	
COUNCIL ADOPTION	Date: 02/09/2014	Resolution No: 10528
REVIEWED/MODIFIED	Date: 28/07/2015	Resolution No:
	Date:	Resolution No:
REVIEW DUE	Date: May 2016	
LEGISLATION	<i>Local Government Act 1995 – Sections 6.26, 6.28, 6.33, 6.35</i> <i>Valuation of Land Act 1978</i>	
RELATED POLICIES	<ol style="list-style-type: none"> 1. Town Planning Scheme No. 7 Kununurra and Environs; 2. Town Planning Scheme No. 6 Wyndham Townsite 3. CP FIN-3208 Rates Exemptions for Charitable Organisations Policy (Non Rateable Land) 4. CP FIN-3209 Rates Concession Policy (Rateable Land) 5. CP FIN-3212 Rates and Charges Debt Collection Policy 	
RELATED PROCEDURES	N/A	

PURPOSE:

The purpose of this Policy is to outline the Council's principles and methodology when exercising the Council's discretionary powers to determine the level and structure of rates levied under the *Local Government Act 1995*.

DEFINITIONS:

Gross Rental Value of land means the gross annual rental that the land might reasonably be expected to realize if let on a tenancy from year to year upon condition that the landlord were liable for all rates, taxes and other charges thereon and the insurance and other outgoings necessary to maintain the value of the land...with further provisions outlined in the *Valuation of Land Act 1978*.

Land means lands, tenements and hereditaments, and any improvements to land, and includes any interest in land.

Merged Improvements means any works in the nature of draining, filling, excavation, grading or levelling of the land, retaining walls or other structures or works for that purpose, the removal of rocks, stone or soil, and the clearing of timber, scrub or other vegetation.

Unimproved Value for land situated within a townsite is the site value of the land. In general this means the value of the land as if it were vacant with no improvements except merged improvements. For land outside a townsite it is valued as if it had no improvements. In this case the land is valued as though it remains in its original, natural state, although any land degradation is taken into account. Please refer to the *Valuation of Land Act 1978* for further criteria used when assessing unimproved values of land.

Vacant Land means land on which there are no improvements other than merged improvements.

POLICY STATEMENTS:

The Council believes that overall policy must be underpinned by sound principles, which are well understood, communicated to ratepayers and compliant with current legislation.

The Council aspires to balance service levels in accordance with the needs and expectations of its community and sets taxation levels (rating) to adequately resource its roles and responsibilities.

In determining rates, the Council gives primary consideration to its strategic directions, budget considerations, the current economic climate, other external factors and likely impacts upon the community.

The *Local Government Act 1995* provides the Council with defined discretionary powers to levy rates and require contributions from the community for the provision of services to the district.

The rating principles outlined within this Policy are to apply to all rateable land within the Shire of Wyndham East Kimberley.

The Council will consider the following principles (not necessarily listed in priority order) when developing, maintaining and applying its rating methodology:

1. Equity
2. Incentive
3. Administrative Efficiency
4. Compliance
5. Sustainability

1. EQUITY

Equity is the concept of fairness within property rating in order to achieve an equitable distribution of the rate burden across the community. A differential rating structure can assist in achieving an equitable imposition of rates and charges. The equity principle includes consideration of property wealth tax, user benefit and capacity to pay principles.

a. Property Wealth Tax

The Council is limited to taxing one component of wealth, being real property. The wealth tax principle implies that rates paid are dependent upon the value of a ratepayer's real property and does not necessarily have any correlation to the individual ratepayer's consumption of services or the perceived benefits derived by individual ratepayers from the expenditures funded from rates. Some moderation of the effect of property value on the level of rates paid through differential rates may be required to make the rating system more equitable.

b. User Benefit

Evaluating the relative benefits received by various classes of property raises many practical difficulties, in particular, trying to trace quantifiable consumption/benefits to particular types of properties. The analysis is often reduced to arguments of what services are consumed by residential versus farm, commercial/industrial versus residences, and between different towns. Clearly the exercise is not clear cut – for example, it might be argued that rural ratepayers derive less benefit from library services than their town counterparts but the reverse may be argued with respect to the costs of constructing or repairing long lengths of local roads to service a small number of properties. It is

therefore recognised that the services provided by the Shire benefit the community as a whole.

c. Capacity to Pay

The relativity of rates paid by each property category is to be considered in relation to their respective capacity to pay. Ratepayers with higher value properties generally have a higher wealth and a greater capacity to pay. However, as rates are levied on unrealised wealth in the form of real property their nexus with ratepayer's capacity to pay may be more tenuous. The Council acknowledges that property rates do not recognise that individual ratepayers within a rating category can be "asset rich" and "income poor". While income and goods and services taxes are more reflective of capacity to pay, it is not possible to expect a property rating system to deal practically with all aspects of capacity to pay based on individual households and businesses.

Rating instruments such as differential rates are available to reflect the differing capacity of classes to pay. For example, higher differential rates may reflect the ability of a class of property to obtain concessions from the tax deductibility of rates or the income producing capacity of the class of property.

2. INCENTIVE

Rate setting objectives may be used to support the Council's social, environmental, or economic goals as part of a longer term strategy within the Strategic Community Plan. For example, rates can be altered to encourage business activity, the development of vacant land or environmentally sustainable improvements in order to achieve "Greater returns from regional investment to ensure sustainable provision of appropriate physical and social infrastructure" as outlined in Goal 2 of the Strategic Community Plan 2012 2022.

3. ADMINISTRATIVE EFFICIENCY

The Council will endeavour to establish a rating system that:-

- a. Promotes simplicity, transparency and understanding; and
- b. Is efficient in administering, issuing of assessments, collection of rates, monitoring outcomes, debt recovery, and reduces the incidences of avoidance; and
- c. Reduces complexity; and
- d. Is open to scrutiny.

4. COMPLIANCE

The Council will apply its discretionary powers in compliance with the Local Government Act 1995 and associated regulations, while seeking to maximise rate revenue within the adopted rating framework.

5. SUSTAINABILITY

The Council will make decisions that support the financial strategies for the delivery of infrastructure and services identified in the Strategic Community Plan and underpinned by the Long Term Financial Plan, the Asset Management Strategy and other informing plans and strategies.

APPLICATION OF PRINCIPLES

1. APPLICATION OF THE EQUITY PRINCIPLE

1.1. Differential Rating

The Council has a diverse mix of geographically located and land use properties. The Council therefore applies differential rating to ensure greater equity and contribution from rates according to land use, zoning or a combination of these.

1.1.1. Alignment with Town Planning Scheme No. 7 Kununurra and Environs, and Town Planning Scheme No. 6 Wyndham Townsite

As far as possible, an objective assessment of the predominant use of land will be utilised to determine the appropriate rating category for each property. This will be done in a manner whereby the community will be able to understand how and why a particular determination has been made and will therefore utilise the Town Planning Scheme No.7 for Kununurra and Environs (TPS7) and Town Planning Scheme No 6 for the Wyndham Townsite (TPS6).

Where the zoning and land uses are amended in either Town Planning Schemes, or TPS7 or TPS6 are superseded, then this Policy will be reviewed, and the new zones and land uses will be considered when amending the rating system for the following financial year.

The symbols used in the cross reference in the Zoning Table (Appendix A) have the following meanings as defined in TPS7 and TPS6:

‘P’ means that the use is permitted provided it complies with the relevant standard and requirements laid down in the Scheme and all conditions (if any) imposed by the Council in granting Planning Approval;

‘IP’ means a use that is not permitted unless such use is incidental to the predominant use of the land as determined by the Council;

‘AA’ means that the Council may, at its discretion, permit the use;

‘SA’ means that the Council may, at its discretion, permit the use after notice of application has been given in accordance with Clause 11.2 of TPS7 and Clause 10.2 of TPS6;

‘X’ means a use that is not permitted by the Scheme.

While Appendix A may indicate that a particular land use is not permitted in a particular zone by the Scheme, this Policy, as in both of the Town Planning Schemes, recognises non-conforming use rights whereby the rating differential category would be considered to be that applicable if the land use was permitted within the particular zone.

Where the land is being predominantly used for a purpose that is not specifically mentioned in the Zoning Table, the Shire will attempt to align it to a land use that is mentioned.

Any land listed as a Special Site in either TPS7 or TPS6 will be aligned to the rating category that best defines its predominant use. For example, any land within the Airport Special Site Zone will be deemed to be operating commercially, and therefore be GRV Commercial rated.

Where the predominant use of the land is for non-rural purposes, the Council will seek to have the land valued on a GRV basis. Where the predominant use of land is for rural purposes, the Council will seek to have the land valued on a UV basis.

1.1.2. Spot Rating

The Council may seek Ministerial approval for a spot valuation where there are a number of lots within a valuation area that are used for purposes that are inconsistent with the predominant use of land within that valuation area. For example, in a predominantly rural area valued on UV, there are a number of non-rural uses including service stations, road houses, tourist accommodation and small, commercial or industrial operations. The Council may, depending on the circumstances, seek Ministerial approval to apply a GRV to these properties.

The Council has determined that spot valuations can be effective in promoting rating equity by ensuring that properties with similar uses are rated on the same method of valuation regardless of their location within the district. However, the Council also recognises that they can be more labour intensive and less administratively efficient than other options, therefore each will be considered on a case by case basis.

1.1.3. Split Rating

Split rating non-rural uses on unimproved land is also permitted which effectively isolates the non-rural use from the remainder of the property, whereby one land parcel would reflect the rural use and the other land parcel would reflect the non-rural use. Council has determined not to implement split rating at this stage based on the cost of its implementation and ongoing administration.

1.2. Specified Area Rate

The Council is able to impose a Specified Area Rate to meet the cost of undertaking specific work, providing a service or facility if the Council considers that the ratepayers or residents within that area will:

- Have benefited or will benefit from; or
- Have access to or will have access to; or
- Have contributed or will contribute to the need for,

that work, service or facility.

The Council will consider its options to set a Specified Area Rates, if appropriate, when developing its Rating Strategy.

1.3. Interim Rating

Subject to section 6.28 of the *Local Government Act 1995* and in respect of valuations supplied by the Valuer-General for the purpose of interim valuations, the Shire of Wyndham East Kimberley will back rate or refund rates to property owners where ownership:

- Has not changed in a prior financial year to the effective date of the change as determined by the Valuer-General; or
- Has changed in a prior financial year, to the date of change of ownership.

For the purposes of this Policy, a change in ownership does not occur where there is a change in the structure of a body corporate (including name change) resulting in the change having no effect on altering the effectual control of the company.

1.4. Minimum Payments

The Council will establish and maintain a minimum payment structure to ensure all ratepayers contribute a minimum amount regardless of their property value.

The Council accepts that the adoption of a minimum payment amount is an adjustment to the blanket application of the equity principle. This adjustment is made to ensure property owners make a reasonable contribution to the non-exclusive services, facilities and infrastructure provided for the benefit of the whole district.

The exception to this statement applies to those properties classified as UV Mining Vacant on the basis that both the rate in the dollar and the minimum payment reflects a similar methodology as that applied in the *Valuation of Land Act 1978* when determining the unimproved valuations.

1.5. Rates Exemptions

The Council's *CP FIN-3208 Rates Exemptions for Charitable Organisations Policy (Non Rateable Land)* provides an administrative framework for assessing any application for properties to be classified as non-rateable land on the grounds of being used for charitable purposes in accordance with section 6.26 of the *Local Government Act 1995*. Such organisations are to make application in accordance with the application form and guidelines attached to the Policy. The properties will be reviewed every two years for continued eligibility.

1.6. Rates Concessions

The Councils' *CP FIN-3209 Rates Concessions Policy (Rateable Land)* provides an administrative framework for assessing any application requesting the waiving or granting concession from rates to 'not for profit' community based organisations occupying rateable land in accordance with Council's discretionary powers provided by section 6.47 of the *Local Government Act 1995*.

Any rates waivers or concessions will be approved for two financial years and considered during the annual budget process. The Council will re-consider rates concessions every two years.

1.7. Rates Discounts

Subject to the *Rates and Charges (Rebates and Deferrals) Act 1992*, the Shire in accordance with the *Local Government Act 1995* and Regulations, does not offer a discount for the early payment of any rate or charge.

1.8. Payment Options

The Council will offer three rate payment options as follows:

- a. Payment in full 35 days after the date of service appearing on the rate notice; or
- b. Two instalments; or
- c. Four instalments.

There will be an administrative charge per instalment associated with the establishment and administering the instalment payment option, along with an interest charge to reflect the lost interest from investment opportunities that are not available due to the length of time taken to collect the payment.

1.9. Interest on Overdue Rates and Service Charges

Rates and service charges not paid in accordance with the three payment options will be subject to an overdue interest rate set by the Council in accordance with the *Local Government Act 1995*.

2. *APPLICATION OF THE INCENTIVE PRINCIPLE*

The Council will provide an incentive through a reduced rate in the dollar for GRV valued land that is improved in comparison to land that remains undeveloped in order to promote land development and assist in achieving Strategy 2.2.1 of the Strategic Community Plan being to “promote the expansion of residential and industrial land”.

3. *APPLICATION OF THE EFFICIENCY PRINCIPLE*

The Council will provide for changes in:-

- Level of rating; and
- Structure of its rating policy; and
- Application of its discretionary rating powers

in a way that:-

- a. Promotes simplicity, transparency and understanding; and
- b. Is efficient in administering, issuing of assessments, collection of rates, monitoring outcomes, debt recovery, and reduces the incidences of avoidance; and
- c. Reduces complexity; and
- d. Is open to scrutiny.

4. *APPLICATION OF THE COMPLIANCE PRINCIPLE*

The Council will ensure compliance with the *Local Government Act 1995* and all associated regulations in the establishment of its rating structure and rating model.

5.

APPLICATION OF THE SUSTAINABILITY PRINCIPLE

The Council will consider the four pillars of financial sustainability in the establishment of its rating structure and associated model:

- a. Strategic and Financial Planning;
- b. Income Diversification;
- c. Sound Administration and Finance;
- d. Own Income Generation.

OBJECTS OF AND REASONS FOR DIFFERENTIAL RATES

1. GRV – RESIDENTIAL

A differential rate is applied to GRV valued land within the town site which is used primarily for residential purposes with the exception of Transient Accommodation, and as outlined in Appendix A.

The GRV differential rate for Residential will be the “base rate” from which all other differential rates that hold a GRV value will be calculated, recognising a 6.9% increase from 2013/14.

Rate in the dollar is 9.2992 cents. Minimum payment is \$1,085.00.

2. GRV – OTHER VACANT

A differential rate is applied to GRV valued land within the town site which is deemed to be vacant land (unimproved land).

Vacant land is defined in accordance with the *Valuation of Land Act 1978*, and outlined in the definitions section of this Policy.

Where the definitions are amended in the *Valuation of Land Act 1978*, those amendments will prevail. If the *Valuation of Land Act 1978* is superseded, then similar terms in the new Act will prevail (in accordance with any amendments to the *Local Government Act 1995*).

The vacant land differential is set to ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of the Council particularly as there is a different method used for the valuation of vacant land.

It is also to signify that the Council prefers land to be developed. The encouragement of development is strategically important as it has a positive effect on local employment, economic diversity and further community returns from investment in the region.

A multiplier of 1.5 times the base rate in the dollar will be applied.

Rate in the dollar is 13.9488 cents. Minimum payment is \$1,085.00.

3. *GRV – COMMERCIAL*

A differential rate is applied to GRV valued land which is used primarily for commercial purposes, and may include land uses such as caravan parks, fast food outlets, hotels, restaurants, boarding houses or veterinary consulting rooms as outlined in Appendix A.

The commercial sector generates high pedestrian and traffic volumes resulting in a greater impact on the provision of services, facilities and infrastructure, and is also considered to have a greater capacity to pay through rates generally being tax deductible. This sector should therefore contribute a greater share of the costs associated with economic development and marketing programs which assist and facilitate economic growth in the region; road construction; maintenance and refurbishment including road drainage systems; roadside sweeping; landscaping; verge maintenance and street lighting.

In recognising the greater impact on infrastructure, facilities and services, the Council will establish the rate in the dollar at 1.1 times the base rate in the first year, with the intention to increase this each year thereafter, to be capped at 2 times the base rate over a 5 year period. The 2015/16 financial year will be year 2 of this transition and the Council has established the rate in the dollar at 1.3 times the base rate.

Rate in the dollar is 12.0890 cents. Minimum payment is \$1,085.00.

4. *GRV – INDUSTRIAL*

A differential rate is applied to GRV valued land which is used primarily for industrial purposes and as outlined in Appendix A.

This sector generates high traffic volumes with heavy loads and is considered to have a greater capacity to pay through rates generally being tax deductible. This sector should therefore contribute a greater share of the costs associated with road construction, maintenance and refurbishment including road drainage systems.

In recognising the greater impact on infrastructure in particular, the Council will recognise the rate in the dollar at 1.1 times the base rate in the first year, with the intention to increase each year thereafter, to be capped at no more than 1.7 times the base rate over a 5 year period. The 2015/16 financial year will be year 2 of this transition and the Council has established the rate in the dollar at 1.2 times the base rate.

Rate in the dollar is 11.1590 cents. Minimum payment is \$1,085.00.

5. *UV – RURAL RESIDENTIAL*

A differential rate is applied to UV valued land located outside the gazetted town site that is zoned Rural Living, Rural Smallholding and Special Rural which is used primarily for or capable of being used primarily for rural residential purposes.

Rural residential has the same meaning as the objectives of TPS7 and TPS6 for these Zones, being:-

- a. Providing for those people wishing to reside on a small rural holding (as in the case of a Rural Living Zone in TPS7); or
- b. Providing for those people wishing to reside on rural lifestyle lots (as in the case of the Rural Smallholding Zone in TPS7); or
- c. Providing for those people wishing to reside on a small rural holding (as in the case of the Special Rural Zone in TPS6).

It should be noted that this is intended as a transitional rating differential category while the Shire work through a process to have these properties provided with a gross rental value instead of an unimproved value given the primary purpose is residential.

The average rates payable for each property will be similar to the average rates payable for GRV Residential properties, recognising the transition to a GRV value.

Rate in the dollar is 0.9795 cents. Minimum payment is \$1,085.00.

6. *UV – PASTORAL*

A differential rate is applied to UV valued land located outside the gazetted town site which is used or capable of use primarily for pastoral purposes. Properties such as these have the characteristics of a commercial operation in an undeveloped and sparsely populated area.

Pastoral purposes have the same meaning as defined in the *Land Administration Act 1997* which states:-

“pastoral purposes” means the purposes of -

- (a) the commercial grazing of authorised stock; and
- (b) agricultural, horticultural or other supplementary uses of land inseparable from, essential to, or normally carried out in conjunction with the grazing of authorised stock, including the production of stock feed; and
- (c) activities ancillary to the activities mentioned in paragraphs (a) and (b).

Due to the valuation being based generally on a lease value, the result is a low valuation over an extensive land area. The sector generates high traffic volumes with heavy loads and has the highest impact on the road infrastructure in particular. While it is considered to have a greater capacity to pay through rates generally being tax deductible, the Council also recognises that because of the higher impact on infrastructure that this sector should therefore contribute a greater share of the costs associated with road construction, maintenance and refurbishment.

Rate in the dollar is 5.3057 cents. Minimum payment is \$1,085.00.

7. *UV – COMMERCIAL/INDUSTRIAL*

A differential rate is applied to UV valued land located outside the gazetted town site that is used primarily for, or capable of being used primarily for commercial, industrial and/or tourism purposes.

This sector generates high traffic volumes, and is considered to have a greater capacity to pay through rates generally being tax deductible. This sector should therefore contribute a greater share of the costs associated with road construction, maintenance and refurbishment including road drainage systems and other infrastructure required, along with other costs associated with marketing and economic development.

It should be noted that this is intended as a transitional rating differential category while the Shire work through a process to have these properties provided with a gross rental value instead of an unimproved value given the primary purpose is commercial, industrial and/or tourism and the land owners should have been contributing more equitably to these costs.

Rate in the dollar is 0.6719 cents. Minimum payment is \$1,085.00.

8. *UV – RURAL AGRICULTURE 1*

A differential rate is applied to UV valued land located outside the gazetted town site which is zoned Rural Agriculture 1 or General Rural which is used or capable of being used primarily for extensive agriculture, agroforestry and/or horticulture purposes.

It is recognised that this sector has a greater impact on the road infrastructure with the heavy loads that it generates, and also that it has a greater capacity to pay through rates generally being tax deductible. This sector should therefore contribute a greater share of the costs associated with road construction, maintenance and refurbishment including road drainage systems and other infrastructure required.

This differential rating category will also be utilised for land where the land meets the objectives outlined above, but is based on a percentage of the overall lot size for which the other portion of the lot is non rateable land.

It is recognised that the Valuer-General, when determining the UV for land, references the land market at the date of valuation where all sales relevant to the predetermined date of valuation are investigated. The Council has also recognised that the fluctuations in market conditions for land in the Rural Agriculture 1 zone can be significant and therefore a separate rating differential category will be retained for land that is within the Rural Agriculture 1 or General Rural zones.

Rate in the dollar is 0.9502 cents. Minimum payment is \$1,085.00.

9. *UV – RURAL AGRICULTURE 2*

A differential rate is applied to UV valued land located outside the gazetted town site which is zoned Rural Agriculture 2 which is used primarily for, or is capable of use primarily for intensive agriculture and/or horticulture purposes.

This sector does have a high impact on infrastructure, but not to the extent of those properties zoned Rural Agriculture 1. Properties within the Rural Agriculture 2 zone are also considered to have a greater capacity to pay through rates generally being tax deductible and should therefore contribute a greater share of the costs associated with road construction, maintenance and refurbishment including road drainage systems and other infrastructure required.

Along with the lesser impact on infrastructure, the sizes of the lots within the Rural Agriculture 2 zone are generally not as large as those within the Rural Agriculture 1 zone, therefore it is recognised that the capacity to pay is slightly lower for those in the Rural Agriculture 2 zone.

As outlined in the Rural Agriculture 1 differential rating category above, it is recognised that the Valuer-General, when determining the UV for land, references the land market at the date of valuation where all sales relevant to the predetermined date of valuation are investigated. The Council has determined that the market conditions do not fluctuate as considerably as those in the Rural Agriculture 1 zone and therefore it will retain a separate rating differential category for land that is within the Rural Agriculture 2 zone.

Rate in the dollar is 0.9502 cents. Minimum payment is \$1,085.00.

10. *UV – MINING*

A differential rate is applied to UV valued land located outside the gazetted town site which is used primarily for mining purposes and encompasses mining leases, petroleum exploration permits and general purpose mining leases.

The mining sector activities require a greater level of non-exclusive services than pastoral activities in the same location and their impact on the community is of a much greater intensity, particularly given the haulage of heavy machinery through the town and its impact on associated infrastructure and the provision of rest/truck parking areas. The sector is considered to have a greater capacity to pay through rates generally being tax deductible, and therefore the sector should contribute to a greater share of the costs of providing infrastructure across the Shire.

Many of the mining tenements have very small values. In order to not only achieve compliance in relation to the number of properties on minimum payments, but to ensure that the minimum payment is reflective of the overall cost of providing services to the community a higher rate in the dollar is imposed.

Rate in the dollar is 27.5246 cents. Minimum payment is \$1,085.00.

10. *UV – MINING VACANT*

A differential rate is applied to UV valued land located outside the gazetted town site which is used primarily for mining purposes and encompasses exploration and prospecting licences.

Exploration and prospecting licences are considered to have a minimal impact on the cost of providing services, facilities and infrastructure across the Shire and could be considered to be vacant land and only when minerals are discovered is it anticipated that the property holder would seek to convert the property into a mining lease.

Many of the mining tenements for exploration and prospecting have very small values and with exploration licences, it is understood that there is a requirement for the licence holder to return half of the land back to the State each year, however there is no such requirement for prospecting licences. In order to ensure that there is some equity in the application of the rate in the dollar to these licences, a 50% reduction in comparison to the UV Mining rate in the dollar has been applied.

Rate in the dollar is 13.7623 cents. Minimum payment is \$543.00.

11. *UV – OTHER*

A differential rate is applied to UV valued land located outside the gazetted town site which is not otherwise rated as Rural Residential, Pastoral, Commercial/Industrial, Rural Agriculture 1, Rural Agriculture 2, Mining or Mining Vacant to ensure that all property owners contribute to the provision of services, facilities and infrastructure.

Rate in the dollar is 0.6302 cents. Minimum payment is \$1,085.00.

EXPLANATORY NOTES:

BACKGROUND

This Policy has been developed within the context of the Shire of Wyndham East Kimberley's Strategic Community Plan and Corporate Business Plan. In setting rates, the Council considers the long term vision for the Shire, strategic directions, financial sustainability and the likely impacts on the community.

Rates are based on property values and are therefore a property tax. Under the *Valuation of Land Act 1978*, the Valuer-General must maintain valuation rolls of rateable and taxable land throughout Western Australia. These rolls are periodically provided to the Shire for rating purposes. On behalf of the Valuer-General, Property & Valuations Services, Landgate (the Western Australian Land Information Authority), conducts general valuations (revaluations) and makes interim valuations as required.

The types of values made are:

1. Unimproved Value (UV), and
2. Gross Rental Value (GRV).

The unimproved value and gross rental value are defined within the *Valuation of Land Act 1978* and have been outlined in the definitions section of this Policy.

The Shire has no role in the process of determining the valuations attributed to each property. All land within the Shire is rateable except for land specifically exempt under section 6.26 of the *Local Government Act 1995* as outlined above and the Council's *CP FIN-3208 Rates Exemption Policy for Charitable Organisations (Non-Rateable Land)*.

The Council determines the amount of revenue required from rates collections each year to meet its financial, strategic, operational and statutory responsibilities for the coming financial year.

Valuations are not the sole factor in determining the rates income of the Shire, and as a result, valuations increases or decreases do not necessarily cause a rate rise or reduction.

SCOPE AND LIMITATIONS

The *Local Government Act 1995* provides the Council with defined discretionary powers to levy rates and require contributions from the community for the provision of services to the district.

The rating principles outlined within this Policy are to apply to all rateable land within the Shire of Wyndham East Kimberley.

The applicable legislation in reference to limitations is section 6.26 of the *Local Government Act 1995* which outlines land that is not rateable, and is therefore exempt from rates section 6.26 states:-

6.26. Rateable land

- (1) *Except as provided in this section all land within a district is rateable land.*
- (2) *The following land is not rateable land —*
 - (a) *land which is the property of the Crown and —*

- (i) *is being used or held for a public purpose; or*
- (ii) *is unoccupied, except —*
 - (I) *where any person is, under paragraph (e) of the definition of **owner** in section 1.4, the owner of the land other than by reason of that person being the holder of a prospecting licence held under the Mining Act 1978 in respect of land the area of which does not exceed 10 ha or a miscellaneous licence held under that Act; or*
 - (II) *where and to the extent and manner in which a person mentioned in paragraph (f) of the definition of **owner** in section 1.4 occupies or makes use of the land;*

and

- (b) *land in the district of a local government while it is owned by the local government and is used for the purposes of that local government other than for purposes of a trading undertaking (as that term is defined in and for the purpose of section 3.59) of the local government; and*
 - (c) *land in a district while it is owned by a regional local government and is used for the purposes of that regional local government other than for the purposes of a trading undertaking (as that term is defined in and for the purpose of section 3.59) of the regional local government; and*
 - (d) *land used or held exclusively by a religious body as a place of public worship or in relation to that worship, a place of residence of a minister of religion, a convent, nunnery or monastery, or occupied exclusively by a religious brotherhood or sisterhood; and*
 - (e) *land used exclusively by a religious body as a school for the religious instruction of children; and*
 - (f) *land used exclusively as a non-government school within the meaning of the School Education Act 1999; and*
 - (g) *land used exclusively for charitable purposes; and*
 - (h) *land vested in trustees for agricultural or horticultural show purposes; and*
 - (i) *land owned by Co-operative Bulk Handling Limited or leased from the Crown or a statutory authority (within the meaning of that term in the Financial Management Act 2006) by that co-operative and used solely for the storage of grain where that co-operative has agreed in writing to make a contribution to the local government; and*
 - (j) *land which is exempt from rates under any other written law; and*
 - (k) *land which is declared by the Minister to be exempt from rates.*
- (3) *If Co-operative Bulk Handling Limited and the relevant local government cannot reach an agreement under subsection (2)(i) either that co-operative or the local government may refer the matter to the Minister for determination of the terms of the agreement and the decision of the Minister is final.*
- (4) *The Minister may from time to time, under subsection (2)(k), declare that any land or part of any land is exempt from rates and by subsequent declaration cancel or vary the declaration.*
- (5) *Notice of any declaration made under subsection (4) is to be published in the Gazette.*

- (6) *Land does not cease to be used exclusively for a purpose mentioned in subsection (2) merely because it is used occasionally for another purpose which is of a charitable, benevolent, religious or public nature.*

In determining the methodology of how rates will be applied, the Council is to consider the basis of rates in accordance with section 6.28 of the *Local Government Act 1995* which states:

6.28. Basis of rates

- (1) *The Minister is to —*
- (a) *determine the method of valuation of land to be used by a local government as the basis for a rate; and*
 - (b) *publish a notice of the determination in the Government Gazette.*
- (2) *In determining the method of valuation of land to be used by a local government the Minister is to have regard to the general principle that the basis for a rate on any land is to be —*
- (a) *where the land is used predominantly for rural purposes, the unimproved value of the land; and*
 - (b) *where the land is used predominantly for non-rural purposes, the gross rental value of the land.*
- (3) *The unimproved value or gross rental value, as the case requires, of rateable land in the district of a local government is to be recorded in the rate record of that local government.*
- (4) *Subject to subsection (5), for the purposes of this section the valuation to be used by a local government is to be the valuation in force under the Valuation of Land Act 1978 as at 1 July in each financial year.*
- (5) *Where during a financial year —*
- (a) *an interim valuation is made under the Valuation of Land Act 1978; or*
 - (b) *a valuation comes into force under the Valuation of Land Act 1978 as a result of the amendment of a valuation under that Act; or*
 - (c) *a new valuation is made under the Valuation of Land Act 1978 in the course of completing a general valuation that has previously come into force,*
- the interim valuation, amended valuation or new valuation, as the case requires, is to be used by a local government for the purposes of this section.*

In determining the differential general rates, the Council must consider section 6.33 and section 6.35 of the *Local Government Act 1995* which states:

6.33. Differential general rates

- (1) *A local government may impose differential general rates according to any, or a combination, of the following characteristics —*
- (a) *the purpose for which the land is zoned, whether or not under a local planning scheme or improvement scheme in force under the Planning and Development Act 2005; or*
 - (b) *a purpose for which the land is held or used as determined by the local government; or*

- (c) *whether or not the land is vacant land; or*
 - (d) *any other characteristic or combination of characteristics prescribed.*
- (2) *Regulations may —*
- (a) *specify the characteristics under subsection (1) which a local government is to use; or*
 - (b) *limit the characteristics under subsection (1) which a local government is permitted to use.*
- (3) *In imposing a differential general rate a local government is not to, without the approval of the Minister, impose a differential general rate which is more than twice the lowest differential general rate imposed by it.*
- (4) *If during a financial year, the characteristics of any land which form the basis for the imposition of a differential general rate have changed, the local government is not to, on account of that change, amend the assessment of rates payable on that land in respect of that financial year but this subsection does not apply in any case where section 6.40(1)(a) applies.*
- (5) *A differential general rate that a local government purported to impose under this Act before the Local Government Amendment Act 2009 section 39(1)(a) came into operation¹ is to be taken to have been as valid as if the amendment made by that paragraph had been made before the purported imposition of that rate.*

6.35. Minimum payment

- (1) *Subject to this section, a local government may impose on any rateable land in its district a minimum payment which is greater than the general rate which would otherwise be payable on that land.*
- (2) *A minimum payment is to be a general minimum but, subject to subsection (3), a lesser minimum may be imposed in respect of any portion of the district.*
- (3) *In applying subsection (2) the local government is to ensure the general minimum is imposed on not less than —*
- (a) *50% of the total number of separately rated properties in the district; or*
 - (b) *50% of the number of properties in each category referred to in subsection (6),*
- on which a minimum payment is imposed.*
- (4) *A minimum payment is not to be imposed on more than the prescribed percentage of —*
- (a) *the number of separately rated properties in the district; or*
 - (b) *the number of properties in each category referred to in subsection (6),*
- unless the general minimum does not exceed the prescribed amount.*
- (5) *If a local government imposes a differential general rate on any land on the basis that the land is vacant land it may, with the approval of the Minister, impose a minimum payment in a manner that does not comply with subsections (2), (3) and (4) for that land.*
- (6) *For the purposes of this section a minimum payment is to be applied separately, in accordance with the principles set forth in subsections (2), (3) and (4) in respect of each of the following categories —*

- (a) *to land rated on gross rental value; and*
- (b) *to land rated on unimproved value; and*
- (c) *to each differential rating category where a differential general rate is imposed.*

TRANSITIONARY PERIOD

As outlined within the objects of and reasons for differential rates within this Policy, the UV Rural Residential, UV Commercial/Industrial are intended to be transitional differential rating categories while the Shire work through a process to have these properties provided with a gross rental value instead of an unimproved value given the primary purpose is residential, commercial, industrial and/or tourism and the land owners should have been contributing more equitably to these costs.

Council therefore commits to continuously working through this process.

RISK:

Risk: Inability to fund the infrastructure gap.

Control: Develop LTFFP to ensure critical assets maintained in Annual Budgets.

Risk: Inability to deliver levels of service expected by the community.

Control: Current budget and service levels.

Risk: Failure to comply with legislative requirements leading to damage of reputation and/or financial loss.

Control: Review policies and procedures in accordance with review schedule.

LAND USES AS PER THE TOWN PLANNING SCHEME NO. 7 KUNUNURRA AND ENVIRONS	ZONING AS PER THE TOWN PLANNING SCHEME NO. 7 KUNUNURRA AND ENVIRONS																RATING DIFFERENTIAL CATEGORY ALIGNED TO PREDOMINANT LAND USE &/OR ZONE. IF LAND IS UNDEVELOPED, THE RATING CATEGORY WILL BE GRV OTHER VACANT
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	
	TOWN CENTRE	LOCAL CENTRE	TOURIST	RESIDENTIAL	RESIDENTIAL DEVELOPMENT	LIGHT INDUSTRY	MIXED BUSINESS	RURAL INDUSTRY	COMPOSITE INDUSTRY	GENERAL RURAL	RURAL AGRICULTURE 1	RURAL AGRICULTURE 2	RURAL LIVING	SPECIAL SITE	SETTLEMENT	RURAL SMALLHOLDING	
COMMERCIAL																	
Amusement Parlour	P	AA	AA	X	X	X	AA	X	X	X	X	X	X			X	GRV Commercial
Art and Craft Centre	P	X	AA	X	X	IP	SA	X	SA	IP	IP	IP	IP				GRV Commercial
Art Gallery	P	X	AA	X	X	IP	SA	X	SA	IP	IP	IP	IP			IP	GRV Commercial
Bakery - Retail	P	SA	SA	X	X	AA	P	X	SA	X	X	X	X			X	GRV Commercial
Bakery - Wholesale	X	X	X	X	X	P	P	X	SA	X	X	X	X			X	GRV Commercial
Bed and Breakfast	AA	X	P	SA	SA	X	X	X	X	IP	IP	IP	AA			IP	GRV Commercial
Boarding House	P	X	P	SA	AA	X	SA	X	X	X	X	X	X			X	GRV Commercial
Brewery	X	X	X	X	X	X	X	AA	X	IP	SA	SA	IP			X	GRV Commercial
Cabin	X	X	P	X	X	X	X	X	X	IP	IP	IP	X				GRV Commercial
Car Park	P	P	P	AA	AA	IP	IP	IP	IP	IP	IP	X	X			X	GRV Commercial
Caravan Park	P	X	AA	X	X	X	SA	SA	X	X	X	X	X			X	GRV Commercial
Camping Ground	SA	X	SA	X	X	X	SA	X	X	X	X	X	X			X	GRV Commercial
Chalet	X	X	P	X	X	X	X	X	X	IP	IP	IP	X				GRV Commercial
Convenience Store	P	P	P	X	X	AA	AA	IP	X	X	X	X	X			X	GRV Commercial
Drive-In Theatre	AA	X	SA	X	X	AA	X	X	X	X	X	X	X			X	GRV Commercial
Dry Cleaning Premises	P	X	X	X	X	P	AA	X	X	X	X	X	X			X	GRV Commercial
Farm Stay	X	X	X	X	X	X	X	X	X	IP	IP	IP	SA			IP	GRV Commercial
Farm Supply Centre	X	X	X	X	X	P	P	P	SA	X	X	X	X			X	GRV Commercial
Fast Food Outlet	P	P	SA	X	X	AA	AA	X	X	X	X	X	X			X	GRV Commercial
Funeral Parlour	AA	X	X	X	X	AA	SA	X	X	X	X	X	X			X	GRV Commercial
Garden Centre	P	AA	X	X	X	P	P	AA	AA	AA	AA	AA	AA			AA	GRV Commercial
Health Studio	P	AA	AA	X	X	SA	AA	X	X	X	X	X	X			X	GRV Commercial
Home Business	X	X	X	X	X	X	X	X	AA	AA	AA	AA	AA			AA	GRV Commercial
Home Occupation	P	X	X	P	P	X	X	X	AA	P	P	P	P			P	GRV Commercial
Hotel	P	X	P	X	X	X	SA	X	X	X	X	X	X			X	GRV Commercial
Laundromat	P	P	AA	X	X	P	P	X	X	X	X	X	X			X	GRV Commercial
Lunch Bar	P	P	P	X	X	AA	P	AA	SA	X	X	X	X			X	GRV Commercial
Marine Filling Station	X	X	SA	X	X	AA	AA	X	X	X	X	X	X			X	GRV Commercial
Market	P	SA	X	X	X	AA	AA	AA	AA	AA	X	X	X			X	GRV Commercial
Motel	P	X	P	X	X	X	SA	X	X	X	X	X	X			X	GRV Commercial
Motor Vehicle/Marine Sales Premises	P	X	X	X	X	P	P	X	X	X	X	X	X			X	GRV Commercial
Motor Vehicle Hire	P	X	P	X	X	P	P	X	AA	X	X	X	X			X	GRV Commercial
Motor Vehicle Wash Station	SA	X	SA	X	X	SA	SA	SA	SA	X	X	X	X			X	GRV Commercial
Museum	P	X	AA	X	X	X	X	X	X	IP	X	X	X				GRV Commercial
Night Club	AA	X	AA	X	X	X	SA	X	X	X	X	X	X			X	GRV Commercial
Office	P	P	IP	X	X	IP	AA	IP	IP	IP	IP	IP	IP			IP	GRV Commercial
Plant Nursery	AA	AA	X	X	X	P	P	AA	AA	IP	IP	IP	X			AA	GRV Commercial
Reception Centre	P	X	AA	X	X	X	X	X	X	X	X	X	X			X	GRV Commercial
Restricted Premises	SA	SA	X	X	X	SA	SA	X	X	X	X	X	X			X	GRV Commercial
Restaurant	P	P	P	X	X	X	AA	X	X	SA	SA	SA	X			X	GRV Commercial
Road House	SA	SA	SA	X	X	AA	AA	SA	SA	X	X	X	X			X	GRV Commercial
Service Station	X	X	X	X	X	P	P	SA	SA	X	X	X	X			X	GRV Commercial
Shop	P	P	AA	X	X	X	SA	X	X	X	X	X	X			X	GRV Commercial
Showroom	P	X	X	X	X	P	P	SA	AA	X	X	X	X			X	GRV Commercial
Tavern	P	X	SA	X	X	X	X	X	X	X	X	X	X			X	GRV Commercial
Tourist Accommodation	P	X	P	X	X	X	X	X	X	X	X	X	X			X	GRV Commercial
Warehouse	AA	X	X	X	X	P	AA	SA	AA	X	X	X	X			X	GRV Commercial
Wayside Stall	X	X	X	X	X	X	X	AA	AA	IP	IP	IP	AA			X	GRV Commercial
Winery	X	X	X	X	X	X	X	AA	X	IP	SA	SA	IP			X	GRV Commercial

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PREDOMINANT USES TO BE LIMITED TO THOSE INCLUDED IN A COMMUNITY LAYOUT PLAN ENDORSED BY THE COMMUNITY, THE COUNCIL AND THE WA PLANNING COMMISSION.

LAND USES AS PER THE TOWN PLANNING SCHEME NO. 7 KUNUNURRA AND ENVIRONS	ZONING AS PER THE TOWN PLANNING SCHEME NO. 7 KUNUNURRA AND ENVIRONS																RATING DIFFERENTIAL CATEGORY ALIGNED TO PREDOMINANT LAND USE &/OR ZONE. IF LAND IS UNDEVELOPED, THE RATING CATEGORY WILL BE GRV OTHER VACANT	
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16		
	TOWN CENTRE	LOCAL CENTRE	TOURIST	RESIDENTIAL	RESIDENTIAL DEVELOPMENT	LIGHT INDUSTRY	MIXED BUSINESS	RURAL INDUSTRY	COMPOSITE INDUSTRY	GENERAL RURAL	RURAL AGRICULTURE 1	RURAL AGRICULTURE 2	RURAL LIVING	SPECIAL SITE	SETTLEMENT	RURAL SMALLHOLDING		
RESIDENTIAL																		
Aged & Dependent Persons Dwelling	AA	X	X	AA	AA	X	X	X	X	X	X	X	X	X	X	X	X	GRV Residential
Caretaker's Dwelling	IP	IP	IP	X	X	IP*	IP	IP	AA	IP	IP	IP	X				X	Ancillary Use. Refer to the predominant use of the land for alignment.
Community Home	AA	X	X	P	P	P	X	X	X	X	X	X	X	X	X	X	X	GRV Residential
Grouped Dwelling	AA	X	SA	AA	AA	X	X	X	X	X	X	X	X	X	X	X	X	GRV Residential
Multiple Dwelling	AA	X	SA	AA	AA	X	X	X	X	X	X	X	X	X	X	X	X	GRV Residential
Residential Building	AA	X	SA	SA	SA	X	SA	X	X	X	X	X	X	X	X	X	X	GRV Residential
Single Dwelling	X	X	X	P	P	X	X	X	AA	P	P	P	P				P	GRV Residential
Transient Accommodation	X	X	AA	X	X	SA	SA	X	AA	AA	AA	AA	X				X	GRV Commercial
INSTITUTIONAL																		
Civic Building	P	AA	X	SA	SA	SA	SA	X	SA	X	X	AA	AA				AA	GRV Commercial
Club Premises	P	AA	SA	X	X	X	AA	X	X	X	X	X	X	X	X	X	X	GRV Commercial
Community Service Depot	AA	X	X	AA	AA	P	P	AA	AA	AA	AA	AA	AA	AA	AA	AA	AA	GRV Commercial
Consulting Rooms	P	P	X	SA	SA	X	SA	X	X	X	X	X	X	X	X	X	X	GRV Commercial
Day Care Centre	P	AA	X	SA	SA	X	SA	X	X	X	X	X	X	X	X	X	X	GRV Commercial
Detention Centre	X	X	X	X	X	X	X	SA	X	X	X	X	X	X	X	X	X	GRV Commercial
Education Establishment	P	AA	X	SA	SA	AA	AA	X	X	AA	AA	AA	X				X	GRV Commercial
Hospital	P	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	GRV Commercial
Kennels/Catery	X	X	X	X	X	SA	SA	AA	X	SA	SA	SA	X				X	GRV Commercial
Kindergarten	AA	AA	X	SA	SA	X	X	X	X	X	X	X	X	X	X	X	X	GRV Commercial
Medical Centre	P	P	X	SA	SA	X	P	X	X	X	X	X	X	X	X	X	X	GRV Commercial
Public Amusement	P	AA	AA	X	X	X	SA	X	SA	X	X	X	X	X	X	X	X	GRV Commercial
Public Worship	P	X	X	SA	SA	X	X	X	X	X	X	X	X	X	X	X	X	GRV Commercial
Radio & TV Installation	SA	AA	X	SA	SA	AA	AA	AA	X	AA	AA	AA	X				X	GRV Commercial
Veterinary Consulting Room or Hospital	AA	X	X	X	X	AA	AA	AA	X	X	X	X	X	X	X	X	X	GRV Commercial
INDUSTRIAL																		
Abattoir	X	X	X	X	X	X	X	SA	X	AA	SA	X	X	X	X	X	X	GRV Industrial
Boat Building Facility	X	X	X	X	X	P	SA	X	AA	X	X	X	X	X	X	X	X	GRV Industrial
Factory Units	X	X	X	X	X	P	P	AA	AA	X	X	X	X	X	X	X	X	GRV Industrial
Fuel Depot	X	X	X	X	X	AA	AA	AA	AA	X	X	X	X	X	X	X	X	GRV Industrial
Industry: General	X	X	X	X	X	AA	AA	X	X	X	X	X	X	X	X	X	X	GRV Industrial
Light	X	X	X	X	X	P	AA	AA	AA	X	X	X	X	X	X	X	X	GRV Industrial
Service	X	X	X	X	X	P	AA	AA	AA	X	X	X	X	X	X	X	X	GRV Industrial
Extractive	X	X	X	X	X	X	X	SA	X	AA	AA	X	X	X	X	X	X	GRV Industrial
Hazardous	X	X	X	X	X	X	X	SA	X	X	X	X	X	X	X	X	X	GRV Industrial
Noxious	X	X	X	X	X	X	X	SA	X	X	X	X	X	X	X	X	X	GRV Industrial
Cottage	AA	X	AA	AA	AA	AA	AA	AA	AA	AA	AA	SA	SA				SA	GRV Industrial
Rural	X	X	X	X	X	X	X	P	AA	P	SA	SA	X				X	GRV Industrial
Motor Vehicle Repair	AA	AA	X	X	X	P	P	AA	AA	X	X	X	X	X	X	X	X	GRV Industrial
Motor Wrecking	X	X	X	X	X	AA	X	X	X	X	X	X	X	X	X	X	X	GRV Industrial
Salvage Yard	X	X	X	X	X	AA	X	X	X	X	X	X	X	X	X	X	X	GRV Industrial
Transport Depot	X	X	X	X	X	AA	X	AA	AA	X	SA	X	X				X	GRV Industrial
RURAL																		
Airfield	X	X	X	X	X	X	X	X	X	AA	AA	X	X				X	Rating Differential Category Determined by Zone and/or a Combination of Zone and Land Use In Accordance with the Strategic Rating Policy
Aquaculture	X	X	X	X	X	SA	X	AA	X	SA	SA	SA	X				X	Rating Differential Category Determined by Zone and/or a Combination of Zone and Land Use In Accordance with the Strategic Rating Policy
Equestrian Centre	X	X	X	X	X	X	X	X	X	P	AA	SA	X				X	Rating Differential Category Determined by Zone and/or a Combination of Zone and Land Use In Accordance with the Strategic Rating Policy
Intensive Agriculture	X	X	X	X	X	X	X	X	X	P	P	P	X				X	Rating Differential Category Determined by Zone and/or a Combination of Zone and Land Use In Accordance with the Strategic Rating Policy
Milk Depot	X	X	X	X	X	AA	P	P	X	AA	SA	SA	X				X	Rating Differential Category Determined by Zone and/or a Combination of Zone and Land Use In Accordance with the Strategic Rating Policy

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PREDOMINANT USES TO BE LIMITED TO THOSE INCLUDED IN A COMMUNITY LAYOUT PLAN ENDORSED BY THE COMMUNITY, THE COUNCIL AND THE WA PLANNING COMMISSION.

LAND USES AS PER THE TOWN PLANNING SCHEME NO. 7 KUNUNURRA AND ENVIRONS	ZONING AS PER THE TOWN PLANNING SCHEME NO. 7 KUNUNURRA AND ENVIRONS																RATING DIFFERENTIAL CATEGORY ALIGNED TO PREDOMINANT LAND USE &/OR ZONE. IF LAND IS UNDEVELOPED, THE RATING CATEGORY WILL BE GRV OTHER VACANT
	1 TOWN CENTRE	2 LOCAL CENTRE	3 TOURIST	4 RESIDENTIAL	5 RESIDENTIAL DEVELOPMENT	6 LIGHT INDUSTRY	7 MIXED BUSINESS	8 RURAL INDUSTRY	9 COMPOSITE INDUSTRY	10 GENERAL RURAL	11 RURAL AGRICULTURE 1	12 RURAL AGRICULTURE 2	13 RURAL LIVING	14 SPECIAL SITE	15 SETTLEMENT	16 RURAL SMALLHOLDING	
RURAL																	
Piggery	X	X	X	X	X	X	X	X	X	AA	AA	X	X	PREDOMINANT USES TO BE LIMITED TO THAT SPECIFICALLY MARKED ON THE SCHEME MAP OR LISTED IN APPENDIX 2 OF THE TPS NO. 7.	PREDOMINANT USES TO BE LIMITED TO THOSE INCLUDED IN A COMMUNITY LAYOUT PLAN ENDORSED BY THE COMMUNITY, THE COUNCIL AND THE WA PLANNING COMMISSION.	X	Rating Differential Category Determined by Zone and/or a Combination of Zone and Land Use In Accordance with the Strategic Rating Policy
Poultry Farming	X	X	X	X	X	X	X	SA	X	AA	AA	SA	X			X	Rating Differential Category Determined by Zone and/or a Combination of Zone and Land Use In Accordance with the Strategic Rating Policy
Private Recreation	AA	AA	AA	X	X	X	AA	X	X	X	X	X	X			X	Rating Differential Category Determined by Zone and/or a Combination of Zone and Land Use In Accordance with the Strategic Rating Policy
Public Recreation	P	P	P	P	P	P	P	P	X	P	P	P	P			P	Rating Differential Category Determined by Zone and/or a Combination of Zone and Land Use In Accordance with the Strategic Rating Policy
Rural Pursuit	X	X	X	X	X	X	X	X	X	P	P	P	SA			SA	Rating Differential Category Determined by Zone and/or a Combination of Zone and Land Use In Accordance with the Strategic Rating Policy
Stable	X	X	X	X	X	X	X	AA	X	P	P	P	P			P	Rating Differential Category Determined by Zone and/or a Combination of Zone and Land Use In Accordance with the Strategic Rating Policy
Zoological Gardens	X	X	X	X	X	X	X	X	X	AA	AA	SA	X			X	Rating Differential Category Determined by Zone and/or a Combination of Zone and Land Use In Accordance with the Strategic Rating Policy

LAND USES AS PER THE TOWN PLANNING SCHEME NO. 6 WYNDHAM TOWNSITE	ZONING AS PER THE TOWN PLANNING SCHEME NO. 6 WYNDHAM TOWNSITE							RATING DIFFERENTIAL CATEGORY ALIGNED TO PREDOMINANT LAND USE &/OR ZONE. IF LAND IS UNDEVELOPED, THE RATING CATEGORY WILL BE GRV OTHER VACANT
	1 TOWN CENTRE	2 RESIDENTIAL	3 INDUSTRIAL	4 SPECIAL RURAL	5 RURAL/PASTORAL	6 SPECIAL SITE	7 SETTLEMENT	
COMMERCIAL								
Amusement Facility	AA	X	X	X	X			GRV Commercial
Car Park	P	AA	P	AA	AA			GRV Commercial
Dry Cleaning Premises	AA	X	P	X	X			GRV Commercial
Fast Food Outlet	P	X	X	X	X			GRV Commercial
Funeral Parlour	SA	X	AA	X	X			GRV Commercial
Health Studio	AA	X	AA	X	X			GRV Commercial
Home Occupation	AA	AA	AA	AA	AA			GRV Commercial
Hotel	AA	X	X	X	X			GRV Commercial
Laundromat	AA	X	P	X	X			GRV Commercial
Motel	AA	X	X	X	X			GRV Commercial
Motor Vehicle or Marine Sales Premises	AA	X	X	X	X			GRV Commercial
Motor Vehicle Hire	AA	X	P	X	X			GRV Commercial
Night Club	AA	X	P	X	X			GRV Commercial
Office	P	AA	IP	IP	IP			GRV Commercial
Office - Professional	P	X	X	X	X			GRV Commercial
Reception Centre	P	X	X	X	X			GRV Commercial
Restricted Premises	AA	X	AA	X	X			GRV Commercial
Restaurant	P	X	X	X	X			GRV Commercial
Service Station	SA	X	AA	X	X			GRV Commercial
Shop	P	SA	AA	X	X			GRV Commercial
Showroom	P	X	P	X	X			GRV Commercial
Tavern	AA	X	X	X	X			GRV Commercial
Warehouse	AA	X	P	X	X			GRV Commercial
PREDOMINANT USES TO BE LIMITED TO THAT SPECIFICALLY MARKED ON THE SCHEME MAP OR LISTED IN APPENDIX 2 OF THE TPS NO. 7.								
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LAND USES AS PER THE TOWN PLANNING SCHEME NO. 6 WYNDHAM TOWNSITE	ZONING AS PER THE TOWN PLANNING SCHEME NO. 6 WYNDHAM TOWNSITE							RATING DIFFERENTIAL CATEGORY ALIGNED TO PREDOMINANT LAND USE &/OR ZONE. IF LAND IS UNDEVELOPED, THE RATING CATEGORY WILL BE GRV OTHER VACANT
	1 TOWN CENTRE	2 RESIDENTIAL	3 INDUSTRIAL	4 SPECIAL RURAL	5 RURAL/PASTORAL	6 SPECIAL SITE	7 SETTLEMENT	
RESIDENTIAL								
Aged & Dependent Persons Dwelling	AA	AA	X	X	X			GRV Residential
Caretaker's Dwelling	IP	X	IP	IP	IP			Ancillary Use. Refer to the predominant use of the land for alignment.
Grouped Dwelling	P	AA	X	X	X			GRV Residential
Multiple Dwelling	P	AA	X	X	X			GRV Residential
Residential Building	AA	AA	X	X	X			GRV Residential
Single House	AA	P	X	P	P			GRV Residential
COMMUNITY								
Civic Building	P	AA	X	X	X			GRV Commercial
Club Premises	AA	X	SA	AA	AA			GRV Commercial
Consulting Rooms	P	SA	SA	AA	X			GRV Commercial
Day Care Centre	P	SA	X	SA	X			GRV Commercial
Educational Establishment	P	X	AA	X	X			GRV Commercial
Fire Brigade Depot	P	X	P	P	X			GRV Commercial
Hospital	SA	SA	X	X	X			GRV Commercial
Kennels/Cattery	X	X	AA	SA	SA			GRV Commercial
Kindergarten	P	SA	X	X	X			GRV Commercial
Medical Centre	P	SA	X	X	X			GRV Commercial
Public Utility	P	P	P	P	P			GRV Commercial
Public Worship	P	SA	X	X	X			GRV Commercial
Radio & TV Installation	SA	P	AA	AA	AA			GRV Commercial
Veterinary Consulting Room or Hospital	SA	X	AA	X	AA			GRV Commercial
INDUSTRIAL								
Fuel Depot	X	X	P	X	X			GRV Industrial
Industry: General	X	X	P	X	X			GRV Industrial
Light	SA	X	P	X	X			GRV Industrial
Service	SA	X	P	X	X			GRV Industrial
Extractive	X	X	X	X	SA			GRV Industrial
Hazardous	X	X	SA	X	X			GRV Industrial
Cottage	AA	AA	AA	AA	AA			GRV Industrial
Motor Vehicle Repair	SA	X	P	X	X			GRV Industrial
Motor Wrecking	X	X	AA	X	X			GRV Industrial
Salvage Yard	X	X	P	X	X			GRV Industrial
Transport Depot	X	X	P	X	X			GRV Industrial
PREDOMINANT USES TO BE LIMITED TO THAT SPECIFICALLY MARKED ON THE SCHEME MAP OR LISTED IN APPENDIX 2 OF THE TPS NO. 7.							PREDOMINANT USES TO BE LIMITED TO THOSE INCLUDED IN A COMMUNITY LAYOUT PLAN ENDORSED BY THE COMMUNITY, THE COUNCIL AND THE WA PLANNING COMMISSION.	

LAND USES AS PER THE TOWN PLANNING SCHEME NO. 6 WYNDHAM TOWNSITE	ZONING AS PER THE TOWN PLANNING SCHEME NO. 6 WYNDHAM TOWNSITE							RATING DIFFERENTIAL CATEGORY ALIGNED TO PREDOMINANT LAND USE &/OR ZONE. IF LAND IS UNDEVELOPED, THE RATING CATEGORY WILL BE GRV OTHER VACANT
	1 TOWN CENTRE	2 RESIDENTIAL	3 INDUSTRIAL	4 SPECIAL RURAL	5 RURAL/PASTORAL	6 SPECIAL SITE	7 SETTLEMENT	
RECREATION								
Equestrian Centre	X	X	X	P	P	PREDOMINANT USES TO BE LIMITED TO THAT SPECIFICALLY MARKED ON THE SCHEME MAP OR LISTED IN APPENDIX 2 OF THE TPS NO. 7.	PREDOMINANT USES TO BE LIMITED TO THOSE INCLUDED IN A COMMUNITY LAYOUT PLAN ENDORSED BY THE COMMUNITY, THE COUNCIL AND THE WA PLANNING COMMISSION.	Rating Differential Category Determined by Zone and/or a Combination of Zone and Land Use In Accordance with the Strategic Rating Policy
Private Recreation	AA	X	SA	AA	AA			Rating Differential Category Determined by Zone and/or a Combination of Zone and Land Use In Accordance with the Strategic Rating Policy
Public Amusement	AA	P	X	P	P			Rating Differential Category Determined by Zone and/or a Combination of Zone and Land Use In Accordance with the Strategic Rating Policy
Public Recreation	P	P	P	P	P			Rating Differential Category Determined by Zone and/or a Combination of Zone and Land Use In Accordance with the Strategic Rating Policy
RURAL								
Rural Pursuit	X	X	X	P	P	Rating Differential Category Determined by Zone and/or a Combination of Zone and Land Use In Accordance with the Strategic Rating Policy		
Stable	X	X	X	P	AA	Rating Differential Category Determined by Zone and/or a Combination of Zone and Land Use In Accordance with the Strategic Rating Policy		

Differential Rates	2014/15 Budget				2015/16 Proposed				Overall Increase In Rates 15/16	Average Rates Payable	Average Valuation	
	Rate/Min	No. Properties	Valuations	Total Rates	Multiplier	% increase in RID	Rate/Min	No. Properties				Valuations
GRV Residential	8.8623	1,600	46,794,384	4,147,059		4.93%	9.2992	1,607	47,123,544	4,382,113	2,727	29,324
GRV Other Vacant	13.2935	24	426,850	56,743	1.5000		13.9488	32	552,700	77,095	2,409	17,272
GRV Commercial	9.7485	129	14,611,445	1,424,401	1.3000		12.0890	157	14,662,457	1,772,539	11,290	93,391
GRV Industrial	9.7485	164	8,620,645	840,386	1.2000		11.1590	167	8,722,625	973,361	5,829	52,231
UV Rural Residential	0.9335	185	51,149,000	477,476		4.93%	0.9795	185	51,149,000	501,004	2,708	276,481
UV Pastoral	2.9471	24	14,647,919	431,689		80.03%	5.3057	23	6,170,800	327,404	14,235	268,296
UV Commercial/Industrial	0.6278	35	13,362,120	83,887		7.03%	0.6719	36	13,355,840	89,738	2,493	370,996
UV Rural Agriculture 1	0.8878	76	64,296,200	570,822		7.03%	0.9502	78	75,060,309	713,223	9,144	962,312
UV Rural Agriculture 2	0.6278	109	57,287,000	359,648		7.03%	0.6719	109	57,360,000	385,402	3,536	526,239
UV Mining	25.7167	65	1,983,154	510,002		7.03%	27.5246	37	1,594,199	438,797	11,859	43,086
UV Mining Vacant	-	-	-	-		-50.00%	13.7623	20	458,670	63,124	3,156	22,934
UV Other	0.6006	4	7,246,000	43,519		4.93%	0.6302	2	526,000	3,315	1,657	263,000
Subtotal		2,415	280,424,717	8,945,632				2,453	276,736,144	9,727,114	781,482	
Minimum												
GRV Residential	1,034.00	41	326,574	42,394		4.93%	1,085.00	45	372,070	48,825	1,085	8,268
GRV Other Vacant	1,034.00	105	429,250	108,570		4.93%	1,085.00	112	440,980	121,520	1,085	3,937
GRV Commercial	1,034.00	49	393,865	50,666		4.93%	1,085.00	17	83,325	18,445	1,085	4,901
GRV Industrial	1,034.00	8	41,275	8,272		4.93%	1,085.00	7	30,875	7,595	1,085	4,411
UV Rural Residential	1,034.00	-	-	-		4.93%	1,085.00	-	-	-	-	-
UV Pastoral	1,034.00	2	58,361	2,068		4.93%	1,085.00	1	17,471	1,085	1,085	17,471
UV Commercial/Industrial	1,034.00	7	570,900	7,238		4.93%	1,085.00	10	574,200	10,850	1,085	57,420
UV Rural Agriculture 1	1,034.00	2	50,000	2,068		4.93%	1,085.00	2	50,000	2,170	1,085	25,000
UV Rural Agriculture 2	1,034.00	-	-	-		4.93%	1,085.00	-	-	-	-	-
UV Mining	830.00	65	99,524	53,950		30.70%	1,085.00	31	42,998	33,635	1,085	1,387
UV Mining Vacant	-	-	-	-		-50.00%	543.00	41	59,681	22,263	543	1,456
UV Other	1,034.00	1	800	1,034		4.93%	1,085.00	-	-	-	-	-
Subtotal		280	1,970,549	276,260				266	1,671,600	266,388	9,872	
Total		2,695	282,395,266	9,221,892				2,719	278,407,744	9,993,502	771,610	

3% of Increase for Asset Mgmt \$ 23,148

Average Payable Excl. Minimum Pmts (estimate)				Reference	Average Weekly Increase / (Decrease) \$
Differential Rating Category	2014/15 \$	2015/16 \$	Increase / (Decrease) \$		
GRV Residential	2,592	2,727	135	1	2.60
GRV Other Vacant	2,364	2,409	45		0.86
GRV Commercial	11,042	11,290	248		4.77
GRV Industrial	5,124	5,829	704		13.54
UV - Rural Residential	2,581	2,708	127		2.45
UV - Pastoral	17,987	14,235	- 3,752	1	- 72.16
UV Commercial / Industrial	2,397	2,493	96		1.84
UV - Rural Agriculture 1	7,852	9,144	1,292		24.85
UV - Rural Agriculture 2	3,300	3,536	236		4.54
UV - Mining	7,846	11,859	4,013	2	77.18
UV - Other	3,255	1,657	- 1,598	3	- 30.73

Note:-
1. The table above includes the 10 properties that currently have Rates Concessions approved. The overall impact of the Concessions for 2015/16 based on the proposal will be a reduction in rating revenue of \$46,817, resulting in an overall increase in rating revenue of \$724,793 (compared to \$771,610 shown above).

1 - UV Pastoral: The reduction in valuations is distorting the amounts.

2 - UV Mining: The creation of the new UV Mining Vacant category for 2015/16 will distort these amounts.

3 - UV Other: Amalgamations and transfer of properties to UV - Rural Ag 1 category for 2015/16 are distorting the amounts.

13.3 INFRASTRUCTURE

13.3.1 Funeral Directors Licence Renewal

DATE:	28/07/2015
PROPONENT:	Derby Funeral Services
LOCATION:	Shire of Wyndham East Kimberley
AUTHOR:	Heather Bishop, Infrastructure Support Officer
REPORTING OFFICER:	David Klye, Director Infrastructure
FILE NO:	PH.12.11
DECLARATION OF INTERESTS:	Nil

PURPOSE

For Council to consider approval of a Funeral Directors licence in accordance with the *Cemeteries Act 1986* (as a Board) for a period of one year for Derby Funeral Services.

BACKGROUND

Each year the Funeral Director of Derby Funeral Services applies for the annual renewal of his Funeral Director licence to conduct funerals within the Shire of Wyndham East Kimberley.

Derby Funeral Services has been operating in the Kimberley for approximately 22 years.

STATUTORY IMPLICATIONS

Cemeteries Act 1986.

Division 3 - Licensing of funeral directors.

16. *Licences*

A funeral director's licence:

- (a) is valid for the conduct of funerals at the cemetery or cemeteries specified in the licence;*
- (b) is valid for such period not exceeding one year from the day on which the licence is issued as the Board determines, unless the licence is sooner suspended or cancelled; and*
- (c) is not transferable.*

17. *Applications for licences*

- (1) An application for a funeral director's licence in respect of a cemetery shall be made to the Board responsible for the care, control and management of the cemetery in the manner required by the Board and shall be lodged with the Board together with the appropriate fee.*
- (2) An applicant who satisfies the Board that the applicant:*
 - (a) is of good repute and is fit to hold a funeral director's licence; and*
 - (b) has suitable facilities and equipment for handling and storing dead bodies and conducting funerals, shall be entitled to be issued with a funeral director's licence.*

POLICY IMPLICATIONS

Not applicable

FINANCIAL IMPLICATIONS

The Undertakers (Funeral Directors) Annual Licence Fee is \$333.70 from 1 July 2015.

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 3.4.3: Ensure Shire facilities are planned and managed to meet community needs

COMMUNITY ENGAGEMENT

The Shire of Wyndham East Kimberley's CP/GOV-3100 Community Engagement Policy has been considered in relation to this item.

No community engagement is required.

COMMENT

There are two listed Funeral Directors operating within the Kimberley Region, the applicant and one other company who services only Broome and surrounding districts.

ATTACHMENTS

Attachment 1 - Derby Funeral Service Application Form and Insurances

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council approves the issuing of an annual Funeral Directors licence to Derby Funeral Services for a period of one year in accordance with the Cemeteries Act 1986.

COUNCIL DECISION

Minute No. 11026

Moved: Cr G King

Seconded: Cr D Spackman

That Council approves the issuing of an annual Funeral Directors licence to Derby Funeral Services for a period of one year in accordance with the Cemeteries Act 1986.

Carried unanimously 8/0



~~AD HOC~~ APPLICATION FOR^S
FUNERAL DIRECTOR'S LICENCE

ALL APPLICANTS

Applicant (Name): PAUL CORNISH

For Annual Period: From July 2015 To: June 2016

Trading Name of Business: DERBY FUNERAL SERVICES
AND BROOME FUNERAL SERVICES

Business address from which business will be carried out: _____
LOT 707 LELIEVRE STREET DERBY WA 6728

Telephone Number: 040 9984 339

Facsimile Number: 91 911 417

Email Address: paul-cornish@telstra.com

Number of years Applicant has held a Funeral Directors Licence: 22 Yrs

Have you been convicted of any offence, anywhere? Yes No

If 'yes' provide details: _____

Have you ever been declared bankrupt or placed in receivership? Yes No

If 'yes' provide details: _____

Please **attach documentation** that will assist the Shire in determining that you meet the requirements of Section 17 (2) of the Cemeteries Act, 1986, namely:

An applicant who satisfies the Board that the applicant –

- a. Is of good repute and is fit to hold a funeral director's licence; and
- b. Has suitable facilities and equipment for handling and storing dead bodies and conducting funerals,

shall be entitled to be issued with a funeral director's licence.

Certification by Applicant

- I hereby certify that the Shire's standard requirements appropriate to this application as contained in the Policy for Licencing Funeral Directors have been met.
- I agree to maintain Public Liability Insurance cover and Workers Compensation Insurance Cover (where applicable) as a condition of my licence.
[Copy of certificate of currency of third party insurance to be attached]
- I agree to provide details of these insurance policies annually.
- I understand that this licence may be cancelled or suspended by the Shire, subject to my right of appeal.

Full Name and Capacity of Person Completing this Application:

Full Name (Print): J PARASILITI (JENNIFER PARASILITI)
OFFICE MANAGER + FUNERAL DIRECTOR

Signature of Applicant: J Parasiliti Date: 01/07/15.

Office Use Only

Received: 3/7/2015 Referred to Council: _____

Approved: _____ Licence Issued: _____

Receipt Number: 394515

SCHEDULE OF COVER
QBE Professional Indemnity Insurance

OUR REFERENCE 053980N
INSURER POLICY NUMBER 170A030318PID

QBE Insurance (Australia) Limited
ABN 78 003 191 035
AFS Licence No. 239545 of Level 5, 2 Park Street Sydney

=====
PROFESSIONAL INDEMNITY
=====

Period of Cover : 31/03/2015 to 31/03/2016
Named Insured : DERBY AND BROOME FUNERAL SERVICES
Insured ABN : 60079381984
Insured Tax Status : Yes - Fully Taxable
Taxable % : 100.0

COVER SUMMARY

Profession : FUNERAL DIRECTORS
Retroactive Date : Unlimited
Number of Employees : 2
Date Commenced : 01/10/1992

PROFESSIONAL INDEMNITY SECTION

Civil Liability Cover

Any one claim, Limit : \$1,000,000
Deductible : \$1,000
In the aggregate, Limit : \$2,000,000

STATE / TERRITORY BREAKDOWN

Western Australia 98.0
Northern Territory 2.0

CLAUSES APPLICABLE TO THIS POLICY

P46 GOOD SOLD & SUPPLIED ENDSMNT

Our Ref: 053980N

13.3.2 Sealing Program – Ord Stage 2 Expansion Roads

DATE:	28/07/2015
PROPONENT:	Shire of Wyndham East Kimberley
LOCATION:	Shire of Wyndham East Kimberley
AUTHOR:	Peter Kerp, Manager Engineering Services
REPORTING OFFICER:	David Klye, Director Infrastructure
FILE NO:	N/a
ASSESSMENT NO:	N/a
DECLARATION OF INTERESTS:	Nil

PURPOSE

To seek Council's endorsement of the proposed management of the second coat seal application on the Ord East Kimberley Stage 2 Expansion Project roads and proposed 2014/15 carryover works on Mills Road, Research Station Road and Egret Close. It is proposed that the works be undertaken concurrently with Main Roads proposed program via a memorandum of understanding to spray seal sections of Victoria Highway and Great Northern Highway, Mills Road, Research Station Road and Egret Close in the later half of 2015 and to utilise the bitumen spray seal supplier appointed by Main Roads WA Kimberley Region.

BACKGROUND

The Ord East Kimberley Expansion Project works included the construction of roads, drains and irrigation channels, of which the roads and associated drainage become Shire assets.

The Shire confirmed acceptance of the care, control and maintenance of Moonamang Road, Minjiljirrga Lane, Jandami Lane, Wooljim Lane and associated drainage works in each road corridor, effective 25 October 2013 subject to receipt of the following information:

1. Quality Control Records;
2. As Constructed Drawings associated with the Shire assets;
3. The contract technical specification for roadwork's and drainage.

Landcorp lodged the agreed sum of money of \$2.85m to Shire Wyndham East Kimberley in 2014 to cover the cost of application of a second and final coat bitumen spray seal to all roads created as part of Ord Stage 2 Expansion Project. The funds were received and placed in a newly created Goomig Farmlands Road Reserve account.

Council at its Ordinary Council Meeting of 23 June 2015 resolved:

COUNCIL DECISION

Minute No.10985

Moved: Cr K Wright

Seconded: Cr S Cooke

That points 1, 2 be approved by Council and point 3 in the Officer's Recommendation (Item 13.2.2 Proposed Second Bitumen Spray Seal Application – Ord Stage 2 Expansion) be deferred to a briefing because of the non urgency.

Carried Unanimously 9/0

Time prevented the matter being presented to the July 2015 Councillor briefing and deferring the matter to the August Briefing would make contractual arrangements with

MRWA difficult to conclude within the time frame before the Downer Mouchel contractor is scheduled to be in the East Kimberley undertaking the Main Roads maintenance projects.

STATUTORY IMPLICATIONS

The Local Government Act 1995 and Local Government (functions and General) Regulations 1996 apply to the procurement.

3.57. Tenders for providing goods or services

- (1) *A local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods or services.*
- (2) *Regulations may make provision about tenders.*

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.*

*Local Government (Functions and General) Regulations 1996
Part 4*

11. When tenders have to be publicly invited

- (1) *Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than \$100 000 unless subregulation (2) states otherwise.*
- (2) *Tenders do not have to be publicly invited according to the requirements of this Division if —*
 - (a) *the supply of the goods or services is to be obtained from expenditure authorised in an emergency under section 6.8(1)(c) of the Act; or*
 - (b) *the supply of the goods or services is to be obtained through the Council Purchasing Service of WALGA; or*
- (e) *the goods or services are to be supplied by or obtained through the government of the State or the Commonwealth or any of its agencies, or by a local government or a regional local government; or ...*

POLICY IMPLICATIONS

The Officer's recommendation in relation to this matter is in accordance with Council's CP/FIN-3204 Purchasing Policy.

FINANCIAL IMPLICATIONS

\$2,850,000 was paid by Landcorp to the Shire in 2014 to cover the cost of application of a second coat bitumen spray seal to all roads created as part of the Ord Stage 2 Project. The current reserve balance stands at \$2,889,313.36.

The estimated cost of the proposed sealing work is expected to fall within the current budget allocation. These estimated costs are inclusive of all materials, plant, accommodation, mobilisation, traffic management, reinstatement of all pavement line markings and project management. The Shire is in receipt of a construction estimate from Main Roads WA. See Attachment 1.

On 30 June 2015 the Federal Government announced additional funds for Roads to Recovery. With the additional funds, the Shire Wyndham East Kimberley allocation is as follows:

➤ Standard R2R	\$3,406,002	2014/15 to 2018/19
➤ Supplementary	\$1,245,775	2014/15 to 2018/19
➤ TOTAL	<u>\$4,651,777</u>	

Mills Road

2014/15 Adopted Budget	\$79,084 (SWEK)
Proposed 2015/16 Budget	<u>\$175,000</u> (R2R \$95,916: SWEK \$79,084)

Research Station Road

2014/15 Adopted Budget	\$26,362 (SWEK)
Proposed 2015/16 Budget	<u>\$50,000</u> (R2R \$23,638: SWEK \$26,362)

Egret Close

2014/15 Adopted Budget	\$65,000 (CLGF)
Proposed 2015/16 Budget	<u>\$125,000</u> (SWEK \$60,000: CLGF \$65,000)

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 2.3.2: Plan, design and budget for sustainable infrastructure

COMMUNITY ENGAGEMENT

The Shire of Wyndham East Kimberley's CP/GOV-3100 Community Engagement Policy has been considered in relation to this item.

COMMENT

There are approximately 38.59km of roads to be sealed as part of Ord Stage 2 Expansion Project varying from 10m width on Moonamang Road to 8m on the three minor access roads connecting to Moonamang Road. The Shire has given an undertaking to Landcorp to consider the application of the second 14mm sealing aggregate 2 to 3 years after practical completion which was achieved on 23 October 2013.

There is an opportunity for the Shire to include the sealing application on Ord Stage 2 roads by utilising the tender package proposed by Main Roads Western Australia (MRWA) for supply and lay of bitumen and aggregate application aimed for around October 2015. The combination of the Shire and Main Roads sealing packages will provide an opportunity to gain significant reduction in costs if the Shire were to do the works in conjunction with Main Roads because the two sealing packages added together represent a significant contract.

The works are proposed to be undertaken under a memorandum of understanding (MOU) between the Shire and MRWA. A draft MOU is attached (Attachment 2). The draft MOU will be amended to provide for the Shire budget of \$2,889,313 (plus interest) for the Ord Stage 2 Expansion road second coat seal.

MRWA publicly advertised the tender in the West Australian Weekend newspaper, Saturday, 11/12 July 2015, with tenders closing 2.30pm Thursday 30 July 2015. The Request for Tender "Kimberley Region Reseal Program" is made up of two Separable Portions detailed as follows:

- Separable Portion 1 – MRWA Resealing Works reseals associated with Specific maintenance activities within the Kimberley Region
- Separable Portion 2 – Ord River Irrigation Expansion Stage 2 – SWEK resealing works to apply 14mm C170 reseal to the Ord River Expansion Project Stage 2

The RFT stipulates that there is no guarantee Separable Portion 2 will be included within the Contract. The inclusion will be determined by the available budget, capacity and capability of the preferred Tender being able to meet Contractual completion dates.

Downer Mouchel is currently partnered with Main Roads as a procurement service to undertake Maintenance delivery within the Kimberley. Once a preferred tenderer has been nominated by Joint selection Panel (Downer Mouchel, SWEK and Main Roads), Main Roads Senior MRWA management will endorse the awarding of contract. Separable Portion 2 will be awarded only with written consent from the Shire's CEO.

Main Roads propose to conduct the tender evaluation week commencing Monday 3 August 2015. The Shire will be represented on the evaluation panel by Director Infrastructure with the remaining two representatives from MRWA and Downer Mouchel. Award of contract proposed 13 August 2015 with practical completion programed for 23 October 2015.

In addition to these the Shire is proposing to utilise the spray seal contractor to seal approximately 3,500 m² of Mills Road, 1,000 m² of Research Station Road and 925 m² of Egret Close using the same contractor. These three road projects are uncompleted projects from the 2014/15 budget and will be carried forward into the 2015/16 financial year. The three roads were deferred to 2015/16 as it was difficult to economically engage a spray seal contractor in the East Kimberley region in 2014/15 due to the high mobilisation costs for a small spray seal area. It is opportunistic for the Shire to utilise the spray seal contractor while it is available locally.

The Shire is in receipt of a construction estimate (see Attachment 3) proposal from Main Roads/Downer Mouchel for the rehabilitation and double-double seal application on the three roads. Mills Road, and Research Station Road have a shortfall in their carry over budget allocation but this shortfall has been made up by accessing the Supplementary R2R Program amounting to an additional \$1,245,775 to the original Standard R2R \$3,406,002.

It is proposed that the works will be undertaken by MRWA as a separable portion of their contract with their contracted supplier. The works will provided as a project by MRWA including project management.

ATTACHMENTS

Attachment 1 - SWEK Ord Cost Estimate 150717 (provided under separate cover)
Attachment 2 –Draft Memorandum of Understanding (provided under separate cover)
Attachment 3 –MRWA/Downer Mouchel Cost Estimate Additional Works (provided under separate cover)

VOTING REQUIREMENT

Absolute Majority

OFFICER'S RECOMMENDATION

That Council;

1. Endorses the Chief Executive Officer's intention to sign the Memorandum of Understanding between the Shire of Wyndham East Kimberley and Main Roads WA, with the inclusion of an upper expenditure limit of \$2,889,313 (plus interest) for the Ord East Kimberly Stage 2 Expansion Road Seal Project,
2. Endorses the Chief Executive Officer's intention to sign a Memorandum of Understanding between the Shire of Wyndham East Kimberley and Main Roads WA for the spray sealing of Mills Road (3500m²), Research Station Road (1000m²), and Egret Close (945m²), and
3. Commit from the Supplementary R2R program (\$1,245,775), additional funds of \$95,916 for Mills Road and \$23,638 for Research Station Road for inclusion in the proposed 2015/16 budget.

COUNCIL DECISION

Minute No. 11027

**Moved: Cr B Robinson
Seconded: Cr G King**

That Council;

1. **Endorses the Chief Executive Officer's intention to sign the Memorandum of Understanding between the Shire of Wyndham East Kimberley and Main Roads WA, with the inclusion of an upper expenditure limit of \$2,889,313 (plus interest) for the Ord East Kimberly Stage 2 Expansion Road Seal Project,**
2. **Endorses the Chief Executive Officer's intention to sign a Memorandum of Understanding between the Shire of Wyndham East Kimberley and Main Roads WA for the spray sealing of Mills Road (3500m²), Research Station Road (1000m²), and Egret Close (945m²), and**
3. **Commit from the Supplementary R2R program (\$1,245,775), additional funds of \$95,916 for Mills Road and \$23,638 for Research Station Road for inclusion in the proposed 2015/16 budget.**

Carried unanimously 8/0

13.3.3 Lake Argyle Speed Limit Review

DATE:	28/07/2015
PROPONENT:	Shire of Wyndham East Kimberley
LOCATION:	Lake Argyle Road
AUTHOR:	David Klye
REPORTING OFFICER:	David Klye
FILE NO:	TT.09.2
ASSESSMENT NO:	N/a
DECLARATION OF FINANCIAL INTERESTS:	N/a

PURPOSE

To update Council on the success of the request to Main Roads Western Australia (MRWA) to review the current speed limits on Lake Argyle Road from the Victoria Highway Junction to Lake Argyle Village.

BACKGROUND

In July 2014, Council resolved to correspond with Main Roads Western Australia and with the WALGA Roadwise Committee seeking to further promote a reduction in speed limit on Lake Argyle Road.

COUNCIL DECISION

Minute No. 10483

Moved: Cr K Wright

Seconded: Cr D Spackman

That Council requests the Chief Executive Officer or their delegate write to:

1) Main Roads WA requesting consideration of reducing the speed limit on Lake Argyle Road between Victoria Highway and Lake Argyle Resort to a maximum speed limit of 80km / hour, where it is currently 90 or 110km / hour; and

2) WALGA Roadwise Committee seeking support in reducing the speed limit on Lake Argyle Road between Victoria Highway and Lake Argyle Resort to a maximum speed limit of 80km / hour, where it is currently 90 or 110km / hour.

Carried Unanimously 9/0

Following the meeting, a request to MRWA was made to reduce the speed limits for Lake Argyle Road.

STATUTORY IMPLICATIONS

The Road Traffic Act 1974 (Regulations) Section 111 (2a) (iii), allows the Governor of Western Australia to make regulations empowering Main Roads WA to erect traffic signs and traffic control devices. The Main Roads Act 1930 Section 16 (1b) and (1c), states that the Commissioner MRWA is deemed to have the authorisation to operate traffic signs and traffic control signals and similar devices.

POLICY IMPLICATIONS

There is no current policy implication with this action, however, it does potentially set a precedent for other roads in similar condition.

FINANCIAL IMPLICATIONS

Main Roads WA has borne the costs associated with the speed sign amendment.

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

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 3.3.6: Collaborate with Police and other agencies to review and make recommendations with regard to improved safety and reduced vandalism in towns

COMMUNITY CONSULTATION

Community consultation is not required in relation to this item.

COMMENT

Previously, Lake Argyle Road was generally speed limited at 110km / hour with some sections set at lower limits. This road is predominantly used by tourists with caravans during the dry season. The road is classified as a Local Distributor in the Shire's Roman Data Base, is thirty five km long, and is not lane marked. The pavement generally has a seal width of six (6) metres and is formed to a width of ten (10) metres and then drops off in some sections. The road is hilly and contains many bends approaching the tourist village, it also has a number of low level crossings that flow during the wet season.

The speed limit on Lake Argyle Road between the Victoria Highway and Spillway Creek has now been reduced from 110 kmh to 90kmh and from Spillway creek to 470 m north of the Lake Argyle Resort the speed limit has been reduced from 110 kmh to 80 kmh with a limit of 60 from 470 m north of the Lake Argyle Resort to the end of the road.

ATTACHMENTS

There are no attachments associated with the report.

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council notes that Main Roads Western Australia has reduced the speed limit on Lake Argyle Road from Victoria Highway to Spillway Creek to 90 km/h with a further reduction from Spillway creek to Lake Argyle Resort to 80 km/h.

COUNCIL DECISION

Minute No. 11028

Moved: Cr G King

Seconded: Cr D Learbuch

That Council notes that Main Roads Western Australia has reduced the speed limit on Lake Argyle Road from Victoria Highway to Spillway Creek to 90 km/h with a further reduction from Spillway creek to Lake Argyle Resort to 80 km/h.

Carried unanimously 8/0

13.3.4 Appointment of Authorised Officers

DATE:	28/072015
PROPONENT:	Shire of Wyndham East Kimberley
LOCATION:	N/A
AUTHOR:	Paul Wilson, Senior Ranger & Emergency Services Coordinator.
REPORTING OFFICER:	David Klye, Director Infrastructure
FILE NO:	N/A
ASSESSMENT NO:	N/A
DECLARATION OF INTERESTS:	Nil

PURPOSE

For Council to consider the authorisation of Parks & Wildlife staff, Lindsay Baker (Senior Ranger) & John Hayward (Ranger) to administer regulatory action on the Port Warrender & Kalumbaru Roads by way of Infringement Notices for contraventions of the Shire's Activities in Thoroughfares & Public Places & Trading *Local Law 2005* section 2.19(1).

BACKGROUND

The Shire's Ranger Service actively police closed thoroughfares by way of punitive action for persons who traverse a closed thoroughfare with their vehicles.

This is undertaken to maintain the Shire's unsealed road infrastructure which provides better access and service delivery to these remote locations.

STATUTORY IMPLICATIONS

The Local Government Act 1995 Sections 3.5, 3.50 and 3.50A, and Activities in Thoroughfares and Public Places and Trading Local Law 2005 section 2.19(1) applies to this item.

POLICY IMPLICATIONS

No policy implications associated with this report

FINANCIAL IMPLICATIONS

No financial implications associated with this report

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 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 ENGAGEMENT

Community consultation is not required in relation to this item.

COMMENT

The Shire of Wyndham East Kimberley's Regulatory Services team is committed to creating an environment that promotes legislative compliance through education and enforcement.

Department of Parks and Wildlife employees share the Shire's motivation for legislative compliance regarding the temporary closure of Kalumburu Road. The Department of Parks and Wildlife employees and are authorised officers to undertake the protection of State Government controlled assets, including National Parks and control of private roads, also they are actively involved in Flora and Fauna control. The Department of Parks and Wildlife and the two incumbent employees are keen to assist the Shire in its management of the Kalumburu Road when it is closed.

It is in the Shire's interest to authorise employees of the Department of Parks and Wildlife as authorised officers as they are committed to the protection of assets and they have a strong focus on service delivery.

ATTACHMENTS

Nil

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council authorise Lindsay Allan Baker, Department of Parks and Wildlife, Senior Ranger and John Laurence Hayward, Department of Parks and Wildlife, Ranger to perform the functions of the *Activities in Thoroughfares and Public Places and Trading Local Law 2005* section 2.19(1).

COUNCIL DECISION

Minute No. 11029

Moved: Cr S Cooke

Seconded: Cr B Robinson

That Council authorise Lindsay Allan Baker, Department of Parks and Wildlife, Senior Ranger and John Laurence Hayward, Department of Parks and Wildlife, Ranger to perform the functions of the *Activities in Thoroughfares and Public Places and Trading Local Law 2005* section 2.19(1).

Carried unanimously 8/0

Motion – Cr D Spackman

That Council moves agenda item 13.3.5 of the 28 July OCM 'RFQ 1 15/16 Kalumburu Road Reconstruction Re-Sheeting, Flood-Ways and Culvert Program' to Section 17 of the agenda 'Matters Behind Closed Doors'.

COUNCIL DECISION

Minute No. 11030

Moved: Cr D Spackman

Seconded: Cr G King

That Council moves agenda item 13.3.5 of the 28 July OCM 'RFQ 1 15/16 Kalumburu Road Reconstruction Re-Sheeting, Flood-Ways and Culvert Program' to Section 17 of the agenda 'Matters Behind Closed Doors'.

Carried unanimously 8/0

Item 13.3.5 RFQ 1 15/16 Kalumburu Road Reconstruction, Re-Sheeting, Flood-Ways and Culvert Program becomes agenda item 17.5 of the 28 July OCM.

13.3.5 Tender Evaluation T10 14-15 Lease of Aircraft Hangarage at Wyndham Airpot

DATE:	28/07/2015
PROPONENT:	Shire of Wyndham East Kimberley
LOCATION:	Shire of Wyndham East Kimberley
AUTHOR:	Brian Sargeant
REPORTING OFFICER:	David Klye
FILE NO:	CM.16.131
ASSESSMENT NO:	Tender T10 14/15 Lease of Aircraft Hangarage at Wyndham Airport

PURPOSE

To provide Council with the results of the tender assessment of the Tenders received for T10 14-15 Lease of Aircraft Hangarage at Wyndham Airport and to provide recommendations regarding the award of the Tender.

BACKGROUND

The tender, T10 14-15 Lease of Aircraft Hangarage at Wyndham Airport was advertised in the Weekend West Australian on 27 June 2015, in the Kimberley Echo on 9 July 2015 and the Shire Website, with tenders closing at 4.00pm Monday 13 July 2015.

On the 14 July 2015, the tender panel evaluated the sole tender bid against the Request for tender (RFT) criteria. The evaluation panel determined that the subject bid complied with the provisions of the subject RFT.

Council is under no obligation to enter in to a lease arrangement with the accepted tenderer

STATUTORY IMPLICATIONS

In accordance with *The Local Government Act 1995* Section 3.58 and *The Local Government (Functions and General) regulations 1996*, Part 4, Division 2, regulation 11(1)

POLICY IMPLICATIONS

This item is in accordance with the Shire Wyndham East Kimberley's Purchasing Policy CP/FIN-3204, in particular the Regulatory Compliance section, 'Guiding statement' on Tenders.

FINANCIAL IMPLICATIONS

Not applicable

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

2.3.2 Plan, design and budget for sustainable infrastructure

COMMUNITY CONSULTATION

Not applicable

COMMENT

Tender T10 14-15 Lease of Aircraft Hangarage invited submissions to tender for a fixed term lease, of the entirety or part of the Aircraft Hangar on part of Lot 445 of deposited plan 205408, situated at the Wyndham Airport, Wyndham.

The stated permissible use of the leased area was for the storage of aircraft, maintenance and other aviation related practices required in the day to day operation of an aircraft.

Tenderers were able to submit an offer for the whole of the Wyndham Hangar (1020m²) or for part of the hangar space by square meter (m²).

A valuation of the lease area was undertaken by 'Opteon' property Valuers in February 2015 (see Confidential Attachment 1) which was used in the evaluation of the tender submission.

One individual registered an interest in tender T10 14/15 and one tender submission was received. The submission contained an offer that was considered by the assessment panel not to be adequate, refer to the Confidential Attachment 2.

ATTACHMENTS

Attachment 1 - Opteon Wyndham Airport Hangar Valuation Report (provided under separate cover)

Attachment 2 - Tender Assessment Panel Report summary (provided under separate cover)

VOTING REQUIREMENT

Absolute Majority

OFFICER'S RECOMMENDATION

That Council;

1. Reject all tenders, and
2. Authorise the Chief Executive Officer to negotiate with the tenderer and to execute a lease on behalf of the Shire for all or part of the Airport Hangar at Wyndham Airport for an amount that represents a reasonable return to the Shire in accordance with the confidential tender assessment report.

COUNCIL DECISION

Minute No. 11031

**Moved: Cr G Taylor
Seconded: Cr D Learbuch**

That Council;

- 1. Reject all tenders, and**
- 2. Authorise the Chief Executive Officer to negotiate with the tenderer and to execute a lease on behalf of the Shire for all or part of the Airport Hangar at Wyndham Airport for an amount that represents a reasonable return to the Shire in accordance with the confidential tender assessment report.**

Carried unanimously 8/0

Motion – Cr R Dessert

That Council moves agenda item 13.3.6 of the 28 July OCM 'Disposal of Abandoned Vehicles and Surplus Plant' to Section 17 of the agenda 'Matters Behind Closed Doors'.

COUNCIL DECISION

Minute No. 11032

**Moved: Cr R Dessert
Seconded: Cr G King**

That Council moves agenda item 13.3.6 of the 28 July OCM 'Disposal of Abandoned Vehicles and Surplus Plant' to Section 17 of the agenda 'Matters Behind Closed Doors'.

Carried unanimously 8/0

Item 13.3.6 Disposal of Abandoned Vehicles and Surplus Plant becomes agenda item 17.6 of the 28 July OCM.

13.4 COMMUNITY DEVELOPMENT

13.4.1 Development Application for Telecommunication Infrastructure at Lot 26 Bluegrass Avenue, Kununurra

DATE:	28/07/2015
PROPONENT:	Kimberley Agricultural Investments
LOCATION:	Lot 26 Bluegrass Avenue, Kununurra
AUTHOR:	Jennifer Ninyette, Senior Planning Officer
REPORTING OFFICER:	Louise Gee, Director Community Development
FILE NO:	A7486P
ASSESSMENT NO:	A7486
DECLARATION OF INTERESTS:	Nil

PURPOSE

For Council to consider a development application for Telecommunication Infrastructure at Lot 26 Bluegrass Avenue, Kununurra.

BACKGROUND

An application for planning approval was lodged on 7 July 2015 by Kimberley Agricultural Investments (KAI) for a proposed lighting tower (monopole) fitted with microwave equipment (telecommunication infrastructure) at Lot 26 Bluegrass Avenue, Kununurra.

The property is located on the corner of Chestnut Drive, Bluegrass Avenue and Collina Way in the Coolibah Estate, opposite the Ord River Sports Club, and has an area of 1500m². The property adjoins Lot 25 Lirata Pass and Lot 27 Collina Way, both of which are also owned by KAI. The land is zoned Town Centre under Town Planning Scheme No. 7 – Kununurra and Environs (TPS 7), and is identified in the Coolibah Development Guide Plan as a mixed use lot.



Location of Subject Site

Proposal

The proposed monopole tower, which will appear similar to a street light, is intended to provide a network link to a number of other KAI owned or leased properties, principally to improve the internet service, particularly to the remote site office located on Moonamang Road.

The initial communication network plan prepared for the applicant by CipherTel proposed the monopole tower to be 12 metres in height; however the applicant has stated that the pole can be reduced in height to 6 or 8 metres, and that the location of the monopole on the site can be altered if required.

The proposed infrastructure also includes an equipment enclosure, proposed to be 400mm long, 600mm high and 300mm in depth, which will also double as the mains distribution board for the property. It is noted that the proposed location of this enclosure is not indicated on the plans, and clarification has been sought as to where it is proposed to be located on the lot.

The plans and submission are provided at Attachment 1.

STATUTORY IMPLICATIONS

Town Planning Scheme No. 7 – Kununurra and Environs

The land at Lot 26 is zoned Town Centre under TPS 7 and is identified as a mixed use lot in the Coolibah Estate Development Guide Plan.

The objectives of the Town Centre zone are to zone adequate land for the continued development of a main commercial and community facility centre for the town, to prepare and implement an overall Town Centre Strategy guide and promote development, and to apply appropriate development and land use controls to ensure the development is to a satisfactory standard.

The proposed use would be Telecommunications Infrastructure which is defined in TPS 7 below as:

Telecommunications Infrastructure means land used to accommodate any part of the infrastructure of a telecommunications network and includes any line, equipment, apparatus, tower antenna, tunnel, duct, hole, pit or other structure used, or for use or in connection with, a telecommunications network.

Although defined in TPS 7, Telecommunications Infrastructure is not listed as a use class in the Zoning Table (Table 1). Clause 3.1.6 of TPS 7 outlines that if the use of land for a particular purpose is not specifically mentioned in the Zoning Table and cannot reasonably be determined as falling within the use classes the Council may either:

- a) Determine that the use is not consistent with the objectives and purpose of the particular zone and policy statement and is therefore not permitted, or
- b) Determine by absolute majority that the proposed use may be consistent with the objectives and purpose of the particular zone and policy statement and is thereafter the Council will consider the application as an “SA” use

POLICY IMPLICATIONS

State Planning Policy 5.2 Telecommunications Infrastructure

This policy provides a framework for the preparation, assessment and determination of applications for planning approval of telecommunications facilities within the context of the planning system of Western Australia.

The policy states that unless exempted by legislation, telecommunication facilities in Western Australia require planning approval prior to installation.

It outlines that the expansion and installation of telecommunications networks usually involves the physical development of land and/or alteration to the appearance of buildings or structures, which may have impacts on the character and amenity of local environments. It is important therefore that planning policies ensure that facilities are designed and installed in a manner that protects the visual character and amenity of local areas.

Section 5.1 (Guiding Principles for the Location, Siting and Design of Telecommunications Infrastructure) of this policy outlines that telecommunications infrastructure should be located, sited and designed in accordance with a number of guiding principles including, but not limited to, the following:

- Telecommunications facilities should be designed and sited to minimise any potential adverse visual impact on the character and amenity of the local environment, in particular, impacts on prominent landscape features, general views in the locality and individual significant views.
- Telecommunications facilities should be designed and sited to minimise adverse impacts on the visual character and amenity of residential areas.
- Unless it is impractical to do so telecommunications towers should be located within commercial, business, industrial and rural areas and areas outside identified conservation areas.
- The design and siting of telecommunications towers and ancillary facilities should be integrated with existing buildings and structures, unless it is impractical to do so, in which case they should be sited and designed so as to minimise any adverse impact on the amenity of the surrounding area.
- Measures such as surface mounting, concealment, colour co-ordination, camouflage and landscaping to screen at least the base of towers and ancillary structures, and to draw attention away from the tower, should be used, where appropriate, to minimise the visual impact of telecommunications facilities.

LandCorp Design Guidelines

As the site is within the Coolibah Estate, under the contract of sale for properties any proposed development is required to be assessed by LandCorp prior to planning or building applications being submitted to the Shire for assessment.

LandCorp has advised that they are prepared to support KAI's proposal of utilising a lighting pole to mount the RF equipment above the lighting arm in order to provide improved communication with and within the Goomig area with the following conditions:

1. KAI will commence construction at its Coolibah lots by 13 February 2016 in accordance with the current extension agreement with LandCorp, and reserves all its rights and remedies under the Contract of Sale (including the option to repurchase) in the event that the development is not commenced by the extended date.

2. KAI will be responsible for acquiring all applicable planning approvals, following the appropriate processes identified by the local government, which may include responding to public comments at KAI's own cost and using its own resources.
3. KAI will be responsible for acquiring all applicable approvals from all relevant utilities and service providers at KAI's own cost and using its own resources.

It is noted that under the design guidelines development on Lot 26 is required to have a mandatory two-storey street wall height along Chestnut Avenue, and buildings are required to address all street frontages, with pedestrian entrances located along Chestnut Avenue or Bluegrass Avenue. The Development Guide Plan also shows minimum boundary setbacks of 2 metres from the Chestnut Drive and Bluegrass Drive frontages, and 1.5 metres from the Collina Way frontage.

A copy of LandCorp's Coolibah Estate Design Guidelines is provided at Attachment 2.

FINANCIAL IMPLICATIONS

The applicant has paid the planning application fee.

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 2.2.5: Advocate for improved telecommunications and internet services

COMMUNITY ENGAGEMENT

The Shire of Wyndham East Kimberley's CP/GOV-3100 Community Engagement Policy has been considered in relation to this item.

Engagement has taken place in accordance with the Shire's Community Engagement Guidelines and has included:

Notification letters sent to surrounding landowners and a sign being placed on the property, with the closing date for submissions being the 28 July 2015.

At the time of writing this report one objection had been received, a copy of which is provided at Attachment 3, and a Schedule of Submissions is provided at Attachment 4.

COMMENT

The applicant is seeking to place a lighting tower on the subject site, on top of which microwave equipment will be placed, in order to provide improved communication with and within the Goomig farmlands area, however are seeking to do so prior to required development of the remainder of the property.

Under a current extension agreement with LandCorp, KAI are required to commence construction on all three of its lots (Lot 25, 26 & 27) within the Coolibah Estate by 13 February 2016.

The applicant had previously (in 2013) provided both the Shire and LandCorp well advanced architectural drawings for a two storey office complex with restaurant and accommodation, which would be built over all three lots, however did not formally submit a development application.

The Shire Officer's have encouraged the applicant to submit concept drawings to show how the proposed telecommunications infrastructure would be incorporated into the overall development, particularly as they are required to commence construction by mid February 2016.

KAI has advised that they have recently engaged an architect to prepare a revised design for proposed development of these lots, for which a two storey office complex is still intended on Lot 26, with accommodation on Lots 25 & 27, however a restaurant is no longer proposed.

It is considered that the proposal is in accordance with the guiding principles for the location, siting and design of telecommunications infrastructure in that the infrastructure will be camouflaged as a lighting tower which minimise any potential adverse visual impact on the character and amenity of the surrounding area. In this regard, it would be recommended that the proposed monopole/lighting tower should be the same height as, and similar in appearance to, existing street lights within the estate.

It is also noted that the microwave equipment could easily be placed on top of a future building and the monopole removed, when the remainder of the lot, and adjoining lots, are developed.

On the basis that there is a requirement for development to commence on the remainder of the lot by the 13 February 2016, after which LandCorp has reserved its right to repurchase the land, it is recommended that the approval should be subject to a planning application being submitted for a mixed use development on the lot in accordance with the Development Guide Plan for the Coolibah Estate. It is also recommended any approval should be subject to telecommunication infrastructure being removed and the site being remediated if the approval lapses.

In relation to the objection received to date, due to the minor nature of the proposed infrastructure it is unlikely to have any impact on property values within the area.

ATTACHMENTS

- Attachment 1 - Plans and Submission
- Attachment 2 - Coolibah Estate Design Guidelines
- Attachment 3 - Submission
- Attachment 4 - Schedule of Submissions

VOTING REQUIREMENT

Absolute Majority

OFFICER'S RECOMMENDATION

That Council grants planning consent for Telecommunication Infrastructure at Lot 504 Coolibah Drive, Kununurra, subject to the following conditions:

1. Development 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 Shire.
2. An amended detailed site plan is to be submitted and approved by the Shire to show the proposed location of the equipment enclosure.
3. Additional plans must be submitted and approved by the Shire to show the dimensions of proposed equipment enclosure. When approved the plans will be endorsed and form part of the approval. The plans must be drawn to scale and be in line with the amended site plan to be submitted.
4. The proposed light tower (monopole) should be similar in appearance and materials to, and a maximum of 6.2m in height in accordance with, existing street lighting in the Coolibah Estate.
5. This approval is valid only until 13 February 2016. A new application for planning approval for a mixed use development on the lot, in accordance with the Coolibah Estate Development Guide Plan, is required to be submitted to the local government within this time.
6. If an application for planning approval for a mixed use development on the lot has not been submitted by the 13 February 2016, the applicant shall, at their cost, remove the lighting tower (monopole) and telecommunications infrastructure from Lot 26 Bluegrass Avenue, Kununurra, within one (1) month from the expiry of the planning approval, being before 13 March 2016.

COUNCIL DECISION

Minute No. 11033

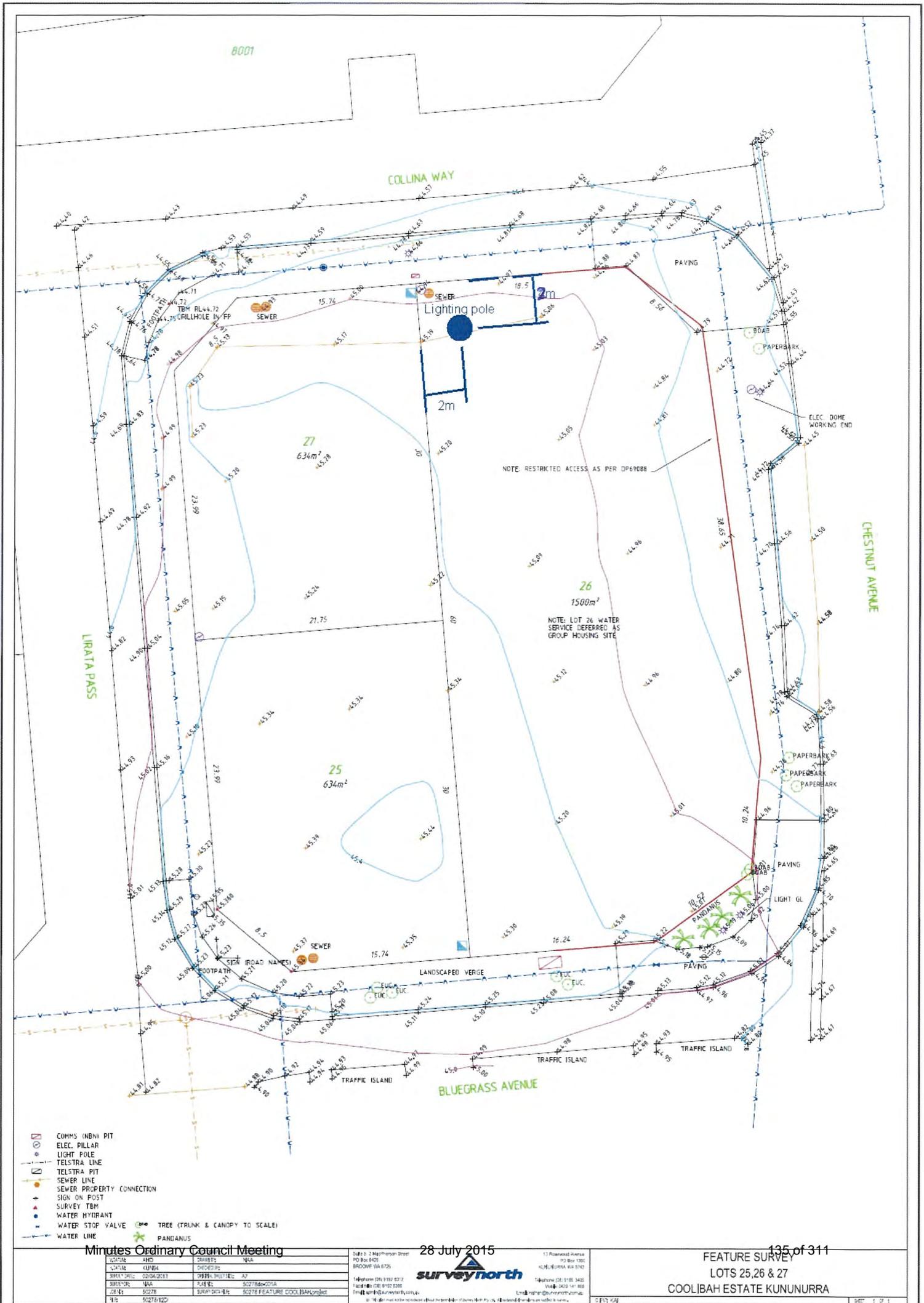
Moved: Cr R Dessert

Seconded: Cr G King

That Council grants planning consent for Telecommunication Infrastructure at Lot 504 Coolibah Drive, Kununurra, subject to the following conditions:

- 1. Development 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 Shire.**
- 2. An amended detailed site plan is be submitted and approved by the Shire to show the proposed location of the equipment enclosure.**
- 3. Additional plans must be submitted and approved by the Shire to show the dimensions of proposed equipment enclosure. When approved the plans will be endorsed and form part of the approval. The plans must be drawn to scale and be in line with the amended site plan to be submitted.**
- 4. The proposed light tower (monopole) should be similar in appearance and materials to, and a maximum of 6.2m in height in accordance with, existing street lighting in the Coolibah Estate.**
- 5. This approval is valid only until 13 February 2016. A new application for planning approval for a mixed use development on the lot, in accordance with the Coolibah Estate Development Guide Plan, is required to be submitted to the local government within this time.**
- 6. If an application for planning approval for a mixed use development on the lot has not been submitted by the 13 February 2016, the applicant shall, at their cost, remove the lighting tower (monopole) and telecommunications infrastructure from Lot 26 Bluegrass Avenue, Kununurra, within one (1) month from the expiry of the planning approval, being before 13 March 2016.**

Carried unanimously 8/0



- COMMS (NBNI) PIT
- ELEC. PILLAR
- LIGHT POLE
- TELSTRA LINE
- TELSTRA PIT
- SEWER LINE
- SEWER PROPERTY CONNECTION
- SIGN ON POST
- SURVEY TBM
- WATER HYDRANT
- WATER STOP VALVE
- TREE (TRUNK & CANOPY TO SCALE)
- PANDANUS

Minutes Ordinary Council Meeting

28 July 2015

135 of 311

DATE	BY	REVISED	REASON
12/04/15	ALMBA	01/05/15	N/A
DATE	BY	REVISED	REASON
02/04/2013	09814	02/05/12	AP
DATE	BY	REVISED	REASON
02/78	02778	02778	02778 FEATURE COOLIBAHURRA
DATE	BY	REVISED	REASON
02/78	02778	02778	02778 FEATURE COOLIBAHURRA

Suite 3, 2 Magdalen Street
PO Box 6428
BROOME WA 6725

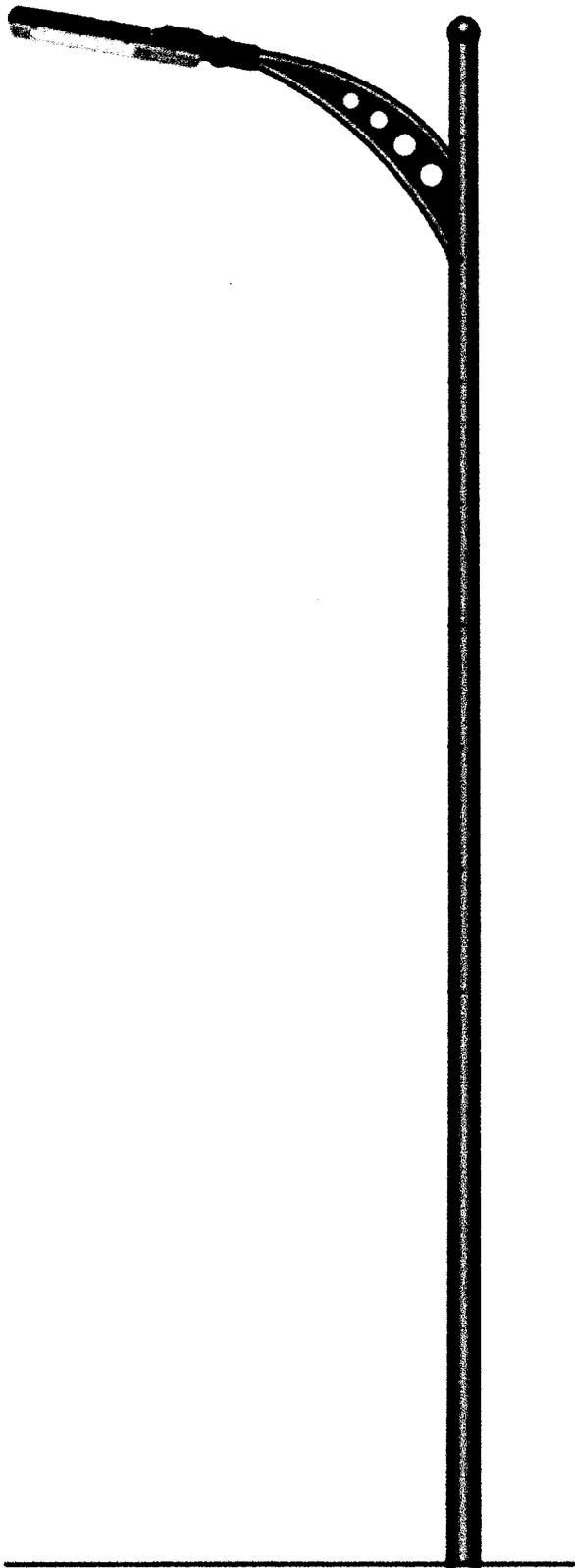


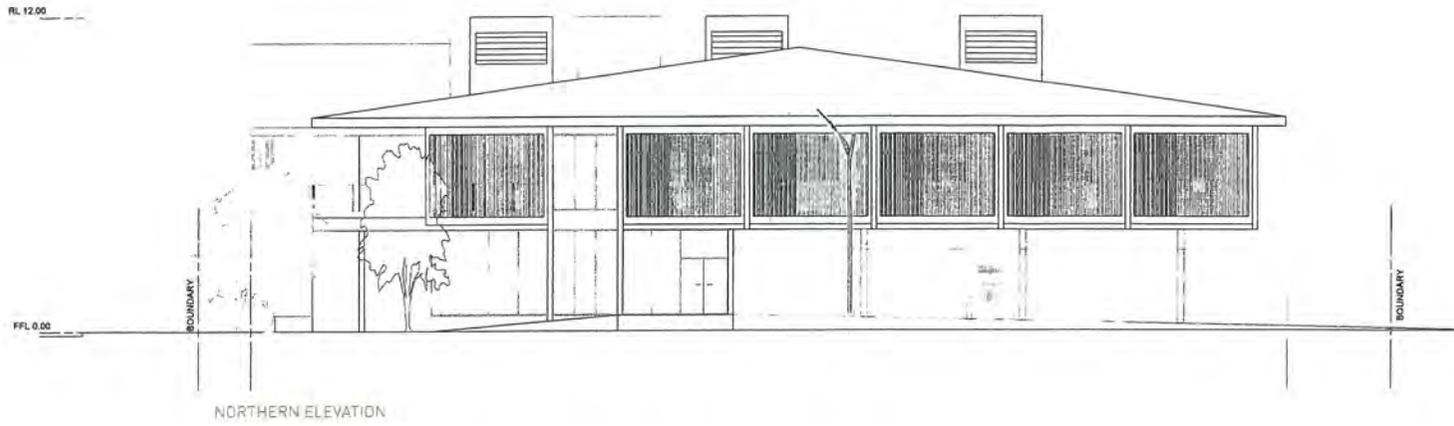
Tel: (08) 9192 8717
Fax: (08) 9192 8388
Email: info@surveynorth.com.au

13 Rosewood Avenue
PO Box 1300
KUNUNURRA WA 6740

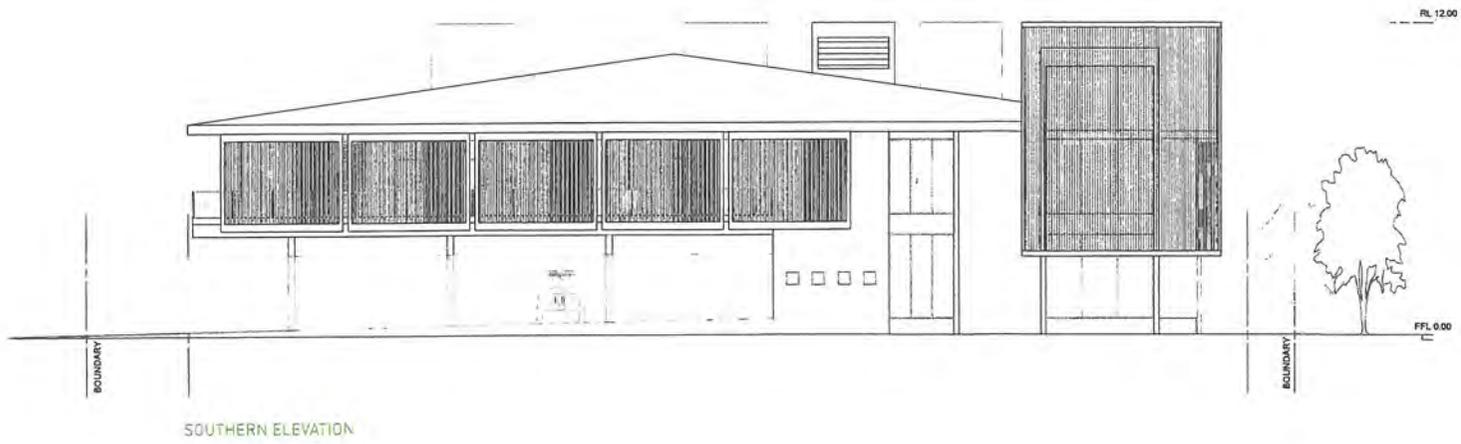
Tel: (08) 9192 8462
Fax: (08) 9192 8468
Email: info@surveynorth.com.au

FEATURE SURVEY
LOTS 25, 26 & 27
COOLIBAH ESTATE KUNUNURRA





NORTHERN ELEVATION



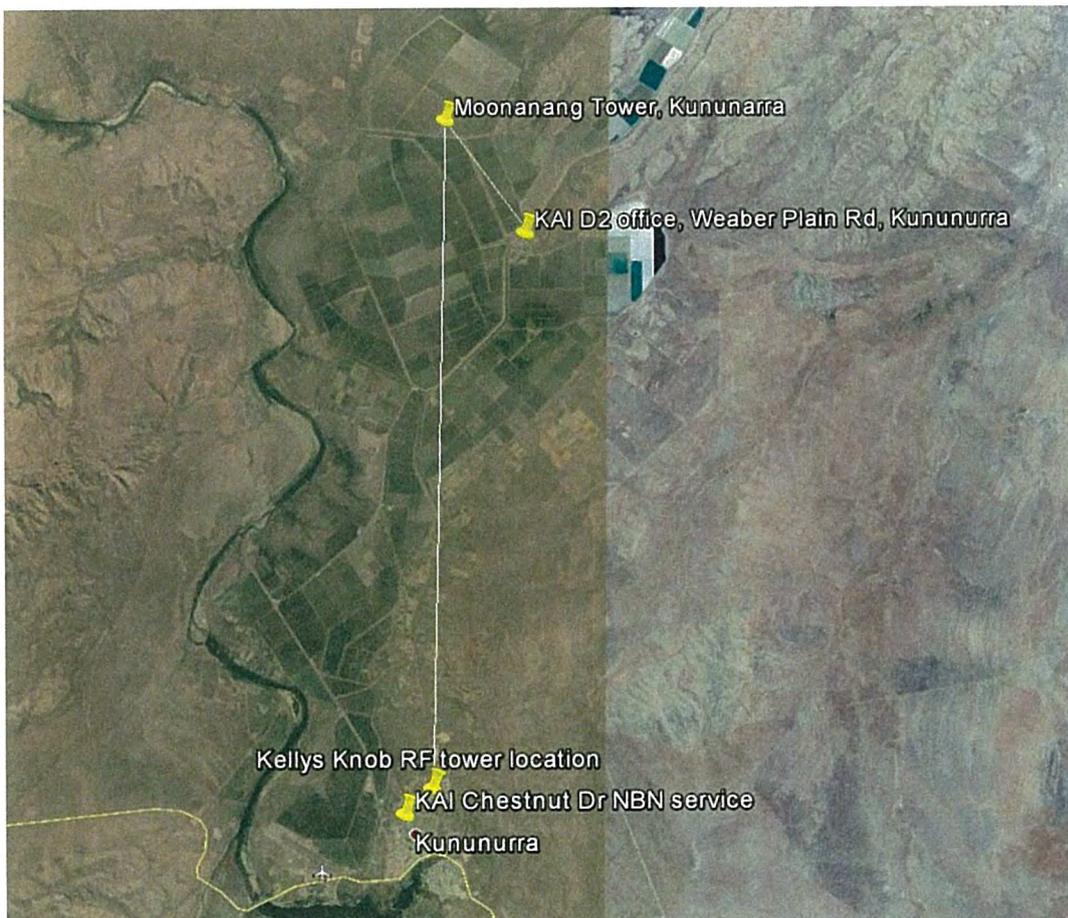
SOUTHERN ELEVATION

6 PROPOSED NETWORK

6.1 Proposed RF Network Topology

Fibre provides the backhaul to the NBN Backhaul Tower on Chestnut Drive which feeds the Kelly's Knob Repeater Tower, follows on to Manjibim OIC Repeater Tower (Moonamang), and continues to the final location at the KAI D4 remote office. In addition to connecting the D4 office with NBN services, the Kununurra Country Club will also receive the service. This will be achieved by a second microwave link from Kelly's Knob to the Country Club administration office.

All links are connected via microwave point to point. The completed network will allow VLAN connectivity between D4 office and the Country Club for the purpose of high speed data, telephony and offsite backup, all running independent of general internet connection. The proposed VLAN configuration will improve performance and security of the KAI network.



Commercial In Confidence

6.1.1 Chestnut Drive Backhaul Tower:

NBN fibre is available at KAIs property adjoining Chestnut Drive, and will be utilised to offer a high speed data plan at NBN pricing.

To access the NBN service, CipherTel will supply and install a new 12 metre monopole tower fitted with microwave equipment and an equipment enclosure for housing the NBN router equipment at KAIs property adjoining Chestnut Drive. This tower will establish the link between the main backhaul and Kelly's Knob repeater tower.

The visual nature of the tower on the Chestnut Drive property would appear similar to a street light and have a very low visual impact on the immediate vicinity.

The enclosure will also double as the mains power distribution board for the property and could be utilised in future building development. It would be advisable that strategic planning be considered prior to selecting the exact location of the Chestnut Drive infrastructure to maximise its full potential without the need of relocation due to possible future developments.

Exclusion: KAI to provide any civil works required e.g. concrete pad for equipment enclosure and footings for monopole. KAI to provide small Franna crane to lift monopole and microwave equipment into position.



Example of mains cabinet.



Location of KAI site on Chestnut Drive.

Commercial In Confidence

Revision: 2.1 20/10/2014

Proposal for Kimberley Agricultural Investments Pty Ltd, Point to Point Wireless Network.

139 of 311 8

- No.13 wrench
- Isolation materials. Use high quality cold shrink for the antenna connectors
- Grounding cable with at least 18 AWG gauge and with a closed loop (lug) terminal crimped to the ground cable

Equipment Location Guidelines

The BU/RB unit can be installed on straight or angled poles ($\pm 45^\circ$ from upward position) and on a flat surface, such as walls. Each unit package includes a tilt bracket that allows pole or wall mount installation with up/down tilt of $+7.5^\circ$ to -10° , and rotation of $\pm 45^\circ$. Select the orientation and installation mode according to the Radio Planning and Site Survey recommendations.

The BU/RB unit (depending on the model) is offered with either integrated antenna or external antenna. The following table details the options for each model.

Follow the installation guidelines provided with the external antennas.

Table 1: Antenna Configuration Options

Model	Integrated Antenna	External Antenna
BU/RB-B350-5X	23 dBi 8 deg, dual polarization	N/A. Note: The two antenna connectors are not operational.
BU/RB-B350D-5X	N/A	<ul style="list-style-type: none"> • High gain dish: 28 dBi 2" parabolic dish, dual polarization • Low gain antenna: 23 dBi dual polarization Note: Only two of the antenna connectors are operational.

Select the optimal locations for the equipment using the following guidelines:

- The outdoor unit can be either pole or wall mounted. Its location should enable easy access to the unit for installation and testing.
- The higher the placement of the antenna, the better the achievable link quality.
- ODU units with a detached antenna (D model) should be installed as close as possible to the antenna (to ensure that the antenna's characteristics are not affected by the ODU, the distance must be higher than 10 cm).
- The ODU with its integrated antenna (or the detached antenna) should be installed to provide a direct, or near line of sight with the antenna on the other side.
- The indoor equipment should be installed as close as possible to the location where the indoor-to-outdoor cable enters the building. The location of the indoor equipment should take into account its connection to a power outlet and the CPE.

Outdoor Unit Installation

Mount the ODU unit on a 1"-4" pole using the supplied kit:

- 1 Assemble the tilt bracket on the unit and fasten the M8 screws (see [Figure 1](#)). Apply torque of 80 [Lib*In] = 9 [N*m].

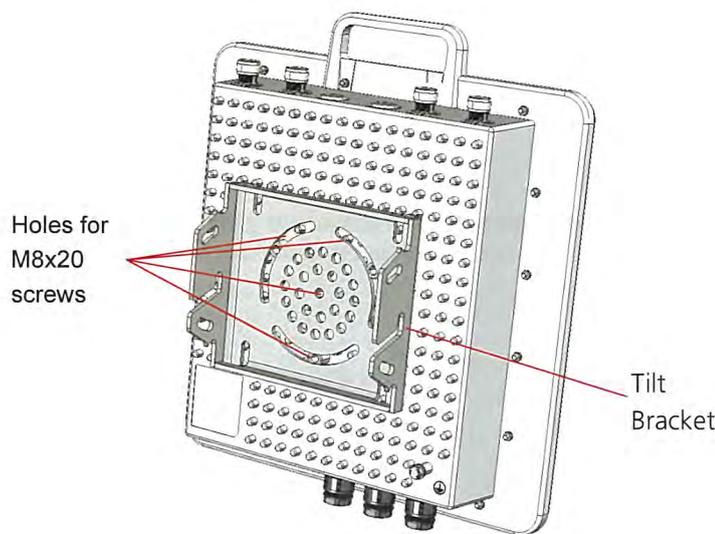


Figure 1: Assembling the Tilt Bracket on the Unit

- 2 Install the carriage using one of the following methods:
 - » For poles up to 4" - Thread the four rods through the carriage. Insert the threaded rods with the grooves pointing outward, as these grooves enable you to use a screwdriver to fasten the rods to the unit. Attach the carriage and the clamps to the

pole and tighten on both sides using the supplied washers, spring washers and nuts. Apply torque of 80 [Lib*In] = 9 [N*m]. See Figure 2.

- » For poles larger than 4" - Thread the four metal bands through the grooves on the carriage and fasten. See Figure 3.
- » For wall mount installation - Mark the exact location of the holes to drill on the wall. Drill the holes, and use four metal dowels and screws to affix the carriage to the wall.

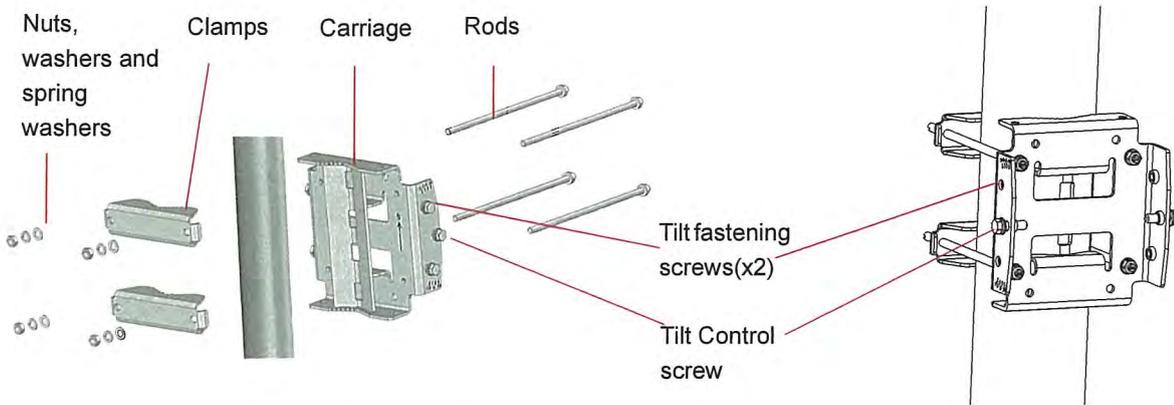


Figure 2: Assembling the Carriage on 1.5"-4" Poles Using Clamps

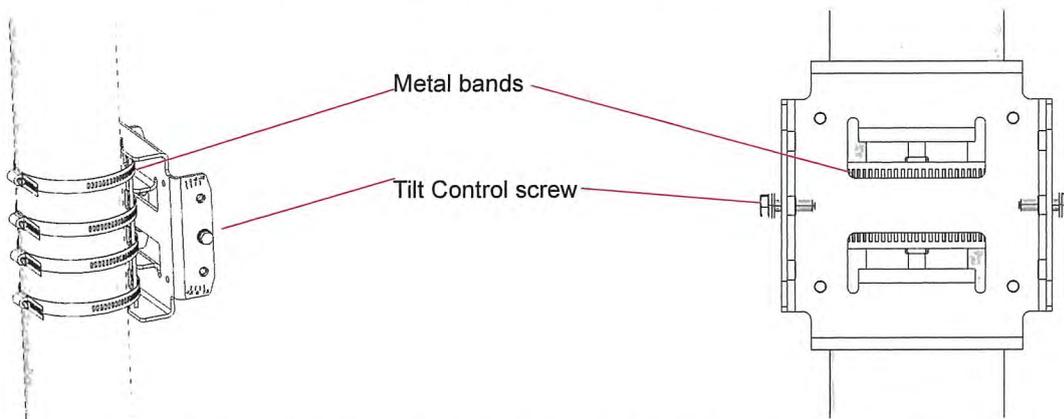


Figure 3: Assembling the Carriage on Poles Larger than 4" Using Metal Bands

- 3 Insert the Tilt Control screws into the middle-side hole of the carriage on both sides.
- 4 Hang the unit with the tilt bracket on the Tilt-control screws of the carriage.
- 5 Attach and fasten all the screws at both sides of the carriage. Do not over tighten.
- 6 If required, slightly release the tilt bracket screws to enable rotation and the Tilt Control screws to enable tilting; adjust the unit position and tighten the screws. Apply torques of 45 [Lib*In.] = 5 [N*m] to the M6 Tilt-control screws, and
- 7 80 [Lib*In] = 9 [N*m] to the M8 screws.

Cable Connection

The unit is provided with sealing glands on all the cable connectors. The cables are to be connected to the unit by inserting the cable connector through the sealing gland. A dedicated tool is supplied for fastening the sealing glands.

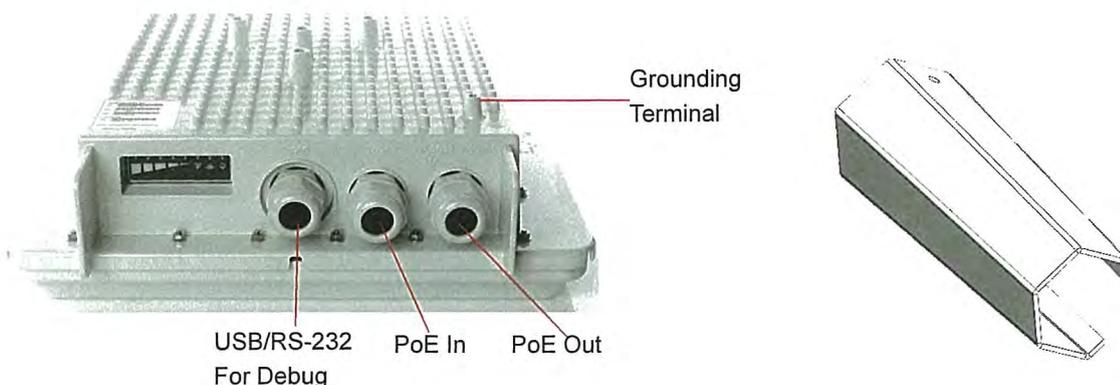


Figure 4: Unit Connections with Sealing Glands and Gland Fastening Tool

Coolibah Estate Design Guidelines

Detailed Area Plan & Development Guide Plan



INTRODUCTION

These Design Guidelines are written to reflect LandCorp's desire to achieve both sustainable housing design and high quality aesthetic within Kununurra, and to ensure that dwellings consider the environmental and climatic conditions of Kununurra and the desired built form character for the subdivision. These design guidelines apply to the Coolibah Estate residential development.

DESIGN AND BUILDING APPROVAL

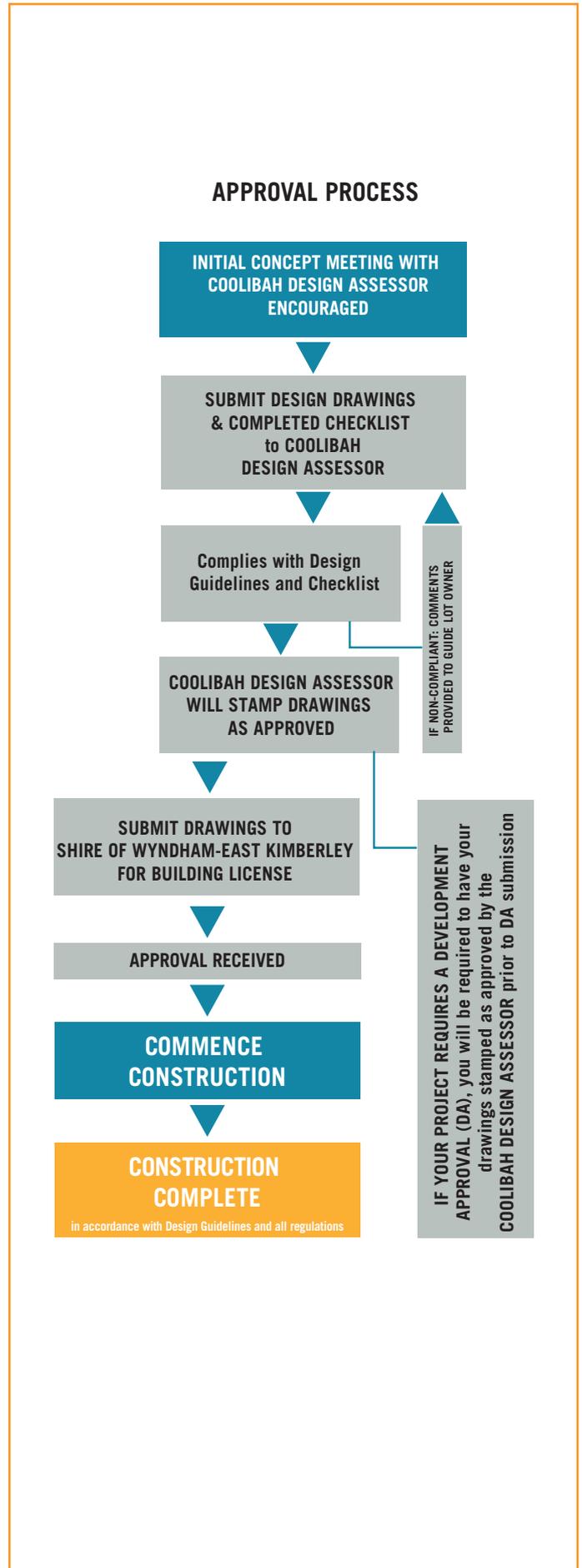
Plans are to be submitted to LandCorp for approval prior to being submitted to the Shire of Wyndham-East Kimberley.



APPROVALS PROCESS

- To assist in helping your project to comply with these Design Guidelines, it is a requirement of your contract of sale that you submit your preliminary concept design to the Coolibah Design Assessor prior to lodging Application for Building Licence.
- To ensure this occurs the developer will lodge a caveat on your title pertaining to the conditions of the contract of sale which requires the property to be built in accordance with these guidelines and within the time period specified in the contract (if applicable). The caveat can be removed once these conditions are satisfied.
- An owner or their architect or builder, must submit:

 - An Application for Design Guidelines Approval; including completed checklist to the Coolibah Design Assessor and
 - Two (2) full hard copy sets of all appropriate drawings as outlined in the Application Form.
- Should the Coolibah Design Assessor consider that the plans do NOT substantially achieve any one of the Design Elements, they will be returned with a request to amend the plans or provide additional justification for the variation.
- Should the Coolibah Design Assessor deem the plans to substantially achieve ALL the Design Elements or be satisfied with any justified variation, the plans will then be endorsed and one full signed set with the checklist returned so that the endorsed plans and checklist can then be lodged with Council as part of the planning and/or building application.
- If a re-assessment is needed once the plans have been stamped as approved by the Coolibah Assessor, a fee may apply to have the drawings re-assessed.
- The Shire of Wyndham-East Kimberley will not process any plans unless they are stamped approved and are accompanied with a stamped checklist. Landowners and/or builders are encouraged to take advantage of a free one-hour Design Guideline Compliance advice session from the appointed design assessor. (Refer to step one in adjacent flow diagram).
- The completed Design Guidelines Checklist and associated plans and accompanying information are then to be submitted to the Shire of Wyndham East Kimberley for Building Licence.



DETAILED AREA PLAN + DEVELOPMENT GUIDE PLAN



1. R-CODING

1.1 R-Coding

- The R50 Residential Density Codes apply to the Detailed Area Plan (DAP), with the exception of density and setbacks as per attached drawing.

2. TOWN PLANNING SCHEME NO.7 AND RESIDENTIAL DESIGN CODES VARIATIONS

2.1 Variations

- Town Planning Scheme No.7 and the Residential Design Codes are varied as described in these notations.
- The requirements of Town Planning Scheme No.7 and Residential Design Codes shall be satisfied in all other ways.
- Planning approval is required for all single dwellings.

3. DESIGN ELEMENTS

3.1 Heights

- Two storey developments are mandatory facing Chestnut Avenue as depicted on plan. Unless specified, all other height restrictions are as per R-Codes.
- Floor/Ceiling heights must be no less than 2700mm in all habitable rooms.

3.2 Roof Form

- Eaves length must be min. 900mm to ensure 80% shading of all walls, with additional shade mid-height on two storey dwellings to ensure 80% shading of walls.
- Steeper roof pitches should be encouraged on single level dwellings.

3.3 Surveillance

- At least one habitable room must have a window that looks onto the primary street for passive surveillance opportunities.

3.4 Materials

- Typical Kimberley materials are preferred, ie: colorbond and fibre-cement sheet products.
- Street elevations must be designed with material, colour and texture differentiation to avoid monotony and use of the same materials.
- Corner dwellings must address both streets and be equally composed, avoiding blank walls.
- Roof sheeting must be light in colour (solar absorbance of 0.55 or less), Zincolume Roofing is acceptable.

3.5 Air Conditioning

- Air conditioning units should not be located adjacent to neighbouring outdoor living areas.
- Air conditioning units should not be visible from the primary street.

3.6 Storage Area

- Bin storage, clothes line and drying areas must be screened from public view.

3.7 Outdoor Living Areas

- Outdoor living spaces should be located as per the attached DAP on single dwelling lots, and able to demonstrate their appropriate location relative to breeze paths on multiple/grouped dwelling lots.
- Outdoor living areas must be minimum 16sqm per dwelling as per R-codes, with a min. dimension of 4m.
- Outdoor living space must be shaded. Proportion of shaded open space, compared to non-shaded open space can exceed R-codes' $\frac{2}{3}$ proportion.
- Multiple outdoor living spaces are encouraged, with at least one being directly accessed from indoor living space.
- Outdoor living spaces facing the street are also encouraged as more of a defined "outdoor room" with screening and deeper 3.3m min. width.
- Possible control for shaded frontages/verandahs should be provided for front outdoor living.

3.8 Breeze Paths

- Cross ventilation/ breeze paths must be demonstrated in all habitable rooms.
- Internal planning should limit breeze paths to 15m in length for achievable cooling design.
- Habitable rooms should have at least two operable windows, and at least one operable window (min. 1m²) on each external wall.
- Security mesh doors are encouraged for the provision of breezes.

3.9 Orientation

- Openings are to be designed and located to maximise good passive cooling from the prevailing dry season cooling breezes (predominantly south-easterlies).

3.10 Shading

- Effective use of architectural shading devices (ie pergolas, awnings, louvre windows and eaves) should be used.
- Landscaping for shade is encouraged around the whole perimeter of the building.

3.11 Ventilation

- Minimum 1 x ceiling fan should be provided for each habitable room. Fans to covered external living areas are encouraged.

4. CARPORT / ACCESS

4.1 Entry

- Pedestrian entry must be clearly defined and separate from vehicle entry/carports.
- Portico or porch at the entrance to the residence must be provided.

4.2 Vehicle Entry

- Vehicle crossover locations are suggested as per the attached DAP.
- Single shared cross-overs must be provided on lots accommodating more than 2 dwellings.

4.3 Garages/Carports

- ↘ Carports should be a preferred option over garages because they have the potential to allow greater breeze flow through the lot. Carports are not to be enclosed on more than two sides.
- ↘ Where a garage is provided, it should enclose one vehicle only.
- ↘ Breeze permeable garage doors are preferable.

5. FENCING

5.1 Fencing

- ↘ Street edge fencing and side fencing forward of street/front setback line must be min. 80% permeable and maximum 1200mm in height.
- ↘ Open-style fences are preferred.

6. SETBACKS

6.1 Setbacks

- ↘ Setbacks to be in accordance with the Detailed Area Plans as shown on page 3 (where not noted, as per R-codes).
NB: Rear setbacks have been maximised to encourage/allow for breeze paths between dwellings.
- ↘ Street setbacks must take vehicle sight lines into consideration.
- ↘ All nominated setbacks are minimum setbacks. Where a side setback is not nominated, a nil setback is permissible.

7. LOT SPECIFIC REQUIREMENTS

7.1 Lots 41, 42, 43 and 44

- ↘ Houses are to address Coolibah Drive, with pedestrian access from Coolibah Drive and vehicle access from rear laneway (Bella Lane).
- ↘ Fencing facing Coolibah Drive is to be treated as 'street edge fencing' as per note 5.1.
- ↘ Zero side setback allowable for the first 9m from the southern boundary for the provision of a parapet wall to the garage/ carport.

7.2 Lot 44

- ↘ 1.8m minimum height solid fence to eastern boundary.
- ↘ Only single storey dwelling is to be allowed on the lot.

7.3 Lot 6 & 7

- ↘ Pedestrian entrances must be located along Chestnut Avenue.

7.4 Lot 8 and 26 Building Corners

- ↘ Buildings shall address all street frontages.
- ↘ Pedestrian entrances must be located along Chestnut Avenue or Bluegrass Avenue.

8. DWELLING YIELDS

8.1 Dwelling Yields

- ↘ The maximum potential dwelling yield for each lot must be in accordance with the DAP as shown.
- ↘ Whilst single residential and aged development is permissible, the minimum site area concessions identified within Section 6.1.3 of the R-Codes are not applicable to this DAP. Entrances must be located along Chestnut Avenue or Bluegrass Avenue.

CHECKLIST

LOT NO.

Tick YES or NO in the column according to whether your proposal complies with the associated checklist items below.

DESIGN ELEMENTS		YES	NO
3.1	FLOOR TO CEILING HEIGHTS - MINIMUM 2700mm to all HABITABLE ROOMS		
3.2	EAVES - 900mm MINIMUM		
3.2	TWO STOREY DEVELOPMENT - PROVIDE 80% SHADE TO ALL WALLS at SUMMER SOLSTICE		
3.3	MINIMUM ONE HABITABLE ROOM WITH ONE WINDOW FACING THE PRIMARY STREET		
3.4	ROOF SHEETING TO HAVE SOLAR ABSORBANCE OF 0.55 OR LESS LIGHT COLOURED OR ZINCALUME		
3.5	AIR CONDITIONING UNITS NOT VISIBLE FROM PRIMARY STREET		
3.6	BIN STORAGE AREAS and CLOTHES DRYING SCREEN FROM PRIMARY STREET		
3.7	OUTDOOR LIVING AREAS LOCATED AS PER D.A.P		
3.7	OUTDOOR LIVING AREA TO HAVE MINIMUM DIMENSION OF 4m		
3.7	SHADED OUTDOOR LIVING AREA PROVIDED		
3.8	BREEZE PATH SHOWN ON PLANS		
3.8	HABITABLE ROOMS TO HAVE TWO OPERABLE WINDOWS, WITH MINIMUM ONE OPERABLE WINDOW ON EACH EXTERNAL WALL		
3.9	OPERABLE WINDOWS TO BE MINIMUM AREA OF 1m ²		
3.11	MINIMUM ONE CEILING FAN TO BE PROVIDED WITHIN EACH HABITABLE ROOM		
4.1	SHADED PEDESTRIAN ENTRY PROVIDED CLEARLY SEPARATE FROM CARPORT/GARAGE		
5.1	FENCING TO BE MINIMUM 80% PERMEABLE AND MAXIMUM 1200 HEIGHT IF FORWARD OF THE FRONT BUILDING LINE OR WITHIN THE PRIMARY STREET SETBACK		
6.1	SETBACKS AS PER D.A.P		
	LOT SPECIFIC REQUIREMENTS (please list compliance or non-compliance below)		

ASSESSOR COMMENTS

LANDCORP

Level 3 Wesfarmers House
40 The Esplanade Perth
Western Australia 6000

Postal Address
Locked Bag 5
Perth Business Centre
Western Australia 6849

T (08) 9482 7499
F (08) 9481 0861

www.landcorp.com.au



Shire of Wyndham East Kimberley

Development Application Submission Form

**Proposed Telecommunications Infrastructure
Lot 26 Bluegrass Avenue, Kununurra**

TO: THE CHIEF EXECUTIVE OFFICER
(PO Box 614, Kununurra WA 6743)

- SUPPORT**
- DISAGREE**
- INDIFFERENT**

COMMENTS: _____
I DISAGREE WITH THIS PROPOSAL
DUE TO THE POTENTIAL IMPACTS
ON PROPERTY VALUATIONS IN THE
LOCAL VICINITY OF THIS TELE-
COMMUNICATIONS INFRASTRUCTURE

NAME (Optional): _____

ADDRESS (Optional): _____

SIGNATURE:  _____

DATE: 17/7/15

Schedule of Submissions

DA13/15 – Proposed Telecommunication Infrastructure – Lot 26 Bluegrass Avenue, Kununurra

SUBMISSION NO. NAME & ADDRESS	OBJECTION OR SUPPORT	SUMMARY OF RESPONSES	COMMENTS
<p>RESPONSE 1</p> <p>M Waller</p>	<p>Objection</p>	<p>Disagrees due to the potential impacts on property valuations in the local vicinity of the proposed telecommunications infrastructure.</p>	<p>Noted. The proposed infrastructure is minor in nature, and Planning Approval is only required due to the proposed height of the tower (monopole) being above 5 metres.</p> <p>The proposed infrastructure will have the appearance of a street light, and is unlikely to impact on surrounding property values.</p>

13.4.2 Draft East Lily Creek and Kununurra Civic Centre and Structure Plans

DATE:	28/07/2015
PROPONENT:	Shire of Wyndham East Kimberley
LOCATION:	East Lily Creek and Kununurra Civic Centre precincts
AUTHOR:	Jennifer Ninyette, Senior Planning Officer
REPORTING OFFICER:	Louise Gee, Director Community Development
FILE NO:	LP.02.49, LP.02.66
ASSESSMENT NO:	NA
DECLARATION OF INTERESTS:	Nil

PURPOSE

For Council to consider and support the draft East Lily Creek and Kununurra Civic Centre Structure Plans in principle.

BACKGROUND

The Shire engaged GHD Consulting in May 2014 to prepare a Kununurra Leisure Centre Business case to review options available, which included development of a new leisure centre at East Lily Creek, or to redevelop the Leisure Centre on the existing site, and provide a recommendation on the most appropriate course of action. The preliminary business case has been provided in a separate report to Council.

This project also included the preparation of two Structure Plans, one for East Lily Creek precinct and one for the existing Kununurra Leisure Centre site respectively, following on from the outcomes of the business case.

A briefing session was held with Councillors on 30 September 2014 to present and consider the preliminary draft structure plans prepared by GHD. On 1 October 2014 a stakeholder session was also held with representatives of the MG Corporation, followed by a Community Open House in the evening to obtain early community and stakeholder feedback on the preliminary plans.

Since this time, the consultants have refined the draft structure plans based on feedback from Council, Shire Officers, LandCorp and community, and the outcomes of the draft business case. These refined draft structure plan reports were provided to the Shire on 15 May 2015, and have previously been provided under separate cover to Council as part of the July Briefing Session. A copy of the draft structure plan maps for East Lily Creek and the Kununurra Civic Centre are provided at Attachment 1 and 2 respectively.

Some minor amendments will be required to be made to the document; however comment on the draft is first sought from Council and then will be sought from major stakeholders. Therefore other changes are likely to also be required prior to Council endorsing the draft structure plans for public advertising.

STATUTORY IMPLICATIONS

Town Planning Scheme No. 7 – Kununurra and Environs (TPS 7)

Clause 6.7.2 of TPS 7 outlines the requirement for the preparation of a structure plan prior to supporting subdivision or development of land within those areas identified as an Overall Planning Area, which includes East Lily Creek.

Under TPS 7 structure plans for Overall Planning Areas are required to be advertised for 60 days. Although the Kununurra Civic Centre area is not identified in TPS 7 as an overall planning area, the Department of Planning has advised that the draft structure plan should be advertised in accordance with the Scheme i.e. in the same manner that structure plans within overall planning areas are advertised. Once a structure plan has been advertised, Council is required to consider any submissions made and can resolve to modify the plan as it sees fit. Once adopted by Council the structure plan is required to then be referred to the Western Australian Planning Commission (WAPC) for their endorsement.

Structure Plan Preparation Guidelines

The structure plans have been prepared in accordance with the WAPC/Department of Planning Structure Plan Preparation Guidelines. These guidelines have been developed to provide clear and consistent guidance in the preparation and assessment of structure plans. The guidelines aim to standardise the scope, format and content of structure plans, define the statutory and non-statutory element of structure plans and detail the information required to be provided for each type of structure plan

POLICY IMPLICATIONS

There are no policy implications associated with this report

FINANCIAL IMPLICATIONS

The State government has allocated \$100,000 to this project, and the Shire has contributed \$50,000. The costs of advertising are anticipated to be minimal and will be covered by the funds already budgeted for this project.

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

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

Objective 3.4: Protection and enhancement of community facilities

Strategy 3.4.3: Ensure Shire facilities are planned and managed to meet community needs

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 ENGAGEMENT

The Shire of Wyndham East Kimberley's CP/GOV-3100 Community Engagement Policy has been considered in relation to this item.

Engagement will take place in accordance with the Shire's Community Engagement Guidelines and will include initially, a stakeholder meeting with the MG Corporation and referral to the Department of Planning prior to endorsement by Council for advertising.

Subsequent advertising of the draft structure plans will be for a period of 60 days, and will include notification in the local paper and the Shire's website, public notices at the Shire Administration Office and Library in Kununurra, notification to relevant landowners and stakeholders, and possible a Community Open House.

COMMENT

The structure plans have been prepared to provide direction for the relocation of the Kununurra Leisure Centre to East Lily Creek and future redevelopment of the current Leisure Centre site and extended Kununurra Civic Centre precinct.

The key recommendations of the East Lily Creek Structure Plan are:

- Provide land for residential development to accommodate the proposed increase in population
- Provide facilities and services within the community to cater for the growing population including a potential local primary school, local shops and recreational parks.
- Designate land to accommodate the relocation of the existing Kununurra Leisure Centre

The key recommendations of the Kununurra Civic Centre are:

- A progressively staged development of the precinct to consolidate town centre activities, provide for enhanced community activity and better utilise or redevelop areas of underutilised space.
- Implementation actions to be progressed to ensure that the precinct is 'development ready' regardless of development staging, so that the Shire can be responsive to changes in growth as they occur.

It is noted that in the previous stakeholder session with the MG Corporation, they advised that they would provide feedback on the plans once Council had determined their preferred options. Accordingly, once Council has reviewed the draft structure plans and supports in principle the draft documents being presented to the relevant stakeholders, another session will be held with the MG Corporation.

Comment on the structure plans will also be sought from Landcorp and the Department of Planning, prior to finalisation of the final draft documents which will then be brought back to Council for endorsement for public advertising.

ATTACHMENTS

Attachment 1 - East Lily Creek Structure Plan – Plan 1

Attachment 2 - Kununurra Civic Precinct Structure Plan Map.

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council:

1. Supports in principle the draft East Lily Creek and draft Kununurra Civic Centre Structure Plans.
2. Requests the Chief Executive Officer to facilitate meetings with major stakeholders to discuss the draft Structure Plans and provide a report back to Council on the outcomes of these meetings.

COUNCIL DECISION

Minute No. 11034

Moved: Cr G Taylor

Seconded: Cr B Robinson

That Council:

1. **Supports in principle the draft East Lily Creek and draft Kununurra Civic Centre Structure Plans.**
2. **Requests the Chief Executive Officer to facilitate meetings with major stakeholders to discuss the draft Structure Plans and provide a report back to Council on the outcomes of these meetings.**

Carried 6/2

Cr G King requests that the votes be recorded

For: Cr G Taylor, Cr B Robinson,

Against: Cr G King, Cr D Spackman

EAST LILY CREEK STRUCTURE PLAN

PLAN 1

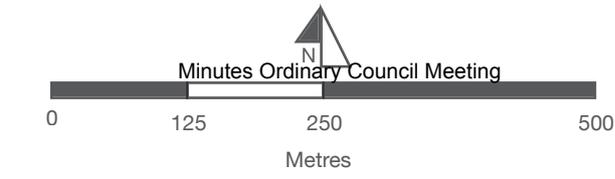
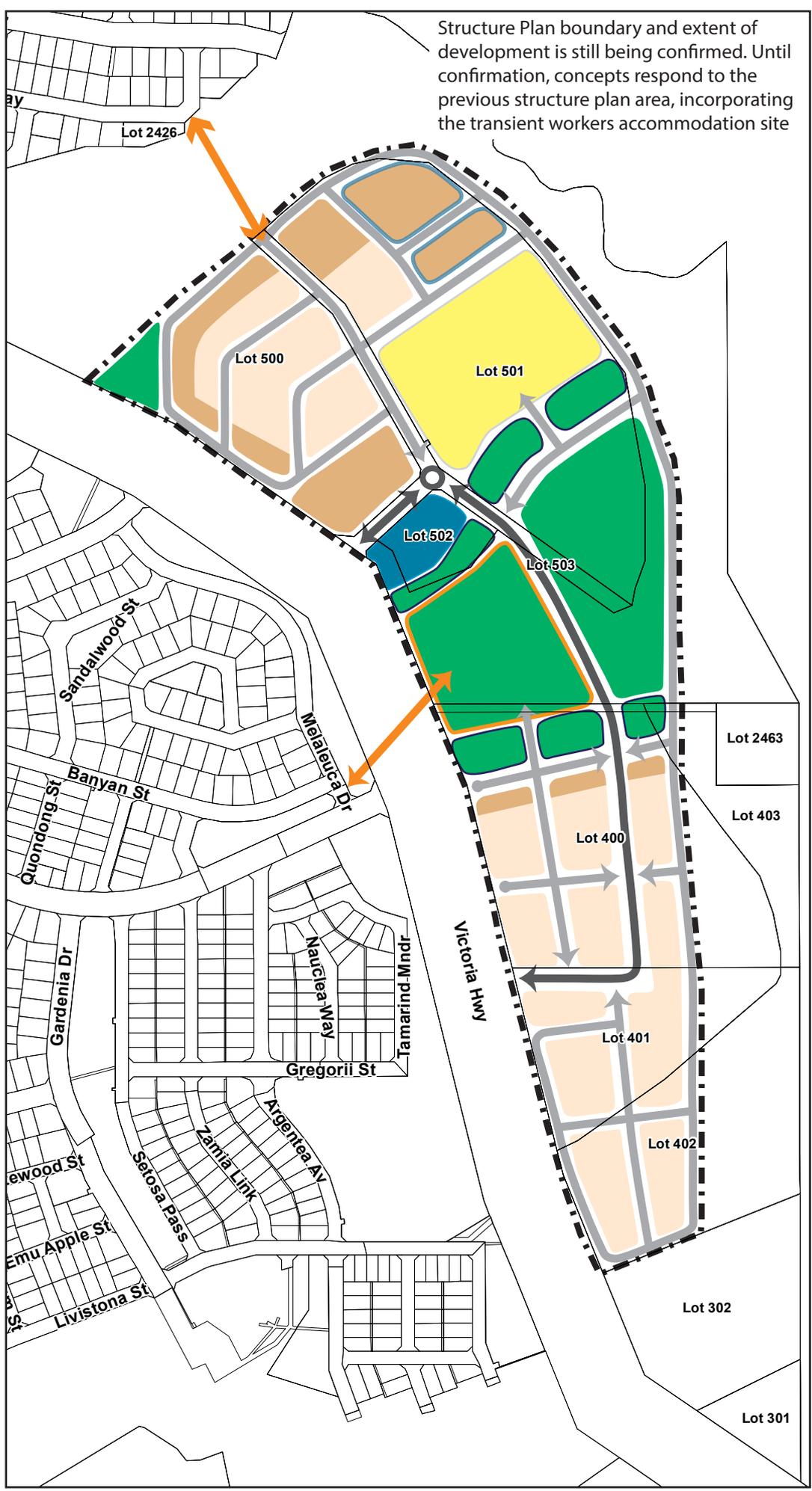
TO BE READ IN CONJUNCTION WITH STATUTORY PROVISIONS SET OUT IN PART 1 OF THE EAST LILY CREEK STRUCTURE PLAN.

BOUNDARIES ARE APPROXIMATE AND ARE TO BE CONFIRMED AT SUBDIVISION.

LEGEND

-  STRUCTURE PLAN BOUNDARY
-  EXISTING CADASTRE
- ZONES (DENSITY CODE)**
-  CENTRE (R40)
-  TOURISM (R40)
-  RESIDENTIAL (R17.5)
-  RESIDENTIAL (R40)
- LOCAL SCHEME RESERVES**
-  PUBLIC PURPOSES (PRIVATE SCHOOL)
-  PARKS AND RECREATION
- MOVEMENT NETWORK**
-  PEDESTRIAN LINK
-  PRIMARY ACCESS LINKS
-  MINOR ACCESS LINKS
- ADDITIONAL**
-  DRAINAGE
-  PROPOSED LEISURE CENTRE

Structure Plan boundary and extent of development is still being confirmed. Until confirmation, concepts respond to the previous structure plan area, incorporating the transient workers accommodation site



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KUNUNURRA CIVIC PRECINCT DRAFT STRUCTURE PLAN

DESIGN RATIONALE

- FLUID LINKAGES THROUGH PRECINCT
- ANCHOR DEVELOPMENT AT EASTERN END OF PRECINCT
- DIVERSIFIED COMMUNITY SPACES
- ENHANCE FUNCTIONALITY OF AGRICULTURAL OVAL

LEGEND

ZONES/RESERVATIONS

- CENTRE (MIXED USE - P80)
- TOURISM
- RESIDENTIAL R40-50
- RESIDENTIAL R80-90
- CIVIC SPACES
- PUBLIC PURPOSES
- PARKS AND RECREATION RESERVE

MOVEMENT

- PEDESTRIAN LINKS
- PRIMARY ACCESS LINKS
- MINOR ACCESS LINKS

KEY IDEAS

- CENTRAL PLAZZA - FORMALISED PUBLIC SPACE FOR CASUAL & PROGRAMMED EVENTS AND ACTIVITIES PROVIDING A DIRECT LINK TO WHITE GUM PARK
- PEDESTRIAN MALLS - PEDESTRIAN LINKAGE THROUGH MIXED USE DEVELOPMENT CONNECTING CIVIC ACTIVITIES THROUGHOUT THE PRECINCT
- LINEAR OPEN SPACE INTEGRATED INTO HIGH DENSITY DEVELOPMENT (ALSO PROVIDES FOR DRAINAGE)
- UPGRADE COMMUNITY BUILDING TO CONSOLIDATE & FOSTER THE LINK BETWEEN THE CENTRAL PLAZZA, RECREATION FACILITIES & SHIRE OFFICES
- ADDITIONAL CLUB ROOMS AROUND AGRICULTURAL OVAL DESIGNED FOR MULTI USE SHARED COMMUNITY & RECREATION
- POTENTIAL INCORPORATION OF COMMUNITY GARDEN INTO AGRICULTURAL OVAL
- RETENTION OF OUTDOOR COURTS/POTENTIAL IMPROVEMENT OR COVERING OF OLD COURTS
- LANDSCAPED PEDESTRIAN AND CYCLE PATHS ALONG INVAHNC ROAD TO ENHANCE SAFE ACCESSIBILITY & PROVIDE A VISUAL BUFFER TO VEHICLE MOVEMENTS
- OUTDOOR CINEMA TO INTEGRATE WITH COMMUNITY AND CIVIC FUNCTIONS++++



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Data source: Landgate - Queensland Theme 2011



Map1 Kununurra Civic Precinct Structure Plan Map



Cr G King declares an impartiality interest in item 13.4.3 as he is President of the Kununurra Race Club

13.4.3 Kununurra Race Club Temporary Caravan Park Licence

DATE:	28/07/2015
PROPONENT:	Kununurra Race Club
LOCATION:	Lot 707 Drovers Road, Kununurra
AUTHOR:	Ebony Daniell, Environmental Health Officer
REPORTING OFFICER:	Louise Gee, Director Community Development
FILE NO:	PH.12.5
ASSESSMENT NO:	A2859
DECLARATION OF INTERESTS:	Nil

PURPOSE

For Council to consider an application made by Kununurra Race Club for a Temporary Caravan Park and Camping Ground Licence at Lot 707 Drovers Road Kununurra.

BACKGROUND

The Kununurra Cup and Ladies Day Race Rounds are annual events held at the Kununurra Race Club. Owners, trainers and jockeys travel with their animals to Kununurra from around Australia to participate in the events. The Kununurra Race Club have applied for a temporary caravan park and camping ground licence to accommodate these travellers and allow them to stay near their animals. The proposed licence will be for 3 short stay sites and 11 camp sites from Wednesday 5 August to Monday 31 August 2015.

STATUTORY IMPLICATIONS

Caravan Parks and Camping Grounds Act 1995 (the Act)

- s. 7(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.*

Caravan Parks and Camping Grounds Regulations 1997 (the Regulations)

- r. 47. *Applications not dealt with within time are taken to be refused*
- (1) *If within —*
- (a) 63 days of receiving an application for a licence; or*
 - (b) 35 days of receiving an application for a renewal of a licence, the local government to which the application was made has not informed the applicant whether or not the application has been granted, the applicant may give the chief executive officer of the local government a notice requiring the local government to inform the applicant, within 14 days, whether or not the application is granted.*
- (2) *If within 14 days after receiving a notice referred to in subregulation (1), the local government has not informed the applicant whether or not the application is granted, the local government is to be taken to have refused the application and the applicant may make an application for review to the State Administrative Tribunal under section 27 of the Act.*

- r. 54 *Temporary licence*

(1) A local government may, on payment of the fee set out in item 3 of Schedule 3, grant a temporary licence for a facility which is to remain in force for such period of less than one year, as is provided in the licence.

(2) A local government is to endorse on a temporary licence for a facility as conditions of the licence —

- (a) the maximum number of sites that may be used at the facility;
- (b) the maximum number of sites of particular types that may be used at the facility; and
- (c) the services and facilities that are to be provided.

POLICY IMPLICATIONS

Council Policy CP/HTH-3762 Licensing of Temporary Caravan Parks and Camping Grounds (the Policy)

Council Policy CP/HTH-3762 provides guidelines for the approval of temporary licences. The policy provides for reduction in the amenity requirements of the Regulations which is considered appropriate as temporary licences are usually issued only for a short time.

Guiding Statement 2 of the Policy requires the applicant to detail the need for a temporary facility with particular due regard to:

- providing justification for the temporary facility (why it's needed, the main users)
- impact on existing caravan parks and camping grounds within a 50km radius

FINANCIAL IMPLICATIONS

If Kununurra Race Club is granted a temporary licence they will be invoiced for a licence fee to be calculated in accordance with Schedule 3 of the Regulations. For the proposed licence the minimum fee of \$100 will be applicable.

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 2.4: 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 ENGAGEMENT

The Shire of Wyndham East Kimberley's CP/GOV-3100 Community Engagement Policy has been considered in relation to this item.

No community engagement is required

COMMENT

To be licenced as a Caravan Park and Camping Ground compliance must be demonstrated with either the Policy or the Regulations.

The proposed licence meets the requirements of the Policy with respect to Guiding Statement 2:

- Justification - The need for the licence is to accommodate event participants and allow them to be near their animals for the duration of their stay in Kununurra.
- Impact on existing parks - the licence will accommodate only event participants who travel to Kununurra for the purpose of participating in the Kununurra Race Club events. It is not considered to have a negative impact on existing parks and is not competing for the normal tourist market.

The justification and short duration of the proposed licence makes it acceptable for Council to approve lesser services and facilities as part of the licence in accordance with the Policy.

ATTACHMENTS

There are no attachments associated with the report.

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council grant a temporary caravan park licence to the Kununurra Race Club for 3 short stay sites and 11 camp sites from 5 August to 31 August 2015 subject to the following conditions:

1. Only event participants and staff associated with the Kununurra Race Club events are to be accommodated in the park.
2. The following minimum ablution facilities are to be available for the duration of the licence: 2 toilets, 2 hand basins and 2 showers.
3. All wastewater (including sullage water) is to be collected and disposed of at an approved wastewater dump point.
4. Rubbish bins are to be sealed and provided within 90 metres of every site. All rubbish to be removed from site.
5. Fire extinguisher/s are to be located within 90 metres of every site.

COUNCIL DECISION

Minute No. 11035

Moved: Cr S Cooke

Seconded: Cr D Learbuch

That Council grant a temporary caravan park licence to the Kununurra Race Club for 3 short stay sites and 11 camp sites from 5 August to 31 August 2015 subject to the following conditions:

- 1. Only event participants and staff associated with the Kununurra Race Club events are to be accommodated in the park.**
- 2. The following minimum ablution facilities are to be available for the duration of the licence: 2 toilets, 2 hand basins and 2 showers.**
- 3. All wastewater (including sullage water) is to be collected and disposed of at an approved wastewater dump point.**
- 4. Rubbish bins are to be sealed and provided within 90 metres of every site. All rubbish to be removed from site.**
- 5. Fire extinguisher/s are to be located within 90 metres of every site.**

Carried unanimously 8/0

13.4.4 Aquatic and Leisure Facility Preliminary Business Case

DATE:	28/07/2015
PROPONENT:	Shire of Wyndham East Kimberley
LOCATION:	Shire of Wyndham East Kimberley
AUTHOR:	Wayne Richards, Manager Community Services
REPORTING OFFICER:	Louise Gee, Director Community Development
FILE NO:	CP.06.14
ASSESSMENT NO:	N/a
DECLARATION OF INTERESTS:	Nil

PURPOSE

For Council to endorse the Aquatic and Leisure Facility Development Preliminary Business Case.

BACKGROUND

A significant amount of background has been provided to Council over many years regarding the condition of the Kununurra Leisure Centre Swimming Pool, as well as the barriers to repairs or expansion on the current site. The concept of relocation has been explored with a number of sites identified as possible options. Of these, East Lily Creek was identified as the most appropriate.

In February 2013 the Shire engaged a consultant, @Leisure, to develop a concept plan for development at East Lily Creek.

Following the development of this concept plan, there was significant debate regarding whether the most appropriate action was to progress the development of a new leisure centre at East Lily Creek or to redevelop the Leisure Centre on the existing site. To review both options, the Shire sought the development of a preliminary business case to consider the options available and provide a recommendation on the most appropriate course of action.

The tender for the development of the draft business case was awarded to GHD Consulting on 29 May 2014. The Shire received a draft of this business case on 27 November 2014 and provided feedback on 19 December 2014. Unfortunately the amended draft was not returned until 15 May 2015.

Some minor amendments were requested and the final draft is attached for Council's information (Attachment 1).

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 Preliminary Business Case recommends the Shire undertake a number of actions in the 2015/16 financial year. The business case lists an estimated cost for this work at \$400,000. Grant funding has been identified that would financially assist with this project.

Endorsement of this Preliminary Business Case is not a direct endorsement of the proposed expenditure. Any expenditure in relation to this project will require endorsement through the Shire's normal budget processes.

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 ENGAGEMENT

The Shire of Wyndham East Kimberley's CP/GOV-3100 Community Engagement Policy has been considered in relation to this item.

Engagement has taken place in accordance with the Shire's Community Engagement Guidelines and has included:

- Meetings with Shire representatives (officers and councillors), community members, sporting clubs and key stakeholders (June 25 - 28, 2014);
- Community consultation at the Kununurra Agricultural Show (July 12, 2014);
- Options and risk workshops with Shire representatives (officers and councillors) (23 September, 2014); and
- Community Sporting/Leisure Facilities Survey (Appendix B) with 128 responses (July - August 2014).

COMMENT

The report considered a range of options with regard to an Aquatic and Leisure Facility, from doing nothing or generally maintaining the Kununurra Leisure Centre, to development at a new location. The report provides a very clear recommendation that the most appropriate action for the Shire of Wyndham East Kimberley is to relocate the Kununurra Leisure Centre to East Lily Creek.

ATTACHMENTS

Attachment 1 - Aquatic and Leisure Facility Development Preliminary Business Case (provided under separate cover)

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council receive and endorse the Aquatic and Leisure Facility Development Preliminary Business Case

COUNCIL DECISION

Minute No. 11036

Moved: Cr G Taylor

Seconded: Cr D Learbuch

That Council receive and endorse the Aquatic and Leisure Facility Development Preliminary Business Case

Carried unanimously 8/0

Cr G Taylor declares an impartiality interest in item 13.4.5 as he is a member of the club and volunteer on this project.

13.4.5 Request for Lease – Kimberley Action Sports Inc

DATE:	28/07/2015
PROPONENT:	Kimberley Action Sports Inc.
LOCATION:	Part Lot 707, Drovers Road, Kununurra
AUTHOR:	Wayne Richards, Manager Community Services
REPORTING OFFICER:	Louise Gee, Director Community Development
FILE NO:	CP.07.25
ASSESSMENT NO:	A2859
DECLARATION OF INTERESTS:	Nil

PURPOSE

For Council to consider commencement of negotiations with Kimberley Action Sports Inc. for a portion of Reserve 30290, Lot 707 Drovers Road. The purpose of the lease is to construct a bike track.

BACKGROUND

On 24 June 2015 Officers received a proposal for a community lease from Kimberley Action Sports Inc. (Attachment 1).

The proposal seeks the use of a portion of Lot 707 Drovers Road, Kununurra for the purpose of constructing a bike track, as well as stating that they are interested in working on shared facilities with other organisations within close proximity.

The requested lease site does cross a portion of land that is currently used as a campground by the Kununurra Rodeo Association. Due to this proximity a meeting was held between the Rodeo Association and the Kimberley Action Sports Inc. (KASI) / Kununurra Dragon Boat Club Inc.

The meeting outcome was that with care in developing the boundaries, and clear documented arrangements for responsibility for joint use areas, the Rodeo Association was supportive of the lease to proceed.

STATUTORY IMPLICATIONS

Town Planning Scheme No. 7 – Kununurra and Environs

This reserve is outside the current Town Planning Scheme. It will be covered within the new Town Planning Scheme and is proposed to be scheme reserved as “Parks and Recreation”.

Land Administration Act 1997

Reserve 30290 is reserved under the Land Administration Act 1997 (LAA) for the purpose of ‘Recreation (Race Course and Pony Club)’. Initial discussions with the Department of Lands indicate the Department are supportive of such a proposal and that an amendment of the reserve purpose to “Recreation” would be required. Department of Lands have advised this is a straight forward process.

POLICY IMPLICATIONS

This item relates to Council Policy CP-PMG 3780 Leasing of Council Managed Reserve Land – Community.

FINANCIAL IMPLICATIONS

In accordance with Council Policy CP-PMG 3780 Leasing of Council Managed Reserve Land – Community:-

1. All costs incurred in the preparation of the lease i.e. survey, registration, will be invoiced to Kimberley Action Sports Inc.
2. The initial lease fee rental will be \$500 per annum.

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 1.2.3: Promote the colocation of community facilities and sharing of resources among community groups

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 3.5.2: Encourage cooperation between sporting groups and assist them in building capacity

COMMUNITY ENGAGEMENT

The Shire of Wyndham East Kimberley's CP/GOV-3100 Community Engagement Policy has been considered in relation to this item.

Engagement will take place in accordance with the Shire's Community Engagement Guidelines.

COMMENT

The proposed lease is aligned with the Shire of Wyndham East Kimberley Strategic Community Plan and Community Lease Policy. The size of the requested lease site is reasonable given the purpose of the lease is to create a bike track. Some minor amendments to the area will be made to minimise the impact on access tracks, other existing lease sites and facilities, and possible future use of the area.

Feedback has been received from Department of Lands and that based on the information provided, there is no initial objection to the proposed lease site, subject to a formal application.

ATTACHMENTS

Attachment 1 - Request for Lease, Kimberley Action Sports Inc.
Attachment 2 – Amended map of proposed lease site.

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council request the Chief Executive Officer to commence negotiations with Kimberley Action Sports Inc. for a 10 year lease over a portion of Reserve 30290, Lot 707 Drovers Road Kununurra., subject to the approval of the Minister of Lands.

COUNCIL DECISION

Minute No. 11037

Moved: Cr S Cooke

Seconded: Cr B Robinson

That Council request the Chief Executive Officer to commence negotiations with Kimberley Action Sports Inc. for a 10 year lease over a portion of Reserve 30290, Lot 707 Drovers Road Kununurra, subject to the approval of the Minister of Lands.

Carried unanimously 8/0

Application for Site Lease with SWEK

Kimberley Action Sports Incorporated – Bicycle Track



Contents

Executive Summary.....	2
Kimberley Action Sports Incorporated	2
Bicycle Track.....	4
The Need for a Bicycle Track.....	5
Selected Site.....	7
Track Development.....	8
Action.....	10
Attachment A. – Report from the West Australian, 15 June 2015.....	11
Attachment B. – Extract from the Nature of Wellbeing Report.	12

Executive Summary

Kimberley Action Sports Incorporated has identified a need for a site for the club to build a bicycle track close to Kununurra. The track will provide a recreational facility to encourage cycling skills and promote active participation in sport.

The club is keen to facilitate the Shire's concept of a 'sports precinct' on Reserve 30290 (Rodeo/Race Course) and this site has been identified as the most suitable for the club's needs. The total area the club is seeking for a lease for only 100m x 300m, leaving plenty of room for other clubs and future development of 'shared facilities'.

The club has a successful record in completing projects and delivering active adventure opportunities in the East Kimberley.

We look forward to our application being positively received and developing an additional recreation facility for our town.

Kimberley Action Sports Incorporated

Kimberley Action Sports Incorporated (KASI) was incorporated on 23rd May 2013 (Registration No: A1016960X) and is registered on the Australian Business Register (ABN: 97 186 507 923).

The club was formed to promote swimming, cycling, running, kayaking and active adventure sports in the East Kimberley. There is currently over 50 active members of KASI.

KASI is a registered club with Mountain Bike Australia (Club ID 339). This association with our national body provides insurance coverage to run club level competitions and social rides. It also provides our members/club with public liability insurance for track maintenance and development, including this project.

KASI is also responsible for the Lake Argyle Adventure Race, held annually in the first weekend in September.



Shire of Wyndham East Kimberley (SWEK) was a supporter of the 2014 Lake Argyle Adventure Race and an application has been submitted for the 2015 event. The Lake Argyle Adventure Race is a multi-sport event involving a swim, run, mountain bike and kayak legs for individuals and teams – held over three days. It attracts and caters for locals and visitors. In 2014 competitors came from Darwin, Alice Springs and Perth.

KASI members are also responsible for developing the Rotary Lake Argyle Mountain Bike Track (currently with Department of Lands – to become the first official Mountain Bike Trail in the East Kimberley). This is a single track, dedicated for mountain bike use.



Bicycle Track

KASI is seeking a site close to Kununurra (within an easy cycling distance) for a bicycle track (BMX styled). A typical track is 400m long and covers an area of approximately 130m x 70m. Images of typical tracks are shown below:



The KASI track design will incorporate the native trees growing on the proposed site, creating a much more natural feel and appearance than the typical BMX track designs above.

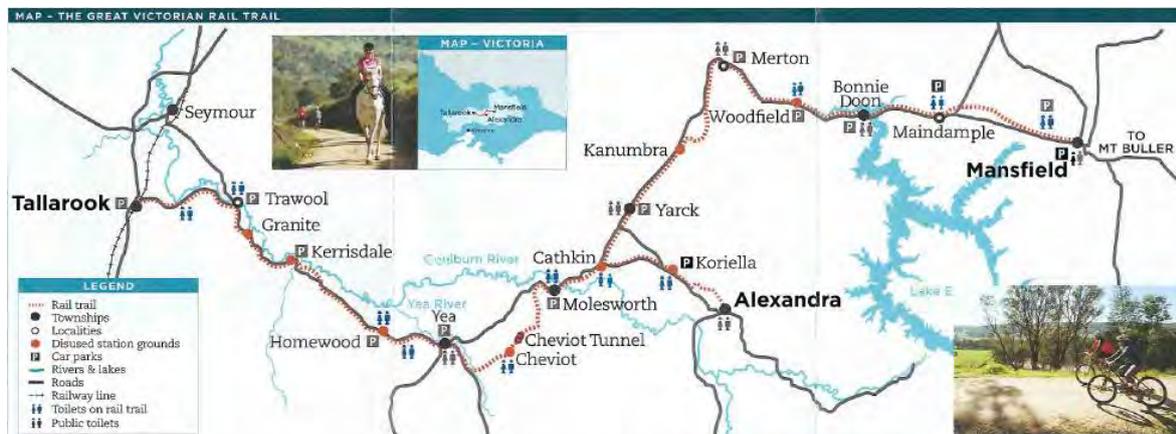
The track will be suitable for juniors on BMX bikes and adults on mountain bikes. The track design will be appropriately designed to allow for inexperienced and experienced riders. This is achieved by incorporating alternate lines around all obstacles and ensuring no 'gap' jumps ('gap' jumps are ones where there is a gap between the take-off and landing zones of a jump that must be cleared. Our design will utilise 'rollers' where less experienced cyclists can safely 'roll' over all obstacles).

It is important to differentiate that a bicycle track suitable for bicycles is vastly different to a track for moto-cross. The scale, size of obstacles and track surface are all significantly different. There is no potential for safe over lapping use.

The Need for a Bicycle Track

Currently there is no bicycle track, or BMX track, close to Kununurra. There is a shared pathway between Celebrity Tree Park and Swim Beach. However, this is a sealed and flat surface for bicycle commuting rather than a challenging single track requiring the use of mountain/BMX riding skills. It is also used heavily by walkers, dog walkers and runners so is inappropriate for riding quickly.

Mountain/BMX cyclists are seeking dedicated trails, incorporating interesting terrain and challenging obstacles. There are many towns throughout Australia, and across the world, that have recognised the need for mountain biking trails and the benefits visiting mountain bikers bring.



In Western Australia “120 000 mountain bikes are bought in WA each year” according to a recent report in the West Australian (15 June 2015). The same report quoted Acting Sport and Recreation Minister, Terry Redman, launching the WA Mountain Bike Strategy saying the state government had a world-class vision for growing the sport (see attachment A).

The soil type, terrain and land tenure around Kununurra is not conducive to an extensive network of single track mountain bike trails. The soil is predominately sand, making cycling impossible. The terrain and geology of Lake Argyle is much more suitable for a mountain bike trail network.



However, a BMX style track would provide a training and skills development site for children, youth and adult mountain bikers within an easy commute of town. With a population centre of over 5000 people, it surprising that a BMX track is yet to be developed in town. KASI is keen to rectify this situation.

Cycling is a healthy activity for all ages and abilities. The track will increase recreation opportunities in Kununurra and help address the increasing levels of inactivity within our population. It also addresses another modern development of 'nature deficit' as adults and children spend increasing amounts of time in front of a screen. Attachment B details research on the problems caused through insufficient interface with nature.

Selected Site

KASI has met with the appropriate Shire Officer and has identified an area in the north-west corner of Reserve 30290 as the most appropriate site.



KASI is keen to work with SWEK to fulfil the vision of a “sports precinct” on Reserve 30290. As such, we are also keen to work with other clubs to help develop the “sports precinct”

vision. Hence, our joint application with the Kununurra Dragon Boat Club. We have also sought the endorsement of the neighbouring Kununurra Rodeo Association and the Kununurra Racing Club.

KASI is only interested in the bicycle track at this time, but is very open to working on shared facilities (toilets/showers) with other clubs on Reserve 3029 in the future, should the need and opportunity present.



The selected site also has potential for the club to incorporate water based activities in future, with close access to Lake Kununurra. The site has potential to allow for mini multisport or junior multisport challenges and training. The site allows for kayaking/water craft then transition to cycling around the track and potentially off road running.

Track Development

The only current planned use for the site KASI has is for the bicycle track. The track will be built and maintained by the volunteers of the club.

The major material required will be suitable clean soil to form the track. This will be sourced from local providers. The main development cost will be earth moving equipment during the build. Fortunately, the club has gained support of local businesses who will sponsor the earth moving equipment required for the track build. The club also has a great record in sourcing required funds for their track building works. At Lake Argyle KASI obtained \$3000 from the Rotary Club of Kununurra and this was matched with \$3000 from Lake Argyle Resort. KASI will raise the funds for the build within 12 months of a lease being finalised. KASI is also very fortunate with the skills and experience within its ranks. Club members include a Surveyor, Architect, Forest Scientists and Government Officers from Department of Lands, and Department of Water. The club considers it has a great skills base to design, complete and maintain this project and this site.



A site size of 100m by 300m is sufficient to incorporate the bicycle track and leaves area for a skills course, obstacle course or similar in the future. However, the only priority at this

time is the bicycle track. The lease area also leaves ample room on Reserve 30290 for many other clubs and room for the vision of a “sports precinct” to be realised.

Action

KASI is seeking our request for a lease of a council Managed Reserve (Community) be presented and approved by Council at the earliest possible opportunity.

The club is willing to address Council directly at a Briefing Session should Councillors have any questions regarding this request. Alternatively, the club is happy to continue to work with the appropriate Shire Officer(s) on this project and pleased to answer any questions about this project.

If any further information is required in support of our application then please contact our co-ordinator on 0407 289 238 or email gt@fitevents.com.au at any time.

Thank you for your consideration of this great community project.

Kimberly Action Sports Incorporated, 21st July 2015.

Mountain bike rise on State agenda

■ **Melanie Coram**

Almost 120,000 mountain bikes are bought in WA each year and about half a million West Australians own one, pointing to a need for better bike tracks, the State Government says.

The Government yesterday announced a strategy for the growing sport, saying it had a world-class vision.

Acting Sport and Recreation Minister Terry Redman and Environment Minister Albert Jacob said the WA Mountain Bike Strategy 2015-2020 would guide sustainable development for locals and embellish it as a tourist attraction.

The strategy highlights the economic, tourism, environmental, health, social and community benefits of mountain biking. Its vision is for WA to support sustainable mountain biking as a leading recreational and tourism experience that delivers opportunities, maximises participation and shares benefits.

The strategy was prepared by WA's peak cycling body West Cycle and the WA Mountain Bike Association.

Attachment B. – Extract from the Nature of Wellbeing Report.

resource subsidies including alternative food and shelter (Landis et al. 2000; Altieri & Nicholls 2004; Gurr et al. 2004; Zehnder et al. 2007). Alternative food includes not only plant resources of nectar and pollen, but also non-polliniferous insects hosted by the plant which supplement the natural natural enemies (Landis et al. 2000; Zehnder et al. 2007). These can maintain or increase natural enemy populations and efficacy, especially when pest populations are small or absent from the agricultural system (Jonsson et al. 2002). This approach can reduce the need for other pest control techniques, including pesticides (Gurr et al. 2004). McAlpine & Worson (2006) reviewed some of the international literature in this field.

In New Zealand and Australia, the planting of strips of flowering buckwheat (*Fagopyrum esculentum* (Moench)) between vine rows provide nectar in an otherwise virtual monoculture, thereby improving the ecological fitness of parasitoid wasps that attack grape-feeding caterpillars. This in turn leads to the pest population being brought below the economic threshold. An investment of US\$3/ha/year in buckwheat seed and minimal sowing costs can lead to savings in variable costs of US\$2000/ha/year, as well as lower pesticide residues in the wine and enhanced ecosystem (Barnes et al. 2006, 2007).

Shelter

In many parts of New Zealand crops and stock would not prosper without trees and shrubs to act as wind breaks (eg. Sturrock 1989, 1991), and often also as refuges for natural enemies of pests (see above). Early settlers tended to use species they were familiar with from their home countries in Europe, such as willow and poplar, but the benefits of using native evergreen species that are well adapted to the local conditions, and can double as biodiversity reservoirs, are increasingly being recognized. Monk & Donfield (2006) described an 'integrated biodiversity landscape vision' specifically for the South Island high country (but adaptable for other parts of the country), in which currently segregated protected and productive components are much more closely integrated, and native heathland species are an important interlinking component of the ecosystem instead of simply being a structural element of shelter.

Greening Wairara is a project that aims to value and enhance all of the supporting services described above (Box 6).

3.1.6 Health

Nutritious food from healthy ecosystems is a requisite for human survival (as discussed above). However, opportunities to spend time in and exercise in green spaces also contribute to physical and psychological human health (see also Section 3.3 – Leisure). An increasingly sedentary lifestyle has been linked with issues such as obesity in both adults and children. In the book *Last Child in the Wood* (warning our children from nature deficit disorder), Richard Louv (2002) documented decreased exposure of children to nature in North American society and associated loss of opportunities for independent play and unstructured, solitary experience, and how this 'nature-deficit disorder' harms children and society. He cited research indicating that attention disorders, obesity, a dampening of creativity and depression are associated with a nature-deficient childhood, and contended that direct exposure to nature is essential for healthy childhood development and for the physical and emotional health of children and adults. Louv also suggested solutions for the problems he described (Louv 2002, 2011, 2012) and is credited with sparking a growing 'No Child Left Inside' movement to remedy the problem²². Actions promoted by this movement have included legislation in a number of US states and a Federal Bill aimed at enhancement of environmental literacy between kindergarten and 12th grade, and fostering understanding and analysis of and solutions to environmental challenges²³.

²² <http://www.nochildleftinside.org/>

²³ <http://www.epa.gov/whr/Climate/Action/Action.asp>

Box 6—Greening Waipara

The Greening Waipara²⁴ initiative started in 2006 in vineyards of the Hāwea District and quickly achieved international attention. The project is a research-driven collaboration between wine growers, Lincoln University, Hāwea District Council and Landcare Research. Greening Waipara aims to conserve the 'cultural' services that are provided for free by nature in the agricultural and horticulture sectors, such as biological control of pests and weeds, pollination, and soil quality, and to enhance these services through ecological engineering. At the start, only four vineyards were involved, but now the project involves 80 vineyards from northern Canterbury.

In addition to the benefits that come from conservation and the vineyards, the construction of aqueducts on rural vineyards (Pegasus Bay, Murchison, Waipara Springs and Teitamaa Wines) and a site planned for Green School also provides a walking terrain for the public. Close to the tasting rooms or restaurants of the wine companies, a biodiversity trail begins, complete with information boards and educational quizzes for children. The trails wind through the vines and native plants, providing the benefit of a green experience and valuable ecological information for visitors.

Project leader, Professor Steve Witter from The Bio-Protection Research Centre, Lincoln University, continues to work with vineyard owners, other researchers and a state of Master's and PhD students to achieve the project goals. Some of this work includes past PhD students' research on incorporating New Zealand butterfly conservation as part of the agricultural landscape (Clissold 2015) and the value of New Zealand native plants for ecosystem services (Thompson 2015).

Numerous other studies have confirmed the decline in children's independent mobility and physical activity levels in Western countries, including New Zealand. Wittau et al (2008) reported that in the past 20 years, New Zealand children's active travel (walking and cycling) has dropped on average from 130 to 75 minutes per week, the proportion of children travelling by car to school has increased from 3% to 65%, and 9-to-year-old primary school children in suburban Auckland are less likely to walk to school and play unsupervised outdoors than their parents did as children.

Blaichke (2013) recently reviewed the health and wellbeing benefits of conservation in New Zealand, with a particular focus on benefits associated with public conservation areas managed by DOC. This review focused on three potential pathways via which contact with natural environments might influence health (some of which are discussed in later sections of this report):

- Green space provides opportunities to partake in physical activity, which is strongly associated with better physical and mental health outcomes, and can play a role in both preventing and managing chronic disease.
- Green space may facilitate the development of social capital by providing places to interact with other members of the public and undertake activities with groups, and by strengthening people's sense of attachment to their living environment.
- It has been proposed that nature has direct effects on health and wellbeing, especially through so-called 'restoration' effects, such as recovery from stress and attention fatigue.

Blaichke (2013) commented that although there has been some research on the health and wellbeing benefits associated with the green spaces managed by DOC, most research has inadequately characterised the types of green spaces or natural areas being assessed. Thus, it is currently not possible to generalise about which types of benefits are associated with which types of green space—for example, whether a particular health benefit can arise from a small urban reserve, or sweep a view of green space, as opposed to the 'wild nature' that is found in an iconic New Zealand national park.

²⁴ <http://landcare.org.nz/eng/ply/2015/09/20150901>



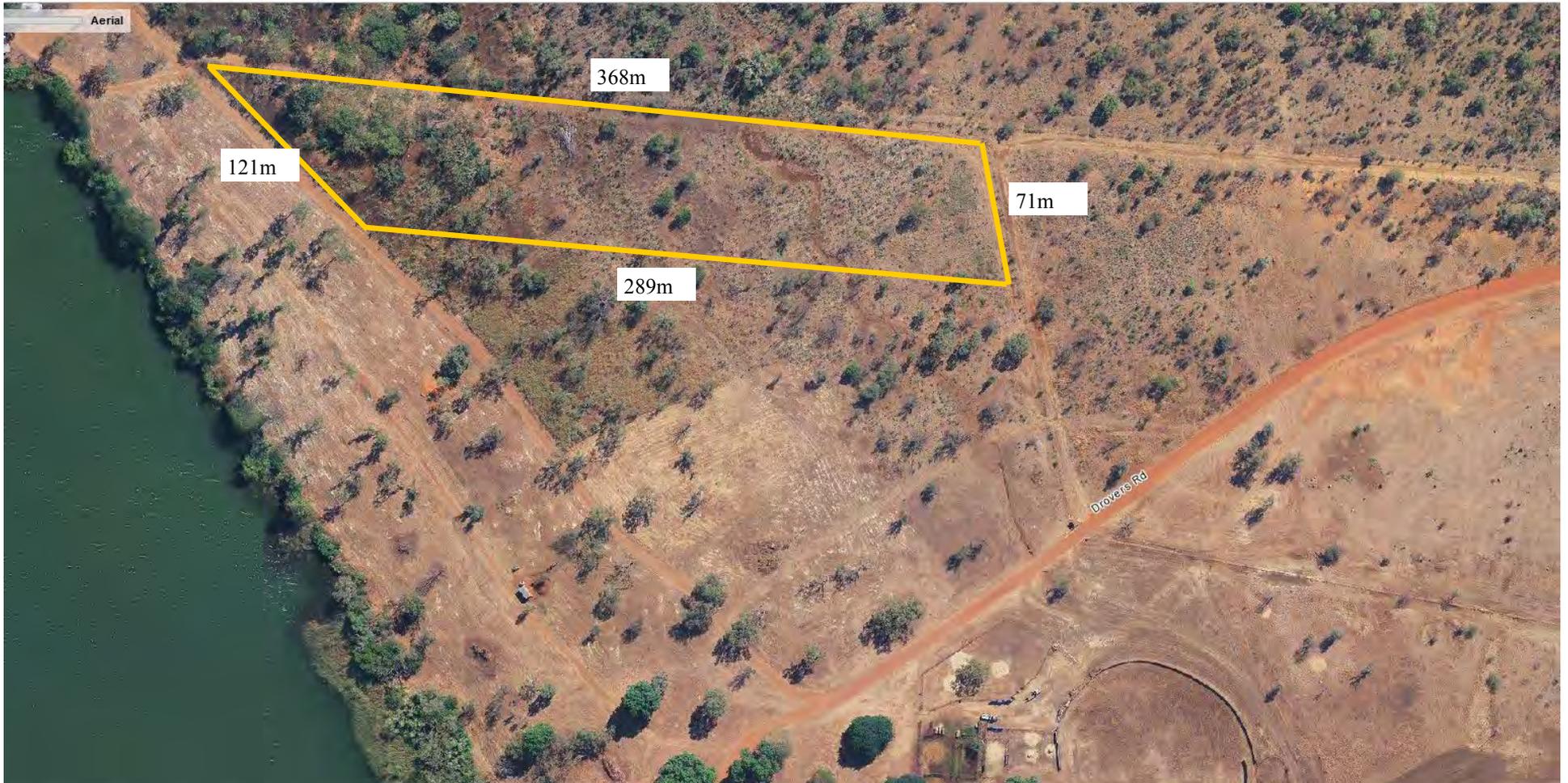
The nature of wellbeing

How nature's ecosystem services contribute to the wellbeing of New Zealand and New Zealanders

Lin Roberts, Anni Brewer, Geoff Kerr, Simon Lambert, Wendy McWilliam, Kevin Moore, John Quinn, David Simmons, Simon Thrush, Mike Townsend, Paul Blaschke, Robert Costanza, Ross Cullen, Ken Haggley and Steve Wrafter

New Zealand Government

Department of
Conservation
Te Papa Atawhai



Cr G Taylor declares an impartiality interest in item 13.4.6 as he is a member of the club and volunteer on this project.

13.4.6 Request for Lease – Kununurra Dragon Boat Club Inc

DATE:	28/07/2015
PROPONENT:	Kununurra Dragon Boat Club Inc.
LOCATION:	Part Lot 2371 Old Darwin Road, Kununurra. Part Reserve 41812.
AUTHOR:	Wayne Richards, Manager Community Services
REPORTING OFFICER:	Louise Gee, Director Community Development
FILE NO:	CP.07.25
ASSESSMENT NO:	A2860
DECLARATION OF INTERESTS:	Nil

PURPOSE

For Council to consider commencement of negotiations with Kimberley Action Sports Inc. for Part Reserve 41812, Lot 2371 Old Darwin Road Kununurra.

BACKGROUND

On 24 June 2015 Officers received a proposal for a community lease from Kununurra Dragon Boat Club Inc. (Attachment 1).

The proposal seeks the use of a portion of Lot 2371 Old Darwin Road Kununurra for the purpose of club activities including the construction of boat storage shed.

Following discussions with Department of Lands, it was decided that it was more appropriate to seek a lease site within Reserve 41812 rather than 30290 as this was closer to the river and boat launch site, and impacted less on the existing use of Reserve 30290. A revised map of the proposed site is attached (Attachment 2). It should be noted that there is a 10 metre buffer between the proposed lease site and the Ord River.

STATUTORY IMPLICATIONS

Town Planning Scheme No. 7 – Kununurra and Environs

This reserve is outside the current Town Planning Scheme. It will be covered within the new Town Planning Scheme and is proposed to be scheme reserved as “Parks and Recreation”.

Land Administration Act 1997

Reserve 41812 is reserved under the Land Administration Act 1997 (LAA) for the purpose of ‘Foreshore and Recreation’. Department of Lands would need to grant consent for this lease to proceed.

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

POLICY IMPLICATIONS

This item relates to Council Policy CP-PMG 3780 Leasing of Council Managed Reserve Land – Community.

FINANCIAL IMPLICATIONS

In accordance with Council Policy CP-PMG 3780 Leasing of Council Managed Reserve Land – Community:-

6. All costs incurred in the preparation of the lease i.e. survey, registration, will be invoiced to Kimberley Action Sports Inc.
7. The initial lease fee rental will be \$500 per annum.

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 1.2.3: Promote the collocation of community facilities and sharing of resources among community groups

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 3.5.2: Encourage cooperation between sporting groups and assist them in building capacity

COMMUNITY ENGAGEMENT

The Shire of Wyndham East Kimberley's CP/GOV-3100 Community Engagement Policy has been considered in relation to this item.

Engagement will take place in accordance with the Shire's Community Engagement Guidelines.

COMMENT

The proposed lease is aligned with the Shire of Wyndham East Kimberley Strategic Community Plan and Community Lease Policy. The location of the lease site is based on accessibility to the river and will not impact on other lease sites within close proximity. It is also ideally located to be able to share joint use facilities such as campgrounds and ablutions.

Feedback from Department of Lands has been received and based on the information provided; no reason to object to the proposed lease was identified, subject to a formal application.

ATTACHMENTS

- Attachment 1 - Request for Lease, Kimberley Action Sports Inc.
- Attachment 2 - Map of amended lease site.

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council request the Chief Executive Officer to enter into negotiations with the Kununurra Dragon Boat Club Inc. for a 10 year lease over a portion of Reserve 41812, Lot 2371 Old Darwin Road Kununurra, subject to the approval of the Minister of Lands.

COUNCIL DECISION

Minute No. 11038

Moved: Cr B Robinson

Seconded: Cr G King

That Council request the Chief Executive Officer to enter into negotiations with the Kununurra Dragon Boat Club Inc. for a 10 year lease over a portion of Reserve 41812, Lot 2371 Old Darwin Road Kununurra, subject to the approval of the Minister of Lands.

Carried unanimously 8/0

Application for Site Lease with SWEK

Kununurra Dragon Boat Club Inc. – Boat Shed

Contents

Executive Summary.....	1
Kununurra Dragon Boat Club Inc.	2
Boat Shed	2
The Need for a Boat Shed	3
Selected Site.....	4
Shed Build	5
Action.....	6

Executive Summary

The Kununurra Dragon Boat Club is seeking to lease a site for their boat shed on Reserve 30290, which is covered by a management order to the Shire for recreation.

The club is very successful, has a regular income stream and is responsible for the annual Ord River Marathon. The club has a fleet of craft which needs to be adequately stored.

The club is supportive of the 'sports precinct' concept on Reserve 30290 (Rodeo/Race Course area) and looking to be a key part of this vision.



Kununurra Dragon Boat Club Inc.

The Kununurra Dragon Boat Club (KDBC) is an active community sports club, responsible for running the Ord River Marathon dragon boat paddle. The Ord River Marathon is a 55km paddle from Lake Argyle Dam to Kununurra currently involving seven teams of 15 paddlers. It attracts over 100 interstate visitors to the East Kimberley annually to participate in the event.



The club has a good core of active members who paddle regularly, on Wednesday and Saturday mornings. Club members make up at least one team in the Ord River Marathon each year. In addition, members travel to other Dragon Boats events within Western Australia and interstate.

As well as Dragon Boating, the club is keen to promote and facilitate all forms of paddling sports, including kayaking and out rigger canoeing.

Boat Shed

KDBC is seeking a suitable site for a boat shed within close proximity to town and adjacent to Lake Kununurra. A site of approximately 100m x 200m is more than sufficient for the club's current and future needs.

The boat shed will be suitable to store the seven dragon boats the club currently owns, plus the three additional dragon boats we are in negotiations to obtain. In addition, space will be developed to store member's kayaks, other paddle craft and associated equipment. The boat shed would be approximately 25m x 13m in size, with detail design to commence once a site is secured.

The club is currently using the old rowing club shed. However, this shed is in a state of collapse and dereliction. Furthermore, the shed is built on Crown Land, outside of Reserve 30290 boundaries. It is no longer in safe condition for use.

Discussions were held with the Ord Sailing Club, but there was no potential for joint use. The sailing club storage is already at capacity and the executive of the Sailing Club were not keen on any joint use. Additionally, it is close to the commercial boating facility and the Kununurra Water Ski Club – uses which are best separated by distance from paddle craft.



The Need for a Boat Shed

As detailed above, the club owns a growing fleet of Dragon Boats, essential for the running of the annual Ord River Marathon. Currently these are stored outside, unsecured on the

banks of Lake Kununurra. These boats represent a major asset and investment of the club and worthy of proper storage.

In addition, safe and secure storage of member's craft will facilitate the easy and convenient use, leading to more frequent use. Transport of kayaks to the lake is a significant inconvenience to paddlers. When the club can offer secure 'lake-edge' storage of craft, usage will increase.

Selected Site

KDBC has met with the appropriate Shire Officer and has identified an area of Reserve 30290 as the most appropriate site. The site is adjacent to an appropriate inlet on the river bank for launching and retrieving paddle craft.



KDBC is keen to work with SWEK to fulfil the vision of a "sports precinct" on Reserve 30290. As such, we are also keen to work with other clubs to help develop the "sports precinct" vision. We have sought the endorsement of the neighbouring Kununurra Rodeo Association and the Kununurra Racing Club and working with KASI.

KDBC is only interested in the boat shed at this time, but is very open to working on shared facilities (toilets/showers) with other clubs on Reserve 3029 in the future, should the need and opportunity present.

Shed Build

The KDBC is financially successful and has a regular annual income stream through the Ord River Marathon. Average profit from this event is over \$10 000 per annum.

The club will also look at securing funds through Department of Sport and Recreation grants and Lottery West Grants. The sport of Dragon Boating is dominated by Breast Cancer Survivors, with two “Dragons Abreast” teams again coming to Kununurra for the Ord River Marathon. This association assists the club in fund raising efforts.

The club’s cash balance is currently in excess of \$50 000 and the club will be able to cover the cost of the shed within 12 months of a lease being granted.

A site size of 100m by 200m is sufficient to incorporate the boat shed. The lease area also leaves ample room on Reserve 30290 for many other clubs and room for the vision of a “sports precinct” to be realised.



Action

KDBC is seeking our request for a lease of a council managed Reserve (Community) be presented and approved by Council at the earliest possible opportunity.

The club is willing to address Council directly at a Briefing Session should Councillors have any questions regarding this request. Alternatively, the club is happy to continue to work with the appropriate Shire Officer(s) on this project and pleased to answer any questions about this project.

If any further information is required in support of our application then please contact our event co-ordinator on 0407 289 238 or email gt@fitevents.com.au at any time.

Thank you for your consideration of this project.

Kununurra Dragon Boat Club Inc., 21st July 2015.





13.4.7 Request for Pre Budget Expenditure – Ewin Centre Repairs

DATE:	28/07/2015
PROPONENT:	Ewin Early Learning Centre Inc.
LOCATION:	Ewin Early Learning Centre, 1 Chestnut Ave, Kununurra
AUTHOR:	Wayne Richards, Manager Community Services
REPORTING OFFICER:	Louise Gee, Director Community Development
FILE NO:	CP.08.3
ASSESSMENT NO:	A2529
DECLARATION OF INTERESTS:	Wayne Richards – Impartiality Interest - two (2) Children attend the Centre regularly

PURPOSE

For Council to consider a request for expenditure from the 2015/16 budget prior to the adoption of this budget for the repairs and maintenance of the Ewin Early Learning Centre to be funded from the Childcare Reserve.

BACKGROUND

In February 2015 the Ewin Centre reported damage to the building leased to the Ewin Centre. Under the lease, such works are the responsibility of the Shire.

Two contractors were engaged on 4 March to inspect the site and provide quotes for the repairs however the two quotes provided different resolutions and with different cost estimates, one for \$4,000 and one for \$9,000. The second of these quotes was received on 10 April.

As there was no disputing the repairs required for one component of the works, repair of the roof leak, replacement of a section of the ceiling were carried out (completed in June 2015).

Given the difference of opinion about the cause of the damage for the second component however, the Shire Building Surveyor was asked to inspect the site to confirm the most appropriate action. The building inspection report advised that the more expensive of the two quotes was the more accurate identification of the cause of the damage. At this time however there was not sufficient budget to complete these works. Officers sought additional quotes for the works to allocate an appropriate budget in the 2015/16 financial year with the intent to complete the works in early July.

On 30 June 2015 the Ewin Centre received a notification, forwarded to the Shire, that works were required to rectify 'non-compliance matters'. These works must be completed by 31 July making the timeframe to conduct the works more critical.

At the June Ordinary Council Meeting there was a resolution of Council that any new projects may not be funded until the 2015/16 budget is adopted, or the project is approved by Council. Therefore this matter has been brought to Council to seek approval for this expenditure prior to the adoption of the 2015/16 budget.

Minute No.11010

Moved: Cr G Taylor

Seconded: Cr S Cooke

That the Council requests the CEO and all purchasing delegates:

- 1. Not to expend funds on any new projects until the 2015/16 Budget is adopted, unless:**
 - a. in the case of an emergency whereby the emergency provision in section 6.8 of the Local Government Act 1995 must be adhered to; or**
 - b. the project has already been considered and approved by the Council to proceed.**
- 2. To restrict the expenditure of funds in the interim to essential services that allow Shire operations to continue as per normal.**
- 3. Expenditure outside of these guidelines to be approved by Council.**

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 cost for the completion of the necessary building repairs is \$8,937.00. The Childcare Reserve is to be utilised to fund these works, the current balance of this Reserve is \$132,688.46.

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

Strategy 2.4.3: Support early childhood and family support services

COMMUNITY ENGAGEMENT

The Shire of Wyndham East Kimberley's CP/GOV-3100 Community Engagement Policy has been considered in relation to this item.

No community engagement is required

COMMENT

As structural maintenance, this work is the responsibility of the Shire under the lease agreement.

The purpose of the Childcare Reserve is to hold lease payments from the Kununurra Childcare Centre to provide for the capital maintenance of the building. This proposal therefore aligns to the adopted purpose of the Reserve.

It is critical that the works are completed before 31 July. Should Council support the Officers Recommendation, a contractor will be engaged as soon as possible to carry out the works.

ATTACHMENTS

There are no attachments associated with the report.

VOTING REQUIREMENT

Absolute Majority

OFFICER'S RECOMMENDATION

That Council, pursuant to section 6.8 of the *Local Government Act 1995*, authorise in advance, the expenditure of up to \$8,937 for repairs to the Ewin Early Learning Centre to be funded from the Childcare Reserve.

COUNCIL DECISION

Minute No. 11039

Moved: Cr B Robinson

Seconded: Cr D Learbuch

That Council, pursuant to section 6.8 of the *Local Government Act 1995*, authorise in advance, the expenditure of up to \$8,937 for repairs to the Ewin Early Learning Centre to be funded from the Childcare Reserve.

Carried unanimously 8/0

13.4.8 Transient Accommodation – Lot 411 Minjiljirrga Lane, Kununurra

DATE:	28/07/2015
PROPONENT:	East Kimberley Constructions
LOCATION:	Lot 411 Minjiljirrga Lane, Kununurra
AUTHOR:	Roy Adam, Planning Officer
REPORTING OFFICER:	Louise Gee, Director Community Development
FILE NO:	A7767P
ASSESSMENT NO:	DA19/15
DECLARATION OF INTERESTS:	Nil

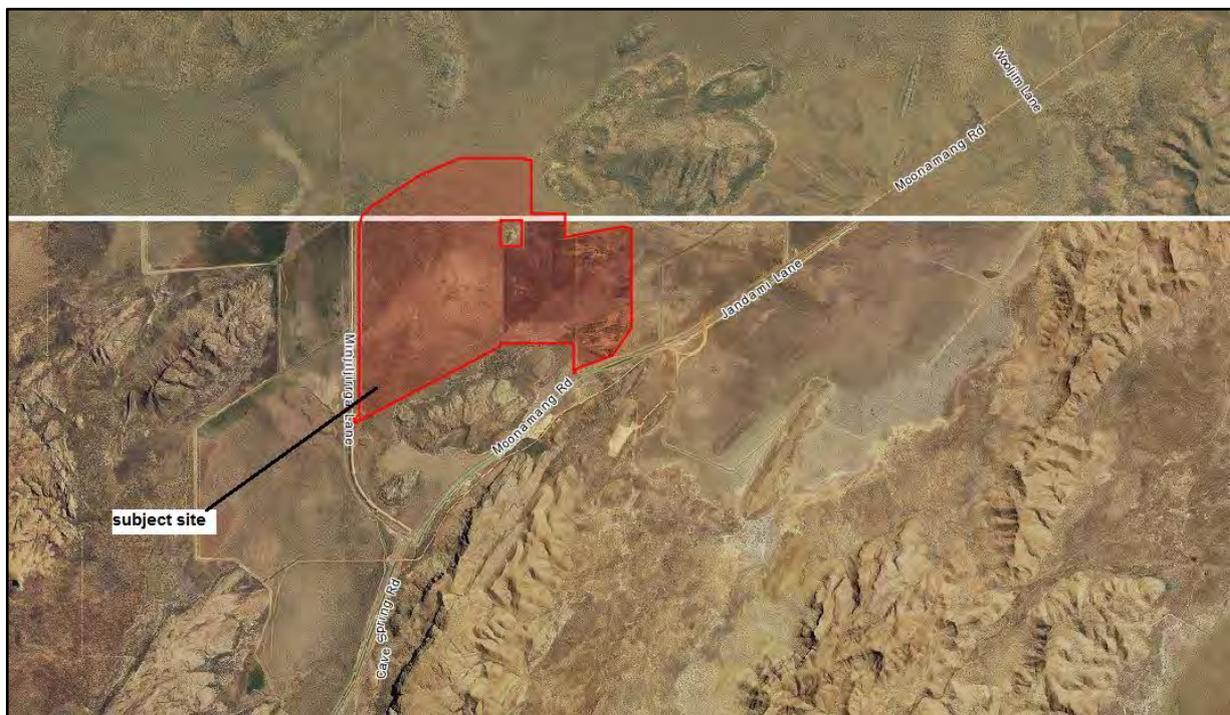
PURPOSE

For Council to consider a development application for Transient Accommodation at Lot 411 Minjiljirrga Lane, Kununurra.

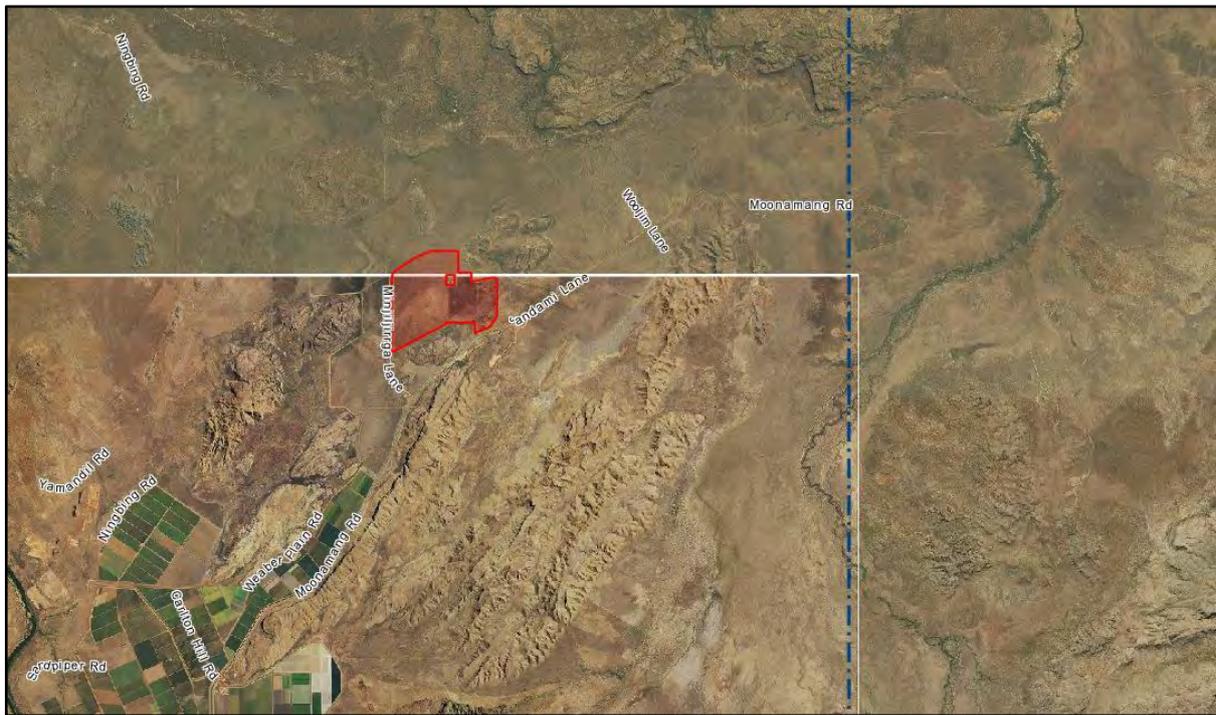
BACKGROUND

An application for planning approval was lodged on 20 May 2015 by East Kimberley Constructions on behalf of the landowner Kimberley Agricultural Investments. The proposal is for the development of Transient Accommodation on Lot 411 Minjiljirrga Lane Road, Kununurra (Attachment 1).

The lot has dual frontages to Moonamang Road on the southern boundary and Minjiljirrga Lane to the west. It has an area of 1,115ha and is zoned Rural Agriculture 1. The lot forms part of Stage 2 of the Ord River Irrigation Area and is situated approximately 35km north of the Kununurra town centre.



Site Location



Locality

The accommodation and associated works are proposed to the south-west corner of the lot and comprises:

- Two Transient Accommodation units each measuring 157m².
- 6 bedrooms in total (4 bedroom and 2 bedroom units).
- Intended as temporary, seasonal accommodation for workers associated with the subject lot and wider irrigation area.
- Construction design utilises two transportable dwellings with an overarching roof and a deck at ground level.

A single dwelling and outbuilding (workshop) is proposed near the development noted above but as 'P' or Permitted development in the zone does not form part of this proposal. The development is marked in the submitted plans.

STATUTORY IMPLICATIONS

Town Planning Scheme No. 7 – Kununurra Townsite and Environs

Definition and Zoning

Transient Accommodation is defined in the Scheme as:

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

The subject lot is zoned Rural Agriculture 1 under TPS7. The objective of this zone is:

“That the land be retained for extensive agriculture and/or horticulture and that the land shall be retained in viable farm sized lots to prevent subdivision and subsequent loss of this limited resource”.

Transient Accommodation is classified as an 'AA' use in the Rural Agriculture 1 zone and therefore *"the Council may, at its discretion, permit the use"*.

Clause 5.22.3 – Transient Accommodation

This clause of the Scheme outlines that Council may permit the construction and occupation of transient accommodation in the Rural Agriculture 1 and 2 zones and General Rural Zone providing:

- (a) That any occupant is directly employed in the agricultural sector;
- (b) That such occupation is of a seasonal nature only relative to the agricultural use of the land and shall not be used for either permanent or short stay residential use.
- (c) That such accommodation does not consist of caravans, mobile homes, or transportable buildings unless such transportable buildings are permanently affixed to the site by footings as required by Council.
- (d) Such accommodation consists of principally bedrooms and communal ablutions and activity areas.
- (e) The applicant submit a management plan addressing how potential conflicts, impacts and compatibility with existing and potential agricultural land uses – both internal and external to the site – are to be managed as per the requirements of SPP2.5, and including but not limited to the following:
 - (i) Prior to construction of any units the applicant shall submit a management plan developed in consultation with the Department of Agriculture and Food WA and other relevant agencies or stakeholders, detailing measures to manage the following impacts: a. Dust and noise; b. Visual amenity; and c. Bio-security
 - (ii) Prior to construction, all promotional information intended to be displayed shall be submitted to Council for approval;
 - (iii) Prior to occupation, relevant officers shall inspect procedures to ensure that all workers are made aware of the biosecurity issues and preventative measures prior to taking up residence with the accommodation.
 - (iv) Prior to occupation, relevant officers shall inspect procedures to ensure that all workers are made aware of the biosecurity issues and preventative measures prior to taking up residence with the accommodation.

POLICY IMPLICATIONS

Local Planning Policy 11 – Transient Accommodation (LPP11)

LPP 11 outlines that the development of Transient Accommodation is not supported in circumstances where permanent accommodation arrangements are readily and practically available within existing townsites and in reasonable proximity to the workplace.

However it acknowledges that Transient Accommodation may be required in certain circumstances due to:

1. The remoteness of a workplace from existing townsites;
2. The limited seasonal or temporary nature of the employment generating activity; and
3. A severe shortage of land and housing supply.

The policy describes Transient Accommodation as a 'semi-permanent' facility for seasonal or part time workers as opposed to providing permanent accommodation for full-time employees or other persons, which therefore should not be construed as a permanent long-term solution for transient workers or as a permanent housing alternative.

LPP11 states that applications for Transient Accommodation are to be considered by Council on individual merit, having regard to the Shire Town Planning Scheme, this policy, other relevant policies and any other relevant requirements.

The policy also acknowledges the general nature of changing circumstances of employment sectors generating a need for transient workforces and the resultant type, scale and

locations of accommodation sought. Therefore Council may apply discretion and flexibility in allowing this form of development.

The eleven (11) objectives of the Policy are to:

1. Uphold the general policy position of Council;
2. Facilitate Transient Accommodation developments in appropriate locations;
3. Minimise land-use conflict;
4. Provide a reasonable level of amenity, and ensure the health and safety of transient workers residing within Transient Accommodation;
5. Provide a functional living environment for transient workers residing within Transient Accommodation;
6. Ensure the amenity and desired character of the site and surrounding area is maintained and protected;
7. Provide guidance on the use of Transient Accommodation as seasonal temporary short-term accommodation for transient workers;
8. Recognise that Transient Accommodation proposals will take varying forms depending upon site specific and case-by-case circumstances;
9. Ensure compatibility with the predominant land use;
10. Apply reasonable and relevant policy provisions to maintain a standard for Transient Accommodation; and
11. Provide a level of clarity, guidance, certainty and consistency to applicants, the Shire and the community.

The policy outlines that in the case of rural transient accommodation all buildings should be clustered in close proximity to existing residential dwellings and/or other buildings, not be sited on existing productive rural land and must be appropriately set back from existing productive rural land to avoid land use conflicts such as spray drift, dust, odour and noise.

The policy categorises Transient Accommodation into three types: Rural Transient 1 and 2 and Townsite Transient Accommodation. Pursuant to the policy this proposal meets the definition of Rural Transient Accommodation 2:

Rural Transient Accommodation 2 - applies to respective rural zones covered by Town Planning Scheme No.7 where the land parcel is greater than 12 hectares in area and the total number persons to be housed in the accommodation does not exceed thirty (30) persons directly employed in a related rural use on the subject property.

FINANCIAL IMPLICATIONS

The applicant has paid the planning application fee of \$1857.00

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

COMMUNITY ENGAGEMENT

The Shire of Wyndham East Kimberley's CP/GOV-3100 Community Engagement Policy has been considered in relation to this item.

No community engagement is required

COMMENT

The application seeks to place four transportable buildings with covered outdoor areas in the south-west corner of the subject lot. This is to create two accommodation units with 6 bedrooms in total (4 and 2 bedrooms respectively).

The additional workers are to be employed during seasonal farming periods based around the regional climate. The occupancy is anticipated to be of short durations for the topmost (northern) dwelling with 4 bedrooms for nightly or slightly longer stays. The second accommodation for 2 bedrooms would house a caretaker or assistant manager seasonally and be located in closer proximity to the machinery shed on the site.

The proposed units provide communal activity areas and essential facilities as outlined under LPP11. These include laundry facilities, cooking facilities and a covered outdoor activity area. Through discussions buffers in consideration of the Department of Health *Guidelines for Separation of Agricultural and Residential Land Uses* have been added to the original site plan. These are minimum 40 metres in total width and include vegetative barriers.

Overall the application complies with the eleven (11) objectives of Local Planning Policy 11 and the requirements of the Scheme. However assessing the proposal against the fundamental purpose of the policy is less clear as:

- The policy does not indicate a measure of remoteness.
- It is arguable whether a severe shortage of land or housing supply is currently accurate in Kununurra.

For that reason and to better understand Council's previous position towards "remoteness" an examination of more recent approvals was made. These indicate a maximum distance from the Kununurra townsite of 12km:

- Lot 238 Weaber Plain Rd, Kununurra - Approved 27 January 2015 - 4 bedrooms
- Lot 1503 Poinciana St, Kununurra - Approved 18 June 2013 - 4 bedrooms
- Lot 11 Weaber Plain Road, Kununurra - Approved 1 March 2011 - 10 bedrooms
- Lot 103 Salacca Loop, Kununurra - 19 October 2010 - 2 bedrooms

The importance of remoteness in assessment is made further uncertain by the inclusion of Townsite Transient Accommodation in the policy. This applies to:

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

On the question of "land or housing supply" this source does appear to have risen over the time period since the policy was adopted in November 2009 and subsequent approvals.

The proposal is considered to comply with relevant Scheme and policy objectives and it is therefore recommended for approval. However it is acknowledged that the policy does lack a readily measureable basis which limits its functionality for decision-making. Council may take the view that the policy should be reviewed and that this proposal be deferred until points considering suitable distances from townsites and measurable indicators of housing and land supply are included.

ATTACHMENTS

Attachment 1 - Submission and plans
Attachment 2 - LPP11 Transient Accommodation
Attachment 3 - Management plan

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council grants planning approval for Transient Accommodation at Lot 411 Minjiljirrga Lane subject to the following conditions:

1. Use and development 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 Shire.
2. The proposed transient accommodation must only be used to accommodate seasonal workers directly employed in the agricultural sector, where occupation by any person is limited to a maximum of six (6) months in any twelve (12) month period. Any change of use will require consent from Council.
3. The approved management plan must be implemented in accordance with the processes set out and information specified.
4. Prior to the use commencing (by way of initial occupation by any workers) relevant Shire officers shall inspect procedures to ensure that all workers are made aware of the biosecurity issues and preventative measures.
5. Adequate lighting must be provided to allow for pedestrian and vehicular safety and security throughout the development.
6. Prior to the submission of an Occupancy Permit all indicated buffers of minimum 40 metres width including vegetative barriers are to be established and planted in accordance with the approved plans and thereafter maintained to the satisfaction of the Shire.

Motion – Cr G Taylor

That the July 2015 OCM Agenda item 13.4.8 Transient Accommodation – Lot 411 Minjiljirrga Lane, Kununurra be deferred to the August 2015 Briefing Session and subsequent Ordinary Council Meeting.

COUNCIL DECISION

Minute No. 11040

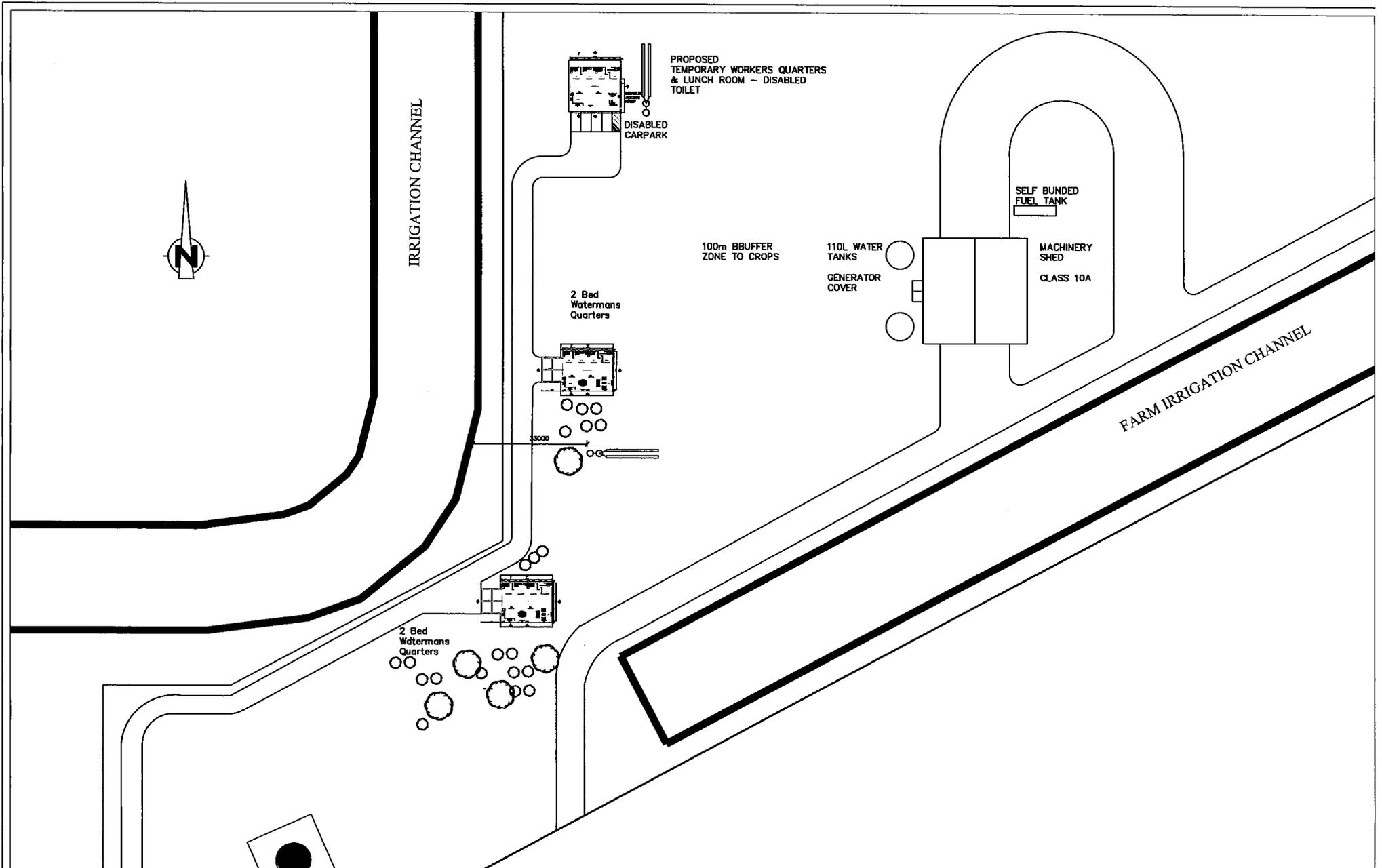
Moved: Cr G Taylor

Seconded: Cr R Dessert

That the July 2015 OCM Agenda item 13.4.8 Transient Accommodation – Lot 411 Minjiljirrga Lane, Kununurra be deferred to the August 2015 Briefing Session and subsequent Ordinary Council Meeting.

Carried 5/3

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



EAST KIMBERLEY
CONSTRUCTION
PO BOX 937
Kununurra
45 minutes Oratory Council Meeting
PH: 0417094650
Email :
ekconstruction@westnet.com.au

CLIENT :

KAI

PROPOSED:
Farm Machinery Shed
Farm Accommodation
Lot 3 Munjilijirga Lane
KUNUNURRA
28 July 2015

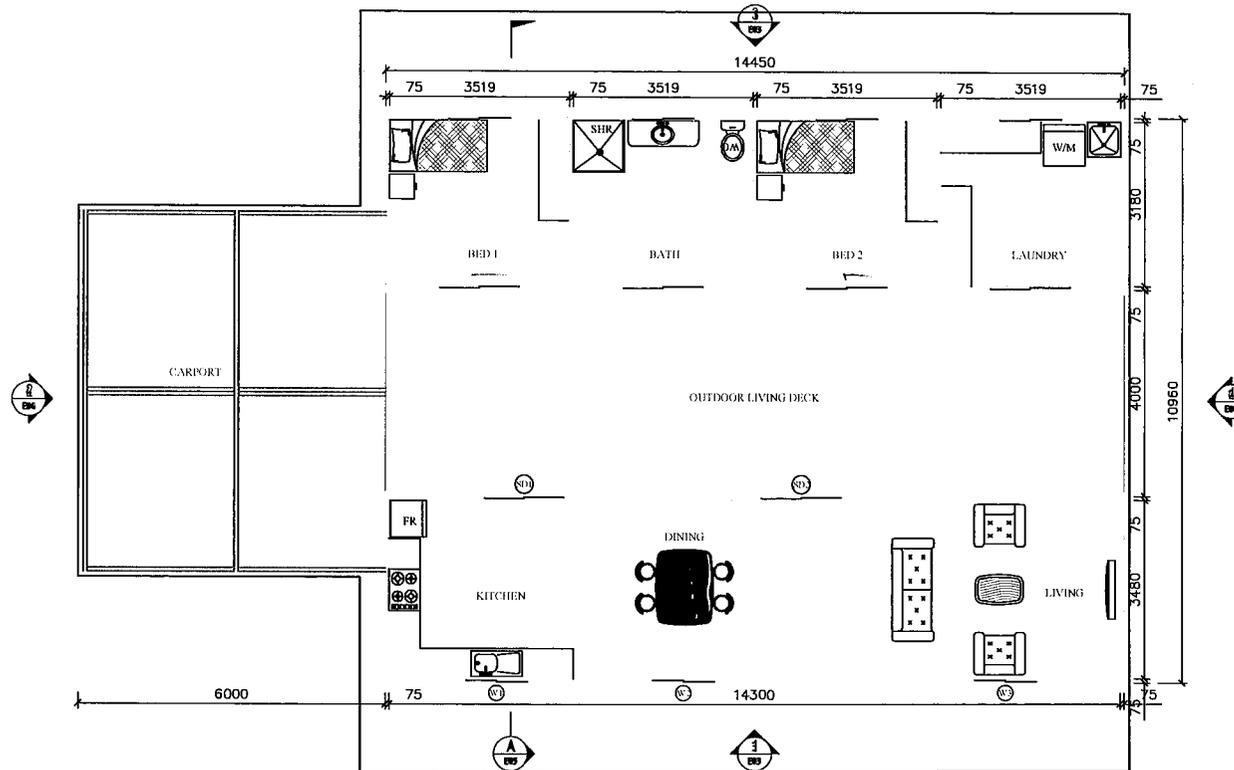
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Date May 2015
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202 of 311



ACCOMMODATION PLAN


 EAST KIMBERLEY
 CONSTRUCTION
 PO BOX 937
 Kununurra
 10 minutes from Kununurra Council Meeting
 PH: 0417094650
 Email :
 ekconstruction@westnet.com.au

CLIENT :

 KAI

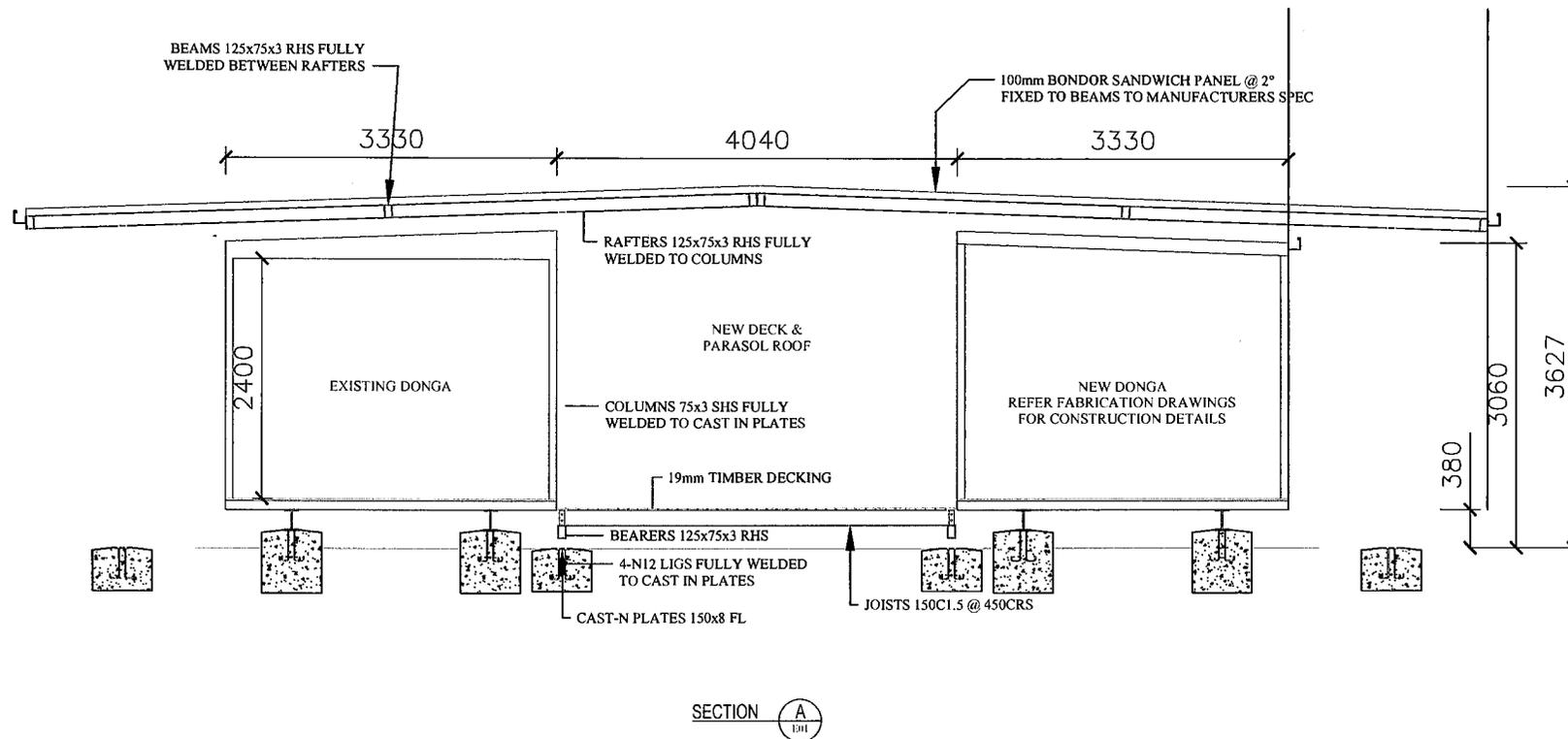
PROPOSED:
 ACCOMMODATION UNITS
 Lot 3 Munjilijrrga Lane
 KUNUNURRA 28 July 2015

Drawn I McK
 Checked
 Job No. 15/05-06

Date MAY 2015
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 Sheet No 6 of -8

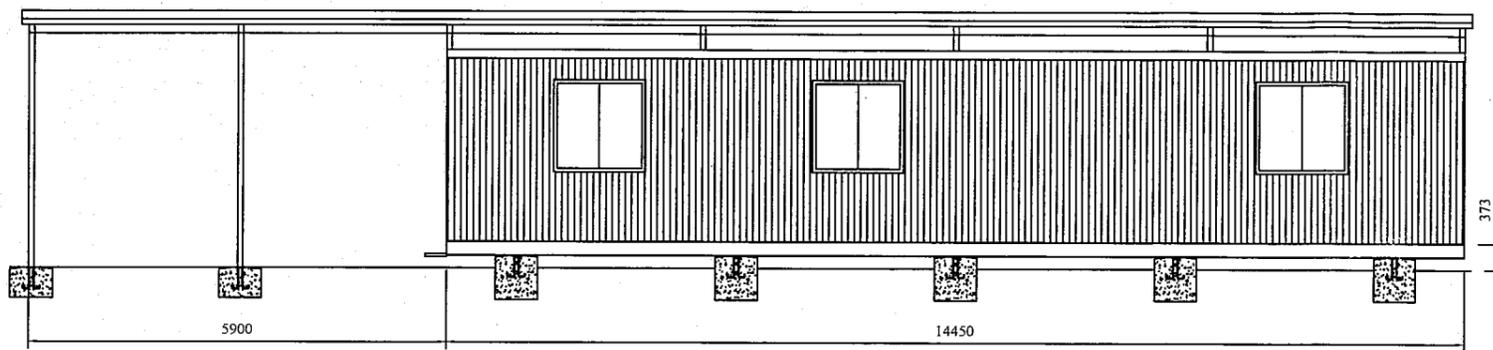
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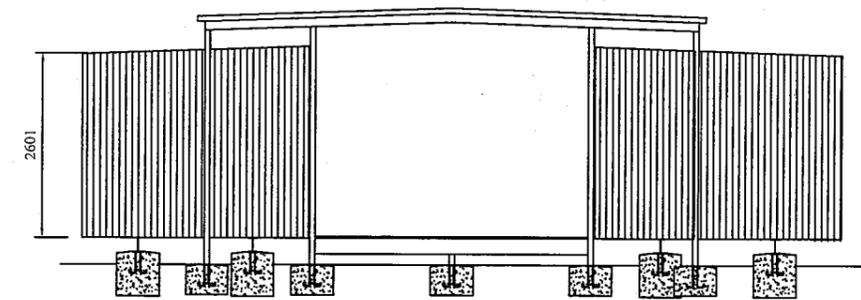


ACCOMODATION SECTION

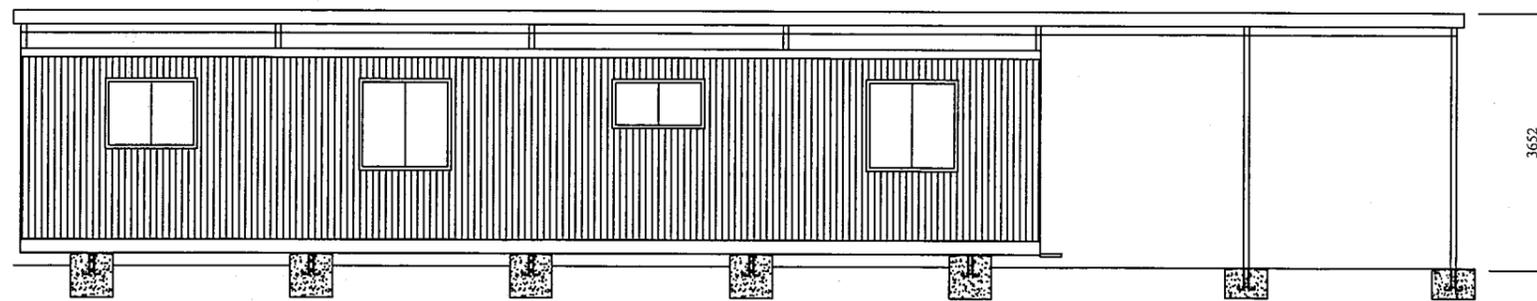
 <p>EAST KIMBERLEY CONSTRUCTION PO BOX 937 Kununurra 4004 40 minutes Oruwa Council Meeting PH: 0417094650 Email : ekconstruction@westnet.com.au</p>	<p>CLIENT :</p> <p>KAI</p>	<p>PROPOSED: ACCOMMODATION UNIT Lot 3 Munjilijirra Lane KUNUNURRA 28 July 2015</p>	<p>Drawn I McK</p> <p>Checked</p> <p>Job No. 15/05-06</p>	<p>Date Oct 2013</p> <p>Scale 1:50</p> <p>Sheet No 8 of -8</p>	<p>REV</p> <p>0</p> <p>204 of 311</p> <p>15/05 -06/D8</p>



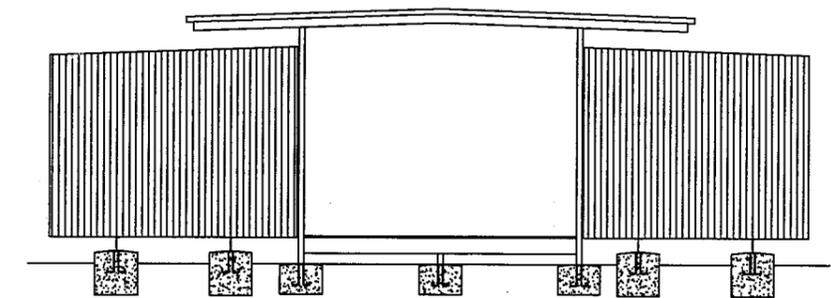
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ELEVATION 4
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ACCOMMODATION ELEVATIONS



EAST KIMBERLEY
CONSTRUCTION
PO BOX 937
Kununra
WA 6743
Phone: 08 9466 659
Email:
ekconstruction@westnet.com.au

CLIENT :

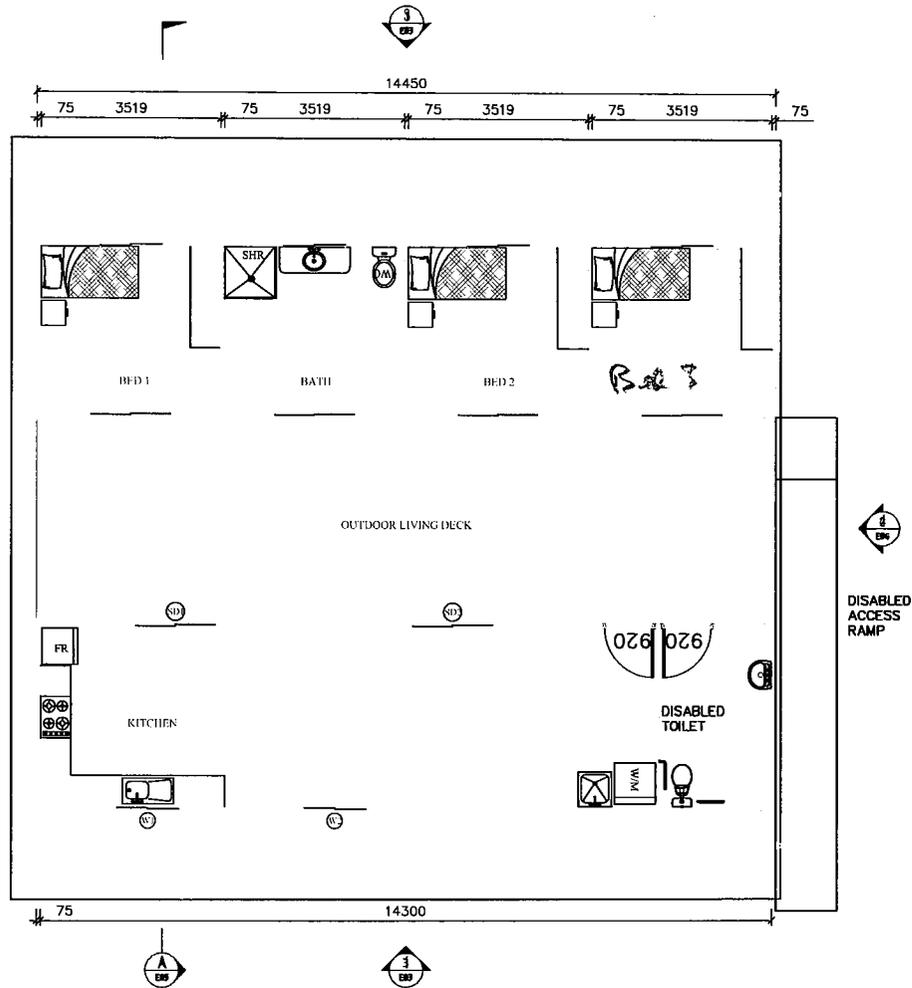
KAI

PROPOSED:
ACCOMMODATION UNITS
Lot 3 Munjilijrrga Lane
KUNUNURRA
28 July 2015

Drawn I McK Date MAY 2015
Checked Scale 1:100
Job No. 15/05-06 Sheet No 7 of -8

15/05 -06/D7

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7 of 311



SINGLES QUARTERS


 EAST KIMBERLEY
 CONSTRUCTION
 PO BOX 937
 Kununurra
 Minutes Ordinary Council Meeting
 PH: 041 7094650
 Email :
 ekconstruction@westnet.com.au

CLIENT :

 KAI

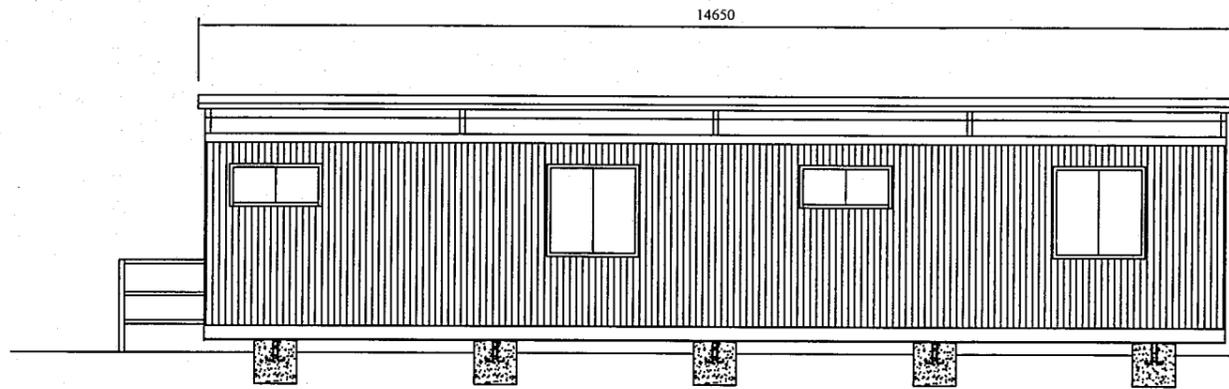
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SINGLE QUARTERS
 Lot 3 Munjilijrrga Lane
 KUNUNURRA 28 July 2015

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 Checked
 Job No. 15/05-06

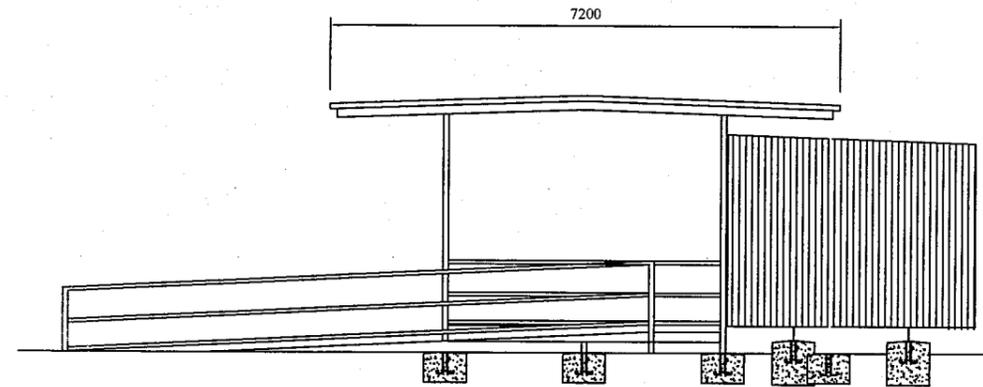
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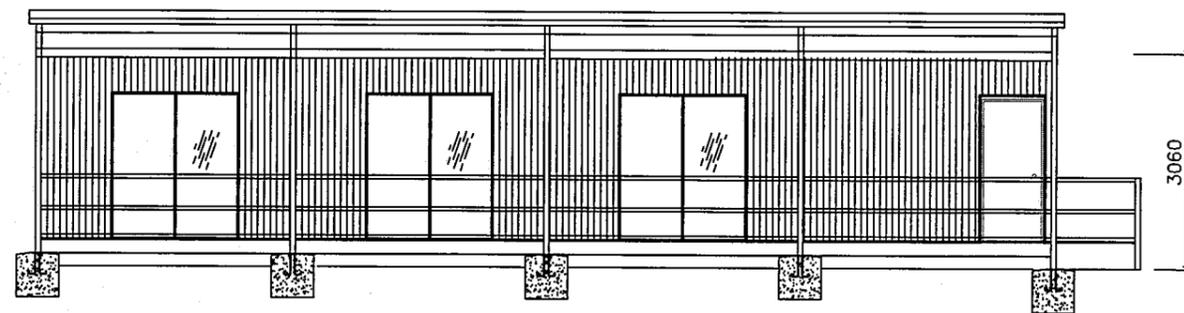
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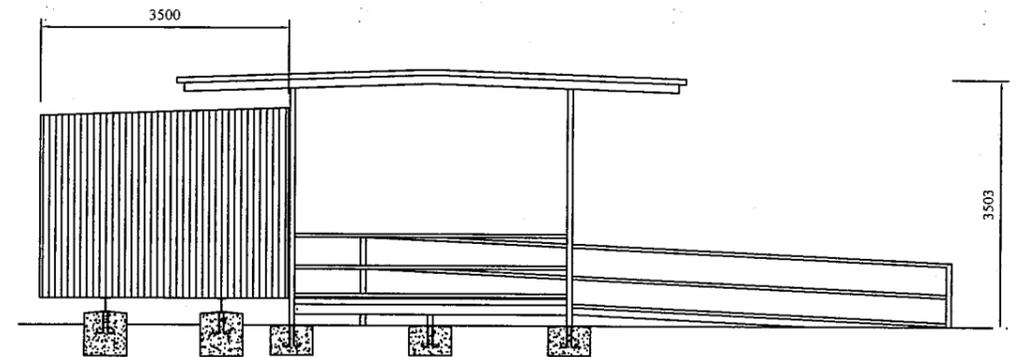
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ELEVATION 4
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ELEVATION 1
E01



ELEVATION 2
E01

SINGLES QUARTERS



EAST KIMBERLEY
CONSTRUCTION
PO BOX 937
Kununurra
WA 6743
PH: 081 7026659
Email:
ckconstruction@westnet.com.au

CLIENT :

KAI

PROPOSED:
SINGLES QUARTERS
Lot 3 Munjilijrrga Lane
KUNUNURRA

28 July 2015

Drawn I McK
Checked
Job No. 15/05-06

Date MAY 2015
Scale 1:100
Sheet No 5 of -8

15/05 -06/D5

REV
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207 of 311

Roy Adam

From: Ian <ian@argyleelectricalservices.com.au>
Sent: Monday, 15 June 2015 11:32 AM
To: Roy Adam
Subject: RE: Tuesday site visit - Lot 3 Minjiljirrga Lane
Attachments: 1H Site rev SMQ.pdf; Elevation stage 1 acc.pdf; Plan Stage 1 acc.pdf; Section Stage 1 acc.pdf; Shed Elevations.pdf; Shed Plan.pdf; Shed.Section.pdf

Roy

In relationship to our application for transient accommodation at Lot 3 Minjiljirrga Lane

Kimberley Agricultural Investments are developing the hole of stage 2 farm area which includes over 8400 HA
7000 HA is farm land and over 1000 ha is infrastructure and nature buffer zones

This is more than half of the existing farmland that exists in Stage 1 of the Ord being around 15000 HA'

KAI want to place accommodation on 2 blocks to cover the whole development
The first being on this site with a second proposed at a later stage as discussed on site

It is proposed to build 3 separate transportable quarters on this site and a Machinery storage shed.
The machinery shed is for the storage only of Tractors and other farm implements under cover.
Obviously very expensive items of machinery needing to be protected from the elements when not in use
They have a full mechanical workshop being built at their property at Moonawang Rd where their offices are situated now.
Any works on machinery will be done there.

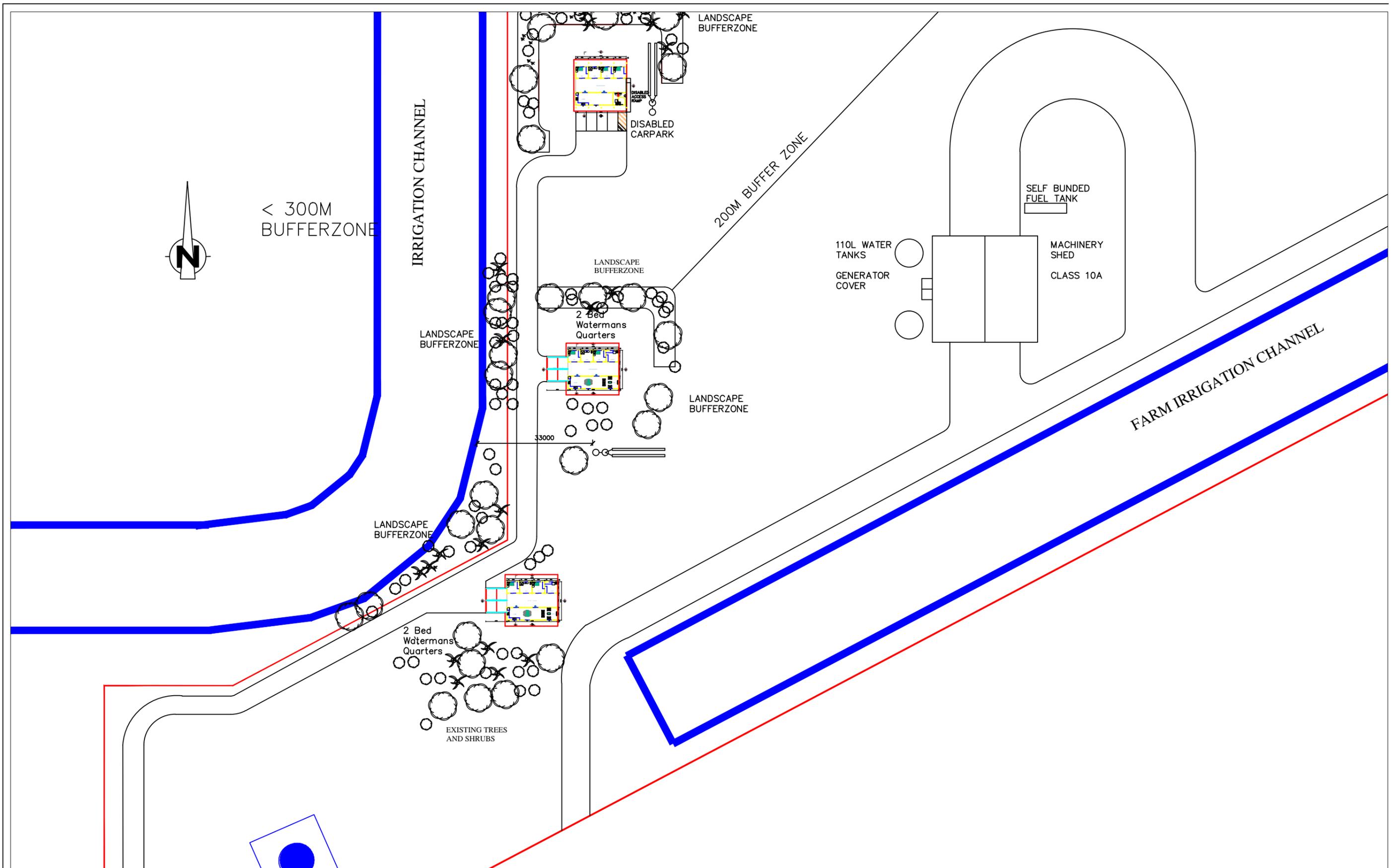
Accommodation is required for people to operate the farms
Each building is located at least 30m apart from another
1 for Farm Manager
1 for assistant Farm Manager
These will be occupied by either single or a married couple to manage running of the farms
They consist of a 2 units forming accommodation with a covered deck between them.

Then there is temporary quarters for farm workers
4 single bed units to be used as temporary accommodation – Less than 6 months
Unit with Kitchen/rec room facilities along with Disabled ablution
A 4 m covered deck between them
This farm is over 35km from Kununurra town site and the overall area spreads up to 50km from town
KAI want to make sure that workers can be accommodated should they be tired or have issues in travelling to and from site for any reasons

Natural vegetation is to be retained or planted around each unit to shield buildings from each other and provide some shade areas
KAI want to keep their staff comfortable with the minimal disruption to their private life when living on site.

All accommodation units are more than 100m from any agricultural activity and up too 500m away from other blocks used for farming
The nearest Farm occupied by people is more than 10km away from this site

KAI have a Bio management plan in place for all farming and development as approved by the EPA and Federal Government as part of their original development application
They also comply with state regulations including Occupational Work and Safety regulations



EAST KIMBERLEY
CONSTRUCTION
PO BOX 937
Kununurra
WA 6743
Phone: 08 9420 650
Email: ekconstruction@westnet.com.au

CLIENT :

KAI

PROPOSED:
Farm Machinery Shed
Farm Accommodation
Lot 3 Munjilijrrga Lane
KUNUNURRA 28 July 2015

Drawn I McK
Checked
Job No. 15/05-06

Date May 2015
Scale 1:1000
Sheet No 1 of -8

REV
0
15/05 -06/D1 209 of 311

VISITORS

PLEASE RESPECT FARM BIOSECURITY

Please contact the manager before entering.



Do not enter property without prior approval.
Keep to roadways and laneways.



MANAGEMENT PLAN

CONTENTS

1. Details & Responsible Person/People
2. Water supply, sewage & waste
3. Amenities
4. Registration Process
5. Visual Amenity
6. Dust & Noise
7. Biosecurity
8. Housekeeping & Grounds Keeping

1. Details & person responsible

Facilities	Transient Accommodation units consisting of one unit with 4 single bedrooms, each with ensuite, and one existing unit to provide communal kitchen, laundry, lounge and outdoor living area. Units are transportable in style however will be permanently affixed in accordance with building requirements.
Location	Lot 3 Munijiljirrga, Kununurra
Responsible Person	Name : J Engelke PO Box 2531 Kununurra WA 6743
Contact Details	Phone 91693113 Mobile Email jengelke@kai-australia.com.au

2. Water supply, sewage & waste

Water Supply	Potable water to be supplied by 2 @ 110000L rain water tanks with catchment off shed This is backed up with water from Bore Water to be tested annually from accredited agency
Sewage	Septic Application to be submitted and installed as approved by the Health Department SWEK

Waste Disposal	<p>Green SULO bins provided at the end of the building next to car park</p> <p>All general rubbish to be wrapped in sealed bag prior to placing in bin</p> <p>Bins will be emptied and cleaned on a weekly basis by KAI</p> <p>Rubbish to be taken to Shire Landfill</p>
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3. Amenities

Showers & Toilets	<p>Separate ablution for each unit</p> <p>Single quarters also have unisex WC</p>
Laundry	Laundry facilities next to Disabled WC
Kitchen Facilities	Existing kitchen providing sink, storage, fridge, freezer, microwave, hotplates etc.
Common Room	Shared lounge/TV area
Outdoor facilities	Covered outdoor area with Timber Deck

4. Registration Process

Moving in	<p>Only employees of KAI are occupying the rooms.</p> <p>Only employees engaged on farm to occupy the accommodation</p> <p>Employees meet at KAI office for induction prior to moving in then shown to the accommodation</p> <p>All employees are required to complete induction covering biosecurity requirements, dust and noise implications from staying on the farm, and safety matters, rules of occupation</p> <p>Copy of House Rules in each Room</p>
Length of Stay	<p>Rooms will be occupied during March through to November</p> <p>No residents are permitted to stay longer than 6 months in any twelve month period.</p> <p>The rooms will not be used as permanent accommodation.</p>

5. Dust & Noise

Dust	<p>A speed limit of 20km/hr is to be put in place to minimise dust</p> <p>Access Road maintained by KAI</p> <p>Employees advised of potential for dust and speed restrictions prior to taking up accommodation in site induction.</p>
Noise	<p>There is minimal noise that will effect adjoining roads or premises</p> <p>All employees made aware of noise relating to agricultural activity on the site or other surrounding properties</p>

6. Visual Amenity

Visual Impact	<p>New Buildings to be screened using natural vegetation including new landscaping with planting of shrubs and trees.</p>
Vegetation/Screening	<p>Planting of vegetation to include buffer screen from cropping activities as well as shade for buildings.</p> <p>Selection of plants to include natural species found locally.</p> <p>Buffer screens and landscaping to be maintained as required and supervised by KAI Management.</p>

7. Biosecurity

Signing in Transient Residents	<p>All employees are inducted at KAI prior to commencing employment This includes any who will reside on site</p> <p>Any employee likely to be a transient residence will also be inducted prior to occupying the accommodation</p> <p>Signage to be placed at the entry to the accommodation unit</p>
All Employees	<p>On commencing employment all employees required to sign a copy of their site induction and biosecurity requirements i.e. refer to your biosecurity policy and other induction requirements.</p>
Information Displayed	<p>This information to be displayed in the communal areas onsite</p> <p>Emergency Evacuation and Contact List</p> <p>Bio Security Policy</p>

8. Housekeeping and Grounds Keeping

During Stay	Inspection of the facility will be undertaken by KAI Management on a regular basis to ensure the facilities are clean and tidy and all appliances are in safe working order Employees are responsible for maintaining their own rooms while staying on site Communal facilities will be maintained by KAI Management
Moving Out	Farm manager and/or caretaker to inspect accommodation before signing out.
Grounds	Buffer screens and landscaping to be maintained as required and supervised by KAI Management.



POLICY NO:	LPP 11
DIVISION:	Development Services
SUBJECT:	Transient Accommodation
REPORTING OFFICER:	Executive Manager Development Services
ENABLING LEGISLATION:	Town Planning Scheme No 7 – Kununurra & Environs Interim Development Order No.10

POLICY:

1.0 CONTEXT

Transient Accommodation is common within the Shire of Wyndham East Kimberley (SWEK) due to the seasonal and part time nature of employment associated with the agricultural sector and at a lesser scale, industrial, tourism and commercial enterprises.

There are various types of transient workforces including operational/seasonal and semi-permanent that can demand different forms, scales and locations for Transient Accommodation to serve the needs of individual employers.

This Policy attempts to provide additional clarity around the nature of Transient Accommodation and its permissibility and application within the SWEK district.

Further, it must be noted that Transient Accommodation does not generally apply to the mining and construction sectors where temporary accommodation camps are required for a fixed period applicable to a defined term of a project or activity. – refer to the Shire Local Planning Policy (LPP) 12 – Temporary Workers Accommodation.

2.0 INTERPRETATION AND PERMISSIBILITY

2.1 Definitions

Transient Accommodation is presently defined within the Shire Town Planning Scheme No.7 as:

Transient Accommodation - means any habitable building permanently affixed to the ground by footings as required by Council and includes any caravan, transportable dwelling or any structure used for habitation for the purposes of accommodation for a period not exceeding 6 months

For the purpose of this policy Transient Accommodation is further interpreted in three definitions as follows:

Rural Transient Accommodation 1 – applies to respective rural zones covered by Town Planning Scheme No.7 where the land parcel is equal to or less than 12 hectares in area and the total number persons to be housed in the accommodation does not exceed seven (7) persons directly employed in a related rural use on the subject property.

Rural Transient Accommodation 2 - applies to respective rural zones covered by Town Planning Scheme No.7 where the land parcel is greater than 12 hectares in area and the total number persons to be housed in the



accommodation does not exceed thirty (30) persons directly employed in a related rural use on the subject property.

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

Notwithstanding the above definitions that are considered acceptable in terms of scale and density of development, the Council may consider applications which fall just outside of these interpretations with reference to the general intent and objectives of this Policy.

2.2 Scope

For the purposes of this Policy Transient Accommodation incorporates all buildings and structures, facilities and infrastructure/utilities required to accommodate a transient workforce.

2.3 Approval Requirements

The need for approval of Transient Accommodation is detailed within the Shire Planning Scheme or other statutory requirement, such as an Interim Development Order (IDO).

Where the proposed Transient Accommodation is not located within the Shire Planning Scheme area, and an application for planning approval is required through another statutory requirement, the Shire will assess the application pursuant to this Policy, the requirements of the Shire Planning Scheme relevant to the application for Transient Accommodation, and any other relevant requirements.

2.4 Permissibility

The land use permissibility of Transient Accommodation is detailed within the Shires Town Planning Schemes. Permissibility must be referenced through the Town Planning Scheme documents in the first instance.

3.0 GENERAL POLICY POSITION OF COUNCIL

3.1 Purpose

The Council of the Shire of Wyndham East Kimberley does not support the development of Transient Accommodation in circumstances where permanent accommodation arrangements are readily and practically available within existing townsites and in reasonable proximity to the workplace.

The Council does, however, acknowledge that Transient Accommodation may be required in certain circumstances due to:

- The remoteness of a workplace from existing townsites;
- The limited seasonal or temporary nature of the employment generating activity;
- and



- A severe shortage of land and housing supply.

The Council considers Transient Accommodation as a 'semi-permanent' facility for seasonal or part time workers as opposed to providing permanent accommodation for full-time employees or other persons, and therefore should not be construed as a permanent long-term solution for transient workers or as a permanent housing alternative. In this context, the Council will consider applications for Transient Accommodation on individual merit, having regard to the Shire Town Planning Scheme, this Policy, other relevant Policies and any other relevant requirements.

The Council also acknowledges the general nature of changing circumstances, in terms of employment sectors generating a need for transient workforces and the resultant type, scale and locations of accommodation sought, and therefore may apply discretion and flexibility in allowing this form of development.

3.2 Amenity

The Shire accepts that lower levels of amenity than those which could be typically expected within permanent accommodation. However, all applications should as a minimum accord with the standards as prescribed in this Policy, Environmental and Health legislation and the Building Code of Australia.

3.3 Industrial Areas

The Council does not support the unrestrained proliferation of Transient Accommodation within townsites, especially within areas when industrial land uses are permitted, due to the potential for land use conflict and amenity concerns. Industries can generate a range of emissions and pollutants including noise, dust, vibration, gas, odour fumes and light spill, which may not be compatible with Transient Accommodation. The Council will therefore give due regard to the type and scale of surrounding industrial use and associated impacts before determining a development application.

Furthermore, the location of sensitive land uses, such as Transient Accommodation in proximity to industrial uses may compromise the ability of the industry and the broader industrial area to operate effectively, and may prevent certain industrial uses from developing or expanding. This will also be taken into consideration when determining an application for Transient Accommodation in a general or light industrial area.

3.5 Rezoning

The Council supports the establishment of small-scale townsite Transient Accommodation development in accordance with the Town Planning Scheme permissibility and provisions where acceptable levels of on-site amenity are proposed, and the amenity of the surrounding area is not compromised.

For medium-scale townsite Transient Accommodation the Council may require the land to be rezoned, subject to the applicant providing the necessary information and addressing the following aspects, at a minimum, to justify the proposal:

- Proximity to established townsite services, facilities and infrastructure, current and future/proposed surrounding zonings, reservations and land uses, lot sizes and proportions, amenity for transient workers and the surrounding areas;



- A development concept plan for the entire site, addressing the requirements of this Policy, the Shire Planning Scheme and any other relevant requirements.

4.0 OBJECTIVES

The objectives of the Policy are to:

- Uphold the general policy position of Council, as set out above;
- Facilitate Transient Accommodation developments in appropriate locations;
- Minimise land-use conflict;
- Provide a reasonable level of amenity, and ensure the health and safety of transient workers residing with Transient Accommodation;
- Provide a functional living environment for transient workers residing within Transient Accommodation;
- Ensure the amenity and desired character of the site and surrounding area is maintained and protected;
- Provide guidance on the use of Transient Accommodation as seasonal temporary short-term accommodation for transient workers;
- Recognise that Transient Accommodation proposals will take varying forms depending upon site specific and case-by-case circumstances;
- Ensure compatibility with the predominant land use;
- Apply reasonable and relevant policy provisions to maintain a standard for Transient Accommodation; and
- Provide a level of clarity, guidance, certainty and consistency to applicants, the Shire and the community.

These objectives will be given due regard in the assessment of all applications for Transient Accommodation.

5.0 SPECIFIC POLICY PROVISIONS

The following specific policy provisions will be applied in the assessment of applications for Transient Accommodation dealt with by this Policy in addition to the Shire Town Planning Scheme/s and other requirements.

5.1 Location

5.1.1 In the case of Rural Transient Accommodation all buildings must:

- be setback from front, side and rear boundaries in accordance with the requirements for each zone in the Shire Town Planning Scheme, and where possible should be clustered in close proximity to existing residential dwellings and/or other buildings;
- not be sited on existing productive rural land. The Shire may refer an application to the Department of Agriculture and Food and other relevant agencies for comment prior to making a determination, where there are concerns regarding the impact of the proposed development on the use of land for agriculture; and
- must be appropriately set back from existing productive rural land to avoid land use conflicts such as spray drift, dust, odour and noise.

5.1.2 In the case of Townsite Transient Accommodation:



- The Transient Accommodation must be located to the rear of the lot behind primary land use to allow for appropriate screening from view from public places. In addition, or alternatively, the Shire may consider the provision of appropriate screening, through vegetation or other means, where the Transient Accommodation is visible from the street;
- Buildings for Transient Accommodation must be setback from front, side and rear boundaries in accordance with the requirements of each zone in the Shire Town Planning Scheme;
- Where the Shire considers that there may be a significant land use conflict between the Transient Accommodation and any existing use on the site or adjoining and nearby sites planning consent will not be granted.

5.1.3 Adequate separation must be provided between Transient Workforce Accommodation buildings to ensure privacy and amenity to occupants and to satisfy any relevant Building Code of Australia or Health Regulation requirements.

5.1.4 In accordance with State Planning Policy, Transient Accommodation:

- Must not be sited in a mining buffer area; and
- Will generally not be approved on land zoned for general industrial development, on lots containing, or with the potential to contain, general industrial uses and/or in close proximity to general industrial uses, unless there are extraordinary circumstances which can be provided and agreed to by the Shire as to why the Transient Accommodation is required.

5.1.5 Transient Accommodation must not be located in proximity to land containing, or with the potential to contain, agriculture, industry, mining and other land uses to the extent that:

- These land uses may adversely affect the amenity, health and safety of the transient workers; and
- The accommodation may adversely, detrimentally or prejudicially affect the use, or the continued use, of the land for its productive agriculture, industry, mining or other purpose.

5.1.6 In determining the compliance of an application with provisions 5.1.4 and 5.1.5 above, the Shire may refer the application to the Department of Health, Department of Environment and Conservation and Department of Industry and Resources, or their equivalent, for comment and recommendations.

5.2 Need

The applicant shall detail the need for the Transient Accommodation including an explanation as to why the transient workers cannot be accommodated through alternative arrangements within townsites.

5.3 Environment

The design and location of Transient Accommodation must not have an adverse impact on environmentally sensitive areas. Where there are concerns regarding the impact of a proposal on an environmentally sensitive area/s, the Shire may seek comment from the Department of Environment and Conservation and/or Environmental Protection Authority, or equivalent, prior to determining the application.



5.4 Amenity

In determining an application for Transient Accommodation, the Council will:

- 5.4.1 Take into consideration the level of amenity for the transient workers and may apply any condition of approval which has the effect of increasing the level of amenity proposed or ensuring that a reasonable level of amenity is maintained.
- 5.4.2 Have regard to current and proposed surrounding land zonings, reservations and land uses and the likely affect of the proposal on the level of amenity and desired character of these surrounding areas. The Council may impose any condition of approval which has the effect of maintaining the level of amenity or preserving the desired character of surrounding areas.

5.5 Fencing and Screening

- 5.5.1 Townsite Transient Accommodation sites shall have solid fencing on the side and rear boundaries and permeable fencing to the front boundary of the lot.
- 5.5.2 Transient Accommodation must be appropriately screened by vegetation or other means, to the satisfaction of the Council, from:
 - Public roads frequented by tourists;
 - Adjoining lots zoned for purposes other than rural, including rural-residential land or its equivalent;
 - Particular tourist, scenic, visual, natural or other attractions; and
 - In the case of rural accommodation, adjoining lots zoned for purposes other than rural, including rural-residential land or its equivalent.

5.6 Landscaping

- 5.6.1 The Council may require a landscaping plan for the development site detailing hard and vegetated landscaping should the Transient Accommodation be highly visible from a major road or have adverse effect on a neighbouring residence.
- 5.6.2 Natural vegetation should be retained in any development scenario wherever possible.

5.7 Open Space

- 5.7.1 At least 50% of the site for Transient Accommodation should be retained as open space. For the purposes of this Policy provision, open space will be calculated as per the definition contained within the Residential Design Codes of Western Australia.

5.8 Buildings

- 5.8.1 Transportable buildings for Transient Accommodation must be permanently affixed to the site by footings.



- 5.8.2 All buildings and structures are to have a form and appearance, including materials and colours, which do not detract from the amenity and desired character of the area.

5.9 Essential Facilities

- 5.9.1 Transient Accommodation developments should be provided with the following essential facilities as a minimum:

- Ablution facilities including showers, toilets, laundry and associated facilities;
- A covered and/or sheltered entry area and desirably an outdoor activity area;
- An uncovered outdoor activity area, of which part may be shaded; and
- Kitchen/cooking facilities or a commercial kitchen and eating areas.

These facilities may be provided conjoining sleeping areas, provided they are for the exclusive use of those residents. These facilities may alternatively be provided within close proximity to sleeping areas and must be readily accessible by foot.

5.10 Storage

- 5.10.1 Adequate and secure storage space must be provided for the belongings of transient workers.

- 5.10.2 Adequate space must be provided for the storage of equipment and other materials required for the management, maintenance and upkeep of the Transient Accommodation development.

5.11 Lighting

- 5.11.1 Adequate lighting must be provided to allow for pedestrian and vehicular safety and security throughout the development. For Townsite Transient Workforce Accommodation, lighting shall be designed so as not to adversely impact neighbours.

5.12 Access and Transport

- 5.12.1 Internal pedestrian access is to be provided to and between all transient accommodation buildings and facilities by way of adequately paved pathways to the satisfaction of the Council;

- 5.12.2 One car parking space shall be provided for every two (2) transient workers (or part thereof) which can be accommodated within the development, where the transient workers have or are provided with access to private vehicles. The car parking spaces must be for the exclusive use of transient workers;

- 5.12.3 An application for Transient Accommodation shall detail;

- Any car parking arrangements for transient workers;
- Means of transport provided for transient workers to access employment;
- The ability for larger vehicles to access and leave the site in forward gear.



Shire of Wyndham East Kimberley Council Policy Manual

5.12.4 Internal roads and access ways must be designed and constructed to the satisfaction of the Council.

5.13 Occupants

5.13.1 Occupants of the Transient Accommodation must be employed in the employment generating project associated with the Transient Accommodation.

5.14 Statutory Declarations

5.14.1 To ensure compliance with the Shire Planning Scheme and this Policy, the Shire may, as a condition of planning approval, require a statutory declaration from the applicant acknowledging that the Transient Accommodation will only be occupied in accordance with the stated definitions in this Policy.

5.16 Subdivision

5.16.1 The approval of Transient Accommodation by the Shire should not be construed to indicate support from the Shire for an application for subdivision of the land upon which the approval has been granted.

6.0 APPROVALS AND CONDITIONS

Notwithstanding any of the above policy provisions, the Shire may impose any condition of approval as it deems necessary to ensure compliance with the objectives of this policy, compliance with the Shire Planning Scheme, and compliance with any other relevant requirement.

ADOPTED:
REVIEWED:
AMENDED:

Roy Adam

From: Ian <ian@argyleelectricalservices.com.au>
Sent: Monday, 6 July 2015 2:34 PM
To: Roy Adam
Cc: jengelke@kai-australia.com.au
Subject: RE: Tuesday site visit - Lot 3 Minjiljirrga Lane

Roy

As discussed on the telephone today

Farming will be seasonal as determined by the length of our wet seasons- Nov to March

The single quarters will be short stay from one night or a little longer but less than 6 months

The other 2 units housing managers will be used during the farming season, ie dry season.

Security is required during the wet season to safeguard equipment housed on site

There will be a caretaker accommodated over the wet season to look after equipment.

This could either be a farm manger or a single person acting as caretaker.

Cheers

Ian

From: Roy Adam [mailto:Roy.Adam@swek.wa.gov.au]
Sent: Monday, 6 July 2015 12:00 PM
To: 'Ian'
Subject: RE: Tuesday site visit - Lot 3 Minjiljirrga Lane

Hi Ian -

I've attached the following concept plans of the Stage 2 - Ord River Irrigation Scheme subdivision. I take it the occupants of the accommodation units essentially be visiting that same range? You mentioned the accommodation occupants travelling up to 50km from Kununurra townsite as the overall area.

Assessing the transient accom. - How much of a variation to the six months in any 12 month period will be needed for the assistant farm manager dwelling? Is it just permanent? Or seasonal – perhaps difficult to estimate precisely?

Transient Accommodation
AMD 18 GG 19/2/10

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

Regards

Roy Adam
Planning Officer

SHIRE of WYNDHAM | EAST KIMBERLEY
20 Coolibah Drive, PO BOX 614 Kununurra WA 6743 | T: (08) 9168 4100 | F: (08) 9168 1798 | www.swek.wa.gov.au

13.5 CHIEF EXECUTIVE OFFICER

13.5.1 Use of Common Seal

DATE:	28/07/2015
PROPONENT:	Shire of Wyndham East Kimberley
LOCATION:	Shire of Wyndham East Kimberley
AUTHOR:	Debbie McCallum
REPORTING OFFICER:	Carl Askew, Chief Executive Officer
FILE NO:	N/a
ASSESSMENT NO:	N/a
DECLARATION OF FINANCIAL INTERESTS:	N/a

PURPOSE

For Council to receive this report on the application of the Shire of Wyndham East Kimberley Common Seal for the period 18 June to 23 July 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
23/06/2015	Public Art Coolibah Estate, Deed between LandCorp and SWEK
3/07/2015	Registration of Lease to the Kununurra Agricultural Society Incorporated

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 18 June to 23 July 2015.

COUNCIL DECISION

Minute No. 11041

**Moved: Cr B Robinson
Seconded: Cr D Spackman**

That Council receives the report on the application of the Shire of Wyndham East Kimberley Common Seal for the period 18 June to 23 July 2015.

Carried unanimously 8/0

13.5.2 Delegated Authority Report (Planning)

DATE:	28/07/2015
PROPONENT:	Shire of Wyndham East Kimberley
LOCATION:	Shire of Wyndham East Kimberley
AUTHOR:	Louise Gee, Director Community Development
REPORTING OFFICER:	Carl Askew, Chief Executive Officer
FILE NO:	N/A
ASSESSMENT NO:	N/A
DECLARATION OF INTERESTS:	Nil

PURPOSE

To report to Council a list of development applications determined under delegated authority by Officers for the period 1 June to 30 June 2015.

BACKGROUND

In accordance with the Shire of Wyndham East Kimberley Delegations Register 2014/15, Delegation No. 32 Town Planning the use of Council approved Delegated Authority by Officers is reported to the Council on a monthly basis. Refer Attachment 1.

STATUTORY IMPLICATIONS

Shire of Wyndham East Kimberley 2014/15 (adopted 26 August 2014)

“Delegation 32 Town Planning

Conditions and Exceptions

- 1. A list of all development applications determined under delegated authority shall be incorporated in the Council’s agenda and minutes.”*

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 table (Attachment 1) details the use of Delegated Authority by relevant Council Officers.

ATTACHMENTS

Attachment 1 – Delegated Authority Report (Planning) June 2015

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council receives the Delegated Authority Report (Planning) for the period 1 June 2015 to 30 June 2015.

COUNCIL DECISION

Minute No. 11042

Moved: Cr B Robinson

Seconded: Cr D Spackman

That Council receives the Delegated Authority Report (Planning) for the period 1 June 2015 to 30 June 2015.

Carried unanimously 8/0

PLANNING DELEGATED AUTHORITY APPROVALS – 01 June 2015 to 30 June 2015

Application / Delegation Number	Approval Type	Date Received	Applicant	Address	Proposed Development	Assess't Number	Approval Date	Approved By
DA19/15	P	13/05/2015	East Kimberley Constructions	Lot 3 Minjiljirrga Lane, Kununurra	Shed (Intensive Agriculture)	A7767	23/06/2015	Roy Adam
DA20/15	P	02/06/2015	Kununurra Wattleup Pty Ltd	Lot 27 Ivanhoe Road, Kununurra	Shed (Farm Supply and Rural Industry)	A7122	25/06/2015	Roy Adam
DA25/15	P	09/06/2015	Ord River District Co-operative Ltd	Lot 10 Weaber Plain Road, Kununurra	Silos (Industry – Rural)	A2272	26/06/2015	Roy Adam

Cr John Moulden declares an impartiality interest with item 13.5.3 as he is the subject of complaints.

Cr G Taylor declares an impartiality interest with item 13.5.3 as there are possibly complaints against him.

13.5.3 Reporting of Code of Conduct Complaints

DATE:	28/07/2015
PROPONENT:	Shire of Wyndham East Kimberley
LOCATION:	Shire of Wyndham East Kimberley
AUTHOR:	Monika Tonkin, Executive Assistant
REPORTING OFFICER:	Carl Askew, Chief Executive Officer
FILE NO:	GN.06.1
DECLARATION OF INTERESTS:	Nil

PURPOSE

For Council to note the outcome of investigations into four (4) Code of Conduct Complaints.

BACKGROUND

At the April 2015 Ordinary Council Meeting, Council endorsed the Code of Conduct Complaint Handling Procedure:

COUNCIL DECISION

Minute No. 10918

**Moved: Cr B Robinson
Seconded: Cr R Dessert**

That Council endorse Attachment 1 - Code of Conduct Complaint Handling Procedure

Carried unanimously 8/0

In line with the Shire of Wyndham East Kimberley (SWEK) Code of Conduct and the endorsed Code of Conduct Complaint Handling procedure, the Complaints Officer (CEO) can appoint an Assessment Officer (independent consultant) to assess and address Code of Conduct Complaints.

Investigations by an Assessment Officer have been conducted into numerous Code of Conduct Complaints received throughout 2015. Of these, four (4) completed investigations are required to be reported to Council as per the SWEK Code of Conduct and the Code of Conduct Complaint Handling Procedure.

Other Code of Conduct Complaints that have been investigated were against employees and therefore are not required to be reported to Council. However it should be noted that to date, no breaches have been found with any of the Code of Conduct Complaints against employees. Several Code of Conduct complaints are still currently under investigation.

STATUTORY IMPLICATIONS

In accordance with Section 5.120 of the *Local Government Act 1995*, each local government is to designate a senior employee (as defined under section 5.37) to be its Complaints Officer.

POLICY IMPLICATIONS

The SWEK Code of Conduct and CP/CS-3280 Complaints Management Policy has been considered in relation to this item.

FINANCIAL IMPLICATIONS

The last report to Council in relation to complaints was in December 2014, titled "Requests for Information". At that time the cost to the Shire was approx. \$32,000 for the 2014 year. The report noted that Council may need to consider a separate budget item of approximately \$30,000 for the 2015/16 budget to deal with ongoing complaints received.

Since December 2014, two Assessment Officers have been appointed. Their costs to date are \$6,000 however a number of invoices are yet to be received and these costs will increase.

The most significant cost to Council in the complaints process has been in officer time, predominantly by all Senior Officers (CEO and Directors) plus administration support (Executive Assistant/Support Officer). This work/time has included complaint handling, management, investigation (where required), provision of information, correspondence, reporting etc. In addition there have been some associated FOI applications, responses to emails, etc.

Since December 2014, the Shire has received thirty two (32) complaints from three (3) complainants. Of these, seven were complaints of Minor Breach and forwarded to the Department of Local Government (DLGC). No direct costs are incurred by the Shire in the actions of the Department or Standards Panel, however there is some staff time associated with the provision of information.

The remaining twenty five (25) complaints were Code of Conduct Complaints with all but one of these being referred to and managed by an Assessment Officer. In addition to the formal complaints there have also been numerous emails and requests for information from the three complainants. Aside from the four (4) complaints in this report the remaining twenty one (21) are all being attended to and are in the process of investigation and determination.

Based upon the time/costs in dealing with the above complaints and requests for information to date, including many related emails and responses, a conservative estimated staffing cost is \$74,000. When considered with the \$6,000 listed above for the Assessment Officers, the overall progressive cost is in the order of \$80,000.

(Note: this figure does not include the \$32,000 incurred during 2014 and/or the anticipated additional costs from the Assessment Officers).

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 ENGAGEMENT

The Shire of Wyndham East Kimberley's CP/GOV-3100 Community Engagement Policy has been considered in relation to this item.

No community engagement is required

COMMENT

The report to Council at the April 2015 Ordinary Council Meeting, proposed that Code of Conduct complaints will be referred to an externally appointed 'Assessment Officer', as this will remove any confusion with the Complaints Officer position under the Local Government Act. The appointment of 'Assessment Officers' was undertaken in accordance with Council's CP/FIN-3204 Purchasing Policy.

To date, two (2) Assessment Officers have been appointed in 2015 to deal with Code of Conduct Complaints.

As each of the reports to date conclude that no breaches have occurred, and as recommended by the Department of Local Government and Communities, there is no decision required by Council on this item.

As noted in the background comments, in relation to Code of Conduct Complaints against employees, these do not need to be reported to Council, and of the investigations completed to date, no breaches have been found.

Summary of complaints and actions/recommendations of the Assessment Officer

Complaint NGS4/SWEK - Assessment Officer notified complainant by registered post that the matter was being transferred to the Standards Panel and as such the Shire had closed the file with no more action required.

Complaint SWEK2 - Given the non-particularisation of the allegation, the Assessment Officer sought clarification from the complainant by letter dated 1 May 2015 to assist in better understanding the specifics (*the particulars*) of the complaint. A designated period for reply was provided to the complainant in order to ensure this complaint could be dealt with expeditiously pursuant to the *Code of Conduct Complaint Handling Organisational Directive*. The date of expected reply was set as 18 May 2015. Following receipt of correspondence from the complainant, the due date was extended to 25 May 2015. As at 29 May 2015, the sought clarification had still not been received. Given the designated period had expired and the allegation was unable to be articulated appropriately by the complainant, it has not been possible to frame an allegation to which the respondent could be afforded a right of reply. As such, the Assessment Officer notified all parties on 29 May 2015 that the matter could not be progressed and the file was closed. The complainant was informed of the option of resubmitting the complaint as a new complaint, however, s/he was also informed that the particulars of the allegation would be required to allow the respondent the opportunity to clearly understand the allegation against him/her.

Complaint SWEK4, SWEK5 & SWEK7 – complaints related to SWEK2. As the first complaint was non-specific, clarification was sought and requested by a specific date of initially 18 May 2015. Following receipt of correspondence from the complainant, the due date was extended to 25 May 2015. As at 29 May 2015, the sought clarification had still not

been received. Given the designated period had expired and the allegation was unable to be articulated appropriately by the complainant, it has not been possible to frame an allegation to which the respondent could be afforded a right of reply. As such, the Assessment Officer notified all parties on 29 May 2015 that the matter could not be progressed and the file was closed. As the initial complaint could not be progressed by extension neither could the complaints, (SWEK 4, SWEK 5 and SWEK 7). The complainant was informed of the option of resubmitting the complaint as a new complaint.

Complaint SWEK9 - The Assessment Officer determined that the complaint was not a complaint capable of investigation in that the complaint did not reach the 'reasonable suspicion' test in that if the incident had occurred, that it would constitute misconduct. The complainant was offered the opportunity to expand upon the complaint should there be other elements that could support a 'suspicion of misconduct'. The complainant was unable to do so and as such the matter was not progressed as a valid complaint. The Assessment Officer notified the parties on 18 and 22 May 2015 respectively that the matter could not be progressed and the file was closed.

However, it was noted by the Assessment Officer that the complainant also made references to alleged breaches of the Rules of Conduct. The Department of Local Government Standards Panel has the authority to make binding decisions to resolve allegations of minor misconduct submitted by a local government. The Standards Panel is responsible for complaints regarding council members who are alleged to have committed a breach of one or more of the provisions of the Rules of Conduct Regulations. The Panel also has the jurisdiction to deal with misconduct allegations that relate to conduct at meetings by Councillors. In view of the above jurisdictional provisions, the matter has been referred to the Panel for deliberation.

ATTACHMENTS

Attachment 1 - Complaint Reports (provided under separate cover)

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council note the outcome of investigations into four (4) Code of Conduct Complaints as per confidential attachment 1.

COUNCIL DECISION

Minute No. 11043

Moved: Cr D Spackman

Seconded: Cr B Robinson

That Council note the outcome of investigations into four (4) Code of Conduct Complaints as per confidential attachment 1.

Carried unanimously 8/0

13.5.4 Media and Corporate Communications Policy

DATE:	28/07/2015
PROPONENT:	Shire of Wyndham East Kimberley
LOCATION:	Shire of Wyndham East Kimberley
AUTHOR:	Monika Tonkin, Executive Assistant
REPORTING OFFICER:	Carl Askew, Chief Executive Officer
FILE NO:	N/A
DECLARATION OF INTERESTS:	Nil

PURPOSE

For Council to repeal policy CPMC13 Public Relations and adopt a new Media and Corporate Communications Policy.

BACKGROUND

At the 16 December 2014 Ordinary Council Meeting an item was presented to Council regarding statistical records of information requests received for calendar year 2013 versus 2014. At that meeting Council resolved the following:

COUNCIL DECISION Minute No. 10741

That the Acting Chief Executive Officer develop the following for Council consideration in 2015:

- 1. Communications Policy***
- 2. Customer Service Charter***
- 3. Complaints Policy***

In January 2015 the Leadership Team was consulted in relation to the implementation of these policies and the charter. At this meeting it was determined that the proposed Communications Policy would be more appropriately separated into a Media Policy and a Customer Service Policy.

At the 24 March 2015 Ordinary Council Meeting an item was presented to Council requesting that the Council consider the adoption of a Customer Service and a Complaints Management Policy and to seek public comment on the content for the Council to subsequently consider. The Council resolved to:

COUNCIL DECISION Minute No. 10837

That Council:

- 1. Endorse the Customer Service Policy effective immediately;***
- 2. Endorse the Complaints Management Policy effective immediately;***
- 3. Directs the Acting Chief Executive Officer to seek public comment in relation to the Customer Service Policy and the Complaints Management Policy;***

4. Notes that the Communications Policy resolved at the December Ordinary Meeting of Council has been separated into two policies, being the Customer Services Policy and a new Media Policy that is currently in development;

5. Notes that to ensure the appropriate implementation of a Customer Service Charter incorporating service standards, the Shire will require a significant review of procedures and systems to support its implementation and ongoing measurement against the standards set, which is not funded in 2014/15 and would need to be considered as part of the 2015/16 Budget Process.

STATUTORY IMPLICATIONS

Local Government Act 1995

2.8. Role of mayor or president

- (1) The mayor or president —
- (c) carries out civic and ceremonial duties on behalf of the local government; and
 - (d) speaks on behalf of the local government

5.41. Functions of CEO

The CEO's functions are to —

- (f) *speak on behalf of the local government if the mayor or president agrees; and*

POLICY IMPLICATIONS

The Media and Corporate Communications Policy aligns with the Code of Conduct and the Customer Service Policy.

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

COMMUNITY ENGAGEMENT

The Shire of Wyndham East Kimberley's CP/GOV-3100 Community Engagement Policy has been considered in relation to this item.

No community engagement is required

COMMENT

The purpose of this policy is to establish the Council's commitment to effectively respond to the media and to provide quality corporate communication to the wider community and stakeholders.

This new policy would replace the existing policy CPMC13 Public Relations. All content in CPMC13 Public Relations has been updated and included in the new Media and Corporate Communications Policy. The subject of 'Outgoing Correspondence' has not been included in this new policy as it is deemed not relevant and is covered by the Delegations Register, delegation number 3 – Authority to Sign and Certify Documents and Letters.

This policy does not cover the use of social media by Shire employees or Council Members in a personal capacity as personal use of social media does not relate to the purpose of this policy. The use of social media by Shire employees or Council Members is addressed via the Code of Conduct and the Staff Induction Handbook.

ATTACHMENTS

Attachment 1 - Media and Corporate Communications Policy
Attachment 2 – CPMC13 Public Relations

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council:

1. Repeals policy CPMC13 Public Relations
2. Adopts the Media and Corporate Communications Policy

COUNCIL DECISION

Minute No. 11044

Moved: Cr B Robinson
Seconded: Cr S Cooke

That Council:

- 1. Repeals policy CPMC13 Public Relations**
- 2. Adopts the Media and Corporate Communications Policy**

Carried unanimously 8/0



POLICY NO	CP/GOV – TBC	
POLICY	Media & Corporate Communications Policy	
RESPONSIBLE DIRECTORATE	Governance	
RESPONSIBLE OFFICER	Chief Executive Officer	
COUNCIL ADOPTION	Date:	Resolution No:
REVIEWED/MODIFIED	Date:	Resolution No:
	Date:	Resolution No:
REVIEW DUE	Date:	
LEGISLATION	Local Government Act 1995	
RELATED POLICIES	CP/CS-3281 Customer Service	
RELATED ORGANISATIONAL DIRECTIVES / OTHER DOCUMENTS	Code of Conduct for Council Members, Committee Members and Employees Staff Induction Handbook	

PURPOSE:

The purpose of this policy is to establish Council's commitment to effectively respond to the media and to provide quality corporate communication to the wider community and stakeholders.

DEFINITION:

Media is any broadcaster of communications, including digital (online), social, radio, print, television or newsletter distributor.

Social Media is any form of electronic communication through which users create online communities to share information, ideas, personal messages and other content (eg videos).

Corporate communication is a set of activities involved in managing and orchestrating all internal and external communications aimed at creating a favourable point of view among stakeholders on which the organisation depends.

A **spokesperson** is someone engaged or elected to speak on behalf of others.

Media relations involves working with media for the purpose of informing the public of an organisation's mission, policies and practices in a positive, consistent and credible manner.

POLICY STATEMENTS:

PURPOSE OF CORPORATE COMMUNICATIONS

- Provide regular and consistent communication on Council's projects and activities to all stakeholders
- Create a positive and professional image for the Shire of Wyndham East Kimberley through open communication and increased awareness of Council's activities and projects
- A tool for community engagement
- Effectively manage issues

BENEFITS OF EFFECTIVE CORPORATE COMMUNICATIONS

- Positive reputation building
- Strong relationships with community and key stakeholders
- Ability to receive two-way communication from the community and key stakeholders to strengthen the Shire's services
- Enables Council to deal with crises from a position of strength
- Improves employee morale and job satisfaction
- Helps attract and retain quality employees

CORPORATE COMMUNICATIONS AUDIENCE

The Shire's corporate communications audience includes:

- Local, regional and national media
- Shire ratepayers and residents
- Potential residents to the Shire
- Visitors to the Shire
- Investors, developers and individuals with business interests in the Shire
- Community and government organisations
- Shire Councillors
- Shire employees

CORPORATE COMMUNICATIONS TOOLS

The Shire's corporate communications tools include:

- **Media releases:** For communicating issues or items of high importance that are newsworthy. Shire President and/or CEO approval required before distribution.
- **SWEK News (a fortnightly column in the Kimberley Echo):** For providing information and positive news stories to the community. CEO approval required before distribution.
- **www.swek.wa.gov.au:** For providing the latest up to date information. Supervisor approval required before distribution.
- **Shire of Wyndham East Kimberley Facebook page:** For engaging in two way communication. Only employees approved by the CEO are to use social media on behalf of the Shire.
- **Public notices:** Notices of information that are often required by legislation. CEO approval required before distribution.
- **Print advertisements:** Notices of information that are often required by legislation. CEO approval required before distribution.
- **Television or radio interviews:** For providing comment on request from the media. Shire President approval required.
- **Staff meetings:** For providing information to Shire employees. Director approval required before distribution.
- **Councillor Communique:** For providing information to Shire Councillors. CEO approval required before distribution.
- **Community emails:** For providing information to community groups via a group email list. CEO approval required before distribution.
- **Direct mail/mail drops:** For informing the community. CEO approval required before distribution.
- **Information booths at fairs or events:** For informing the community. CEO approval required.
- **Surveys/comment forms:** For obtaining feedback. CEO approval required.

- **Community workshops, meetings, advisory groups or committees or focus groups:** For consulting with, working directly with, collaborating with the community and/or stakeholders. CEO approval required.

MEDIA SPOKESPERSON

The Shire President is the Shire's official spokesperson:

Local Government Act 1995

2.8. Role of mayor or president

(1) *The mayor or president —*

- (c) *carries out civic and ceremonial duties on behalf of the local government;*
and
- (d) *speaks on behalf of the local government*

The spokesperson is the only person to make public comment on behalf of the Shire. Public comment includes:

- Speaking at public events
- Speaking on radio or television
- Expressing views to newspapers or in books, journals and notices where it might be expected that the publication or circulation of the comment will spread to the community at large

The CEO can be a spokesperson if the Shire President agrees.

Local Government Act 1995

5.41. Functions of CEO

The CEO's functions are to —

- (f) *speak on behalf of the local government if the mayor or president agrees;*
and

The Shire President may ask other Councillors to speak to the media for a specific purpose. If the Shire President agrees, the CEO may ask other Shire employees to speak to the media for a specific purpose.

MEDIA RELATIONS

The Shire will endeavour to establish and maintain a good working relationship with all media outlets.

The Shire will provide accurate and timely information to media outlets that promotes the Shire in a positive way.

All media relations including the distribution of media releases, organisation of photo opportunities, contacting the media with the intent of gaining publicity, response to media inquiries for information, is to be at the approval of the Shire President and/or CEO.

PERSONALITY & TONE

The Shire of Wyndham East Kimberley's personality and tone when communicating is to be:

- In the third person
- Positive (even when answering negative issues)

- Straightforward and uncomplicated
- Respectful

Communications must not be threatening, abusive, defamatory, indecent, menacing, harassing, offensive, infringe on any persons intellectual property rights, including copyright, impersonate anyone, misrepresent a relationship with any person or organisation, disclose information that is commercially sensitive or personal information, encourage others to commit unlawful acts or be unlawful in any way.

Communications must reflect the status and objectives of the Shire.

CRISES COMMUNICATIONS

Occasionally an unforeseen crisis occurs; good practice crisis communications includes:

- Identify a single spokesperson and ensure that they are available at all times throughout the crisis to talk to the media and are well briefed on the issue.
- Be prepared and factual to any inquiries. Have all facts and figures on hand and constantly updated. If the Shire is unable to respond to an inquiry, provide a time frame for a response.
- Responses to inquiries should always consider the community first, take responsibility, be honest and state the who, when, what, where and why of the situation. Outline the steps that have been taken to rectify the situation and if required deliver a full inquiry into the situation.
- Provide a constant flow of information to key stakeholders.
- Be accessible and familiar with media needs and deadlines.
- Monitor media coverage and correspondence.

EXPLANATORY NOTES:

This policy provides Council Members, Committee Members and employees in the Shire of Wyndham East Kimberley with guidelines to ensure media and corporate communications about the Shire are consistent, factual and that a positive image of the Shire is created.

This policy applies to all official media and corporate communication provided on behalf of the Shire of Wyndham East Kimberley.

This policy does not cover the use of social media by Shire employees or Council Members in a personal capacity.

This policy does not cover Customer Service such as email, letters and phone etiquette.

RISK:

Risk: Wrong advice provided, leading to political damage or financial loss

Control: Seek specialist technical and legislative/legal advice from relevant agencies and organisations.

Risk: Inappropriate use of social media by Shire staff and Councillors.

Control: Relevant policy and Code of Conduct included in staff induction.

Risk: Poor communication of Council issues to the community

Control: Media and Communications policy and procedures, media training for Councillors

Risk: Failure to comply with legislative requirements leading to damage of reputation and/or financial loss.

Control: Review policies and procedures in accordance with review schedule.



Shire of Wyndham East Kimberley
Council Policy Number: CPMC13
Public Relations

OBJECTIVE:

To establish procedures and protocols for various types of communications by Councillors and staff.

POLICY:

Advertising :

All advertisements and public notices must be signed off by the CEO or Executive Manager.

Public Relations:

All Press Releases must be signed off by the CEO or the Shire President.

Councillors shall not make contact with the media regarding Council matters without prior written consent from the Shire President.

Television or Radio Interviews:

All Television or Radio Interviews by Staff must have prior written approval from the CEO.

All Television or Radio Interviews by Councillors must have prior written approval from the Shire President.

Outgoing Correspondence:

All correspondence to State or Federal Parliamentarians by Councillors must be signed by the Shire President.

Correspondence to be personally signed by the Chief Executive Officer:

(1) Letters which either:

- (a) Offer an opinion on Council Policy;
- (b) Give political comment;
- (c) Seek a meeting or deputation, or
- (d) Make a major commitment, financial or otherwise in terms of Council's resources;

and which are addressed to the following:

- (i) State or Federal Member of Parliament
- (ii) Permanent Secretaries or Directors of the like of State and Federal

Departments

- (iii) Mayors/Presidents of other Councils
- (iv) Chief Executive Officers of other Councils
- (v) The Ombudsman
- (vi) Western Australian Municipal Association
- (vii) The Department of Local Government

(2) Letters: -

- (a) of appointment for Council staff
- (b) letters of dismissal in relation to Council staff or contractors working for Council

Correspondence that can be signed by Executive Managers:

- (1) Letters other than those referred to above
- (2) Letters that are of normal operations
- (3) Letters that are the result of a Council decision
- (4) Letters that are permitted by another delegation or Council policy

Staff may sign operational letters with approval of their Executive Manger.

All other correspondence written by staff must be signed by the Manager or Executive Manager of the Department.

Council's standard response time to incoming correspondence is seven (7) days.

Public Meeting:

All Shire based presentations made at a public/ community meetings must be approved by the Executive Manager prior to the meeting.

GOVERNANCE REFERENCES

Statutory Compliance	Local Government Act 1995 Section 2.8 & 5.41
Industry Compliance	Nil.
Organisational Compliance	Delegations Manual
Process Links	Nil.

POLICY ADMINISTRATION

Directorate		Officer Title		Contact:	
Governance		Chief Executive Officer		Ext: 109	
Date Effective	16/03/2010				
Date Adopted	16/03/2010	Last Reviewed	16/03/2010		
Risk Rating	Low	Review Cycle	Tri-Annual	Next Due	03/2013

13.5.5 Outstanding Actions from Council Resolutions

DATE:	28/07/2015
PROPONENT:	Shire of Wyndham East Kimberley
LOCATION:	Shire of Wyndham East Kimberley
AUTHOR:	Monika Tonkin, Executive Assistant
REPORTING OFFICER:	Carl Askew, 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. This monthly update advises the Council as to the status of 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

At the June Ordinary Council Meeting, actions from May resolutions were not noted by Council as the report was incomplete. This report includes actions from May and June resolutions (Attachment 1).

Attachment 2 summarises all actions that are outstanding from previous Council resolutions (before May and June 2015)

ATTACHMENTS

Attachment 1 - Actions from May and June Council resolutions

Attachment 2 – Outstanding actions from previous Council resolutions

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council notes the report - Outstanding actions from Council resolutions.

COUNCIL DECISION

Minute No. 11045

Moved: Cr D Spackman

Seconded: Cr B Robinson

That Council notes the report - Outstanding actions from Council resolutions with the corrections to the dates in the Attachment as required.

Carried unanimously 8/0

COUNCIL ACTION ITEMS

Meeting	Item	Resolution	Progress Comment	Date Actioned	Completed
SCM 12/05/15	Endorsement of the 2015/16 Rates in the Dollar and Minimum Payments for Advertising	<p>That Council:</p> <p>a. Endorses for advertising for a minimum of twenty-one (21) days and seeks public submissions on:</p> <p>i. The Strategic Rating Policy that outlines the principles which underpin the proposed 2015/16 rating model, including the Objects of and Reasons for Differential Rates;</p> <p>ii. The following proposed differential general rates and minimum payments to be applied from 1 July 2015 for the 2015/16 financial year in accordance with section 6.36 of the Local Government Act 1995:</p> <p>Differential Rating Category Rate In the Dollar (cents) Minimum Payment GRV Residential 9.4738 1,105.00 GRV Other Vacant 14.2107 1,105.00 GRV Commercial 12.3159 1,105.00 GRV Industrial 11.3686 1,105.00 UV Rural Residential 0.9979 1,105.00 UV Pastoral 5.3637 1,105.00 UV Commercial/Industrial 0.6843 1,105.00 UV Rural Agriculture 1 0.9677 1,105.00 UV Rural Agriculture 2 0.6843 1,105.00 UV Mining 28.0312 1,105.00 UV Mining Vacant 14.0156 553.00 UV Other 0.6420 1,105.00</p>	Public submission period closed on 12 June 2015. Item presented to the June OCM which was deferred to a Budget Workshop being held on 14 July.		Partially
SCM 12/05/15	Endorsement of the 2015/16 Rates in the Dollar and Minimum Payments for Advertising	<p>That Council notes:</p> <p>a. That approval from the Minister for Local Government and Communities will need to be sought subsequent to the consideration of public submissions for:</p> <p>i. Imposing a minimum payment on the GRV Other Vacant rating category which result in more than 50% of the properties in this category being subject to minimum payments, in accordance with section 6.35(5) of the Local Government Act 1995; and</p> <p>ii. Imposing a rate in the dollar for UV Mining, UV Mining Vacant and UV Pastoral which will result in it being more than twice the lowest differential general rate imposed, in accordance with section 6.33(3) of the Local Government Act 1995.</p> <p>b. That the 2015/16 rates in the dollar and minimum payments proposed, cannot be adopted by the Council for incorporation into the budget until after Ministerial approval has been granted.</p>	Will be sought subsequent to the Council considering submissions from the public.		No
SCM 12/05/15	Endorsement of the 2015/16 Rates in the Dollar and Minimum Payments for Advertising	<p>That Council:</p> <p>1. Approves the allocation of 3% of the additional rating revenue to be transferred to the Asset Management Reserve to be utilised for its stated purpose, being to "provide for the ongoing maintenance, renewal, upgrade, replacement or development of Shire owned assets within the Shire of Wyndham East Kimberley".</p>	This will be incorporated into the 2015/16 Budget Process		No
SCM 12/05/15	Endorsement of the 2015/16 Rates in the Dollar and Minimum Payments for Advertising	<p>That Council:</p> <p>1. Notes the legal advice received in relation to the option of imposing a specified area rate and endorses officer's investigating alternative options</p>	Noted		Yes

Meeting	Item	Resolution	Progress Comment	Date Actioned	Completed
OCM 26/05/15	Home Occupation at Lot 107 (14) Nutwood Crescent, Kununurra	<p>That Council grants planning consent for a Home Business (Retail Trade by Appointment) at Lot 107 Nutwood Crescent, Kununurra, subject to the following conditions:</p> <ol style="list-style-type: none"> 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. 4. Any change of use shall be subject to further Council consent. 5. Does not employ any person not a member of the occupiers' household except with the consent of the Shire. 6. The use shall not cause injury to or prejudicially affect the amenity of the neighbourhood. 7. The use shall not occupy an area greater than 20m2. 8. In relation to vehicles and parking, does not result in the requirement of a greater number of parking facilities than normally 	Approval letter sent to applicant following OCM decision.	26-May-15	Yes
OCM 26/05/15	Development Application for Radio Communication Structure - Lot 656 Great Northern Highway, Wyndham	<p>That Council approves the planning application for a Radio Communication Structure at Lot 656 Great Northern Hwy, Wyndham, subject to the following conditions:</p> <ol style="list-style-type: none"> 1. Development 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 Shire. 2. The radio communication structure should be adequately fenced. 3. An easement is to be created over the radio communication structure. 	Approval letter sent to applicant following OCM decision.	28-May-15	Yes

Meeting	Item	Resolution	Progress Comment	Date Actioned	Completed
OCM 26/05/15	Lot 1740 (2) Milkwood Street – Proposed Shed	That Council resolves to: 1) Grant consent for a Shed at Lot 1740 Milkwood Street, Kununurra, subject to the following conditions: 1. Use and development 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 Shire. 2. No development shall occur that will cause additional runoff of stormwater to adjacent properties. Stormwater from runoff and any sealed areas shall be mechanically directed into the Shire's stormwater system in accordance with Shire specifications, or onsite to garden areas, sumps or rainwater tanks. Stormwater will not be permitted to pond on the site or against any building or structure. 3. The shed is to be clad in compatible, muted-tone exterior colour(s). 4. Screening vegetation to be planted on the eastern and southern boundaries between the proposed shed and fence to the satisfaction of the Shire. Such additional screening as is necessary post-construction is to be planted prior to the occupation of the shed.	Approval letter sent to applicant following OCM decision. Notification sent to advertising responders.	26-May-15	Yes
OCM 26/05/15	Annual General Electors Meeting 28 April 2015	That Council: a) Receives the information from the electors meeting and is implementing changes to policies relating to fogging within our Shire. b) Notes that a mosquito fogging program has commenced in Wyndham to address mosquito nuisance. This program is to run three (3) times a week for (2) weeks depending on climatic conditions. c) Requests the Chief Executive Officer to develop a Mosquito Management Plan in consultation with the Department of Health and the community.	Mosquito fogging program completed in Wyndham; Development of a Mosquito Management Plan has been included as a task in the Corporate Business Plan and quarterly review updates will be provided to Council.	17-Ju-15	Yes
OCM 26/05/15	Annual General Electors Meeting 28 April 2015	That Council has considered the Elector Motion (Mediation for Legal Matters) and defers it to a briefing session to consider the savings for Council.	Taken to Council Briefing Session - June 2015		YES
OCM 26/05/15	Annual General Electors Meeting 28 April 2015	That Council: a) Does not support the Elector Motion that the Shire convenes a public meeting of all interested persons, business, private, departmental, police and anybody that may have input into the problem to discuss the ever increasing problem that methamphetamine is posing to our community and seeking ways to find cooperative solutions to address the issue in our community. b) Requests the CEO to arrange a briefing of Council from key agencies to gain advice regarding best practice for Local Government in addressing methamphetamine use within the community.	A suitable presenter has been identified by the Drug and Alcohol Office. Discussions have taken place with this presenter to organise a suitable time. These discussions are ongoing.	16-Jul-15	In progress
OCM 26/05/15	Annual General Electors Meeting 28 April 2015	That Council supports the release of the probity report as per the Elector Motion after Council has considered such report and sought legal advice and removed elements that cannot lawfully be released to the public.	Probity report, part of June OCM Agenda		YES

Meeting	Item	Resolution	Progress Comment	Date Actioned	Completed
OCM 26/05/15	Council Policy Review – Public Interest Disclosure	That Council: 1. Repeals Council Policy CP/HR20 Public Interest Disclosure. 2. Acknowledges the draft Organisational Directive – Public Interest Disclosure.	PID Policy removed from the Council Policy Manual. Organisational Directive has been shared with the appropriate staff		YES
OCM 26/05/15	Local Government Elections 2015	That the Council declares, in accordance with section 4.20(4) of the Local Government Act 1995, the Electoral Commissioner to be responsible for the conduct of the 2015 ordinary election together with any other elections or polls which may also be required.	WAEC have been advised of this resolution		YES
OCM 23/06/15	Elected Member Allowances	That Council: 1. Pursuant to section 5.99 of the Local Government Act 1995 and regulation 34 of the Local Government (Administration) Regulations 1996, adopts the following annual fees for payment of elected members in lieu of individual meeting attendance fees: b. President \$15,683 c. Councillors \$15,683 2. Pursuant to section 5.98(5) of the Local Government Act 1995 and regulation 33 of the Local Government (Administration) Regulations 1996, adopts the following annual local government allowance to be paid in addition to the annual meeting allowance: a. President \$31,200 3. Pursuant to section 5.98(5) of the Local Government Act 1995 and regulation 33A of the Local Government (Administration) Regulations 1996, adopts the following annual local government allowance to be paid in addition to the annual meeting allowance: a. Deputy President \$7,800	All allowances have been incorporated into the 2015-16 draft budget.		Yes
OCM 23/06/15	Customer Service and Complaint Management Policy	That Council: 1. Thanks the community member for their feedback on the Customer Service and Complaints Management Policies; 2. Adopts the Customer Service Policy; 3. Adopts the Complaints Management Policy.	Correspondence being drafted to community member at the time of updating this report.		No
OCM 23/06/15	2015/16 Budget – Differential General Rates and Minimum Payments – Consideration of Public Submissions	That Council defers the item 13.1.5 2015/16 Budget – Differential G	Workshop to be held on 14 July		No
OCM 23/06/15	East Kimberley Regional Airport Proposed Runway Extension Business Case	That Council notes the Chief Executive Officer's intention to appoint GHD Consulting Engineers for the Lump Sum price of \$140,740.00 ex GST in accordance with the current budget to: 1. Prepare a Business Case to support grant opportunities including an application to a future round of the National Stronger Regions Fund; 2. Investigate the ground soil conditions for the proposed runway extension and associated taxiways and passenger terminal apron at East Kimberley Regional Airport to determine their structural adequacy to accommodate B737 and A320 aircraft.	Contractor notified.	25-Jun-15	In progress
OCM 23/06/15	Proposed Second Bitumen Spray Seal Application – Ord Stage 2 Expansion	That point 3 in the Officer's Recommendation (Item 13.2.2 Proposed Second Bitumen Spray Seal Application – Ord Stage 2 Expansion) be deferred to a briefing because of the non urgency.	Draft paper prepared for the July 2015 OCM meeting	17/17/15	In progress

Meeting	Item	Resolution	Progress Comment	Date Actioned	Completed
OCM 23/06/15	Appointment of Authorised Officers	That Council; 1. Delegate its powers pursuant section 10AA Dog Act 1976 to the Shire's Chief Executive Officer Carl Askew, in turn a sub delegation can be given to Paul Wilson Senior Ranger & Emergency Services Coordinator & Joseph Stabler Ranger to perform its functions. 2. Delegate its powers pursuant section 44(1) & 45(1) of the Cat Act 2011 to the Shire's Chief Executive Officer, in turn a sub delegation can be given to Paul Wilson Senior Ranger & Emergency Services Coordinator and Joseph Stabler Ranger to perform its functions.	Recorded in draft delegations	16-Jul-15	Completed
OCM 23/06/15	Appointment of Authorised Officers	That Council; 1. Authorises Paul Wilson Senior Ranger & Emergency Services Coordinator & Joseph Stabler Ranger to perform the following functions. 1. Shire of Wyndham East Kimberley Local Laws 2. Local Government Act 1995 3. Local Government Act 1995 (Misc Provisions) Ranger & Pound keeper 4. Dog Registration Officer 5. Cat Registration Officer 2. Appoints Paul Wilson Senior Ranger & Emergency Services Coordinator & Joseph Stabler Ranger pursuant 38(3) of the Control of off Road Vehicles Act 1978. 3. Authorises the following staff as Dog Registration Officers pursuant section 14 Dog Act 1976 & section 12 Cat Act 2011 1. Barbara Venn – Wyndham Officer Coordinator 2. Darcey Yates – Wyndham Community Resource Centre Officer 3. Tammy McCoy – Wyndham Customer Service Officer 4. Paul Tily – Debtors Officer 5. Victoria Nakamya – Creditors Officer 6. Danielle King – Team Leader Customer Services & Records Management 7. Leticia Humphries - Records Officer	Recorded in draft delegations	16-Jul-15	Completed
OCM 23/06/15	Draft Policy – Leasing of Council Managed/Owned Land – Commercial	That Council endorse the draft Policy CP_PMG-3781 Leasing of Council Managed/Owned Land – Commercial for public advertisement for a period of 28 days. With the following amendments to the policy: Section 8.10 is to read: The Lessee is to advise the Shire in writing at least six months prior to the expiry of the lease whether or not a new Lease is requested. Create another dot point that says "Leases will only be granted over areas required for exclusive use".	Draft policy currently being advertised on website and facebook, and will be advertised in SWEK news on 16 July 2015.	08-Jun-15	In progress
OCM 23/06/15	Draft Shire of Wyndham East Kimberley Play Space Plan	That Council endorse the Draft Shire of Wyndham East Kimberley Play Space Plan for community consultation	Engagement Plan being developed	09-Jul-15	No
OCM 23/06/15	Draft Policy CP_PMG-3780 Leasing of Council Managed Reserve – Community	That Council adopt the amended CP_PMG-3780 Leasing of Council Managed Reserve – Community.	Policy Manual updated.	09-Jul-15	Yes

Meeting	Item	Resolution	Progress Comment	Date Actioned	Completed
OCM 23/06/15	Kununurra Agricultural Society Temporary Caravan Park Licence 1 July – 14 July 2015	That Council approve the Kununurra Agricultural Society's application for a temporary caravan park licence for 40 short stay sites and 5 camp sites from 1 July to 15 July 2015 subject to the following conditions: 1. Only event staff associated with the Agricultural Show are to be accommodated in the park. 2. The following minimum ablution facilities are to be available for the duration of the licence: 6 toilets, 4 hand basins, and 4 showers. 3. All wastewater (including sullage water) is to be collected and disposed of at an approved wastewater dump point. 4. Rubbish bins are to be sealed and provided within 90 metres of every site. All rubbish to be removed from site. 5. Fire extinguisher/s are to be located within 90 metres of every site.	Licence issued	30-Jun-15	Yes
OCM 23/06/15	Kununurra Agricultural Society Temporary Caravan Park Licence May – October 2015	That Council do not approve the application from Kununurra Agricultural Society Incorporated dated 4 May 2015 for a temporary licence from May to October 2015 due to non-compliance with Council Policy CP/HTH-3762 Licensing of Temporary Caravan Parks and Camping Grounds.	Letter forwarded to Kununurra Agricultural Society advising of Council resolution.	08-Jul-15	Yes
OCM 23/06/16	Lakeside Resort Lease	That Council requests the Chief Executive Officer to give one month's notice to Ingle Pty Ltd terminating the existing tenant at will arrangement if the Lease over Reserve 51637, Lot 506 on Deposited Plan 401069 to Ingle Pty Ltd is not executed within 3 months of this resolution, being on or before the 23 September 2015.	Subject to the lease not being executed by 23 September 2015.	03-Jul-15	No. Cannot be completed until 23 September 2015.
OCM 23/06/17	Lakeside Resort Lease	That Council delegates the power to sign the lease to the Chief Executive Officer and Shire President, subject to receiving no objections during the advertising period.	Subject to proposed disposition of lease first being advertised.	03-Jul-15	No
OCM 23/06/18	Lakeside Resort Lease	That Council offers Ingle Pty Ltd a Lease over Reserve 51637, Lot 506 on Deposited Plan 401069, subject to the following: a) Lease term to be 21 years; b) Commencement date to be 1 July 2015; c) Lease rent to be set at the Market Net Rental Value as of 1 July 2015 as determined by a licenced valuer, plus GST; d) Rent to be reviewed by CPI annually; e) Minister of Lands approval.	Letter sent advising of OCM decision.	03-Jul-15	No
OCM 23/06/19	Lakeside Resort Lease	That Council requests the Chief Executive Officer to obtain a market valuation as at the 1 July 2015 for the proposed lease of Reserve 51637, being Lot 506 on Deposited Plan 401069, at the cost of Ingle Pty Ltd.	Valuation obtained. Lease rent valued to commence at \$18,000 plus GST.	13-Jul-15	Yes
OCM 23/06/20	Lakeside Resort Lease	That Council revokes Minute No. 10071 of the Ordinary Council Meeting held on 28 May 2013. "That Council: 1. Offers Ingle Pty a 21 year lease, for portion of Reserve 41812, part Lot 502 on Deposited Plan 64834, adjoining Lakeside Resort, Casuarina Way Kununurra, and the annual rental amount be set at \$25,750 to be reviewed every two years; 2. Advertises its intention to enter into a lease over portion of Reserve 41812 to Ingle Pty Ltd for 14 days in accordance with section 3.58 of the Local Government Act 1995; 3. Delegates the power to sign the lease to the CEO and Shire President, subject to receiving no objections during the advertising period."	Letter sent advising of OCM decision.	03-Jul-15	Yes

Meeting	Item	Resolution	Progress Comment	Date Actioned	Completed
OCM 23/06/15	Submission to the Department of Racing Gaming and Liquor following public advertising of a liquor licence application	That Council, having considered the advertised application for a liquor store licence by Kununurra Liquor Pty Ltd at Lot 555 (116) Coolibah Drive requests the Chief Executive Officer to forward to the Department of Racing, Gaming and Liquor and its Director of Liquor Licensing a submission as outlined in Attachment 4.	Submission drafted and forwarded.	23-Jun-15	Yes
OCM 23/06/15	Kununurra Agricultural Society Temporary Caravan Park Licence: Loritz Circus	That Council grant a temporary caravan park licence to the Kununurra Agricultural Society Incorporated for 14 short stay sites from 14 July - 20 July 2015 subject to the following conditions: 1. Only event staff associated with the Loritz Circus are to be accommodated in the park. 2. The following minimum ablution facilities are to be available for the duration of the licence: 4 toilets, 2 hand basins and 2 showers. 3. All wastewater (including sullage water) is to be collected and disposed of at an approved wastewater dump point. 4. Rubbish bins are to be sealed and provided within 90 metres of every site. All rubbish to be removed from site. 5. Fire extinguisher/s are to be located within 90 metres of every site.	Licence issued	01-Jul-15	Yes
OCM 23/06/15	Development Application for Change of Use to include Motor Vehicle Repair at Lot 103 Bull Run Road, Kununurra	That Council grants planning consent for Change of Use to include Motor Vehicle Repair at Lot 103 Bull Run Road, Kununurra, subject to the following conditions: 1. 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 Shire. 2. All motor vehicle repair works shall be contained within the existing shed and lean-to areas. 3. All vehicles associated with the business activity are to be parked on the property at all times. 4. The provision of thirteen (13) car parking bays constructed to a minimum compact gravel standard to be maintained to the satisfaction of the local government. 5. The business operation shall be limited to the hours of 7.00 am to 6.00 pm Monday to Saturday, unless otherwise approved by the local government. 6. All on-site wastewater is to be disposed of to the satisfaction of the Shire's Environmental Health Officer. 7. A minimum 1 metre wide landscaping strip shall be established along the rear boundary of the property (adjoining Lot 104 Bull	Approval issued following OCM decision.	29-Jun-15	Yes

Meeting	Item	Resolution	Progress Comment	Date Actioned	Completed
OCM 23/06/15	Development Application for a Caravan Park at Lot 504, Coolibah Drive, Kununurra	<p>That Council grants planning consent for a Caravan Park at Lot 504 Coolibah Drive, Kununurra, subject to the following conditions:</p> <p>1. Use and development 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 Shire.</p> <p>2. An amended detailed site plan, drawn to scale, is to be submitted and approved by the Shire to show:</p> <ul style="list-style-type: none"> • Proposed caravan bays and dimensions, and setback distances of the bays from lease boundaries or existing buildings • Dimension and setback of proposed ablution block dimensions from boundaries or existing buildings • Visitor parking area. <p>3. Additional plans must be submitted and approved by the Shire to show the floor plans and elevations of proposed ablution blocks. When approved the plans will be endorsed and form part of the approval. The plans must be drawn to scale and be in line with the amended site plan to be submitted.</p> <p>4. No caravan bays shall be located within 20 metres of the oval boundary.</p> <p>5. A minimum of 4 visitor car parking bays, constructed to a</p>	Approval issued following OCM decision.	01-Jul-15	Yes
OCM 23/06/15	Kununurra Bushmen's Rodeo Association Temporary Caravan Park Licence	<p>That Council grant a temporary caravan park licence to the Kununurra Bushmen's Rodeo Association for 30 short stay sites from 26 July – 2 August 2015 subject to the following conditions:</p> <p>1. Only event participants and staff associated with the Campdraft and/or Rodeo are to be accommodated in the park.</p> <p>2. The following minimum ablution facilities are to be available for the duration of the licence: 4 toilets, 4 hand basins and 4 showers.</p> <p>3. All wastewater (including sullage water) is to be collected and removed from site to be disposed of at an approved wastewater dump point.</p> <p>4. Rubbish bins are to be sealed and provided within 90 metres of every site. All rubbish to be removed from site.</p> <p>5. Fire extinguisher/s are to be located within 90 metres of every site.</p>	Licence issued	01-Jul-15	Yes

Meeting	Item	Resolution	Progress Comment	Date Actioned	Completed
OCM 23/06/15	Proposed Exchange of Lands – Lots 826 & 828 on Deposited Plan 208835, Koolama Street, Wyndham	<p>1. That Council agrees to proceed with the land exchange based on the valuations provided by Landgate dated 2 February 2015, and subject to:</p> <p>a) Exchange of freehold Lot 826 for Crown Lot 828, subject to the demolition of encroaching infrastructure from Lot 828 into Lot 827;</p> <p>b) Redefinition of Crown Lot 826 and 827 as a single lot;</p> <p>c) Redefinition of Lot 828 and Lot 829 as a single lot, to address encroachment from Lot 829 into Lot 828; and</p> <p>d) The Shire paying the difference (\$13,000 plus GST) in value between the pieces of land exchanged.</p> <p>2. Requests the Chief Executive Officer to advise the Department of Lands to prepare a Deed of Land Exchange, to be signed by both parties, which outlines that the land exchange will be subject to:</p> <p>a) Exchange of freehold Lot 826 for Crown Lot 828, subject to the demolition of encroaching infrastructure from Lot 828 into Lot 827;</p> <p>b) Redefinition of Crown Lot 826 and 827 as a single lot;</p> <p>c) Redefinition of Lot 828 and Lot 829 as a single lot, to address encroachment from Lot 829 into Lot 828; and</p>	Letter sent to Department of Lands advising of Council decision and requested that they prepare a Deed of Land Exchange	01-Jul-15	Yes
OCM 23/06/15	Outstanding Actions from Council Resolutions	That Council defers the item 13.4.4 Outstanding Actions from Council Resolutions until the missing data in the Attachments is available.	Data from June OCM to be provided at the July OCM		In Progress
OCM 23/06/15	Motion from Cr Taylor	<p>That the Council requests the CEO and all purchasing delegates:</p> <p>1. Not to expend funds on any new projects until the 2015/16 Budget is adopted, unless:</p> <p>a. in the case of an emergency whereby the emergency provision in section 6.8 of the Local Government Act 1995 must be adhered to; or</p> <p>b. the project has already been considered and approved by the Council to proceed.</p> <p>2. To restrict the expenditure of funds in the interim to essential services that allow Shire operations to continue as per normal.</p> <p>3. Expenditure outside of these guidelines to be approved by Council.</p>	All staff were advised at a staff meeting held on 26 June.		Yes
OCM 23/06/15	T09 – 14/15 KALUMBURU RD – PORT WARRENDER ROAD OPENING GRADE, AND MAINTENANCE GRADE	<p>That Council;</p> <p>1. Notes the officer's comments,</p> <p>2. Notes that the Tender T09 14/15 Kalumburu Road - Port Warrender Road, Opening Grade includes provision for maintenance grading works to Kalumburu Road and Port Warrender Road for the 2015 dry season,</p> <p>3. Notes that maintenance grading works on Kalumburu Road and Port Warrender Road are proposed to commence late in the week of 22 June 2015.</p>	Existing contract (T09 2014/15), works commenced 28 June 2015.	25-Jun-15	In progress

Meeting	Item	Resolution	Progress Comment	Date Actioned	Completed
OCM 23/06/15	REQUEST FOR WRITE OFF OF WASTE RECEPTACLE CHARGES – RATES ASSESSMENT A1160	<p>That the Council:</p> <ul style="list-style-type: none"> • Refuses the request for a write off of Waste Receptacle Charges of \$2,460.00 for Rates Assessment A1160 for the period from 1 August 2014 to 31 January 2015. • Approves a partial write off of Waste Receptacle Charges of \$741.00 for Rates Assessment A1160 to be offset by a variation of \$741.00 in charges under the Shire's current waste collection contract. 	Correspondence is being drafted to the club		No
OCM 23/06/15	CAR HIRE BOOTH RENTAL AT EAST KIMBERLEY REGIONAL AIRPORT	<p>That Council revokes that part of its decision Minute number 10823 of 24 February 2015 reproduced below;</p> <p>"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:</p> <p>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;</p> <p>2) the lease shall contain similar conditions to and have the same termination date as the other concession booth leases at the airport;</p> <p>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;"</p>	The lessee has been notified of termination of the lease.	30-Jun-15	In progress
OCM 23/06/15	Probity Compliance Report	<p>That the Council:</p> <ol style="list-style-type: none"> 1. Receives the Probity Compliance Audit Report as per confidential attachment 3. 2. Endorses the Implementation Strategy as per confidential attachment 2. 3. Notes the confidential legal advice as per attachment 1 and agrees to redact the names of the companies listed and the values of the tenders as part of recommendation 17. 4. Endorses the public release of the amended Probity Compliance Audit Report and the Implementation Strategy and requests that the Chief Executive Officer make these available to the public in the Minutes of the June Council Meeting. 	Probity Compliance Audit Report and Implementation Strategy was distributed with the Minutes of the June Council Meeting. Actions as per the implementation strategy are in progress.		YES

COUNCIL ACTION ITEMS

Meeting	Item	Resolution	Progress Comment	Date Actioned	Completed
Aug-12	Matters arising from committees of council	That the Audit (Finance and Risk) Committee recommends to Council to require the Wyndham Community Club Committee to: 1. Either a. meet their outstanding rates debt on assessment A501 within 60 days; or b. enter into a suitable payment plan approved by the Chief Executive Officer; and 2. Formalise the lease of Lot 472 Great Northern Highway, Wyndham with the Shire within 90 Days	A meeting was held with Shire officers and the President of the Wyndham Community Club whereby indications were that there was to be a meeting of members before the end of June to discuss the matters in more detail. The President has been requested for an update.	Ongoing	In progress
Oct-14	East Kimberley Marketing Group Funding Request	That Council will continue to fund the East Kimberley Marketing Group for the next phase of implementing their Marketing Plan on the following conditions: a) that incorporation is achieved, ABN registered (for GST compliant invoices) and the Bank Accounts established before any more funding is provided; and b) that the next grants are in two stages iii. \$10,000 provided when the marketing fund has reached a balance of \$10,000 from contributions from business; and iv. a further \$5,000 provided when that amount is also matched.	EKMG have been notified and awaiting invoices	25-Nov-14	No
Nov-14	Proposed pedestrian refuge island and associated pavement markings, Konkerberry Drive and Banksia Street Intersection following asphalt overlay	That Council approve Option 1 as shown on Concept Drawing KON-14-1 including provision of a dedicated right turn pocket for vehicles entering Coles shopping car park area and the provision of a refuge island for pedestrians/cyclists crossing Konkerberry Drive.	Pavement line markings and regulatory signage installed by MRWA contractor when in town likely late 2015. Contractor due to start on 27/7/2015.	18-Nov-14	In Progress
OCM 16/12/14	Waste and Green Waste at Crossing Falls	That Council: 1) sends a letter to Crossing Falls residents advising them that all household waste must be placed in their wheely bin or taken directly to the licenced Shire landfill facility, that green waste should not be deposited at the disused gravel pit on Crown Land at the corner of Crossing Falls Road and Cherubin Road and that residents may dump up to 1 m3 per day without charge at the licenced Shire landfill facility; 2) approaches the Crossing Falls Fire Brigade with a request to supervise the once off burning of the current pile of green waste at the site; and 3) places a rock barrier at the entrance to the disused gravel pit, using waste maintenance funds.	Letters sent to Crossing Falls residents and to the Crossing Falls Fire Brigade. Crossing Falls Brigade have requested this item not be progressed while it seeks State approval to undertake training at the site. The Department of Lands and Planning has requested further information on the location prior to consideration of any approval.	13-Jan-15	No
OCM 16/12/14	Requests for Information	That the Acting Chief Executive Officer develop the following for Council consideration in 2015: 1. Communications Policy 2. Customer Service Charter 3. Complaints Policy	The Council endorsed a draft Customer Services Policy and Complaints Management Policy at the March OCM. Public comment is now being sought for a period of 28 days to be provided to the Council for consideration prior to the adoption of the Policies. The endorsed Policies have been communicated to staff and the leadership team, and are currently in use. The public comment period has now closed and the Policies were formally adopted at the June meeting. The Communications/Media Policy is being drafted and will be considered at an upcoming briefing of Council.	March	In progress
OCM 24/02/15	Management of Proposed Reserve - Packsaddle Creek	That item 13.4.7 Management of Proposed Reserve – Packsaddle Creek be deferred to a briefing session.	Matter was discussed at March Briefing Session. Subsequent information to be sought from Department of Lands.	10-Mar-15	In progress

Meeting	Item	Resolution	Progress Comment	Date Actioned	Completed
OCM 24/02/15	Minutes of Council Committee Meetings	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.	The second pre-trial conference was held on 30 June 2015. An update report will be provided to the Committee in August.		No
OCM 24/03/15	Outdoor Dining Permit at Lot 614 Messmate Way, Kununurra	That Council:- APPROVES the request submitted by Guillaume Tollec for an outdoor dining permit at Lot 641 (shop 5) Messmate Way, subject to compliance with the following conditions, to the satisfaction of Shire officers: 1. The permit is valid for 12 months. 2. The applicant shall make payment of an Outdoor Dining permit fee, upon completion of the local public notice process and imposition of the fee into the Shire's Fees and Charges schedule. 3. The applicant shall be responsible for: i. Indemnifying the Shire in writing with regard to any claims that may arise in this public place. As such, the onus remains with the applicant to ensure that adequate Public Liability Insurance Cover is provided to a minimum of \$10 million. A copy of the trader's public liability insurance must be provided to the Shire of Wyndham East Kimberley prior to the trading date; ii. Ensuring that the dining use is conducted at all times in accordance with the provisions of the Shire's local laws; iii. Maintaining the furniture in the public place in a good, clean and serviceable condition at all times; iv. Removing all waste after trading hours conclude; and v. All costs associated with the removal, alteration, repair, reinstatement or reconstruction of any part of the public place arising from the conduct of the dining area.	Applicant advised on 9 April 2015 of outcome of the March 2015 Ordinary Council Meeting and of the new fees adopted by Council. New form provided to applicant and outdoor dining area (21m ²) and fee amount confirmed to be paid.	10-Jul-15	No
OCM 24/03/15	Unnamed Creek Crossing - Victoria Highway	That Council: 1. Directs the Acting Chief Executive Officer to write to the MG Corporation to seek advice from the relevant Traditional Owners on the proposed formal naming of 'Philchowski Crossing', and potential indigenous naming of the creek. 2. Directs the Acting Chief Executive Officer to undertake research and compile supporting documentation to demonstrate Philchowski's contribution to the community or historical significance. 3. Endorses the proposed formal naming of 'Philchowski Crossing', and advises the Geographic Names Committee of its endorsement, subject to adequate supporting documentation being compiled and no objection being received from Traditional Owners.	Letter sent to MG Corporation dated 20 April to seek advice from relevant Traditional Owners. MG Corporation have acknowledged receipt of this letter and advised that the matter will be referred to the relevant MG Entity and Traditional Owner for comment, and a response will be provided in due course.	20-Apr-15	In progress
OCM 24/03/15	CONFIDENTIAL Ord River Sports Club Lease	That Council directs the Acting CEO or their delegate to offer a special payment arrangement with Ord River Sports Club Inc. for a period which does not extend beyond July 2020, being approximately 5 years, for the payment of outstanding rates and charges (\$19,799.71), if requested by the Club.	Notification of offer of special arrangement has been sent to the Ord River Sports Club. Awaiting a response.		In progress
OCM 28/04/15	Tender T04 14/15 Design and Construct Storage and Amenities Shed, Depot, Wyndham Minutes Ordinary Council Meeting	That Council accept the tender submitted from East Kimberley Constructions, 35 Poinciana Street, Kununurra WA 6743, for Tender T04 -14/15 Design and Construction of Storage and Amenities Shed, 28 July 2015, in accordance with the tender documentation for the Lump Sum Price of \$218,033 ex GST.	Contract in place and work commenced.	01-May-15	In Progress

Meeting	Item	Resolution	Progress Comment	Date Actioned	Completed
OCM 28/04/15	WALGA Preferred Supplier eQuotes - ET02 14/15 Kununurra Airport Asphalt Surfacing Runway and Taxiway Intersections	That Council: 1. Accept the submission from Downer Infrastructure, 5 Marion Road, Maddington WA 6109 for ET02 14/15 Kununurra Airport Asphalt Surfacing Runway and Taxiway Intersections, in accordance with the tender document and their submitted schedule of prices for the lump sum price of \$4,684,813.60 ex GST; 2. Accept the Downer Infrastructure offer to transport B380 Binder using road tankers, resulting in savings to Council of \$95,000 ex GST off the lump sum price of \$4,684,813.60 ex GST; 3. Transfer \$200,000 from Airport Reserve Account to GL 04120734, Runway Asphalt Overlay, to cover contingencies and potential variations	The asphaltting component of these works were completed in June 2015. Runway grooving is scheduled to commence on 31st August for about 5 nights.	05-Jun-15	In Progress
OCM 28/04/15	Council Policy Review	That Council repeals the following policies: - CP/HR18 Fitness for Work - CP/HR16 Superannuation - CMS 3 Percent for Art - CPF02 Loans to Community Organisations - MC16 Freeman of the Shire of Wyndham East Kimberley - MC17 Elected Member Induction Program - CPMC14 Community Recognition - F11 Cheque Signing Authority - CP/HR02 Members of Staff Code of Conduct - CP/OD-3300 Preferred Employer Policy - IT3 IT Software Acquisition & Installation - CPMCS Elected Member Entitlements - F13 Libraries – Internet Use - F14 Environmental Funding Policy – Environmental Allocation Fund - E14 :Light Vehicle Purchase and Replacement Policy - E12 Plant and Vehicles – Change Over - FC3 Finance Assistance to Bush Fire Brigades - E8 Disposal of Councils Surplus/Redundant Equipment - E4 Refuse Site Management	Updated policy manual is being prepared and will be placed on the website once completed. A schedule has been put in place to ensure all policies that require review are completed before December. Working with exec to schedule new Organisational Directives required as per this Council item.		In Progress
OCM 28/04/15	Confidential - Legal Claim	That Council; 1. Notes the officer's confidential report and the progress of the General Procedure Claim, 2. Directs the CEO, or their delegate, to legally defend the matter on behalf of the Shire in the abovementioned General Procedure Claim, 3. Approves sufficient provision in the budget to allow for associated legal fees, and 4. Directs the CEO, or their delegate, to provide a report to Council on the status of the matter at the earliest opportunity.	Court orders obtained from the Court at the Pre-trial conference on 26 June 2015.	26-Jun-15	In Progress
OCM 28/04/15	Confidential - Disposal of Shire Residential Property	That Council 1. Direct the Chief Executive Officer or their delegate to engage one or more real estate agents to market 6 Eugenia Street, Kununurra and 67 Koojarra Street, Wyndham and bring forward an offer to Council to dispose of the property(s) by private treaty. 2. Direct the Chief Executive Officer or their delegate to lease vacant Shire residential properties.	6 Eugenia Street on the market; Tenancy Agreement being finalised for the rental of Shire residential properties.		In progress

13.5.6 Recommendations of Audit (Finance and Risk) Committee

DATE:	28/07/2015
PROPONENT:	Shire of Wyndham East Kimberley
LOCATION:	Shire of Wyndham East Kimberley
AUTHOR:	Monika Tonkin, Executive Assistant
REPORTING OFFICER:	Carl Askew, Chief Executive Officer
FILE NO:	N/A
DECLARATION OF INTERESTS:	Nil

PURPOSE

For Council to consider all recommendations of the Audit (Finance and Risk) Committee from November 2013 to February 2015.

BACKGROUND

The 2015 Probity Compliance Audit Report conducted by the Department of Local Government and Communities on the Shire of Wyndham East Kimberley made the following recommendations with regard to the Audit (Finance and Risk) Committee:

Recommendation: 5

That Council re-visits any recommendations made to Council by the Audit (Finance and Risk) Committee and subsequent actions taken by the administration to ensure that those actions have the necessary authorisation.

Recommendation: 6

That in future the Council receives minutes of meetings of the Audit (Finance and Risk) Committee meetings and adopts or rejects any Committee recommendations by a decision of Council.

These recommendations were a result of the following issue being identified within the Probity Compliance Audit Report:

5.3 Committee meeting minutes

Minutes of the bi-monthly Audit (Finance and Risk) Committee meetings are presented to the next Ordinary Council meeting where it appears that by confirming the minutes the Council believes that it has passed the recommendations coming out of the committee as decisions of Council. The decisions made in the Committee meeting were in the form of recommendations to Council, therefore Council should have made a decision to adopt or reject the Committee's recommendations. Council cannot 'confirm' the minutes of the Audit (Finance and Risk) Committee, as only the committee can confirm the minutes as a correct record of its meeting (which it does).

Issues identified

The minutes of the Audit (Finance and Risk) Committee meetings should be received by the Council and any recommendations either adopted or rejected by a decision of Council. Just confirming the Minutes of the Audit (Finance and Risk) Committee, which Council does not have the power to do, does not achieve the adoption of the Committee's recommendations as is probably intended.

Discussions between the Shire and the Department since the initial conduct of the Probity Compliance Audit have included the question of how Committee

recommendations should be reported to Council. The Department's preferable and suggested practice is that Committee resolutions be presented in a separate report when they form recommendations for subsequent Council decisions. The minimum required practice is that Council, following consideration of each recommendation, pass resolutions that clearly indicate which recommendations are supported (by absolute majorities when required) and which are not. This process commenced in May 2015.

STATUTORY IMPLICATIONS

Local Government Act 1995

5.16. Delegation of some powers and duties to certain committees

- (1) *Under and subject to section 5.17, a local government may delegate* to a committee any of its powers and duties other than this power of delegation.
* Absolute majority required.*
- (2) *A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.*
- (3) *Without limiting the application of sections 58 and 59 of the Interpretation Act 1984 —*
 - (a) *a delegation made under this section has effect for the period of time specified in the delegation or if no period has been specified, indefinitely; and*
 - (b) *any decision to amend or revoke a delegation under this section is to be by an absolute majority.*
- (4) *Nothing in this section is to be read as preventing a local government from performing any of its functions by acting through another person.*

5.17. Limits on delegation of powers and duties to certain committees

- (1) *A local government can delegate —*
 - (a) *to a committee comprising council members only, any of the council's powers or duties under this Act except —*
 - (i) *any power or duty that requires a decision of an absolute majority or a 75% majority of the local government; and*
 - (ii) *any other power or duty that is prescribed;**and*
 - (b) *to a committee comprising council members and employees, any of the local government's powers or duties that can be delegated to the CEO under Division 4; and*
 - (c) *to a committee referred to in section 5.9(2)(c), (d) or (e), any of the local government's powers or duties that are necessary or convenient for the proper management of —*
 - (i) *the local government's property; or*
 - (ii) *an event in which the local government is involved.*
- (2) *A local government cannot delegate any of its powers or duties to a committee referred to in section 5.9(2)(f).*

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

COMMUNITY ENGAGEMENT

The Shire of Wyndham East Kimberley's CP/GOV-3100 Community Engagement Policy has been considered in relation to this item.

No community engagement is required.

COMMENT

On receipt of the Probity Compliance Audit report, advice was sought from the Department of Local Government and Communities on how to rectify the issue and deliver on the Departments recommendation 5.

The advice received was for Council to consider all previous recommendations of the Audit (Finance and Risk) Committee and for Council to adopt them 'en bloc' as a single decision. It was also recommended that this should be done as far back as "the term of the current Council". This encompasses all recommendations made at the following meetings of the Audit (Finance and Risk) Committee:

- 5 November 2013
- 24 February 2014
- 13 May 2014
- 12 August 2014
- 4 November 2014
- 10 February 2015

The background and details supporting the recommendations are detailed in the Committee minutes.

Recommendation 6 has already been completed as the resolutions from the May 2015 Audit (Finance and Risk) Committee were considered individually by Council at the 26 May 2015 Ordinary Council Meeting. This process will continue moving forward.

ATTACHMENTS

There are no attachments associated with the report.

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council adopts the following recommendations of the Audit (Finance and Risk) Committee, en bloc:

5 NOVEMBER 2013 COMMITTEE RECOMMENDATIONS

1. That the Audit (Risk and Finance) Committee reports to Council that the actions being undertaken by the administration in regard to sundry debtors including sundry debts in legal process are sufficient and appropriate and no further actions are recommended at this time.
2. That the Audit (Risk and Finance) Committee reports to Council that the actions being undertaken by the administration in regard to rates debtors including rates debts in legal process are sufficient and appropriate and no further actions are recommended at this time.
3. That the Audit (Risk and Finance) Committee notes the management response to audit issues and corrective actions being taken by management – October update.
4. That the Audit Committee Delegate authority to the Director Corporate Services to:
 - 1 Write off the amount of \$8500 owed by the Kununurra Tennis Club
 - 2 Negotiate a payment plan with the Tennis Club for the outstanding \$17,000

24 FEBRUARY 2014 COMMITTEE RECOMMENDATIONS

1. That the Audit (Finance and Risk) Committee:
 1. Receives the Independent Audit Report to the Electors of the Shire of Wyndham East Kimberley;
 2. Receives the 2012-13 Financial Report;
 3. Receives the Management Report for the Year Ended 30 June 2013;
 4. Notes the management response to audit issues and corrective actions being proposed by management;
 5. Recommends to Council:-
 - a) To receive the Independent Audit Report to the Electors of the Shire of Wyndham East Kimberley;
 - b) To receive the 2012/13 Financial Report
 - c) To receive the Management Report for the year ended 30 June 2013; and
 - d) That the actions in relation to the results of Audit for the Year Ended 30 June 2013 are reported to the Minister following the Audit (Finance and Risk) Committee meeting.
2. That the Committee recommends to Council that it adopts the Compliance Audit Return 2013
3. That the Committee:

1. Recommends to Council that it ratifies its decision of 25 October 2011 and expands the title of the Audit Committee to be the Audit (Finance and Risk) Committee;
2. Endorses the proposed Terms of Reference (Attachment 3) as the Committee's guiding framework for corporate governance;
3. Acknowledges that the proposed Terms of Reference are a revised and more up to date version of the current Charter consistent with the Department of Local Government's intent;
4. Recommends to Council that it formally delegates the responsibility of meeting with the Council's auditors on an annual basis under section 7.12A(2) of the *Local Government Act 1995* to the Audit (Finance and Risk) Committee, noting that this resolution from Council would require an absolute majority;
5. Notes that upon provision of the delegation for the Committee to meet with the Council's auditors on an annual basis, that all future Committee meetings must be open to the public; and
6. Recommends to Council that it adopts the proposed Terms of Reference for the Audit (Finance and Risk) Committee to be effective immediately.

4. That the Committee:

1. Endorses the proposed Corporate Governance (Finance and Risk) Project Plan to 31 December 2014;
2. Recommends to Council that it adopt the Corporate Governance (Finance and Risk) Project Plan of the Audit (Finance and Risk) Committee for 2014;
3. Recommends to Council that it support the Committee, and the administration in its development.

5. That the Committee recommends to Council that it adopts the attached amended Council Investment Policy, CP FIN-3203 with the following amendment – to remove the paragraph "Investments fixed for greater than 12 months are to be approved by Council, reviewed on a regular term and invested for no longer than 5 years" under the heading Counterparty Credit Framework – to ensure statutory compliance.

6. That the Audit (Finance and Risk) Committee:

1. Supports the modifications to the format of this report to remove the categories highlighted in the Sundry Debtors (General) Summary table;
2. Supports the increase in threshold for the confidential detailed sundry debtors report from \$500 to \$20,000;
3. Reports to Council that the actions being undertaken by the administration in regard to sundry debtors including sundry debts in legal process are sufficient and appropriate.

7. That the Audit (Finance and Risk) Committee reports to Council that the actions being undertaken by the administration in regard to rates debtors, including rates debts in legal process are sufficient and appropriate.

8. That the Committee:

1. Recommends to Council that the Audit (Finance and Risk) Committee meetings are held in accordance with the following dates, times and place:

Date	Time	Place
Tuesday, 13 May 2014	3:00pm	Council Chambers, Kununurra
Tuesday, 12 August 2014	3:00pm	Council Chambers, Kununurra
Tuesday, 4 November 2014	3:00pm	Council Chambers, Kununurra
Tuesday, 3 March 2015	3:00pm	Council Chambers, Kununurra

2. Recommends to Council that local public notice of the meetings outlined in part 1 above is provided in accordance with section 12 of the *Local Government (Administration) Regulations 1996*.

Reason: The Committee believes that it would be beneficial for all Elected Members to be involved in the budget review discussions, and therefore the Committee would not need to meet separately on these occasions (4 March 2014 and 27 May 2014) to consider the budget review documents and associated recommendations.

13 MAY 2014 COMMITTEE RECOMMENDATIONS

1. That the Audit (Finance and Risk) Committee reports to Council that the actions being undertaken by the administration in regard to sundry debtors including sundry debts in legal process are sufficient and appropriate.

2. That the Audit (Finance and Risk) Committee reports to Council that the actions being undertaken by the administration in regard to rates debtors, including rates debts in legal process are sufficient and appropriate.

3. That the Committee notes the Confidential Lease Schedule attached.

4. That the Committee recommends to Council that it adopts the attached proposed Council Rates and Charges Debt Collection Policy.

6. That the Audit (Finance and Risk) Committee recommends to Council to write-off outstanding rates and debt collection charges on assessments A7306 and A7307, estimated at \$21,456.43 at the time of writing this report.

7. That The Audit (Finance and Risk) Committee recommends to Council to write-off outstanding rates and debt collection charges on assessment A7308, A7309 and A7457, estimated at \$47,931.26 at the time of writing this report.

8. That the Audit (Finance and Risk) Committee recommends to Council to write-off outstanding rates and debt collection charges on assessments A7310 and A7311, estimated at \$44,987.79 at the time of writing this report.

9. That The Audit (Finance and Risk) Committee recommends to Council to write-off outstanding rates and debt collection charges on assessments A7312, A7313, A7314 and A7315, estimated at \$85,417.78 at the time of writing this report.

10. That the Audit (Finance and Risk) Committee recommends to Council to write off rates, service charges and penalty interest of \$2,844.36 for Assessment A7564 and that the Department of Fire and Emergency Services is notified of the ESL write-off of \$75.41 through the annual reporting process.

11. That the Audit (Finance and Risk) Committee recommends to Council to refuse the request to write off debt collection and other charges of \$1,578.60 for assessments A1775, A1949 and A2575.

12. That the Audit (Finance and Risk) Committee recommends to the Council to write off the sundry debt of Debtor 98563 to the total amount of \$16,557.55 consisting of the original debt of \$10,800 plus \$5,757.55 in penalty interest.

13. That the Audit (Finance and Risk) Committee recommends to Council that pursuant to Sections 6.64(1)(b) of the *Local Government Act 1995*, that the Council commence the process to:

1. Take possession of Lots 401 and 402 Pearse Street, Wyndham (Assessments A5594 and A5595 respectively);
2. Authorise the Shire's debt collectors, AMPAC, to administer the process of taking possession of the land, ensuring compliance with provisions of the *Local Government Act 1995*; and
3. Proceeds to sell Lots 401 and 402 Pearse Street, Wyndham which have rates in arrears for 3 or more years and recover from the proceeds of the sale the outstanding balances which total \$41,672.46 at the time of writing this report.

14. That the Audit (Finance and Risk) Committee recommends to Council that pursuant to Section 6.64(1)(b) of the *Local Government Act 1995*, that the Council:

1. Take possession of 23 Kabbarli Street, Wyndham (Assessment Number A185);
2. Authorise the Shire's debt collectors, AMPAC, to administer the process of taking possession of the land, ensuring compliance with provisions of the *Local Government Act 1995*;
3. Proceeds to sell 23 Kabbarli Street, Wyndham which have rates in arrears for 3 or more years and recover from the proceeds of the sale the outstanding balances which total \$14,968.99 at the time of writing this report.

12 AUGUST 2014 COMMITTEE RECOMMENDATIONS

1. That the Audit (Finance and Risk) Committee reports to Council that the actions being undertaken by the administration in regard to sundry debtors including sundry debts in legal process are sufficient and appropriate.

2. That the Audit (Finance and Risk) Committee reports to Council that:

1. the actions being undertaken by the administration in regard to rates debtors, including rates debts in legal process are sufficient and appropriate; and
2. Officers bring to the next Audit (Finance and Risk) Committee Meeting a suggested way forward to bring the outstanding debt with Wyndham Community Club to a timely resolution.

3. That the Committee:

1. notes the Confidential Lease Schedule attached; and

2. notes the matters that are under investigation and identified separately in the confidential lease schedule that will be reported upon when more information is sourced.

4. That the Audit (Finance and Risk) Committee recommends to Council that it adopts the attached proposed Corporate Credit Card Policy CP/FIN-3213.

5. That the Committee recommends to Council that Council:

1. rescinds CP FIN-3207 Collection of Fees and Charges Policy;
2. rescinds F15 Sundry Debt Collection Policy; and
3. adopts the attached proposed Council Sundry Debt Collection Policy CP/FIN-3214.

6. That the Committee recommends to the Council that it adopts the attached proposed Self-Supporting Loan Policy CP/FIN-3215.

7. The Committee recommends to the Council that:

1. having considered the Shire of Wyndham East Kimberley – Financial Management Review April 2014, acknowledges that the Shire has established and maintained, in all material respects, appropriate and effective financial management systems and procedures; and
2. the Council notes the management comments and actions taken in relation to the outcomes of the financial management review.

8. The Audit (Finance and Risk) Committee recommends to Council that Council resolves:

1. that the Shire of Wyndham East Kimberley enters into a Master Lending Agreement with Western Australian Treasury Corporation as per the document tabled at the meeting;
2. to approve the affixation of the Common Seal of the Shire of Wyndham East Kimberley to the said Master Lending Agreement in the presence of the President and the Chief Executive Officer or an Agent or a Senior Employee of the Shire of Wyndham East Kimberley authorised by the Chief Executive Officer each of whom shall sign the document to attest the affixation of the Common Seal thereto; and
3. that the Chief Executive Officer, Agent or any one of the Senior Employees of the Shire of Wyndham East Kimberley authorised by the Chief Executive Officer from time to time is authorised to sign schedule documents under the Master Lending Agreement and or to give instructions thereunder on behalf of the Shire of Wyndham East Kimberley.

9. That the Audit (Finance and Risk) Committee recommends to Council to write off the sundry debt of Debtor 80009 to the total amount of \$7,330.97 consisting of the original debt of \$5,681.56 plus \$1,649.41 in penalty interest.

4 NOVEMBER 2014 COMMITTEE RECOMMENDATIONS

1. That the Audit (Finance and Risk) Committee reports to Council that the actions being undertaken by the administration in regard to sundry debtors including sundry debts in legal process are sufficient and appropriate.

2. That the Audit (Finance and Risk) Committee reports to Council that the actions being undertaken by the administration in regard to sundry debtors including sundry debts in legal process are sufficient and appropriate.

3. That the Audit (Finance and Risk) Committee reports to Council that:

1. The \$2.5 million overdraft facility has been approved by Bankwest.
2. There have been delays in the preparation of the documentation due to the non-standard nature of the security provided to Bankwest.
3. It is anticipated that the overdraft facility may be utilised towards the end of the 2014/15 financial year, given the adoption of a budget deficit for 2014/15.

4. That the Committee recommends to the Council that:

1. Notes the Confidential Lease Schedule attached;
2. Notes the information sourced in relation to the matters that are under investigation and recognises that they are planning and compliance matters and will no longer form part of the Lease Schedule;
3. That Shire Officers' follow up compliance with conditions of approvals for the planning approvals at Lot 5 Messmate Way and Lot 554 Papuana Street, Kununurra respectively;
4. That Shire Officers' develop a draft Alfresco Dining Council Policy in accordance with the Activities in Thoroughfares and Public Places and Trading Local Law 2005, to be used as the basis of approving all application for alfresco dining;
5. Alfresco Dining permits should only be granted for a maximum 12 month term to ensure that current public liability insurance is maintained and to ensure ongoing compliance with conditions of the permit;
6. Any fees associated with alfresco dining, such as an initial application fee or annual licence/permit fees, should be included in Council's Fees and Charges; and
7. That further investigation is undertaken regarding the implementation of Council Minute No: 8695 Kimberley Café – LPG Tank behind the Café.

5. That the Committee:

1. Recommends to Council that the Audit (Finance and Risk) Committee meetings are held in accordance with the following dates, times and place:

Date	Time	Place
Tuesday, 10 February 2015	3:00pm	Council Chambers, Kununurra
Tuesday, 12 May 2015	3:00pm	Council Chambers, Kununurra
Tuesday, 11 August 2015	3:00pm	Council Chambers, Kununurra
Tuesday, 10 November 2015	3:00pm	Council Chambers, Kununurra

2. Notes that the Tuesday, 3 March 2015 meeting will no longer be held; and
3. Recommends to Council that local public notice of the meetings outlined in part 1 above is provided in accordance with section 12 of the *Local Government (Administration) Regulations 1996*.

6. That the Committee recommends to the Council that the Council:

1. Endorses the document "Request for Quotation for the Provision of Audit Services for the Shire of Wyndham East Kimberley" as the basis of attracting and selecting an auditor;
2. Requests the "Request for Quotation for the Provision of Audit Services for the Shire of Wyndham East Kimberley" be sent to a minimum of three (3) audit firms who are

members of the WALGA Preferred Supplier Contract for Audit Services (Contract No. 0411-11); and

3. Requests an analysis of the quotations received to be performed by the CEO's delegate, being the Director Corporate Services and the analysis be provided to the February Committee Meeting with the quotations received from each firm to recommend appointment of an auditor to the Council.

7. That the Committee recommends to the Council that:

1. A further report is provided to the 10 February 2015 Audit (Finance and Risk) Committee on the status of the outstanding debts of the Wyndham Community Club Inc.;
2. If there is no formal proposal received by the Shire prior to the February Committee Meeting, that the Committee will recommend to the Council that it authorises officers to enact clause 5.1 of the lease and repossess the premises.
3. The item is put to the December Councillor Briefing Session

8. That the Audit (Finance and Risk) Committee recommends to the Council to approve the request to write off the rates, penalties and legal fees of \$4,752.75 on rates assessment A7303.

10 FEBRUARY 2015 COMMITTEE RECOMMENDATIONS

1. That the Audit (Finance and Risk) Committee recommends to the Council that it:

1. Receives the Independent Audit Report to the Electors of the Shire of Wyndham East Kimberley;
2. Receives the 2013-14 Annual Financial Report;
3. Receives the Management Report for the Year Ended 30 June 2014 and notes the strategies that were implemented during the establishment of the 2014-15 budget in an effort to overcome the budget deficit position and improve the financial ratios moving forward.
4. Directs the CEO or their delegate to incorporate an estimate of the financial ratios (other than assets) as of 30 June 2015 within the mid-year budget review results.

FINANCIAL RATIOS				Budget Ratio	Actual Ratios		
	Target Ratio for "Basic" Standard ¹	Target Ratio for "Intermediate" Standard ¹	Target Ratio for "Advanced" Standard ¹	2014/15	2013/14	2012/13	2011/12
Debt Service Cover Ratio	≥ 2	N/A	≥ 15	1.32	(2.63)*	5.21*	3.34
Operating Surplus Ratio	0.01 - 0.15	N/A	≥ 0.15	(0.16)	(0.50)*	(0.10)*	0.04
Own Source Revenue Coverage Ratio	0.4 - 0.6	0.6 - 0.9	> 0.9	0.63	0.60*	0.67*	0.63
¹ Target ratios are as per the Department of Local Government and Communities (DLGC) Guidelines except the Debt Service Cover Ratio which is a target devised by UHY Haines Norton (and based on experience). For information, DLGC Guidelines establish a target Debt Service Cover Ratio of 5 for the "Advanced" Standard. * Adjusted for "one-off" non-cash items as disclosed in the annual financial report.							
	Above target as per guidelines		Within acceptable banding as per guidelines		Below acceptable banding as per guidelines		

2. That the Audit (Finance and Risk) Committee:

1. Notes the results of the Chief Executive Officer's review on the appropriateness and effectiveness of the Shire's systems and procedures in relation to risk management, internal control and legislative compliance;

2. Notes that the implementation of the improvements outlined in the report will be utilising a staged approach;
 3. Reports to the Council the results of the review; and
 4. Provides a copy of the report to the Council.
3. That the Audit (Finance and Risk) Committee recommends to the Council that it:
1. Notes the Chief Executive Officer's report of the appropriateness and effectiveness of the Shire's systems and procedures in relation to risk management, internal control and legislative compliance.
4. That the Audit (Finance and Risk) Committee recommends to the Council that it adopts the Compliance Audit Return for 2014.
5. That the Audit (Finance and Risk) Committee reports to the Council that:-
1. The actions being undertaken by the administration in regard to sundry debtors including sundry debts in legal process are sufficient and appropriate;
 2. Notes that the Council's CP/FIN-3214 Sundry Debt Collection Policy is currently under review based upon advice received from the Department of Local Government in relation to the recoupment of legal fees.
6. That the Audit (Finance and Risk) Committee reports to the Council that:
1. the actions being undertaken by the administration in regard to rates debtors, including rates debts in legal process are sufficient and appropriate;
 2. it acknowledges the significant reduction in rates debts referred to legal in 2014/15 compared to 2013/14.
7. That the Committee notes the Confidential Lease Schedule attached.
8. That the Audit (Finance and Risk) Committee reports to the Council that:
1. The executed security documents for the overdraft facility were submitted to Bankwest on 4 December 2014.
 2. The overdraft facility was activated by Bankwest on 17 December 2014
 3. The Facility has not been utilised to date.
 4. There is no change to the previous advice that it is anticipated that the overdraft facility may be utilised towards the end of the 2014/15 financial year, given the adoption of a budget deficit for 2014/15.
9. That the Audit (Finance and Risk) Committee recommends to the Council that it:
1. Supports seeking further clarification from the suppliers as per the requirements of the initial Request for Quotation;
 2. Notes that each supplier will be advised of the extended assessment period;
 3. Notes that the analysis be provided to the May Committee meeting for consideration.
10. That the Audit (Finance & Risk) Committee reports to the Council that:
1. Payment of \$23,300.00 was received for outstanding rates on Assessment A195 on 24 October 2014.
 2. Legal proceedings to take possession of the land pursuant to Section 6.64(1)(b) of the *Local Government Act* 1995 were ceased on 27 October 2014 in accordance with legislative requirements.

3. The ratepayer of assessment A195 has agreed to a payment arrangement for the balance of \$928.29 and has agreed to pay this amount and any additional interest and legal fees prior to 30 June 2015.

11. That the Audit (Finance and Risk) Committee reports to the Council that:

1. A potential unfair preference claim relating to payments of \$462,678.81 made by debtor 489 to the Shire in 2011 was received by the Shire from the debtor's liquidator on 10 December 2014.
2. Legal advice recommending settlement of the potential claim for the amount of \$10,000.00 was accepted on 22 December 2014.
3. The settlement amount of \$10,000.00 was approved in advance by the Shire President in accordance with Section 6.8 of the *Local Government Act 1995* on 22 December 2014 and will be included as a budget amendment to the 2014/15 budget in the mid-year budget review.
4. The write off of the sundry debt amount of \$102,036.19 for debtor 489 included in the 2014/15 budget is on hold pending a final report to creditors from the liquidator.

12. That the Audit (Finance and Risk) Committee recommends to the Council that:

4. The Council do not approve the write off of interest outstanding for the rates debtor A501;
5. The Shire enters into a special payment arrangement with rates debtor A501 for a period longer than 2 years, on the condition that:
 - a) The period does not extend beyond June 2020, being approximately 5 years;
 - b) All future rates and service charges are paid as they fall due in order to minimise interest charges;
 - c) The special payment arrangement is negotiated and signed by the rates debtor A501 prior to 30 April 2015;
6. If the special payment arrangement is not adhered to, that the Council authorises officers to enact clause 5.1 of the lease and enter and repossess the premises, and also claim for liquidated damages.

13. That the Audit (Finance and Risk) Committee recommends to the Council that it:

1. Directs the CEO, or their delegate to seek to enter into a Confidential Deed of Agreement with the Contractor which agrees to make a without prejudice payment of the amount claimed being \$2,935.32, as a full and final settlement in the matter;
2. Approves sufficient provision in the Mid-Year Budget Review to allow for the settlement amount and any legal fees associated with drafting and executing the Confidential Deed of Agreement; and
3. Directs the CEO, or their delegate, to provide a report to the next Audit (Finance and Risk) Committee meeting outlining the current status of the matter.

14. That the Audit (Finance and Risk) Committee recommends to the Council that it:

1. Accepts the ratepayer's request for an extension of time subject to the following conditions:
 - a. That the ratepayer notifies the Shire if and when they are advised that their loan application is successful and that the ratepayer pays all outstanding rates and service charges on all assessments with 30 days of receipt of the funds;
 - b. That the extended time be limited to a period of 90 days after the date of the request of 4 February 2015;
 - c. That the ratepayer signs a revised special payment arrangement form prior to 6 March 2015;
 - d. That the ratepayer is advised that if the conditions outlined above are not adhered to, that debt collection processes will commence immediately as allowed under Council Policy CP FIN – 3212 Rates and Charges Debt Collection Policy.

COUNCIL DECISION

Minute No. 11046

**Moved: Cr B Robinson
Seconded: Cr S Cooke**

That Council adopts the following recommendations of the Audit (Finance and Risk) Committee, en bloc:

5 NOVEMBER 2013 COMMITTEE RECOMMENDATIONS

1. That the Audit (Risk and Finance) Committee reports to Council that the actions being undertaken by the administration in regard to sundry debtors including sundry debts in legal process are sufficient and appropriate and no further actions are recommended at this time.

2. That the Audit (Risk and Finance) Committee reports to Council that the actions being undertaken by the administration in regard to rates debtors including rates debts in legal process are sufficient and appropriate and no further actions are recommended at this time.

3. That the Audit (Risk and Finance) Committee notes the management response to audit issues and corrective actions being taken by management – October update.

4. That the Audit Committee Delegate authority to the Director Corporate Services to:

- 3 Write off the amount of \$8500 owed by the Kununurra Tennis Club**
- 4 Negotiate a payment plan with the Tennis Club for the outstanding \$17,000**

24 FEBRUARY 2014 COMMITTEE RECOMMENDATIONS

1. That the Audit (Finance and Risk) Committee:

- 5. Receives the Independent Audit Report to the Electors of the Shire of Wyndham East Kimberley;**
- 6. Receives the 2012-13 Financial Report;**
- 7. Receives the Management Report for the Year Ended 30 June 2013;**
- 8. Notes the management response to audit issues and corrective actions being proposed by management;**
- 9. Recommends to Council:-**
 - e) To receive the Independent Audit Report to the Electors of the Shire of Wyndham East Kimberley;**
 - f) To receive the 2012/13 Financial Report**
 - g) To receive the Management Report for the year ended 30 June 2013; and**
 - h) That the actions in relation to the results of Audit for the Year Ended 30 June 2013 are reported to the Minister following the Audit (Finance and Risk) Committee meeting.**

2. That the Committee recommends to Council that it adopts the Compliance Audit Return 2013

3. That the Committee:

- 7. Recommends to Council that it ratifies its decision of 25 October 2011 and expands the title of the Audit Committee to be the Audit (Finance and Risk) Committee;**
- 8. Endorses the proposed Terms of Reference (Attachment 3) as the Committee's guiding framework for corporate governance;**
- 9. Acknowledges that the proposed Terms of Reference are a revised and more up to date version of the current Charter consistent with the Department of Local Government's intent;**
- 10. Recommends to Council that it formally delegates the responsibility of meeting with the Council's auditors on an annual basis under section 7.12A(2) of the *Local Government Act 1995* to the Audit (Finance and Risk) Committee, noting that this resolution from Council would require an absolute majority;**
- 11. Notes that upon provision of the delegation for the Committee to meet with the Council's auditors on an annual basis, that all future Committee meetings must be open to the public; and**
- 12. Recommends to Council that it adopts the proposed Terms of Reference for the Audit (Finance and Risk) Committee to be effective immediately.**

4. That the Committee:

- 10. Endorses the proposed Corporate Governance (Finance and Risk) Project Plan to 31 December 2014;**
- 11. Recommends to Council that it adopt the Corporate Governance (Finance and Risk) Project Plan of the Audit (Finance and Risk) Committee for 2014;**
- 12. Recommends to Council that it support the Committee, and the administration in its development.**

5. That the Committee recommends to Council that it adopts the attached amended Council Investment Policy, CP FIN-3203 with the following amendment – to remove the paragraph “Investments fixed for greater than 12 months are to be approved by Council, reviewed on a regular term and invested for no longer than 5 years” under the heading Counterparty Credit Framework – to ensure statutory compliance.

6. That the Audit (Finance and Risk) Committee:

13. Supports the modifications to the format of this report to remove the categories highlighted in the Sundry Debtors (General) Summary table;
14. Supports the increase in threshold for the confidential detailed sundry debtors report from \$500 to \$20,000;
15. Reports to Council that the actions being undertaken by the administration in regard to sundry debtors including sundry debts in legal process are sufficient and appropriate.

7. That the Audit (Finance and Risk) Committee reports to Council that the actions being undertaken by the administration in regard to rates debtors, including rates debts in legal process are sufficient and appropriate.

8. That the Committee:

16. Recommends to Council that the Audit (Finance and Risk) Committee meetings are held in accordance with the following dates, times and place:

Date	Time	Place
Tuesday, 13 May 2014	3:00pm	Council Chambers, Kununurra
Tuesday, 12 August 2014	3:00pm	Council Chambers, Kununurra
Tuesday, 4 November 2014	3:00pm	Council Chambers, Kununurra
Tuesday, 3 March 2015	3:00pm	Council Chambers, Kununurra

17. Recommends to Council that local public notice of the meetings outlined in part 1 above is provided in accordance with section 12 of the *Local Government (Administration) Regulations 1996*.

Reason: The Committee believes that it would be beneficial for all Elected Members to be involved in the budget review discussions, and therefore the Committee would not need to meet separately on these occasions (4 March 2014 and 27 May 2014) to consider the budget review documents and associated recommendations.

13 MAY 2014 COMMITTEE RECOMMENDATIONS

1. That the Audit (Finance and Risk) Committee reports to Council that the actions being undertaken by the administration in regard to sundry debtors including sundry debts in legal process are sufficient and appropriate.

2. That the Audit (Finance and Risk) Committee reports to Council that the actions being undertaken by the administration in regard to rates debtors, including rates debts in legal process are sufficient and appropriate.

- 3. That the Committee notes the Confidential Lease Schedule attached.**
- 4. That the Committee recommends to Council that it adopts the attached proposed Council Rates and Charges Debt Collection Policy.**
- 6. That the Audit (Finance and Risk) Committee recommends to Council to write-off outstanding rates and debt collection charges on assessments A7306 and A7307, estimated at \$21,456.43 at the time of writing this report.**
- 7. That The Audit (Finance and Risk) Committee recommends to Council to write-off outstanding rates and debt collection charges on assessment A7308, A7309 and A7457, estimated at \$47,931.26 at the time of writing this report.**
- 8. That the Audit (Finance and Risk) Committee recommends to Council to write-off outstanding rates and debt collection charges on assessments A7310 and A7311, estimated at \$44,987.79 at the time of writing this report.**
- 9. That The Audit (Finance and Risk) Committee recommends to Council to write-off outstanding rates and debt collection charges on assessments A7312, A7313, A7314 and A7315, estimated at \$85,417.78 at the time of writing this report.**
- 10. That the Audit (Finance and Risk) Committee recommends to Council to write off rates, service charges and penalty interest of \$2,844.36 for Assessment A7564 and that the Department of Fire and Emergency Services is notified of the ESL write-off of \$75.41 through the annual reporting process.**
- 11. That the Audit (Finance and Risk) Committee recommends to Council to refuse the request to write off debt collection and other charges of \$1,578.60 for assessments A1775, A1949 and A2575.**
- 12. That the Audit (Finance and Risk) Committee recommends to the Council to write off the sundry debt of Debtor 98563 to the total amount of \$16,557.55 consisting of the original debt of \$10,800 plus \$5,757.55 in penalty interest.**
- 13. That the Audit (Finance and Risk) Committee recommends to Council that pursuant to Sections 6.64(1)(b) of the *Local Government Act 1995*, that the Council commence the process to:**
 - 4. Take possession of Lots 401 and 402 Pearse Street, Wyndham (Assessments A5594 and A5595 respectively);**
 - 5. Authorise the Shire's debt collectors, AMPAC, to administer the process of taking possession of the land, ensuring compliance with provisions of the *Local Government Act 1995*; and**
 - 6. Proceeds to sell Lots 401 and 402 Pearse Street, Wyndham which have rates in arrears for 3 or more years and recover from the proceeds of the sale the outstanding balances which total \$41,672.46 at the time of writing this report.**

14. That the Audit (Finance and Risk) Committee recommends to Council that pursuant to Section 6.64(1)(b) of the *Local Government Act 1995*, that the Council:

- 4. Take possession of 23 Kabbarli Street, Wyndham (Assessment Number A185);**
- 5. Authorise the Shire's debt collectors, AMPAC, to administer the process of taking possession of the land, ensuring compliance with provisions of the *Local Government Act 1995*;**
- 6. Proceeds to sell 23 Kabbarli Street, Wyndham which have rates in arrears for 3 or more years and recover from the proceeds of the sale the outstanding balances which total \$14,968.99 at the time of writing this report.**

12 AUGUST 2014 COMMITTEE RECOMMENDATIONS

1. That the Audit (Finance and Risk) Committee reports to Council that the actions being undertaken by the administration in regard to sundry debtors including sundry debts in legal process are sufficient and appropriate.

2. That the Audit (Finance and Risk) Committee reports to Council that:

- 18. the actions being undertaken by the administration in regard to rates debtors, including rates debts in legal process are sufficient and appropriate; and**
- 19. Officers bring to the next Audit (Finance and Risk) Committee Meeting a suggested way forward to bring the outstanding debt with Wyndham Community Club to a timely resolution.**

3. That the Committee:

- 20. notes the Confidential Lease Schedule attached; and**
- 21. notes the matters that are under investigation and identified separately in the confidential lease schedule that will be reported upon when more information is sourced.**

4. That the Audit (Finance and Risk) Committee recommends to Council that it adopts the attached proposed Corporate Credit Card Policy CP/FIN-3213.

5. That the Committee recommends to Council that Council:

- 22. rescinds CP FIN-3207 Collection of Fees and Charges Policy;**
- 23. rescinds F15 Sundry Debt Collection Policy; and**
- 24. adopts the attached proposed Council Sundry Debt Collection Policy CP/FIN-3214.**

6. That the Committee recommends to the Council that it adopts the attached proposed Self-Supporting Loan Policy CP/FIN-3215.

7. The Committee recommends to the Council that:

- 25. having considered the Shire of Wyndham East Kimberley – Financial Management Review April 2014, acknowledges that the Shire has established and maintained, in all material respects, appropriate and effective financial management systems and procedures; and**
- 26. the Council notes the management comments and actions taken in relation to the outcomes of the financial management review.**

8. The Audit (Finance and Risk) Committee recommends to Council that Council resolves:

- 27. that the Shire of Wyndham East Kimberley enters into a Master Lending Agreement with Western Australian Treasury Corporation as per the document tabled at the meeting;**
- 28. to approve the affixation of the Common Seal of the Shire of Wyndham East Kimberley to the said Master Lending Agreement in the presence of the President and the Chief Executive Officer or an Agent or a Senior Employee of the Shire of Wyndham East Kimberley authorised by the Chief Executive Officer each of whom shall sign the document to attest the affixation of the Common Seal thereto; and**
- 29. that the Chief Executive Officer, Agent or any one of the Senior Employees of the Shire of Wyndham East Kimberley authorised by the Chief Executive Officer from time to time is authorised to sign schedule documents under the Master Lending Agreement and or to give instructions thereunder on behalf of the Shire of Wyndham East Kimberley.**

9. That the Audit (Finance and Risk) Committee recommends to Council to write off the sundry debt of Debtor 80009 to the total amount of \$7,330.97 consisting of the original debt of \$5,681.56 plus \$1,649.41 in penalty interest.

4 NOVEMBER 2014 COMMITTEE RECOMMENDATIONS

1. That the Audit (Finance and Risk) Committee reports to Council that the actions being undertaken by the administration in regard to sundry debtors including sundry debts in legal process are sufficient and appropriate.

2. That the Audit (Finance and Risk) Committee reports to Council that the actions being undertaken by the administration in regard to sundry debtors including sundry debts in legal process are sufficient and appropriate.

3. That the Audit (Finance and Risk) Committee reports to Council that:

- 4. The \$2.5 million overdraft facility has been approved by Bankwest.**
- 5. There have been delays in the preparation of the documentation due to the non-standard nature of the security provided to Bankwest.**
- 6. It is anticipated that the overdraft facility may be utilised towards the end of the 2014/15 financial year, given the adoption of a budget deficit for 2014/15.**

4. That the Committee recommends to the Council that:

- 1. Notes the Confidential Lease Schedule attached;**
- 2. Notes the information sourced in relation to the matters that are under investigation and recognises that they are planning and compliance matters and will no longer form part of the Lease Schedule;**
- 3. That Shire Officers' follow up compliance with conditions of approvals for the planning approvals at Lot 5 Messmate Way and Lot 554 Papuana Street, Kununurra respectively;**
- 4. That Shire Officers' develop a draft Alfresco Dining Council Policy in accordance with the Activities in Thoroughfares and Public Places and Trading Local Law 2005, to be used as the basis of approving all application for alfresco dining;**

5. Alfresco Dining permits should only be granted for a maximum 12 month term to ensure that current public liability insurance is maintained and to ensure ongoing compliance with conditions of the permit;
6. Any fees associated with alfresco dining, such as an initial application fee or annual licence/permit fees, should be included in Council's Fees and Charges; and
7. That further investigation is undertaken regarding the implementation of Council Minute No: 8695 Kimberley Café – LPG Tank behind the Café.

5. That the Committee:

4. Recommends to Council that the Audit (Finance and Risk) Committee meetings are held in accordance with the following dates, times and place:

Date	Time	Place
Tuesday, 10 February 2015	3:00pm	Council Chambers, Kununurra
Tuesday, 12 May 2015	3:00pm	Council Chambers, Kununurra
Tuesday, 11 August 2015	3:00pm	Council Chambers, Kununurra
Tuesday, 10 November 2015	3:00pm	Council Chambers, Kununurra

5. Notes that the Tuesday, 3 March 2015 meeting will no longer be held; and
6. Recommends to Council that local public notice of the meetings outlined in part 1 above is provided in accordance with section 12 of the *Local Government (Administration) Regulations 1996*.

6. That the Committee recommends to the Council that the Council:

4. Endorses the document "Request for Quotation for the Provision of Audit Services for the Shire of Wyndham East Kimberley" as the basis of attracting and selecting an auditor;
5. Requests the "Request for Quotation for the Provision of Audit Services for the Shire of Wyndham East Kimberley" be sent to a minimum of three (3) audit firms who are members of the WALGA Preferred Supplier Contract for Audit Services (Contract No. 0411-11); and
6. Requests an analysis of the quotations received to be performed by the CEO's delegate, being the Director Corporate Services and the analysis be provided to the February Committee Meeting with the quotations received from each firm to recommend appointment of an auditor to the Council.

7. That the Committee recommends to the Council that:

4. A further report is provided to the 10 February 2015 Audit (Finance and Risk) Committee on the status of the outstanding debts of the Wyndham Community Club Inc.;
5. If there is no formal proposal received by the Shire prior to the February Committee Meeting, that the Committee will recommend to the Council that it authorises officers to enact clause 5.1 of the lease and repossess the premises.
6. The item is put to the December Councillor Briefing Session

8. That the Audit (Finance and Risk) Committee recommends to the Council to approve the request to write off the rates, penalties and legal fees of \$4,752.75 on rates assessment A7303.

10 FEBRUARY 2015 COMMITTEE RECOMMENDATIONS

1. That the Audit (Finance and Risk) Committee recommends to the Council that it:

30. Receives the Independent Audit Report to the Electors of the Shire of Wyndham East Kimberley;
31. Receives the 2013-14 Annual Financial Report;
32. Receives the Management Report for the Year Ended 30 June 2014 and notes the strategies that were implemented during the establishment of the 2014-15 budget in an effort to overcome the budget deficit position and improve the financial ratios moving forward.
33. Directs the CEO or their delegate to incorporate an estimate of the financial ratios (other than assets) as of 30 June 2015 within the mid-year budget review results.

FINANCIAL RATIOS				Budget Ratio	Actual Ratios		
	Target Ratio for "Basic" Standard ¹	Target Ratio for "Intermediate" Standard ¹	Target Ratio for "Advanced" Standard ¹	2014/15	2013/14	2012/13	2011/12
Debt Service Cover Ratio	≥ 2	N/A	≥ 15	1.32	(2.63)*	5.21*	3.34
Operating Surplus Ratio	0.01 - 0.15	N/A	≥ 0.15	(0.16)	(0.50)*	(0.10)*	0.04
Own Source Revenue Coverage Ratio	0.4 - 0.6	0.6 - 0.9	> 0.9	0.63	0.60*	0.67*	0.63

¹ Target ratios are as per the Department of Local Government and Communities (DLGC) Guidelines except the Debt Service Cover Ratio which is a target devised by UHY Haines Norton (and based on experience). For information, DLGC Guidelines establish a target Debt Service Cover Ratio of 5 for the "Advanced" Standard.

* Adjusted for "one-off" non-cash items as disclosed in the annual financial report.

Above target as per guidelines

Within acceptable banding as per guidelines

Below acceptable banding as per guidelines

2. That the Audit (Finance and Risk) Committee:

5. Notes the results of the Chief Executive Officer's review on the appropriateness and effectiveness of the Shire's systems and procedures in relation to risk management, internal control and legislative compliance;
6. Notes that the implementation of the improvements outlined in the report will be utilising a staged approach;
7. Reports to the Council the results of the review; and
8. Provides a copy of the report to the Council.

3. That the Audit (Finance and Risk) Committee recommends to the Council that it:

2. Notes the Chief Executive Officer's report of the appropriateness and effectiveness of the Shire's systems and procedures in relation to risk management, internal control and legislative compliance.

4. That the Audit (Finance and Risk) Committee recommends to the Council that it adopts the Compliance Audit Return for 2014.

5. That the Audit (Finance and Risk) Committee reports to the Council that:-

3. The actions being undertaken by the administration in regard to sundry debtors including sundry debts in legal process are sufficient and appropriate;
4. Notes that the Council's CP/FIN-3214 Sundry Debt Collection Policy is currently under review based upon advice received from the Department of Local Government in relation to the recoupment of legal fees.

6. That the Audit (Finance and Risk) Committee reports to the Council that:

- 3. the actions being undertaken by the administration in regard to rates debtors, including rates debts in legal process are sufficient and appropriate;**
- 4. it acknowledges the significant reduction in rates debts referred to legal in 2014/15 compared to 2013/14.**

7. That the Committee notes the Confidential Lease Schedule attached.

8. That the Audit (Finance and Risk) Committee reports to the Council that:

- 5. The executed security documents for the overdraft facility were submitted to Bankwest on 4 December 2014.**
- 6. The overdraft facility was activated by Bankwest on 17 December 2014**
- 7. The Facility has not been utilised to date.**
- 8. There is no change to the previous advice that it is anticipated that the overdraft facility may be utilised towards the end of the 2014/15 financial year, given the adoption of a budget deficit for 2014/15.**

9. That the Audit (Finance and Risk) Committee recommends to the Council that it:

- 4. Supports seeking further clarification from the suppliers as per the requirements of the initial Request for Quotation;**
- 5. Notes that each supplier will be advised of the extended assessment period;**
- 6. Notes that the analysis be provided to the May Committee meeting for consideration.**

10. That the Audit (Finance & Risk) Committee reports to the Council that:

- 4. Payment of \$23,300.00 was received for outstanding rates on Assessment A195 on 24 October 2014.**
- 5. Legal proceedings to take possession of the land pursuant to Section 6.64(1)(b) of the *Local Government Act 1995* were ceased on 27 October 2014 in accordance with legislative requirements.**
- 6. The ratepayer of assessment A195 has agreed to a payment arrangement for the balance of \$928.29 and has agreed to pay this amount and any additional interest and legal fees prior to 30 June 2015.**

11. That the Audit (Finance and Risk) Committee reports to the Council that:

- 5. A potential unfair preference claim relating to payments of \$462,678.81 made by debtor 489 to the Shire in 2011 was received by the Shire from the debtor's liquidator on 10 December 2014.**
- 6. Legal advice recommending settlement of the potential claim for the amount of \$10,000.00 was accepted on 22 December 2014.**
- 7. The settlement amount of \$10,000.00 was approved in advance by the Shire President in accordance with Section 6.8 of the *Local Government Act 1995* on 22 December 2014 and will be included as a budget amendment to the 2014/15 budget in the mid-year budget review.**
- 8. The write off of the sundry debt amount of \$102,036.19 for debtor 489 included in the 2014/15 budget is on hold pending a final report to creditors from the liquidator.**

12. That the Audit (Finance and Risk) Committee recommends to the Council that:

- 7. The Council do not approve the write off of interest outstanding for the rates debtor A501;**
- 8. The Shire enters into a special payment arrangement with rates debtor A501 for a period longer than 2 years, on the condition that:**
 - d) The period does not extend beyond June 2020, being approximately 5 years;**
 - e) All future rates and service charges are paid as they fall due in order to minimise interest charges;**
 - f) The special payment arrangement is negotiated and signed by the rates debtor A501 prior to 30 April 2015;**
- 9. If the special payment arrangement is not adhered to, that the Council authorises officers to enact clause 5.1 of the lease and enter and repossess the premises, and also claim for liquidated damages.**

13. That the Audit (Finance and Risk) Committee recommends to the Council that it:

- 4. Directs the CEO, or their delegate to seek to enter into a Confidential Deed of Agreement with the Contractor which agrees to make a without prejudice payment of the amount claimed being \$2,935.32, as a full and final settlement in the matter;**
- 5. Approves sufficient provision in the Mid-Year Budget Review to allow for the settlement amount and any legal fees associated with drafting and executing the Confidential Deed of Agreement; and**
- 6. Directs the CEO, or their delegate, to provide a report to the next Audit (Finance and Risk) Committee meeting outlining the current status of the matter.**

14. That the Audit (Finance and Risk) Committee recommends to the Council that it:

- 2. Accepts the ratepayer's request for an extension of time subject to the following conditions:**
 - e. The that ratepayer notifies the Shire if and when they are advised that their loan application is successful and that the ratepayer pays all outstanding rates and service charges on all assessments with 30 days of receipt of the funds;**
 - f. That the extended time be limited to a period of 90 days after the date of the request of 4 February 2015;**
 - g. That the ratepayer signs a revised special payment arrangement form prior to 6 March 2015;**
 - h. That the ratepayer is advised that is the conditions outlined above are not adhered to, that debt collection processes will commence immediately as allowed under Council Policy CP FIN – 3212 Rates and Charges Debt Collection Policy.**

Carried unanimously 8/0

VOTING REQUIREMENT

Absolute Majority

12 AUGUST 2014 COMMITTEE RECOMMENDATION

That Council adopts the 12 August 2014 recommendation of the Audit (Finance and Risk) Committee:

That the Audit (Finance and Risk) Committee recommends to Council that as a result of unbudgeted liability associated with the delay in reimbursement of monies expended as a result of the flood event in February 2014, that Council:

1. advertise for one month, via local public notice the intention to take out a \$2.5 million bank overdraft to cover the expenditure associated with the flood event in February 2014; and
2. notes that the bank overdraft will be an ongoing facility and incorporated into the annual budget for adoption.

COUNCIL DECISION

Minute No. 11047

Moved: Cr B Robinson

Seconded: Cr S Cooke

That Council adopts the 12 August 2014 recommendation of the Audit (Finance and Risk) Committee:

That the Audit (Finance and Risk) Committee recommends to Council that as a result of unbudgeted liability associated with the delay in reimbursement of monies expended as a result of the flood event in February 2014, that Council:

1. **advertise for one month, via local public notice the intention to take out a \$2.5 million bank overdraft to cover the expenditure associated with the flood event in February 2014; and**
2. **notes that the bank overdraft will be an ongoing facility and incorporated into the annual budget for adoption.**

Carried unanimously 8/0

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

Decision to accept urgent business

COUNCIL DECISION

Minute No. 11048

Moved: Cr B Robinson

Seconded: Cr S Cooke

That Council accepts Urgent Business item 16.1 of the July OCM Agenda - Mediterranean Fruit Fly Eradication Program.

Carried unanimously 8/0

16.1 MEDITERRANEAN FRUIT FLY ERADICATION PROGRAM

DATE:	28/07/2015
PROPONENT:	Shire of Wyndham East Kimberley
LOCATION:	Shire of Wyndham East Kimberley
AUTHOR:	Carl Askew, Chief Executive Officer
REPORTING OFFICER:	Carl Askew, Chief Executive Officer
FILE NO:	N/A
DECLARATION OF INTERESTS:	Nil

PURPOSE

For Council to consider rescinding its resolution of 8 July 2015 and support the Shire entering into a Memorandum of Understanding (MoU) with DAFWA and Industry in relation to biosecurity within the region and more specifically pest eradication programs such as the current proposed program for Mediterranean Fruit Fly (Medfly).

BACKGROUND

This matter was reported to a Special Council Meeting on 8 July 2015 and a copy of that report and resolution has been attached to this report and provides relevant background information.

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.*

- (1a) *In subsection (1) —*

additional purpose *means a purpose for which no expenditure estimate is included in the local government's annual budget.*

- (2) *Where expenditure has been incurred by a local government —*

- (a) *pursuant to subsection (1)(a), it is to be included in the annual budget for that financial year; and*
- (b) *pursuant to subsection (1)(c), it is to be reported to the next ordinary meeting of the council.*

POLICY IMPLICATIONS

Council currently has no policy related to this matter. A draft policy was presented to Council in May 2007 but was never adopted by Council.

FINANCIAL IMPLICATIONS

The Shire has a Biosecurity Reserve with a balance of \$267,957 (remaining funds as at 31 May 2015). The purpose of this reserve is to hold funds for “use in emergency situations that threaten the bio security of the East Kimberley”. This is the current purpose that was adopted by the Council through the budget process.

There is currently no state level agreement on cost sharing between government and industry.

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

COMMUNITY ENGAGEMENT

The Shire of Wyndham East Kimberley's CP/GOV-3100 Community Engagement Policy has been considered in relation to this item.

COMMENT

Since the Council resolution of 8 July 2015 a number of meetings have been held with DAFWA and local Industry representatives and the matter has also been raised with the Minister for Agriculture and Food: Fisheries, Ken Baston MLC. Given the fluid nature of the discussions and involvement by all parties, the letter to the Minister, as per part 3 of the 8 July resolution, has been placed on hold. In addition the DAFWA have not invoiced the Shire for funds from the Biosecurity Reserve as per part 1 of the 8 July resolution, As part of the joint meetings between DAFWA and Industry groups the Shire President has proposed an alternate way forward that has the support of all parties (see attachment 2).

ATTACHMENTS

Attachment 1 - Report to Council 8 July 2015
Attachment 2 - ORIA Biosecurity Arrangements

VOTING REQUIREMENT

In accordance with Section 10 of the Local Government (Administration) Regulations 1996, any motion to revoke or change a previous decision of Council must be supported by at least One third (1/3) of the number of offices (whether vacant or not) of members of the council inclusive of the mover.

Note: Presiding member to call for a show of hands to consider the revocation motion.

SHOW OF HANDS

Cr S Cooke, Cr D Spackman, Cr D Learbuch

Absolute Majority

OFFICER RECOMMENDATION 1

That Council revokes its decision Minute number 11021 of 8 July 2015 reproduced below;
That Council:

Considers DAFWA to be the lead agency in any medfly eradication program and

- 1) Pursuant to section 6.8 of the Local Government Act, authorises expenditure of \$10,000 from the biosecurity reserve to be paid to DAFWA Kununurra Regional Office to initiate an eradication program immediately
- 2) Authorise additional expenditure to a maximum of \$10,000 from the biosecurity reserve, subject to all SWEK contributions being matched by DAFWA on a dollar for dollar basis, with DAFWA to confirm its contribution in writing.
- 3) Requests the CEO to write to the Minister and requests that DAFWA immediately develop an eradication plan for future outbreaks, including appropriate financial commitment.

COUNCIL DECISION

Minute No. 11049

Moved: Cr G King

Seconded: Cr B Robinson

That Council revokes its decision Minute number 11021 of 8 July 2015 reproduced below;

That Council considers DAFWA to be the lead agency in any medfly eradication program and

- 1) Pursuant to section 6.8 of the Local Government Act, authorises expenditure of \$10,000 from the biosecurity reserve to be paid to DAFWA Kununurra Regional Office to initiate an eradication program immediately**
- 2) Authorise additional expenditure to a maximum of \$10,000 from the biosecurity reserve, subject to all SWEK contributions being matched by DAFWA on a dollar for dollar basis, with DAFWA to confirm its contribution in writing.**
- 3) Requests the CEO to write to the Minister and requests that DAFWA immediately develop an eradication plan for future outbreaks, including appropriate financial commitment.**

Carried unanimously 8/0

OFFICER RECOMMENDATION 2

That Council consider entering into a Memorandum of Understanding with DAFWA and industry on the following basis:

1. DAFWA continues to fund and maintain the current medfly surveillance program.
2. SWEK will fund medfly eradication programs from its biosecurity reserve, with a maximum exposure being those funds available in the reserve in excess of \$200,000 i.e. currently approximately \$67,000.
3. If an eradication program reduces the reserve balance to below \$200,000, industry will make good the difference to restore the reserve to a balance of \$200,000 (mechanism yet to be determined).
4. The biosecurity reserve be maintained with a balance for now of a minimum \$200,000, to serve as a form of insurance against future pest or disease incursions.
5. A reference group to be established with members from SWEK, DAFWA and industry. The role of the group would be to recommend expenditure from the reserve and to formulate policy in the event of future pest crises. SWEK Council approval would still be required before the reserve could be accessed for response to threats other than medfly.

COUNCIL DECISION

Minute No. 11050

Moved: Cr G King

Seconded: Cr D Learbuch

That Council consider entering into a Memorandum of Understanding with DAFWA and industry on the following basis:

1. **DAFWA continues to fund and maintain the current medfly surveillance program.**
2. **SWEK will fund medfly eradication programs from its biosecurity reserve, with a maximum exposure being those funds available in the reserve in excess of \$200,000 i.e. currently approximately \$67,000.**
3. **If an eradication program reduces the reserve balance to below \$200,000, industry will make good the difference to restore the reserve to a balance of \$200,000 (mechanism yet to be determined).**
4. **The biosecurity reserve be maintained with a balance for now of a minimum \$200,000, to serve as a form of insurance against future pest or disease incursions.**
5. **A reference group to be established with members from SWEK, DAFWA and industry. The role of the group would be to recommend expenditure from the reserve and to formulate policy in the event of future pest crises. SWEK Council approval would still be required before the reserve could be accessed for response to threats other than medfly.**

Carried unanimously 8/0



SHIRE OF WYNDHAM | EAST KIMBERLEY

AGENDA SPECIAL COUNCIL MEETING

8 July 2015

DISCLAIMER

Members of the Public are advised that recommendations to Council contained within this Agenda and decisions arising from the Council meeting can be subject to alteration.

Applicants and other interested parties should refrain from taking any action until such time as written advice is received confirming Council's decision with respect to any particular issue.

Signed on behalf of Council



CARL ASKEW
CHIEF EXECUTIVE OFFICER

NOTES:

- 1. Councillors wishing to make alternative motions to officer recommendations are requested to provide notice of such motions electronically to the minute taker prior to the Council Meeting.**
- 2. Councillors needing clarification on reports to Council are requested to seek this from relevant Officers prior to the Council meetings.**

CONTENTS

Item No	Description	Page No
1.	DECLARATIONS OF OPENING / ANNOUNCEMENT OF VISITORS.....	4
2.	RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE (PREVIOUSLY APPROVED).....	4
3.	DECLARATION OF INTEREST.....	4
4.	RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE	4
5.	PUBLIC QUESTION TIME.....	4
6.	APPLICATIONS FOR LEAVE OF ABSENCE	4
7.	PETITIONS.....	4
8.	CONFIRMATION OF MINUTES	4
9.	ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION	4
10.	MATTERS FOR WHICH THE MEETING MAY BE CLOSED.....	4
11.	DEPUTATIONS / PRESENTATIONS / SUBMISSIONS / NOTICES OF MOTIONS...	5
12.	REPORTS.....	5
12.1	CHIEF EXECUTIVE OFFICE.....	5
12.1.1	Mediterranean Fruit Fly Eradication Program.....	5
13.	MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN.....	10
14.	QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN	10
15.	URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION.....	10
16.	MATTERS BEHIND CLOSED DOORS.....	10
17.	CLOSURE	10

**SHIRE OF WYNDHAM EAST KIMBERLEY
AGENDA OF THE SPECIAL COUNCIL MEETING
KUNUNURRA COUNCIL CHAMBERS**

HELD ON TUESDAY, 8 JULY 2015 AT 5:00 PM

- 1. DECLARATIONS OF OPENING / ANNOUNCEMENT OF VISITORS**

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

- 3. DECLARATION OF INTEREST**
 - Financial Interest
 - Impartiality Interest
 - Proximity Interest

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

Public questions taken on notice at the 23 June Special Council Meeting will be responded to at the July Ordinary Council Meeting.

- 5. PUBLIC QUESTION TIME**

- 6. APPLICATIONS FOR LEAVE OF ABSENCE**

- 7. PETITIONS**

- 8. CONFIRMATION OF MINUTES**

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

- 10. MATTERS FOR WHICH THE MEETING MAY BE CLOSED**

11. DEPUTATIONS / PRESENTATIONS / SUBMISSIONS / NOTICES OF MOTIONS

12. REPORTS

12.1 CHIEF EXECUTIVE OFFICE

12.1.1 Mediterranean Fruit Fly Eradication Program

DATE:	8/07/2015
PROPONENT:	Shire of Wyndham East Kimberley
LOCATION:	Shire of Wyndham East Kimberley
AUTHOR:	Carl Askew, Chief Executive Officer
REPORTING OFFICER:	Carl Askew, Chief Executive Officer
FILE NO:	N/A
DECLARATION OF INTERESTS:	Nil

PURPOSE

For Council to consider releasing funds from the Shire's Biosecurity Reserve for a Mediterranean Fruit Fly (Medfly) eradication program.

BACKGROUND

Medfly has been established in Western Australia for over a century and is endemic in most horticultural regions of the State except the Ord River Irrigation Area (ORIA). Medfly is host to most commercial fruit, including avocado, banana (ripe), breadfruit, capsicum, chilli, citrus, coffee, fig, custard apple, grape, guava, lychee, loquat, passionfruit, persimmon, pome fruit, sapodilla, soursop and summer fruit.

Area freedom status for the ORIA has previously been restored after outbreaks in 1995, 1997, 2000 and 2003. The cost of the resultant eradication programs were \$200,000, \$10,000, \$50,000 and \$14,000 respectively. These outbreaks demonstrated the fragility of horticultural markets and how vulnerable the area is to the re-introduction of fruit flies. The ORIA currently has a National Medfly area freedom for host produce to other states and territories. It also has International Medfly Area freedom with New Zealand (NZ) under the Australia-New Zealand Bilateral Quarantine Arrangement.

At the Council meeting on the 15 March 2005, Council agreed to establish a Biosecurity fund to assist the region maintain a competitive advantage in relation to area freedom status of certain pests and diseases. This was done at the request of the Kununurra Crop Pest Committee to ensure market access particularly to products impacted by Mediterranean Fly and Silver Leaf White leaf Fly. The fund was introduced for the 2005/06 year, through Council's adopted budget, and raised funds via rates. \$50,000 in each of 2005/06 and 2006/07 was raised, giving a fund balance of \$100,000.

Councils Audit Committee considered whether this fund should be capped at its meeting on the 13 March 2007 and recommended to Council that the fund be continued and be capped at \$200,000, with it earning interest. Council considered the Audit Committee recommendation to cap this fund at \$200,000 at its Council meeting on the 17 April 2007,

and deferred the matter back to the May Briefing Session to enable further consideration with the Ord Guard Committee and Department of Agriculture and Food.

At the May 2007 Council meeting, the Council resolved to:

COUNCIL RESOLUTION

Minute No. 7730

Moved: Cr K Wright

Seconded: Cr D Ausburn

- 1. That rate contributions to the Biosecurity fund continue until such time as the Biosecurity Reserve attains \$200,000.**
- 2. That the attached policy titled Biosecurity Policy be presented to the June Council Briefing Session.**

Carried Unanimously: 8/0

In October 2014, a further report was presented to Council as urgent business. The purpose of this report was for Council to consider providing funding from its Biosecurity Reserve for the installation of signage at the Shire entry points from the Northern Territory advising of the risk to local farming from infection by the Cucumber Green Mottle Mosaic Virus.

At that meeting, Council resolved to:

COUNCIL RESOLUTION

Minute No. 10632

Moved: Cr S Cooke

Seconded: Cr K Wright

- 1. A maximum allocation of \$10,000 from its Bio Security Reserve for the purpose of manufacture and installation of signage and preparation of hand out material, regarding the Cucumber Green Mottle Mosaic Virus at the NT Quarantine Station,**
- 2. Creation of new General Ledger accounts to record the transactions; and**
- 3. Amending the adopted 2014/15 Budget to reflect this allocation as part of the mid-year budget review process.**

Carried Unanimously: 8/0

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.*

(1a) *In subsection (1) —*

- **additional purpose** *means a purpose for which no expenditure estimate is included in the local government's annual budget.*

(2) *Where expenditure has been incurred by a local government —*

- (a) *pursuant to subsection (1)(a), it is to be included in the annual budget for that financial year; and*
- (b) *pursuant to subsection (1)(c), it is to be reported to the next ordinary meeting of the council.*

POLICY IMPLICATIONS

Council currently has no policy related to this matter. A draft policy was presented to Council in May 2007 but was never adopted by Council.

FINANCIAL IMPLICATIONS

The Shire has a Biosecurity Reserve with a balance of \$267,957 (remaining funds as at 31 May 2015). The purpose of this reserve is to hold funds for “use in emergency situations that threaten the bio security of the East Kimberley”. This is the current purpose that was adopted by the Council through the budget process.

There is currently no state level agreement on cost sharing between government and industry. Cost estimates are currently being sought from appropriate pest control providers and is likely to be in the order of \$20,000 - \$30,000. These costs will depend on a number of factors, including the effectiveness of early detection and action.

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

COMMUNITY ENGAGEMENT

The Shire of Wyndham East Kimberley's CP/GOV-3100 Community Engagement Policy has been considered in relation to this item.

No community engagement is required

COMMENT

Since 3 June 2015 six male Medfly have been detected in the Department of Agriculture and Food WA's (DAFWA) surveillance traps in Kununurra. The Department of Agriculture and Food, WA reference entomologist in Perth has confirmed all flies as Medfly. DAFWA has deployed supplementary traps within 200m of each detection point. Some larval and host plant surveys have been undertaken within this area.

Quarantine road signs are in place before Warmun and Cockburn rest stop (intersection of the Great Northern Highway and the Victoria Highway), where bins to dispose of fruit and vegetables are available. There are also honesty bins at caravan parks in Kununurra.

Area Freedom can be re-instated after 12 weeks if no Medfly is caught in any of the traps.

DAFWA have requested funding from the Shire for an eradication program and have put in place quarantine and movement restrictions as required under a Medfly outbreak scenario.

ATTACHMENTS

Attachment 1 - DAFWA Media Statement, 3 July 2015

VOTING REQUIREMENT

Absolute Majority

OFFICER'S RECOMMENDATION

That Council:

- 1) Pursuant to section 6.8 of the Local Government Act, authorise the expenditure of up to \$20,000 for the purpose of an eradication program for Mediterranean Fruit Fly in partnership with the Department of Agriculture and Food WA, with the funds to come from its Biosecurity Reserve.**
- 2) Write to the Department of Agriculture and Food WA and request a "matching contribution" to the overall cost of the eradication program as per part 1.**



Media Statement

3 Baron-Hay Court, South Perth, Western Australia 6151
Telephone: (+61 8) 9368 3333 Fax: (+61 8) 9474 2018
agric.wa.gov.au

3 July 2015

Travellers north urged not to bring fruit

While travellers are flocking to the State's north for the Kimberley tourist season, they are urged to leave fresh fruit at home to prevent bringing the pest, Mediterranean fruit fly (Medfly), into the region.

The strong reminder follows the detection of six male Medfly caught in the Department of Agriculture and Food's surveillance traps in Kununurra over the past four weeks.

DAFWA Plant Biosecurity director John van Schagen said the Medfly were trapped in three separate caravan parks, highlighting the important role of tourists in protecting fruit industries in the Ord from the pest.

Mr van Schagen said the Ord River Irrigation Area (ORIA) in the East Kimberley was the only horticulture producing region in WA that was certified free of the destructive Medfly, enabling access to key interstate and overseas markets.

DAFWA has notified industry of these detections and will work with local industry groups to determine the most appropriate response.

Mr van Schagen said DAFWA would continue to monitor about 100 sites (approximately 240 traps) throughout the Ord Valley, and town of Kununurra for the fruit pest.

DAFWA has also placed supplementary traps within a 200 metre radius of each detection. The extra traps are inspected twice a week to check whether there is evidence of a breeding population.

Mr van Schagen said it was vitally important that travellers played their part in safeguarding the region by disposing of fruit and vegetables before travelling north.

"To protect the horticulture industry, citrus and stone fruit should not be brought into the ORIA," he said.

"In WA, Medfly will attack all citrus except some lemons, and thin-skinned stone fruit (apricots, nectarines, peaches), mangoes, persimmon, apples, pears and mandarins are particularly susceptible.

"Quarantine road signs are in place before Warmun and the Cockburn rest stop (intersection of the Great Northern Highway and the Victoria Highway), where bins to dispose of fruit and vegetables are available. There are also honesty bins at caravan parks in Kununurra."

Photo caption: *Travellers flocking to the State's north for the Kimberley tourist season, they are urged to leave fresh fruit at home to prevent bringing the pest, Mediterranean fruit fly (Medfly), into the region.*

Media contacts:

Jodie Thomson/Lisa Bertram, media liaison
John van Schagen, plant biosecurity director

+61 8 9368 3937
+61 8 9368 3937

- 13. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**
- 14. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN**
- 15. URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION**
- 16. MATTERS BEHIND CLOSED DOORS**
- 17. CLOSURE**

BIOSECURITY ARRANGEMENTS, ORIA

24 July 2015

SWEK established a biosecurity reserve in 2005 to help facilitate the development of Ordguard, an initiative proposed to establish responsibilities and funding arrangements in the event of significant pest threats to the ORIA. At that time it was considered that an equal cost-sharing arrangement with DAFWA was the best way to fund future pest eradication programs.

The reserve was funded through rates and capped at \$200,000. It has not been accessed apart from a small withdrawal to fund biosecurity signs in Kununurra in 2014. It is considered most unlikely that Council would commit further funds to this reserve in the current economic climate.

The reserve balance currently stands at around \$267,000 through the accumulation of interest.

SWEK Council approved the release of \$10,000 from the reserve on 8 July 2015, to enable an immediate start to be made on eradication of the current medfly outbreak, with the offer of a further \$10,000, conditional on reaching an equal cost-sharing arrangement with DAFWA.

DAFWA has indicated that it has no funds to contribute towards the current medfly eradication program.

SWEK Council *may* consider entering into a memorandum of understanding with DAFWA and industry on the following basis:

- DAFWA continues to fund and maintain the current medfly surveillance program.
- SWEK will fund medfly eradication programs from its biosecurity reserve, with a maximum exposure being those funds available in the reserve in excess of \$200,000 ie currently approximately \$67,000.
- If an eradication program reduces the reserve balance to below \$200,000, industry will make good the difference to restore the reserve to a balance of \$200,000 (mechanism yet to be determined).
- The biosecurity reserve will be maintained with a balance for now of a minimum \$200,000, to serve as a form of insurance against future pest or disease incursions.
- A reference group to be established with members from SWEK, DAFWA and industry. The role of the group would be to recommend expenditure from the reserve and to formulate policy in the event of future pest crises. SWEK Council approval would still be required before the reserve could be accessed for response to threats other than medfly.

COUNCIL DECISION

Minute No. 11051

Moved: Cr B Robinson

Seconded: Cr S Cooke

That Council moves behind closed doors to consider:

- 17.1 Confidential Legal Claim**
- 17.2 Rates Assessment A1160 – Request to Write-off Penalty Interest and Request for a Rates Concession for 2015/16**
- 17.3 Tourism House**
- 17.4 Management and Operation of Kununurra Youth Centre**
- 17.5 RFQ 1 15/16 Kalumburu Road Reconstruction, Re-Sheeting, Flood-Ways and Culvert Program**
- 17.6 Disposal of Abandoned Vehicles and Surplus Plant**

Carried unanimously 8/0

5:55pm - Council moves behind closed doors

5:56pm - Cr G King leaves the council chambers

5:57pm - Cr G King enters the council chambers

17. MATTERS BEHIND CLOSED DOORS

17.1 CONFIDENTIAL LEGAL CLAIM

DATE:	28/07/2015
PROPONENT:	Shire of Wyndham East Kimberley
LOCATION:	Shire of Wyndham East Kimberley
AUTHOR:	David Klye
REPORTING OFFICER:	David Klye
FILE NO:	LS.01.6
DECLARATION OF INTERESTS:	Nil

The item will be discussed Behind Closed Doors in accordance with Section 5.23 of the *Local Government Act 1995* as the item deals with any of the following:

- (a) a matter affecting an employee or employees; and
- (b) the personal affairs of any person; and
- (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; and
- (d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting; and
- (e) a matter that if disclosed, would reveal —
 - (i) a trade secret; or
 - (ii) information that has a commercial value to a person; or
 - (iii) information about the business, professional, commercial or financial affairs of a person.

PURPOSE

To update Council in relation to the status of a General Procedure Legal Claim in relation to T16. 2014.

VOTING REQUIREMENT

Simple Majority

COUNCIL DECISION

Minute No. 11052

Moved: Cr B Robinson
Seconded: Cr D Learbuch

That Council notes progress of the matter.

Carried unanimously 8/0

Cr G Taylor declares an impartiality interest with item 17.2 – Member

Cr R Dessert declares an impartiality interest with item 17.2 – Member

17.2 Rates Assessment A1160 - Request To Write Off Penalty Interest and Request for a Rates Concession For 2015/16

DATE:	28 July 2015
PROPONENT:	Shire of Wyndham East Kimberley
LOCATION:	Shire of Wyndham East Kimberley
AUTHOR:	Veronica Gulland, Senior Rates Officer
REPORTING OFFICER:	Natalie Octoman, Director Corporate Services
FILE NO:	FM.11.1
ASSESSMENT NO:	A1160
DECLARATION OF INTERESTS:	NIL

The item will be discussed Behind Closed Doors in accordance with Section 5.23 of the *Local Government Act 1995* as the item deals with any of the following:

- (a) a matter affecting an employee or employees; and
- (b) the personal affairs of any person; and
- (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; and
- (d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting; and
- (e) a matter that if disclosed, would reveal —
 - (i) a trade secret; or
 - (ii) information that has a commercial value to a person; or
 - (iii) information about the business, professional, commercial or financial affairs of a person.

PURPOSE

For the Council to consider a request to write off penalty interest and to provide a rates concession for the 2015/16 financial year for Assessment A1160.

VOTING REQUIREMENT

Simple Majority

COUNCIL DECISION

Minute No. 11053

Moved: Cr G Taylor

Seconded: Cr B Robinson

That the Council:

- 1. Refuses the request for a write off of penalty interest of \$1,229.79 for Rates Assessment A1160.**
- 2. Requests the CEO, or their delegate to offer a special payment arrangement to rates debtor A1160 on the condition that:**
 - (a) The period does not extend beyond 1 April 2016;**
 - (b) The special payment arrangement is negotiated and signed by the rates debtor A1160 prior to 31 August 2015.**
- 3. If the special payment arrangement is not adhered to, that the Council authorises officers to proceed through to Rates and Charges Debt Collection Policy procedures.**
- 4. Refuses the request for a rates concession for the 2015/16 financial year as Council Policy CP FIN 3209 Rates Concession Policy (Rateable Land) does not allow a rates concession to be provided if there is an outstanding rate debt on the property.**
- 5. Encourages the rates debtor to ensure the special payment arrangement is adhered to in order for a rates concession application to be considered for the 2016/17 financial year.**

Carried unanimously 8/0

17.3 Tourism House

DATE:	28/07/2015
PROPONENT:	Australia's Northwest
LOCATION:	Shire of Wyndham East Kimberley
AUTHOR:	Carl Askew, Chief Executive Officer
REPORTING OFFICER:	Carl Askew, Chief Executive Officer
FILE NO:	N/A
DECLARATION OF INTERESTS:	Nil

The item will be discussed Behind Closed Doors in accordance with Section 5.23 of the *Local Government Act 1995* as the item deals with any of the following:

- (a) a matter affecting an employee or employees; and
- (b) the personal affairs of any person; and
- (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; and
- (d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting; and
- (e) a matter that if disclosed, would reveal —
 - (i) a trade secret; or
 - (ii) information that has a commercial value to a person; or
 - (iii) information about the business, professional, commercial or financial affairs of a person.

PURPOSE

For Council to consider a request from Australia's Northwest (ANW) to sub-lease suite 3, 1 Agate Lane Kununurra (East Kimberley Tourism House)

VOTING REQUIREMENT

Simple Majority

COUNCIL DECISION

Minute No. 11054

Moved: Cr B Robinson

Seconded: Cr G King

That Council:

- 1) Not approve the request from ANW to allow a sub-lease of Suite 3, 1 Agate Lane Kununurra to a prospective tenant as outlined by ANW, on the basis that both the current purpose of the Reserve and Head Lease conditions do not allow for the proposed use.**
- 2) Request the CEO to notify ANW of Council's decision.**

Carried unanimously 7/1

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

Against: Cr D Spackman

17.4 Management and Operation of Kununurra Youth Centre

DATE:	28/07/2015
PROPONENT:	Shire of Wyndham East Kimberley
LOCATION:	Kununurra Youth Centre, Ron Hodnett Drive.
AUTHOR:	Wayne Richards, Manager Community Services
REPORTING OFFICER:	Louise Gee, Director Community Development
FILE NO:	CM.16.156
ASSESSMENT NO:	A7621
DECLARATION OF INTERESTS:	Nil

The item will be discussed Behind Closed Doors in accordance with Section 5.23 of the *Local Government Act 1995* as the item deals with any of the following:

- (a) a matter affecting an employee or employees; and
- (b) the personal affairs of any person; and
- (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; and
- (d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting; and
- (e) a matter that if disclosed, would reveal —
 - (i) a trade secret; or
 - (ii) information that has a commercial value to a person; or
 - (iii) information about the business, professional, commercial or financial affairs of a person.

PURPOSE

For Council to endorse the Assessment panel recommendation from the Request for Proposal process for the Management and Operation of the Kununurra Youth Centre.

VOTING REQUIREMENT

Simple Majority

COUNCIL DECISION

Minute No. 11055

Moved: Cr G Taylor

Seconded: Cr S Cooke

That Council:

1. Request the Chief Executive Officer to write to the Department for Child Protection and Family Support to seek approval to offer a lease for the Management and Operation of the Kununurra Youth Centre, based on the proposal received.

2. If authorisation is received from the Department for Child Protection and Family Support, request the Chief Executive Officer to enter into negotiations for a 3 year lease with 3 year option, for the Management and Operation of the Kununurra Youth Centre, Ron Hodnett Drive, Kununurra to Save the Children with terms based on the proposal received 11 June 2015 including:

- **A term of 3 years, with an option of a 3 year extension.**
- **Annual Lease fee of \$18,250.00 inclusive of GST, indexed for CPI annually.**
- **Shire to maintain responsibility for fixtures and fittings.**
- **Lessee to provide general maintenance including cleaning and gardening.**
- **The primary use of the facility will be the provision of services for Young people at risk.**
- **The facility will continue to be available to the community for hire.**

Carried 7/1

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

17.5 RFQ 1 15/16 KALUMBURU ROAD RECONSTRUCTION, RE-SHEETING, FLOOD-WAYS AND CULVERT PROGRAM

DATE:	28/07/2015
PROPONENT:	Shire of Wyndham East Kimberley
LOCATION:	Shire of Wyndham East Kimberley
AUTHOR:	Peter Kerp, Manager Engineering Services
REPORTING OFFICER:	David Klye, Director Infrastructure
FILE NO:	CM.16.158
ASSESSMENT NO:	N/a
DECLARATION OF INTERESTS:	David Klye – impartiality conflict

The item will be discussed Behind Closed Doors in accordance with Section 5.23 of the *Local Government Act 1995* as the item deals with any of the following:

- (a) a matter affecting an employee or employees; and
- (b) the personal affairs of any person; and
- (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; and
- (d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting; and
- (e) a matter that if disclosed, would reveal —
 - (i) a trade secret; or
 - (ii) information that has a commercial value to a person; or
 - (iii) information about the business, professional, commercial or financial affairs of a person.

PURPOSE

To inform Council of the details of Quotations received for RFQ 1 15/16 - Kalumburu Road Reconstruction, Re-sheeting, Floodways and Culvert Program and to document the results of the quotation assessment and decision of the Chief Executive Officer of the award of Contract. This RFQ includes maintenance grades to the Mt Elisabeth and Ellenbrae Station Roads.

VOTING REQUIREMENT

Absolute Majority

Motion – Cr D Spackman

That Council suspends Standing Order 7.5 Limitation on Number of Speeches to consider item 17.5 RFQ 1 15/16 Kalumburu Road Reconstruction, Re-Sheeting, Flood-Ways and Culvert Program

COUNCIL DECISION

Minute No. 11056

Moved: Cr D Spackman

Seconded: Cr S Cooke

That Council suspends Standing Order 7.5 Limitation on Number of Speeches to discuss item 17.5 RFQ 1 15/16 Kalumburu Road Reconstruction, Re-Sheeting, Flood-Ways and Culvert Program

Carried 6/2

**For: Cr D Spackman, Cr S Cooke, Cr B Robinson, Cr G King, Cr R Dessert,
Cr J Moulden**

Against: Cr D Learbuch, Cr G Taylor

6:16pm – Council suspends Standing Order 7.5 Limitation on Number of Speeches.

COUNCIL DECISION

Minute No. 11057

Moved: Cr B Robinson

Seconded: Cr D Learbuch

That Council resumes Standing Orders 7.5 Limitation on Number of Speeches to consider item 17.5 RFQ 1 15/16 Kalumburu Road Reconstruction, Re-Sheeting, Flood-Ways and Culvert Program

Carried unanimously 8/0

6:25pm – Council resumes Standing Order 7.5 Limitation on Number of Speeches.

COUNCIL DECISION

Minute No. 11058

Moved: Cr B Robinson

Seconded: Cr S Cooke

That the Council:-

- 1. Pursuant to section 6.8 of the *Local Government Act 1995*, authorise in advance, the budget allocation of \$1,178,468 to be allocated for the Kalumburu Road Reconstruction, Re-Sheeting, Floodways and Culvert program for 2015/16, along with the funding allocation of \$1,266,715 (being the allocation remaining to be claimed);**
- 2. Notes the Chief Executive Officer's intention to accept the submission from Plant Hire Services for RFQ1 15/16 Kalumburu Road Reconstruction, Re-Sheeting, Cement Stabilised Floodways and Culvert program in accordance with Section 3.3 Schedule of Rates as submitted with the proposed scope of works to be adjusted to accommodate the remaining funding allocation.**

Carried unanimously 8/0

17.6 DISPOSAL OF ABANDONED VEHICLES AND SURPLUS PLANT

DATE:	28/07/2015
PROPONENT:	Shire of Wyndham East Kimberley
LOCATION:	Shire of Wyndham East Kimberley
AUTHOR:	Paul Wilson, Senior Ranger and Emergency Services Coordinator
REPORTING OFFICER:	David Klye, Director Infrastructure
FILE NOS:	CM.16.140 CM.16.142 CM.16.144 CM.16.145 CM.16.146 CM.16.147 CM.16.148 CM.16.149 CM.16.150
DECLARATION OF INTERESTS:	Nil

The item will be discussed Behind Closed Doors in accordance with Section 5.23 of the *Local Government Act 1995* as the item deals with any of the following:

- (a) a matter affecting an employee or employees; and
- (b) the personal affairs of any person; and
- (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; and
- (d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting; and
- (e) a matter that if disclosed, would reveal —
 - (i) a trade secret; or
 - (ii) information that has a commercial value to a person; or
 - (iii) information about the business, professional, commercial or financial affairs of a person,

PURPOSE

For Council to consider tender submissions for the purchase and removal of surplus plant and equipment and abandoned vehicles.

VOTING REQUIREMENT

Simple Majority

6:37pm – meeting adjourned by Shire President in accordance with Standing Orders 12.8.

6:43pm – meeting resumed

Motion – Cr G King

That Council;

a). Accept the following submitted Tenders;

1. T18 - 14-15, Trailer with corrugated iron submitted by Chris Latsarnos for \$310.00 ex GST.
2. T20 –14-15, Purple Holden Station Wagon submitted by Mr George Lewis \$52.75 ex GST.
3. T22 – 14-15, 2002 Howard 6' EHD Slasher submitted by Mr Andy Lovell for \$2,135.00 ex GST.
4. T23 – 14-15, 2006 Kubota M6800 Tractor submitted by Mr Duncan Palmer \$16,500.00 ex GST.
5. T24 – 14-15, 2011 Silvan 6' Slasher submitted by Mr Andy Lovell for \$3,063.00 ex GST.
6. T26 – 14-15, Trailer mounted 1000lt fuel tank submitted by Martinjinni Pty Ltd for \$1,000.00 ex GST
7. T27 – 14-15, 3 – 6 Tilt Plant Trailer submitted by W.A. Machinery Brokers for \$1,100.00 ex GST.
8. T28 – 14-15, White Toyota Hilux Ute Tray Back submitted by Phillip Sproull for \$12,200 ex GST

b). Authorise the disposal for recycling of the following vehicles as no tenders were received for the following vehicles;

T12 – 14-15, Purple Holden Sedan, T13 – 14-15, White Hyundai Sedan, T14 – 14-15, Red Mitsubishi 4 x 4 , T15 – 14-15, Daihatsu Sedan, T16 – 14-15, Subaru Station Wagon, T17 – 14-15, Ford Sedan and T21 – 14-15, Silver Holden Sedan.

c). Reject all tenders for T25 – 14-15, 2010 Tank Vac on trailer

COUNCIL DECISION

Minute No. 11059

Moved: Cr G King

Seconded: Cr S Cooke

That Council;

a) Accept the following submitted Tenders;

1. T18 - 14-15, Trailer with corrugated iron submitted by Chris Latsarnos for \$310.00 ex GST.
2. T20 –14-15, Purple Holden Station Wagon submitted by Mr George Lewis \$52.75 ex GST.
3. T22 – 14-15, 2002 Howard 6' EHD Slasher submitted by Mr Andy Lovell for \$2,135.00 ex GST.
4. T23 – 14-15, 2006 Kubota M6800 Tractor submitted by Mr Duncan Palmer \$16,500.00 ex GST.
5. T24 – 14-15, 2011 Silvan 6' Slasher submitted by Mr Andy Lovell for \$3,063.00 ex GST.
6. T26 – 14-15, Trailer mounted 1000lt fuel tank submitted by Martinjinni Pty Ltd for \$1,000.00 ex GST.
7. T27 – 14-15, 3 – 6 Tilt Plant Trailer submitted by W.A. Machinery Brokers for \$1,100.00 ex GST.
8. T28 – 14-15, White Toyota Hilux Ute Tray Back submitted by Phillip Sproull for \$12,200 ex GST.

b) Authorise the disposal for recycling of the following vehicles as no tenders were received for the following vehicles;

T12 – 14-15, Purple Holden Sedan, T13 – 14-15, White Hyundai Sedan, T14 – 14-15, Red Mitsubishi 4 x 4 , T15 – 14-15, Daihatsu Sedan, T16 – 14-15, Subaru Station Wagon, T17 – 14-15, Ford Sedan and T21 – 14-15, Silver Holden Sedan.

c) Reject all tenders for T25 – 14-15, 2010 Tank Vac on trailer

Carried 7/1

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

REASON: Council determined that the offer provided for T28 14/15 Toyota Hilux Tray Back Ute was a fair value considering the age, condition and kilometres and previous offers made for the vehicle. Council however did not consider that the offer made for T25 14/15 Tank Vac on Trailer was fair and reasonable considering the market value for the dual axle heavy duty trailer would be considerably more than the amount offered.

COUNCIL DECISION

Minute No. 11060

Moved: Cr S Cooke

Seconded: Cr B Robinson

That Council moves out from behind closed doors

Carried unanimously 8/0

18. CLOSURE

The Shire President declares the meeting closed at 6:57pm.