

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**

27 January 2016

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**SHIRE OF WYNDHAM EAST KIMBERLEY
ORDINARY COUNCIL MEETING MINUTES
KUNUNURRA COUNCIL CHAMBERS
HELD ON 27 JANUARY 2016 AT 5:00PM**

01. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Shire President declared the meeting open at 5pm.

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

ATTENDANCE

Cr J Parker	Shire President
Cr K Wright	Councillor
Cr B Robinson	Councillor
Cr D Spackman	Councillor
Cr S Rushby	Councillor
Cr A Petherick	Councillor
Cr E Bolto	Councillor
C Askew	Chief Executive Officer
N Octoman	Director Corporate Services
D Klye	Director Infrastructure
L Gee	Director Community Development
M Le Riche	Acting Executive Assistant (Minute Taker)

GALLERY

Lisa Hannagan	SWEK Staff
Wayne Richards	SWEK Staff
Mark Northover	Resident
Dennis Peart	Resident
Cally Dupe	Kimberley Echo
Brian Garrett	SWEK Staff

APOLOGIES

Nil

LEAVE OF ABSENCE PREVIOUSLY APPROVED

Cr N Perry	Councillor
Cr S Cooke	Councillor

03. DECLARATION OF INTEREST

- Financial Interest

Councillor/ Officer	Item	Title	Description of interest
Cr B Robinson	13.1.1	Request to Waive Penalty Interest on Rates Assessment A1084	Friend of property owner and have a financial relationship
N Octoman	13.04.2	Acting Chief Executive Officer	I would gain financially from this outcome

- Impartiality Interest

Nil

- Proximity Interest

Nil

04. REPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

05. PUBLIC QUESTION TIME

Public Question Time commences at 5:04pm

Question from Mark Northover, Kununurra

(note: Questions were provided in advance by Mr Northover in or to assist in the preparation of responses)

Question 1 - Could you please tell the electors how much to date has been spent on the general procedure case and also on the minor case claim since the onset or start of the cases?

C Askew, Chief Executive Officer provides the following response:

Both cases have been brought against the Shire, who is the defendant in each case. Costs incurred up to 21 January 2016 for the general procedure case are \$20,401 and \$6,649 for the minor case claim. Both of these amounts are GST exclusive and do not include any associated staff time expended on the matters.

Question 2 - I estimate that we have a ratio of 1/87 (abs 2011) staff to population at the coal face, yet other compliant and efficient neighbouring shires are observed to be operating a estimated ratio of 1/116. (25% lower staffing level). Significant rate payer funds are being consumed in the efficiency of staffing arena and I would ask the CEO if he has considered the possible cost savings to the rate payer with the approaching budget?

C Askew, Chief Executive Officer provides the following response:

I am concerned about the inference that the Shire is over-staffed or inefficient and a comparative ratio involving staff to population is not an indicator of local government's establishment.

It is not appropriate that the Shire comment on the operations of other Shire's, particularly as they may differ in both size and service delivery from those undertaken in the Shire of Wyndham East Kimberley, therefore proving incomparable.

Any potential savings in operations will be considered by Council during budget deliberations as has been the case during previous budget deliberations.

Question 3 - Why is SWEK's expenditure for an average individual FTE staff wage, approximately 25 % and upwards, than that of the neighbouring councils?

C Askew, Chief Executive Officer provides the following response:

I refer to the previous response in relation to the appropriateness and value of comparing staff numbers between shires. I cannot comment on the intention of Mr Northover's statement and the question does not provide sufficient detail in relation to how this percentage has been established. However the Shire, does not believe that individual FTEs with the same skills, knowledge and experience are being paid 25%+ more than those in neighbouring Shires.

Question 4 - With significant declining State and Federal grant funds for infrastructure, how have you contained or managed the outgoing costs for this infrastructure directorate managerial position, with particular emphasis on productivity performance?

C Askew, Chief Executive Officer provides the following response:

In 2014/15 one position was removed from the infrastructure directorate. It should be noted that the infrastructure directorate is responsible for over \$211 million worth of infrastructure assets (figure taken from 2014/15 Statement of Financial Position) for the Shire. These assets need to be maintained, renewed and potentially upgraded at some point in time whereby the costs of doing so are not always tied to grant funding.

Question 5 - As the majority of our rates is expended on the Infrastructure portfolio, could we have the FTE costings attributed to infrastructure management directorate team for 2013/14 to 2014/15 and the estimate for 2015/16.

C Askew, Chief Executive Officer provides the following response:

Outside of the information contained in Council's Budget and Annual Report, it is inappropriate for the Shire to disclose salary costings associated with individual Directorates, teams or staff.

Question from Dennis Peart, Bell Springs Community

Can you please give me the percentage of the Annual Wages cost to SWEK which is spent on Administration Staff versus the outdoor work crew who complete service activities, (such as maintenance and mowing). Can I have this for Wyndham and Kununurra and in a Dollar figure please.

Cr Jane Parker, Shire President provides the following response:

Thank you for your question which we have received in writing. We are not in a position to give you a specific answer now, but if we could take the question on notice and a response will be provided in writing within 14 days.

06. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

07. PETITIONS

Nil

08. CONFIRMATION OF MINUTES

RECOMMENDATION

That Council confirms the Minutes of the Ordinary Council Meeting held on 15 December 2015.

COUNCIL DECISION

Minute No. 11222

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

That Council confirms the Minutes of the Ordinary Council Meeting held on 15 December 2015.

Carried Unanimously 7/0

Note: The Minutes of the Ordinary Council Meeting held on 15 December 2015 are provided under separate cover via www.swek.wa.gov.au

09. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

The Shire President drew to the attention of Council and Gallery that Cr Elsa Archer (Shire President of the Shire of Derby West Kimberley) had been awarded an Order of Australia medal.

Cr K Wright moved the motion that Council write to Cr Archer and congratulate her on this prestigious award.

COUNCIL DECISION

Minute No. 11223

**Moved: Cr K Wright
Seconded: Cr A Petherick**

That Council write to Cr Archer and congratulate her on this prestigious award.

Carried Unanimously 7/0

10. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

Nil

11. DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

Nil

12. MINUTES OF COUNCIL COMMITTEE MEETINGS

Nil

13. REPORTS

13.01. CORPORATE SERVICES

Cr B Robinson declares a financial interest in the item as he is a friend of the property owner and has a financial relationship and leaves the Chambers at 5:10pm

13.01.1. Request to Waive Penalty Interest on Rates Assessment A1084

DATE:	27 January 2016
AUTHOR:	Veronica Gulland, Senior Rates Officer
RESPONSIBLE OFFICER:	Natalie Octoman, Director Corporate Services
ASSESSMENT NO:	A1084
FILE NO:	FM.11.1
DISCLOSURE OF INTERESTS:	NIL

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That the Council refuse the request for a waiver of penalty interest of \$50.03 for Rates Assessment A1084.

ALTERNATIVE MOTION

Cr K Wright moves an alternative motion that Council:

Waive the penalty interest of \$50.03 for Rates Assessment A1084

COUNCIL DECISION

Minute No. 11224

**Moved: Cr K Wright
Seconded: Cr E Bolto**

That Council:

Waive the penalty interest of \$50.03 for Rates Assessment A1084

Carried Unanimously 6/0

REASON FOR VARYING THE OFFICER'S RECOMMENDATION

The Officer's Recommendation was amended on the basis that penalty interest was incurred due to a mistake by the rate payer in regards to recording of information which has now been rectified.

PURPOSE

To consider a waiver of penalty interest as requested by the ratepayer.

NATURE OF COUNCIL'S ROLE IN THE MATTER

Leader - plan and provide direction through policy and practices.

BACKGROUND/ PREVIOUS CONSIDERATIONS BY COUNCIL/ COMMITTEE

The ratepayer owns two properties being assessment numbers A1570 and A1084. Rates were electronically paid in full on A1570 of \$5160.19 on 22 September 2015. The owner then also paid \$7,767.69 on the same day on the same property when it should have been on A1084, therefore resulting in an overpayment on A1570 by \$7,767.69.

By way of a report generated which highlights all assessment numbers that have been overpaid, a courtesy call was made by the Shire to advise the ratepayer who owns assessment A1570 that it was holding a large credit, and that the Shire required their written authorisation to transfer the funds accordingly.

On the 16 November 2015, an email was received from the ratepayer which authorised the transfer of monies from A1570 to A1084, which was actioned accordingly. Once the funds were transferred to A1084, an amount of \$50.03 remained outstanding due to penalty interest accruing as it was not deemed to be paid until this transfer had occurred.

The ratepayer was advised of the debt left on A1084 and has now approached the Shire requesting some leniency with regards to the penalty interest and to waive the interest charged on the account.

STATUTORY IMPLICATIONS

In accordance with the Local Government Act 1995:-

6.12 Power to defer, grant discounts, waive or write off debts

- (1) *Subject to subsection (2) and any other written law, a local government may –*
 - (a) *when adopting the annual budget, grant* a discount or other incentive for the early payment of any amount of money; or*
 - (b) *wave or grant concessions in relation to any amount of money; or*
 - (c) *write off any amount of money.*

which is owed to the local government.

**absolute majority required*

In accordance with the Local Government Act 1995:-

- (2) *Subsection (1)(a) and (b) do not apply to an amount of money owing in respect of rates and service charges.*
- (3) *The grant of a concession under subsection (1)(b) may be subject to any conditions determined by the local government.*
- (4) *Regulations may prescribe circumstances in which a local government is not to exercise a power under subsection (1) or regulate the exercise of that power.*

6.51. Accrual of interest on overdue rates or service charges

- (1) *A local government may at the time of imposing a rate or service charge resolve* to impose interest (at the rate set in its annual budget) on —*
 - (a) *a rate or service charge (or any instalment of a rate or service charge);*
and
 - (b) *any costs of proceedings to recover any such charge, that remains unpaid after becoming due and payable.*

** Absolute majority required.*

- (2) *The rate of interest that may be set by the local government under this section is not to exceed the rate for the time being prescribed as the maximum rate of interest that may be set for the purposes of this section.*

(3) *Accrued interest is, for the purpose of its recovery, taken to be a rate or service charge, as the case requires, that is due and payable.*

(4) *If a person is entitled under the Rates and Charges (Rebates and Deferments) Act 1992 or under this Act (if the local government in a particular case so resolves) to a rebate or deferment in respect of a rate or service charge —*

(a) no interest is to accrue in respect of that rate or service charge payable by that person; and

(b) no additional charge is to be imposed under section 6.45(3) on that person.

(5) *Regulations may provide for the method of calculation of interest.*

POLICY IMPLICATIONS

CP/FIN-3212 - Rates and Charges Debt Collection Policy is relevant along with Council Delegation 11 being "Waive, Grant Concessions or Write Off Debts".

FINANCIAL IMPLICATIONS

The cost to the Shire of waiving the penalty interest charges as requested by the ratepayer of Assessment A1084 would be \$50.03.

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 services

Strategy 1.4.3 : Maintain Council's long term financial viability

RISK IMPLICATIONS

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

Operational Risk: Non-collection of rates and debts resulting in financial and/or reputation loss.

COMMUNITY ENGAGEMENT

No community engagement is required with the exception of discussions that have been had with the particular ratepayer.

COMMENTS

The current Council delegation relating to this matter is quite clear in that the CEO only has power to exercise the delegation in “exceptional circumstances”. Officers did not deem this to be an exceptional circumstance on the basis that part 4 of the Council Policy is directly related to situations of this kind and outlines the following:

“It is the responsibility of the ratepayer to ensure that rates and charges payments made electronically use the correct reference number. If the incorrect reference number is used, and the Shire is not advised by the ratepayer that this error has occurred, then the ratepayer will be responsible for the payment of any debt collection charges that may have been incurred in the meantime.”

Interest charges would be relevant when recovering costs in debt collection matter; hence while this is a very small dollar amount, if a waiver of the penalty interest is approved this would contravene the current Policy and set a precedent for other ratepayers to request a waiver in a similar situation.

In accordance with the Council Policy, It is therefore recommended that the request to waive the penalty interest be refused.

ATTACHMENTS

Attachment 1 - Confidential - Email request to waive interest from the ratepayer.

Cr B Robinson returned to the room at 5:13pm

13.01.2. List of Accounts Paid from Municipal Fund and Trust Fund

DATE:	27 January 2016
AUTHOR:	Felicity Heading, Coordinator Financial Operations
RESPONSIBLE OFFICER:	Natalie Octoman, Director Corporate Services
FILE NO:	FM.09.5
DISCLOSURE OF INTERESTS:	Nil

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council receives the listing of accounts paid from the Municipal and Trust funds, being:	
Municipal EFT 125031 – 125482 (04 December – 23 December 15)	\$ 1,047,932.88
Municipal cheques 51188 - 51216 (04 December – 23 December 15)	\$ 133,103.14
Trust cheques 835 - 851 (03 December – 22 December 15)	\$ 10,084.22
Trust EFT 501070 – 501088 (27 November – 24 December 15)	\$ 9,548.60
Payroll (09 December – 23 December 15)	\$ 432,129.29
Direct bank debits (01 December – 31 December 15)	\$ 91,755.05
TOTAL	\$ 1,724,553.18

COUNCIL DECISION

Minute No. 11225

Moved: Cr B Robinson
Seconded: Cr S Rushby

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

Municipal EFT 125031 – 125482 (04 December – 23 December 15)	\$ 1,047,932.88
Municipal cheques 51188 - 51216 (04 December – 23 December 15)	\$ 133,103.14
Trust cheques 835 - 851 (03 December – 22 December 15)	\$ 10,084.22
Trust EFT 501070 – 501088 (27 November – 24 December 15)	\$ 9,548.60
Payroll (09 December – 23 December 15)	\$ 432,129.29
Direct bank debits (01 December – 31 December 15)	\$ 91,755.05
TOTAL	\$ 1,724,553.18

Carried Unanimously 7/0

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*.

NATURE OF COUNCIL'S ROLE IN THE MATTER

Regulator - enforce state legislation and local laws

BACKGROUND/ PREVIOUS CONSIDERATIONS BY COUNCIL/ COMMITTEE

In accordance with Council's Delegations Register 2015/16 which was adopted by the Council on the 22 September 2015, 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 5, 11, 12, 12(1)(a) and 13.

POLICY IMPLICATIONS

Sub-delegation 12 “Payments from the Municipal Fund and Trust Fund” applies subject to compliance with Council Policy CP/FIN-3204 Purchasing.

FINANCIAL IMPLICATIONS

Ongoing management of the Shire’s 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 1.4.1 : Ensure legislative compliance and follow best practice principles in planning and service delivery

Strategy 1.4.3: Maintain Council's long term financial viability

RISK IMPLICATIONS

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

Operational Risk: Non-compliance with the DLG advisory standard and regulations.

COMMUNITY ENGAGEMENT

No community engagement is required.

COMMENTS

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.

ATTACHMENT 1**LIST OF ACCOUNTS SUBMITTED TO COUNCIL 27 JANUARY 2016**

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT125231	04/12/2015	ASK WASTE MANAGEMENT	TO6 14/15 - ANNUAL COMPLIANCE & REPORTING - DEPT. OF ENVIR. REG.	313.50
EFT125232	04/12/2015	ALLGEAR MOTORCYCLES	BATTERY FOR MOSQUITO FOGGER	130.00
EFT125233		CANCELLED	CANCELLED	-
EFT125234	04/12/2015	BOC GASES AUSTRALIAN LIMITED	GAS BOTTLE RENTAL - KUNUNURRA DEPOT	242.99
EFT125235	04/12/2015	BLACKWOODS ATKINS PTY LTD	PARTS - P137, REFLECTIVE TAPE - IVANHOE RD MAINTENANCE	218.24
EFT125236	04/12/2015	BOAB REFRIGERATION & AIRCON	PARTS AND REPAIRS - AIRCONDITIONERS - EAST KIMBERLEY REGIONAL AIRPORT	1,128.33
EFT125237	04/12/2015	BUSHCAMP SURPLUS STORE	PROTECTIVE CLOTHING - OUTDOOR WORKFORCE	17.95
EFT125238	04/12/2015	C & S JOLLY ELECTRICS PTY LTD	REPLACE FAN MOTOR FOR TOILET EXHAUST FAN AT EKRA TERMINAL	1,958.00
EFT125239	04/12/2015	CABCHARGE	CABCHARGES - STAFF MEMBERS - ATTEND TRAINING - OCT 15	427.32
EFT125240	04/12/2015	CANNON HYGIENE AUSTRALIA PTY LTD	SANITARY BIN LINERS AND REFILLS FOR WYNDAM OFFICE AND REC CENTRE	215.49
EFT125241	04/12/2015	CAPS HIRE	GENERATOR HIRE FOR IVANHOE ROAD MAINTENANCE	55.00
EFT125242	04/12/2015	CIVIC LEGAL	LEGAL CONFIRMATION REQUIRED AS PART OF YEAR END AUDIT	792.00
EFT125243	04/12/2015	COCA-COLA AMATIL	PURCHASE OF CONSUMABLES FOR RESALE	263.50
EFT125244	04/12/2015	DOWNER EDI WORKS PTY LTD	EMULSION AND FREIGHT - EAST KIMBERLEY REGIONAL AIRPORT	2,129.60
EFT125245	04/12/2015	DAVEY TYRE & BATTERY SERVICE	TYRE REPAIR - P137	47.00
EFT125246	04/12/2015	DEAN WILSON TRANSPORT	FREIGHT FOR SIGMA POOL CHEMICALS KLC	105.06
EFT125247	04/12/2015	AUTO TOW & REPAIR	REPAIRS - P391	414.70
EFT125248	04/12/2015	DRYSDALE RIVER STATION	MAINTENANCE GRADE - KALUMBURU RD	17,127.00
EFT125249	04/12/2015	EAST KIMBERLEY CONSTRUCTION P/L	T04 14/15 PROG. CLAIM & PRACTICAL COMPLETION - WYNDHAM DEPOT SHED	118,833.00
EFT125250	04/12/2015	EAST KIMBERLEY HARDWARE	VARIOUS HARDWARE ITEMS - KNX ADMINISTRATION BUILDING MAINTENANCE	28.90
EFT125251	04/12/2015	FARMERS FRUIT AND VEG MART	CATERING - WRITERS FESTIVAL LUNCH 12 SEP & CITIZENSHIP CEREMONY 24 AUG	173.00
EFT125252	04/12/2015	FRONTIER POST & NEWS	STATIONERY SUPPLIES - WYNDHAM ADMINISTRATION OFFICE	166.65
EFT125253	04/12/2015	HYDRAMET PTY LTD	PARTS - WYNDHAM POOL OPERATIONS	41.86
EFT125254	04/12/2015	IBAC PLUMBING PTY LTD	PLUMBING WORKS - RESEAL LEAK IN PLANT ROOM - KNX LEISURE CENTRE	433.40
EFT125255	04/12/2015	IT VISION AUSTRALIA PTY LTD	ONLINE LEAVE APPLICATION SOFTWARE AND TRAINING	7,144.50
EFT125256	04/12/2015	J. CAV ELECTRICAL	ELEC. WORKS - WYN POOL, YOUTH CENTRE, PETER REID HALL, STAFF HOUSING	3,863.12
EFT125257	04/12/2015	JW RAYS MECHANICAL	REPAIRS P357	242.00
EFT125258	04/12/2015	KIMBERLEY EXCAVATIONS PTY LTD	RFQ 06 15/16 TRAFFIC MGMT - NEW CAR PARK LOC. COOLIBAH DV KUNUNURRA	2,035.00
EFT125259	04/12/2015	KIMBERLEY MARKETING	PLASTIC WATER CUPS EAST KIMBERLEY REGIONAL AIRPORT TERMINAL	34.10
EFT125260	04/12/2015	KIMBERLEY TRAINING INSTITUTE	TRAINING FOR STAFF MEMBERS – 16/10/15, 4/11/15, 5/11/15	3,226.74
EFT125261	04/12/2015	KUNUNURRA COURIERS	SPRING WATER REFILL BOTTLE - KUNUNURRA LANDFILL	120.00

EFT125262	04/12/2015	KUNUNURRA MOBILE WELDING SERV.	REPAIR SECURITY DOORS - WYNDHAM AIRPORT	1,254.00
EFT125263	04/12/2015	KUNUNURRA PEST MANAGEMENT	PEST CONTROL TREATMENT KUNUNURRA ADMINISTRATION OFFICE	250.00
EFT125264	04/12/2015	KUNUNURRA SECURITY SERVICE	SECURITY MONITORING AND PATROL - KUNUNURRA ADMINISTRATION	160.00
EFT125265	04/12/2015	KUNUNURRA TOY & PUZZLE LIBRARY	COMMUNITY QUICK GRANT	500.00
EFT125266	04/12/2015	STAFF MEMBER	WATER USE AND SERVICE CHARGES - STAFF HOUSING - 9/9/2015-9/11/2015	121.44
EFT125267	04/12/2015	STAFF MEMBER	WATER USE AND SERVICE CHARGES - STAFF HOUSING - 19/9/2015-20/11/2016	103.22
EFT125268	04/12/2015	MCLEODS BARRISTERS & SOLICITORS	PROFESSIONAL ADVISE FOR AMENDMENTS TO KNX AIRPORT LEASE AGREEMENT	2,057.00
EFT125269	04/12/2015	MRB PLUMBING PTY LTD	REPAIRS TO TOILET - KUNUNURRA DEPOT	368.23
EFT125270	04/12/2015	MCMULLEN NOLAN GROUP PTY LTD	T02 13/14 PROFESSIONAL CONSULTANCY - EKRA FEATURE SURVEY	17,380.00
EFT125271	04/12/2015	MIRIMA COUNCIL	CULTURAL AWARENESS TRAINING - STAFF MEMBERS 30/10/2015	1,584.00
EFT125272	04/12/2015	DSC CONTRACTING	MONTHLY FIRE EXTINGUISHER TEST - EAST KIMBERLEY REGIONAL AIRPORT	132.00
EFT125273	04/12/2015	NORTH KIMBERLEY TRANSPORT	RFQ 01 15/16 TRANSPORT ROAD SIGNAGE - KNX DEPOT TO KALUMBURU ROAD	825.00
EFT125274	04/12/2015	ORDCO	PEST CONTROL CHEMICALS - KUNUNURRA DEPOT	1,221.00
EFT125275	04/12/2015	OUTBACK CLEANING	CLEANING - STAFF HOUSING PRIOR TO SALE	275.00
EFT125276	04/12/2015	PUMA ENERGY FUELS PTY LTD	OIL - P137	25.59
EFT125277	04/12/2015	STAFF MEMBER	REIMBURSEMENT IN ACCORDANCE WITH EMPLOYMENT CONTRACT	23.95
EFT125278	04/12/2015	SEARLES HOLDINGS T/A AUTO PRO	TOOL STORAGE CASE - EAST KIMBERLEY REGIONAL AIRPORT	49.99
EFT125279	04/12/2015	SHIRE OF BROOME	REIMBURSEMENT OF LONG SERVICE LEAVE PROVISION - FORMER EMPLOYEE	5,441.05
EFT125280	04/12/2015	TENSENS GROUP PTY LTD	CLEANING SUPPLIES - KUNUNURRA DEPOT	224.97
EFT125281	04/12/2015	THE CANVAS SHED	EMBROIDERY OF LOGOS - STAFF UNIFORMS	105.00
EFT125282	04/12/2015	THINK WATER KUNUNURRA	RETICULATION PARTS - KUNUNUNURRA PARKS AND GARDENS	1,299.20
EFT125283	04/12/2015	THORLEY'S STORE - WYNDHAM	GAS BOTTLE REFILL - BASTION	45.00
EFT125284	04/12/2015	TYREPLUS KUNUNURRA	TYRE PUNCTURE REPAIRS P357	35.00
EFT125285	04/12/2015	ORD FUEL SUPPLIES	GREASE - P390	188.51
EFT125286	04/12/2015	WATTLEUP TRACTORS	PARTS - P351, 435, 348	750.15
EFT125287	04/12/2015	STAFF MEMBER	WATER USE AND SERVICE CHARGES - STAFF HOUSING - 19/9/2015-20/11/2016	107.78
EFT125288	04/12/2015	WESFARMERS KLEENHEAT GAS	ANNUAL GAS CYLINDER SERVICE CHARGES - STAFF HOUSING	647.90
EFT125289	04/12/2015	WESTERN AUST. TREASURY	LOAN REPAYMENT	169,508.08
EFT125290	04/12/2015	WILD MANGO	CATERING - RISK AND LOCAL EMERGENCY MANAGEMENT MEETING	355.50
EFT125291	04/12/2015	WUNAN FOUNDATION INC.	COMMUNITY GRANT - ABORIGINAL ACHIEVEMENT AWARDS	8,250.00
EFT125292	04/12/2015	WYNDHAM SUPERMARKET	PROVISIONS AND MATERIALS - WYNDHAM ADMINISTRATION	351.36
EFT125293	10/12/2015	AMPAC DEBT RECOVERY PTY LTD	DEBT COLLECTION COSTS - NOV 15	19.25
EFT125294	10/12/2015	ATO CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	823.22
EFT125295	10/12/2015	ALLGEAR SMALL ENGINES	PARTS - P356	253.05

EFT125296	10/12/2015	ALLIED PICKFORDS PTY LTD	RELOCATION COSTS - STAFF MEMBER AS PER EMPLOYMENT CONTRACT	12,038.96
EFT125297	10/12/2015	LOCAL GOVT JOB DIRECTORY	ADVERTISING - RECRUITMENT	594.00
EFT125298	10/12/2015	AUSTRALIA POST	REFLEX PAPER 400 REAMS - KUNUNURRA ADMINISTRATION	2,255.32
EFT125299	10/12/2015	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	154.80
EFT125300	10/12/2015	AUSTRALIAN TAXATION OFFICE - PAYG	PAYROLL DEDUCTIONS	71,201.00
EFT125301	10/12/2015	CENTURION TRANSPORT	FREIGHT- CLEANING SUPPLIES - KUNUNURRA DEPOT	607.85
EFT125302	10/12/2015	DRAEGER SAFETY PACIFIC PTY LTD	PARTS FOR SERVICE OF BA SAFETY EQUIPMENT - KLC	181.01
EFT125303	10/12/2015	EAST KIMBERLEY GLASS	REPLACEMENT OF SAFETY GLASS IN DOOR - KUNUNURRA YOUTH CENTRE	605.00
EFT125304	10/12/2015	EAST KIMBERLEY HARDWARE	VARIOUS HARDWARE SUPPLIES - KUNUNURRA GENERAL MAINTENANCE	79.10
EFT125305	10/12/2015	EAST KIMBERLEY PLUMBING	REPLACEMENT OF WATER FILTER INLET VALVE - KUNUNURRA LEISURE CENTRE	232.41
EFT125306	10/12/2015	FRONTIER POST & NEWS	POSTAGE, NEWSPAPERS - WYNDHAM ADMINISTRATION	54.85
EFT125307	10/12/2015	GARRARDS PTY LTD	MOSQUITO CONTROL MATERIALS	996.55
EFT125308	10/12/2015	GHD PTY LTD	ET02 14/15 AIRPORT RUNWAY EXT. PRE-FEASIBILITY STUDY & BUSINESS CASE	32,713.26
EFT125309	10/12/2015	ICE AGE REFRIG & AIRCONDITIONING	SUPPLY & INSTAL REPLACEMENT PC BOARD & THERMOSTAT - KLC	1,215.50
EFT125310	10/12/2015	J. CAV ELECTRICAL	REPLACEMENT OF LIGHTS IN PLANT ROOM - WYNDHAM POOL	165.00
EFT125311	10/12/2015	KIMBERLEY COMMUNICATIONS	REPAIR RADIO - P119	479.00
EFT125312	10/12/2015	KIMBERLEY KOOL REFRIG & AIRCON	AIRCONDITIONER MAINTENANCE - STAFF HOUSING	209.00
EFT125313	10/12/2015	KIMBERLEY TREE SERVICES PTY LTD	PRUNE STREET TREES ON SHIRE VERGE BOSEA & KAPOK ST KUNUNURRA	2,150.00
EFT125314	10/12/2015	KUNUNURRA DISTRICT HIGH SCHOOL	PHOTOCOPIER CHARGES - KDHS - OCT 15	73.42
EFT125315	10/12/2015	KUNUNURRA LOCK & KEY	SUPPLY AND INSTALLATION OF X4 LOCKS & HANDLES ON KYC ENTRY DOORS	2,191.50
EFT125316	10/12/2015	KUNUNURRA PEST MANAGEMENT	PEST CONTROL TREATMENT - STAFF HOUSING	150.00
EFT125317	10/12/2015	KUNUNURRA RURAL TRADERS	FIRE EXTINGUISHER SERVICE - KUNUNURRA YOUTH CENTRE	100.50
EFT125318	10/12/2015	KUNUNURRA SECURITY SERVICE	SECURITY MONITORING AND PATROL - KUNUNURRA ADMINISTRATION	80.00
EFT125319	10/12/2015	MAXXIA	PAYROLL DEDUCTIONS	6,053.56
EFT125320	10/12/2015	MCLEAN ENTERPRISES PTY LTD	FREIGHT - HITACHI - KNX DEPOT - PARTS P477	44.00
EFT125321	10/12/2015	DSC CONTRACTING	ALARM MONTIORING WYNDHAM ADMINISTRATION OFFICE - NOVEMBER 2015	30.80
EFT125322	10/12/2015	ORD AGRICULTURAL EQUIPMENT	REPAIRS - P382	222.75
EFT125323	10/12/2015	STAFF MEMBER	REIMBURSEMENT AS PER EMPLOYMENT CONTRACT	184.09
EFT125324	10/12/2015	QUBE LOGISTICS (AUST) PTY LTD	FREIGHT - CHLORINE CYLINDERS - WYNDHAM POOL	567.90
EFT125325	10/12/2015	QUICK CORPORATE AUSTRALIA	STATIONERY - KUNUNURRA ADMINISTRATION	1,523.04
EFT125326	10/12/2015	ROAD SIGNS AUSTRALIA	MATERIAL FOR SIGNAGE & INSTALLATIONS - LILY CREEK BOAT RAMP AND JETTY	330.88
EFT125327	10/12/2015	SHANE CAMILLO GUERINONI	RATES REFUND - ASSESSMENT A1009	1,115.22
EFT125328	10/12/2015	SHIRE OF DUNDAS	REIMBURSEMENT - LONG SERVICE LEAVE - FORMER STAFF MEMBER	9,423.05
EFT125329	10/12/2015	SHIRE OF WYNDHAM EAST KIMBERLEY	PAYROLL DEDUCTIONS	460.00

EFT125330	10/12/2015	SPEEDO AUSTRALIA PTY LTD	PURCHASE OF CONSUMABLES FOR RESALE	276.65
EFT125331	10/12/2015	ST JOHN AMBULANCE	FIRST AID TRAINING - FOR STAFF MEMBER AS PER EMPLOYMENT CONTRACT	249.00
EFT125332	10/12/2015	SUNNY SIGN COMPANY PTY LTD	MOSQUITO SIGNS	44.00
EFT125333	10/12/2015	TNT AUSTRALIA PTY LIMITED	FREIGHT - HEALTH SAMPLES - KUNUNURRA - PERTH	1,640.89
EFT125334	10/12/2015	TOLL EXPRESS	FREIGHT - MOSQUITO BANNERS - CLAG, POOL CHEMICALS - KLC	2,144.94
EFT125335	10/12/2015	THE RUSTY SHED CAFE	CATERING - THANK A VOLUNTEERS DAY/ORDINARY COUNCIL MEETING 24/11/15	678.00
EFT125336	10/12/2015	THINK WATER KUNUNURRA	RETICULATION CONTROLLER - KUNUNURRA PARKS AND GARDENS	203.90
EFT125337	10/12/2015	VANDERFIELD NORTHWEST PTY LTD	PARTS - P351, P118, 138, 133,	102.26
EFT125338	10/12/2015	WESFARMERS KLEENHEAT GAS	GAS CYLINDER SERVICE CHARGE - KLC	68.20
EFT125339	10/12/2015	WILD MANGO	CATERING - ELECTED MEMBERS TRAINING - 2/12/2015	361.00
EFT125340	10/12/2015	ZURICH AUSTRALIAN INSURANCE	INSURANCE EXCESS - MOTOR VEHICLE CLAIM - P130	300.00
EFT125341	17/12/2015	ALLGEAR MOTORCYCLES	PARTS - P356, P493	132.90
EFT125342	17/12/2015	ASPHALT IN A BAG	ASPHALT - ROAD MAINTENANCE - KUNUNURRA TOWN AND RURAL ROADS	3,437.50
EFT125343	17/12/2015	AUSTRALIA POST	POSTAGE - NOVEMBER 15	930.68
EFT125344	17/12/2015	AUSTRALIAN FLAG MAKERS	SHIRE FLAG - EAST KIMBERLEY REGIONAL AIRPORT	288.87
EFT125345	17/12/2015	BEING THERE SOLUTIONS PTY LTD	VIDEO CONFERENCING SERVICE - DECEMBER 2015	825.00
EFT125346	17/12/2015	BEST KIMBERLEY COMPUTING	PRINTING COSTS - KNX ADMIN, KNX DEPOT, WYN ADMIN, EKR AIRPORT	2,775.92
EFT125347	17/12/2015	BLUE DAVIDSON SIGNS	UPDATING BOARDS IN CHAMBERS - COUNCILLORS AND CEO	400.00
EFT125348	17/12/2015	DORMA AUTOMATICS PTY LTD	6 MONTH INSPECTION AND SERVICE OF TERMINAL AUTO DOORS - EKR AIRPORT	1,056.00
EFT125349	17/12/2015	DAVEY TYRE & BATTERY SERVICE	12V BATTERY - MAINTENANCE - EAST KIMBERLEY REGIONAL AIRPORT	128.00
EFT125350	17/12/2015	STAFF MEMBER	REIMBURSEMENT IN ACCORDANCE WITH EMPLOYMENT CONTRACT	2,068.66
EFT125351	17/12/2015	DELRON CLEANING PTY LTD	CONTRACT CLEANING - KNX ADMIN, KYC, KLC, CHANGE RMS & TOILETS KNX	16,254.88
EFT125352	17/12/2015	AUTO TOW & REPAIR	SERVICE AND REPAIRS - P387, P123, P116. ABANDONED VEHICLE TOWING	1,988.18
EFT125353	17/12/2015	EK ENGINEERING	REPAIRS TO FLOATING JETTY - WYNDHAM PONTOON	25,685.00
EFT125354	17/12/2015	EAST KIMBERLEY HARDWARE	VARIOUS HARDWARE ITMES - KNX ADMIN & PETER REID HALL	178.20
EFT125355	17/12/2015	EAST KIMBERLEY PLUMBING	WATER FOUNTAIN MAINTENANCE - EAST KIMBERLEY REGIONAL AIRPORT	544.45
EFT125356	17/12/2015	ENIGMA BUSINESS PRODUCTS	PRINTING SUPPLIES, SUPPORT AND FREIGHT - EKRA & WYNDHAM DEPOT	3,052.50
EFT125357	17/12/2015	GHD PTY LTD	LOCAL PLANNING STRATEGY REVIEW - AMENDMENTS TO STRATEGY MAP	2,041.88
EFT125358	17/12/2015	PANDANUS HOMES	REPAIRS - ORD RIVER SPORTS CLUB	3,135.00
EFT125359	17/12/2015	HIGHWAYS TRAFFIC (KIMBERLEY) P/L	TRAFFIC MANAGEMENT FOR ASPHALTING - MESSMATE WY KUNUNURRA	4,836.70
EFT125360	17/12/2015	HOTEL KUNUNURRA	CATERING - COUNCIL BRIEFING SESSION 1/12/2015	583.70
EFT125361	17/12/2015	IBAC PLUMBING PTY LTD	PLUMBING WORKS - EXALOO TOILET - KUNUNURRA	134.20
EFT125362	17/12/2015	ICE AGE REFRIG & AIRCONDITIONING	INSTALLATION OF OUTDOOR PC BOARD - KUNUNURRA HISTORICAL SOCIETY	2,063.43
EFT125363	17/12/2015	J & C ATKINS CONTRACTING PTY LTD	BUILDING AND SPORTS GROUND/POOL MAINTENANCE - WYNDHAM REC CNTRE	1,872.09

EFT125364	17/12/2015	STAFF MEMBER	REIMBURSEMENT IN ACCORDANCE WITH EMPLOYMENT CONTRACT	2,288.29
EFT125365	17/12/2015	JSW HOLDINGS PTY LTD	GRAVEL - MAINTENANCE KIMBERLEY ST - WYNDHAM	237.60
EFT125366	17/12/2015	KENYON & COMPANY PTY LTD	PARTS - P477, P137, P309, P382, P384, P130	957.00
EFT125367	17/12/2015	KUNUNURRA MEDICAL	PRE-EMPLOYMENT MEDICAL & DRUG SCREENING -STAFF MEMBER	210.40
EFT125368	17/12/2015	KIMBERLEY ACTION SPORTS	COMMUNITY GRANT - 2016 LAKE ARGYLE ADVENTURE RACE	7,000.00
EFT125369	17/12/2015	KUNUNURRA BETTA ELECTRICAL	LG DVD/BLUERAY PLAYER - WYNDHAM LIBRARY	139.00
EFT125370	17/12/2015	KUNUNURRA DIESEL SERVICE	PARTS - P351	280.50
EFT125371	17/12/2015	KUNUNURRA DISTRICT HIGH SCHOOL	LIBRARY OPER. COSTS NOV 15, COMMUNITY GRANT-TOURNAMENT OF MINDS	13,890.37
EFT125372	17/12/2015	KUNUNURRA GYMNASTICS CLUB	KIDSPORT FUNDING	115.00
EFT125373	17/12/2015	KUNUNURRA HOME & GARDEN	VARIOUS HARDWARE SUPPLIES - WYNDHAM DEPOT	367.63
EFT125374	17/12/2015	KUNUNURRA PEST MANAGEMENT	PEST CONTROL TREATMENT - PETER REID HALL WYN, KYC, STAFF HOUSING	1,260.00
EFT125375	17/12/2015	KUNUNURRA RURAL TRADERS	FIRE EXTINGUISHER MAINTENANCE KNX ADMIN, KLC, KNX DEPOT	1,671.95
EFT125376	17/12/2015	LANGFORD MACHINERY PTY LTD	REPAIRS - P126	240.00
EFT125377	17/12/2015	LAWRENCE & HANSON GROUP	REPLACE LIGHT/ CLEAN CEILING FAN - KYC	120.00
EFT125378	17/12/2015	LENNYS LANDSCAPING	GARDEN MAINTENANCE PRIOR TO SALE OF STAFF HOUSING PROPERTY	330.00
EFT125379	17/12/2015	LAKE ARGYLE SWIM INC.	2016 GRANT FUNDING - LAKE ARGYLE SWIM	15,000.00
EFT125380	17/12/2015	LAKESIDE RESORT	VENUE HIRE AND CATERING FOR END OF YEAR FUNCTION 04/12/15	2,784.00
EFT125381	17/12/2015	MCLEODS BARRISTERS & SOLICITORS	LEGAL ADVICE - EAST KIMBERLEY REGIONAL AIRPORT CAFÉ/MINOR CASE CLAIM	1,679.96
EFT125382	17/12/2015	MARK CRUMBLIN TOWING	CAR REMOVAL - WELCH STREET WYNDHAM TO IMPOUND AREA	151.25
EFT125383	17/12/2015	MCLEAN ENTERPRISES PTY LTD	FREIGHT- POOL CHEMICALS - KUNUNURRA LEISURE CENTRE	44.00
EFT125384	17/12/2015	ORD RIVER ELECTRICS	REPLACE LIGHTS & FAN - AIRPORT HOUSE/GENERATOR & BATTERY EKR AIRPORT	791.87
EFT125385	17/12/2015	ORDCO	WEED CONTROL CHEMICALS - KUNUNURRA GENERAL MAINTENANCE	363.00
EFT125386	17/12/2015	OFFICE NATIONAL KUNUNURRA	KEY HOLDER HEAVY DUTY WITH KEY RING - EAST KIMBERLEY REGIONAL AIRPORT	51.20
EFT125387	17/12/2015	OLLIE'S IRRIGATION	RETICULATION FITTINGS - CELEBRITY TREE PARK	253.84
EFT125388	17/12/2015	ORD RIVER LIMES	SLASHING OF FIREBREAKS - WEABER PLAIN RD & PARDALOTE CLOSE	1,402.50
EFT125389	17/12/2015	ORD RIVER ROAD HOUSE	DIESEL - P388	167.03
EFT125390	17/12/2015	P & M MINING CIVIL MAINTENANCE	PARTS AND SERVICE TOYOTA HILUX WY25453 P120	446.16
EFT125391	17/12/2015	PACIFIC BIOLOGICS PTY LTD	PROLINK, TWILIGHT, MARUYAMA - MOSQUITO CONTROL PESTICIDES	10,603.88
EFT125392	17/12/2015	STAFF MEMBER	REIMBURSEMENT IN ACCORDANCE WITH EMPLOYMENT CONTRACT	61.80
EFT125393	17/12/2015	PRITCHARD FRANCIS	PROFESSIONAL SERVICES - VARIATION ASSESSMENT - ORD RIVER SPORTS CLUB	495.00
EFT125394	17/12/2015	SEARLES HOLDINGS T/A AUTO PRO	PARTS - P391 & P478	61.89
EFT125395	17/12/2015	SHELF SUPPLY	POSTS & WIRE - IVANHOE CROSSING/PROT. CLOTHING OUTDOOR WORKFORCE	810.00
EFT125396	17/12/2015	SAI GLOBAL LIMITED	CONTRACT FOR CONSULTANTS (INTERACTIVE PDF COMMERCIAL 2 PACK)	70.93
EFT125397	17/12/2015	SUNNY SIGN COMPANY PTY LTD	SIGNAGE BLOODWOOD DR/LINE MAINTENANCE IVANHOE RD	237.60

EFT125398	17/12/2015	TELFORD INDUSTRIES	POOL CHEMICALS - WYNDHAM POOL	1,958.00
EFT125399	17/12/2015	TNT AUSTRALIA PTY LIMITED	FREIGHT - KNX- PATHWEST- HEALTH SAMPLES	883.00
EFT125400	17/12/2015	TOLL EXPRESS	FREIGHT - POOL CHEMICALS - TELFORD INDUSTRIES - WYNDHAM POOL	554.66
EFT125401	17/12/2015	TAEKWONDO FUNDRAISING	KIDSPORT FUNDING	200.00
EFT125402	17/12/2015	EAST KIMBERLEY TOWING	REMOVAL OF ABANDONED VEHICLES - MESSMATE & VIC HWY TO KNX LANDFILL	240.00
EFT125403	17/12/2015	THE CRICKET AND FOOTBALL SHOP	REPLACEMENT TENNIS NETS - KUNUNURRA HARDCOURTS	616.00
EFT125404	17/12/2015	THORLEY'S STORE - WYNDHAM	HDMI CABLE - WYNDHAM ADMINISTRATION	16.95
EFT125405	17/12/2015	TOP END (AUST) PTY LTD	REPAIR AIRCONDITONER - P331	1,411.95
EFT125406	17/12/2015	ORD FUEL SUPPLIES	BULK DIESEL - 7375 LTS - KNX DEPOT, FUEL P482, P119, P124, P128 - NOV 15	10,705.64
EFT125407	17/12/2015	WA LOCAL GOVERNMENT ASSN	E-QUOTES SUBSCRIPTION - 12/09/15 TO 11/09/16 & ADVERTISING REBATE	4,644.16
EFT125408	17/12/2015	WESTERN AUST. TREASURY CORP	LOAN REPAYMENT	129,184.55
EFT125409	23/12/2015	ABCO PRODUCTS	CLEANING PRODUCTS - KNX ADMIN, KLC, KNX DEPOT, WHITEGUM, SWIM BEACH	667.35
EFT125410	23/12/2015	ASB MARKETING PROMO PRODUCTS	COUNTER DISPLAY BOX/STICKERS/MAGNETS - MOSQUITO CONTROL PROMOTION	1,122.95
EFT125411	23/12/2015	ATO CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	945.34
EFT125412	23/12/2015	AERODROME MANAGEMENT SERVICES	AERODROME TECHNICAL INSPECTION & TRAINING - EKR AIRPORT	10,223.40
EFT125413	23/12/2015	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	180.60
EFT125414	23/12/2015	AUSTRALIAN TAXATION OFFICE - PAYG	PAYROLL DEDUCTIONS	75,708.00
EFT125415	23/12/2015	BOC GASES AUSTRALIAN LIMITED	WELDING GASES AND BOTTLE RENTAL - NOVEMBER 2015 - KUNUNURRA DEPOT	235.13
EFT125416	23/12/2015	STAFF MEMBER	REIMBURSEMENT - AS PER EMPLOYMENT CONTRACT	61.80
EFT125417	23/12/2015	C & S JOLLY ELECTRICS PTY LTD	REPAIR OF SUBMURGIBLE PUMP - KUNUNURRA POOL	222.39
EFT125418	23/12/2015	CDM HYDRAULICS PTY LTD	PARTS & REPAIRS - P354, P488, P193	3,182.48
EFT125419	23/12/2015	CENTURION TRANSPORT	FREIGHT - ASPHALT - MAINTENANCE LAKEVIEW DR KUNUNURRA	462.51
EFT125420	23/12/2015	COMSYS GROUP	COMPUTER UPGRADES - KUNUNURRA ADMINISTRATION	999.00
EFT125421	23/12/2015	COATES HIRE OPERATIONS PTY LTD	GENERATOR HIRE - NOVEMBER 15 - WYNDHAM LANDFILL	1,237.50
EFT125422	23/12/2015	COURIER AUSTRALIA	FREIGHT - PARTS - P384, P130, P477, P137, P309, P382	266.70
EFT125423	23/12/2015	DAVEY TYRE & BATTERY SERVICE	PARTS - P131	373.90
EFT125424	23/12/2015	STAFF MEMBER	REIMBURSEMENT AS PER EMPLOYMENT CONTRACT	19.95
EFT125425	23/12/2015	DELRON CLEANING PTY LTD	CLEANING SUPPLIES - KUNUNURRA ADMINISTRATION	65.16
EFT125426	23/12/2015	DEPT OF FIRE & EMERG. SERVICES	EMERGENCY SERVICES LEVY 2015/16 - SHIRE OWNED PROPERTIES	8,416.62
EFT125427	23/12/2015	EAST KIMBERLEY HARDWARE	VARIOUS HARDWARE ITEMS - GENERAL MAINTENANCE - KUNUNURRA ADMIN	550.20
EFT125428	23/12/2015	HYDRO KLEEN	MAINTENANCE OF AIRCONDITIONERS - KUNUNURRA YOUTH CENTRE	979.00
EFT125429	23/12/2015	IBIS STYLES KUNUNURRA	ACCOMMODATION - TRAINER - FIRE WARDEN TRAINING 13-14/12/15	238.00
EFT125430	23/12/2015	IMAGESOURCE	BUSINESS CARDS FOR NEW ELECTED MEMBERS	970.20
EFT125431	23/12/2015	IXOM OPERATIONS PTY LTD	CHLORINE GAS - WYNDHAM POOL	468.71

EFT125432	23/12/2015	JASON SIGNS LTD	REFLECTIVE STRIPS - MAINTENANCE - IVANHOE ROAD KUNUNURRA	385.00
EFT125433	23/12/2015	JSW HOLDINGS PTY LTD	CONCRETE -MAINTENANCE - BLUEGRASS AVE KUNUNURRA	341.00
EFT125434	23/12/2015	STAFF MEMBER	RETURNED FUNDS OF OVERPAYMENT TO AUST. SERVICES UNION	206.40
EFT125435	23/12/2015	STAFF MEMBER	RETURNED FUNDS OF OVERPAYMENT CHILD SUPPORT DEDUCTION	873.14
EFT125436	23/12/2015	KIMBERLEY CAFE	CATERING - ELECTED MEMBER TRAINING 01/12/15	203.50
EFT125437	23/12/2015	KIMBERLEY COMMUNICATIONS	REPAIRS - TRIPLE J TOWER - WYNDHAM	624.00
EFT125438	23/12/2015	KIMBERLEY KOOL REFRIG & AIRCON	REPAIRS TO SQUASH COURTS AIR CONDITIONER - KUNUNURRA LEISURE CENTRE	1,463.00
EFT125439	23/12/2015	KIMBERLEY MARKETING	CLEANING SUPPLIES - WYNDHAM LANDFILL	36.25
EFT125440	23/12/2015	KIMBERLEY MOTORS	FUEL COSTS OCTOBER 2015 - WYNDHAM DEPOT	2,195.61
EFT125441	23/12/2015	KIMBERLEY TRAINING INSTITUTE	TRAINING - STAFF MEMBER	1,693.90
EFT125442	23/12/2015	KIMBERLEY TREE SERVICES PTY LTD	TREE MAINTENANCE - CAJUPUT ST, TREE REMOVAL - QUONDONG ST KUNUNURRA	682.50
EFT125443	23/12/2015	KIMBERLEY VET CENTRE	PARVO TEST IMPOUNDED DOG - KUNUNURRA DEPOT	80.00
EFT125444	23/12/2015	KUNUNURRA BETTA ELECTRICAL	TV BRACKET - WALL MOUNT - KUNUNURRA LEISURE CENTRE	299.00
EFT125445	23/12/2015	KUNUNURRA COURIERS	DRINKING WATER - NOV 15 - KUNUNURRA ADMINISTRATION AND LANDFILL	260.00
EFT125446	23/12/2015	KUNUNURRA HOME & GARDEN	GAS CYLINDER - STAFF HOUSING, GROUNDS MAINTENANCE EKR AIRPORT/KLC	321.75
EFT125447	23/12/2015	KUNUNURRA MAINTENANCE SERVICE	REPAIR BROKEN WINDOW - KUNUNURRA LEISURE CENTRE	350.00
EFT125448	23/12/2015	KUNUNURRA MOBILE WELDING SERV.	REPAIRS - P482, REPAIRS KUNUNURRA SWIMMING POOL	1,221.00
EFT125449	23/12/2015	KUNUNURRA RURAL TRADERS	INSTALL FIRE EXTINGUISHER - P116	350.00
EFT125450	23/12/2015	LANDGATE	GRV & MINING TENEMENTS SCHEDULES - 29/08/2015 - 25/09/2015	342.69
EFT125451	23/12/2015	MARKETFORCE PTY LTD	RECRUITMENT ADVERTISING	301.40
EFT125452	23/12/2015	MCLEODS BARRISTERS & SOLICITORS	LEGAL ADVICE - GENERAL PROCEDURE CLAIM	1,562.55
EFT125453	23/12/2015	STAFF MEMBER	REIMBURSEMENT OF OVERPAYMENT FOR SHIRE RATES - PAYROLL DEDUCTION	120.00
EFT125454	23/12/2015	MAXXIA	PAYROLL DEDUCTIONS	6,053.56
EFT125455	23/12/2015	MCLEAN ENTERPRISES PTY LTD	FREIGHT- SAFETY EQUIPMENT - KLC - PEST CONTROL CHEMICALS - KNX DEPOT	110.00
EFT125456	23/12/2015	STAFF MEMBER	REIMBURSEMENT AS PER EMPLOYMENT CONTRACT	710.00
EFT125457	23/12/2015	DSC CONTRACTING	SUPPLY AND INSTALL SENSOR/DETECTOR - KUNUNURRA LEISURE CENTRE	411.49
EFT125458	23/12/2015	ORBIT HEALTH & FITNESS SOLUTIONS	REPLACEMENT HANDLE FOR FLEX MACHINE - KUNUNURRA LEISURE CENTRE	49.50
EFT125459	23/12/2015	OFFICE NATIONAL KUNUNURRA	THERMAL CASH REGISTER ROLLS - KUNUNURRA LEISURE CENTRE	28.30
EFT125460	23/12/2015	OLLIE'S IRRIGATION	KUNUNURRA RETICULATION MAINTENANCE SUPPLIES	300.63
EFT125461	23/12/2015	PIVOTEL	SATELLITE PHONE CHARGES - NOVEMBER 2015	65.80
EFT125462	23/12/2015	PAINT INDUSTRIES PTY LTD	ROADMARKING - MESSMATE WY, KONKERBERRY DV, EBONY ST KUNUNURRA	701.36
EFT125463	23/12/2015	PILA GROUP	FLAG POLE & ROTATING HEAD - WYNDAM ADMINISTRATION BUILDING	88.00
EFT125464	23/12/2015	RID (AUSTRALIA)	MOSQUITO CONTROL SUPPLIES	1,188.00
EFT125465	23/12/2015	SHELF SUPPLY	PROTECTIVE CLOTHING - OUTDOOR WORKFORCE - WYNDHAM	313.00

EFT125466	23/12/2015	STAFF MEMBER	REIMBURSEMENT AS PER EMPLOYMENT CONTRACT	82.00
EFT125467	23/12/2015	SHIRE OF WYNDHAM EAST KIMBERLEY	PAYROLL DEDUCTIONS	460.00
EFT125468	23/12/2015	SIMPLY UNIFORMS	STAFF UNIFORMS	325.05
EFT125469	23/12/2015	STAFF MEMBER	REIMBURSEMENT AS PER EMPLOYMENT CONTRACT	4,000.00
EFT125470	23/12/2015	TNT AUSTRALIA PTY LIMITED	FREIGHT KNX TO PERTH - HEALTH SAMPLES - PREVENTATIVE SERVICES	690.62
EFT125471	23/12/2015	TOLL EXPRESS	FREIGHT - SIGNS - IVANHOE ROAD	282.79
EFT125472	23/12/2015	TST ELECTRICAL	ELECTRICAL REPAIRS FOR RETICULATION - KUNUNURRA YOUTH CENTRE	110.00
EFT125473	23/12/2015	WEST AUSTRALIAN NEWSPAPERS	ADVERTISING - SWEK GENERAL NEWS	2,038.60
EFT125474	23/12/2015	THINK WATER KUNUNURRA	SPRINKLERS - RETICULATION MAINTENANCE - KUNUNURRA PARKS & GARDENS	45.63
EFT125475	23/12/2015	TOX FREE AUSTRALIA PTY LTD	REFUSE COLLECTION - NOVEMBER 15	69,351.89
EFT125476	23/12/2015	VISIMAX	BUSHFIRE PERMIT BOOKS	126.65
EFT125477	23/12/2015	VANDERFIELD NORTHWEST PTY LTD	PARTS - P128	492.49
EFT125478	23/12/2015	VISION IDZ	MAGICARD COLOUR DYE FILM - KUNUNURRA LEISURE CENTRE	382.80
EFT125479	23/12/2015	WA LOCAL GOVERNMENT ASSON	ELECTED MEMBER TRAINING	900.00
EFT125480	23/12/2015	STAFF MEMBER	REIMBURSEMENT IN ACCORDANCE WITH EMPLOYMENT CONTRACT	774.00
EFT125481	23/12/2015	WESTRAC EQUIPMENT PTY LTD	REPAIRS - P390	1,567.29
EFT125482	23/12/2015	WORLEY PARSONS SERVICES PTY LTD	RFQ 12 15/16 LILY CREEK BOAT RAMP UPGRADE ENGINEERING DRAWINGS	14,146.00
TOTAL MUNICIPAL EFT PAYMENTS				1,047,932.88

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
51188	04/12/2015	DEPARTMENT OF TRANSPORT	COMMUNITY JETTY LICENCE RENEWAL	38.15
51189	04/12/2015	EBONY HICKEY	REFUND OF SWIMMING LESSON FEES	50.00
51190	04/12/2015	HORIZON POWER	ELECTRICITY - STREET LIGHTING 1/10/2015-31/10/2015	22,582.71
51191	04/12/2015	JANE BENTLEY	REFUND OF SWIMMING LESSON FEES	50.00
51192	04/12/2015	JULIE FYSH	REFUND OF SWIMMING LESSON FEES	25.00
51194	04/12/2015	MELISSA CONNOR	REFUND OF SWIMMING LESSON FEES	10.00
51195	04/12/2015	ROBYN DAVIDSON	REFUND OF SWIMMING LESSON FEES	25.00
51196	04/12/2015	SMITTY DORNAN	REFUND OF SWIMMING LESSON FEES	20.00
51197	04/12/2015	TRACY SHARPE	REFUND OF SWIMMING LESSON FEES	10.00
51199	04/12/2015	MELANIE OCHOTSKY	REFUND OF SWIMMING LESSON FEES	25.00
51200	04/12/2015	WATER CORPORATION	WATER USE VARIOUS LOCATIONS WYNDHAM & KUNUNURRA 21/9/15-23/11/15	4,195.41
51201	10/12/2015	MINERALOGY PTY LTD	RATES REFUND ASSESSMENT A7328	2,581.84
51202	10/12/2015	HEALTH INS. FUND OF AUST LTD	PAYROLL DEDUCTIONS	42.75
51203	10/12/2015	HORIZON POWER	ELEC. INCL WYN POOL, WYN OFFICE, WYN REC CENTRE - 26/09-26/11/2015.	15,330.34

51204	10/12/2015	RIO TINTO EXPLORATION PTY LTD	RATES REFUND ASSESSMENT A7787	6,860.13
51205	10/12/2015	SHELLEY COOPER	REFUND OF SWIMMING LESSON FEES	25.00
51206	10/12/2015	WATER CORPORATION	WATER USE VAR. INCL. WYNDHAM POOL AND WYNDHAM OVAL	22,261.81
51207	17/12/2015	DEPARTMENT OF TRANSPORT	REGISTRATION - P483	25.20
51208	17/12/2015	HORIZON POWER	ELECTRICITY - STREET LIGHTING - 1/11/2015-30/11/2015	20,539.21
51209	17/12/2015	MAGSHOP	RENEWAL OF SUBSCRIPTION - MOTHER AND BABY MAGAZINE - KNX LIBRARY	53.20
51210	17/12/2015	RYAN CHINNERY	RATES REFUND ASSESSMENT A2316	3,694.05
51211	17/12/2015	TELSTRA	LANDLINE COSTS - KUNUNURRA ADMINISTRATION - NOVEMBER 15	9,178.41
51212	17/12/2015	WATER CORPORATION	WATER USE INCL. EKR AIRPORT, EKRA DEPOT, EKRA HOUSE 15/9/15-14/11/15	3,254.87
51213	23/12/2015	HORIZON POWER	ELEC. - EKR AIRPORT TERMINAL BUILDING 11/11-7/12/2015	15,158.56
51214	23/12/2015	PAUL WILLIAMS	REIMBURSEMENT FOR OVERCHARGED DOG REGISTRATION	30.00
51215	23/12/2015	SHIRLEY LEWIS & JAMES LEWIS	RATES REFUND ASSESSMENT A354	282.48
51216	23/12/2015	TELSTRA	LANDLINE COST - KUNUNURRA ADMINISTRATION - DECEMBER 15	6,754.02
TOTAL MUNICIPAL CHEQUE PAYMENTS				133,103.14

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
835-836		CANCELLED	CANCELLED	-
837	03/12/2015	KADEEM HUNTER	BOND REFUND - PETER REID HALL HIRE 14/11/15	1,050.00
838-839		CANCELLED	CANCELLED	-
840	09/12/2015	DARREN BRUCE FULCHER	BOND REFUND - KERB REFUND BP099/2014	662.00
841	09/12/2015	FREDERICK MARTIN	BOND REFUND - PETER REID HALL HIRE	300.00
842	11/12/2015	SHIRE OF WYNDHAM EAST KIMBERLEY	BSL COMMISSION FOR NOVEMBER 2015	45.00
843	11/12/2015	WA DEPARTMENT OF COMMERCE	BSL COLLECTIONS FOR NOVEMBER 2015	2,171.22
844	11/12/2015	BUILDING & CONST. IND. TRAIN. FUND	BCITF COLLECTIONS FOR NOVEMBER 2015	2,088.75
845	11/12/2015	SHIRE OF WYNDHAM EAST KIMBERLEY	BCITF COMMISSIONS FOR NOVEMBER 2015	41.25
846	17/12/2015	AMANDA DOYLE	BOND REFUND - KUNUNURRA LEISURE CENTRE HALL HIRE	500.00
847	17/12/2015	COLIN WILKINSON DEVELOPMENTS	KERB BOND REFUND - BP018/2015	1,104.00
848	17/12/2015	PENNY HAYLEY	BOND REFUND - KUNUNURRA LEISURE CENTRE HALL HIRE	500.00
849	18/12/2015	TONY FITZGERALD	TRUST BOND REFUND - PETER REID HALL HIRE10/11/15 - 11/11/15	550.00
850	22/12/2015	LUKE HILL	KERB BOND REFUND - BP 050/2015	552.00
851	22/12/2015	MICHAEL GASMIER	KERB BOND REFUND - BP 084/2013	520.00
TOTAL TRUST CHEQUE PAYMENTS				10,084.22

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
501070	27/11/2015	TRUST DPI CLEARING	TRANSPORT CLEARING 27/11/15	290.30
501071	30/11/2015	TRUST DPI CLEARING	TRANSPORT CLEARING 30/11/15	300.30
501072	01/12/2015	TRUST DPI CLEARING	TRANSPORT CLEARING 01/12/15	215.40
501073	02/12/2015	TRUST DPI CLEARING	TRANSPORT CLEARING 02/12/15	331.80
501074	03/12/2015	TRUST DPI CLEARING	TRANSPORT CLEARING 03/12/15	213.00
501075	04/12/2015	TRUST DPI CLEARING	TRANSPORT CLEARING 04/12/15	2,767.10
501076	08/12/2015	TRUST DPI CLEARING	TRANSPORT CLEARING 08/12/15	50.80
501077	09/12/2015	TRUST DPI CLEARING	TRANSPORT CLEARING 09/12/15	652.95
501078	10/12/2015	TRUST DPI CLEARING	TRANSPORT CLEARING 10/12/15	385.55
501079	11/12/2015	TRUST DPI CLEARING	TRANSPORT CLEARING 11/12/15	857.05
501080	14/12/2015	TRUST DPI CLEARING	TRANSPORT CLEARING 14/12/15	232.30
501081	15/12/2015	TRUST DPI CLEARING	TRANSPORT CLEARING 15/12/15	638.80
501082	16/12/2015	TRUST DPI CLEARING	TRANSPORT CLEARING 16/12/15	215.60
501083	17/12/2015	TRUST DPI CLEARING	TRANSPORT CLEARING 17/12/15	345.55
501084	18/12/2015	TRUST DPI CLEARING	TRANSPORT CLEARING 18/12/15	881.60
501085	21/12/2015	TRUST DPI CLEARING	TRANSPORT CLEARING 21/12/15	16.75
501086	22/12/2015	TRUST DPI CLEARING	TRANSPORT CLEARING 22/12/15	672.00
501087	23/12/2015	TRUST DPI CLEARING	TRANSPORT CLEARING 23/12/15	439.95
501088	24/12/2015	TRUST DPI CLEARING	TRANSPORT CLEARING 24/12/15	41.80
TOTAL DIRECT DEBIT TRANSPORT PAYMENTS				9,548.60

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
	09/12/2015	PAYROLL	PAYROLL	212,356.08
	23/12/2015	PAYROLL	PAYROLL	215,566.33
	23/12/2015	PAYROLL	PAYROLL	4,206.88
TOTAL PAYROLL PAYMENTS				432,129.29

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
	01/12/2015	BANKWEST	BANK FEES	148.95
	01/12/2015	BANKWEST	EFTPOS FEES	3,311.76
	01/12/2015	NATIONAL AUSTRALIA BANK	BPAY FEES	165.54
	10/12/2015	CLICKSUPER	EMPLOYEE SUPERANNUATION CONTRIBUTIONS	37,573.63

11/12/2015	CLICKSUPER	EMPLOYEE SUPERANNUATION CONTRIBUTIONS	160.04
14/12/2015	CLICKSUPER	EMPLOYEE SUPERANNUATION CONTRIBUTIONS	260.09
21/12/2015	BANKWEST	PERIODICAL PAYMENT TO MASTERCARD	9,298.04
21/12/2015	WRIGHT EXPRESS AUSTRALIA	PUMA FUEL CARDS NOVEMBER 2015	1,036.12
24/12/2015	CLICKSUPER	EMPLOYEE SUPERANNUATION CONTRIBUTIONS	39,300.88
31/12/2015	BANKWEST	LINE OF CREDIT FEE	500.00
TOTAL DIRECT DEBIT PAYMENTS			91,755.05

***DETAILS OF MASTERCARD TRANSACTIONS INCLUDED IN DIRECT DEBIT 21/12/15**

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
	30/10/2015	GO DADDY	WEBSITE SECURTY SERVICE	101.99
	01/11/2015	FUSION BROADBAND	INTERNET EXPANSION UNIT & SERVICE - WYNDHAM OFFICE	187.00
	04/11/2015	DEPT. OF ENVIRONMENT	CLEARING PERMIT - KALUMBURU ROAD	200.00
	04/11/2015	AUST. INSTITUTE OF MANAGEMENT	PROF. MEMBERSHIP - STAFF MEMBER AS PER EMPLOYMENT CONTRACT	299.00
	05/11/2015	NSW REPAIRS PTY LTD	IPHONE/IPAD CHARGES - STAFF ICT SUPPLIES	89.70
	05/11/2015	EASTLAKES ELECTRONICS	USB EXTENSION CABLES - KUNUNURRA ADMINISTRATION	65.70
	05/11/2015	THE ORANGE HOUSE	PHONE CHARGING CABLES - STAFF ICT SUPPLIES	15.60
	09/11/2015	HARRIS TECHNOLOGY	MONITOR CABLES FOR DUAL SCREEN USE - KUNUNURRA ADMINISTRATION	159.45
	10/11/2015	INK DEPOT	TONER - KUNUNURRA ADMINISTRATION PRINTING SUPPLIES	748.97
	10/11/2015	OFFICE NATIONAL	STATIONERY FOR CITIZENSHIP CEREMONY	36.75
	10/11/2015	URIMAT AUSTRALIA PTY LTD	PARTS AND SUPPLIES FOR TOILETS - EAST KIMBERLEY REGIONAL AIRPORT	1,565.42
	11/11/2015	DICK SMITH ELECTRONICS	POWER PACKS FOR ELECTED MEMBERS IPADS	222.75
	12/11/2015	COLES KUNUNURRA	CATERING FOR CITIZENSHIP CEREMONY	24.60
	12/11/2015	DEPARTMENT OF AGRICULTURE	REGISTRATION ID FOR NON FARMING PROPERTY - RODEO GROUNDS	71.00
	12/11/2015	DEPARTMENT OF AGRICULTURE	REGISTRATION ID FOR NON FARMING PROPERTY – AGRIC. SHOWGROUNDS	71.00
	12/11/2015	AVIATION AUSTRALIA	SECURITY IDENTIFICATION CARD - STAFF MEMBER - EKR AIRPORT	222.00
	12/11/2015	TRUE BLUE MIGRATION SERVICES	SPONSORSHIP - STAFF MEMBER AS PER EMPLOYMENT CONTRACT	2,200.00
	13/11/2015	AUSTRALIA POST KUNUNURRA	LAND TITLE VERIFICATION - SALE OF SHIRE PROPERTY	39.00
	14/11/2015	MESSAGE MEDIA	TELEPHONE MESSAGE MONITORING SERVICE	3.23
	17/11/2015	TECHBUY PTY LTD	MOBILE PHONE PROTECTIVE CASES - STAFF IT SUPPLIES	319.10
	17/11/2015	COLES KUNUNURRA	BATTERIES AND POWERBOARD - KUNUNURRA ADMINISTRATION	54.39
	17/11/2015	KIMBERLEY CROC	COUNCIL LINEN LAUNDRY	62.64
	17/11/2015	COLES KUNUNURRA	CATERING FOR AEP "REDMOON 2015" EXERCISE	180.31

18/11/2015	BRAND CONNECT	STUBBY HOLDERS FOR AEP "REDMOON 2015" VOUNTEER PARTICPANTS	787.60
20/11/2015	ESTORE DIRECT	REPLACEMENT MONITOR - KUNUNURRA ADMINISTRATION	411.00
20/11/2015	SUBWAY KUNUNURRA	CATERING FOR ELECTED MEMBER TRAINING	159.50
20/11/2015	AIR SAFE TRANSPORT TRAINING	DANGEROUS GOODS AWARENESS COURSE - STAFF MEMBERS	160.00
22/11/2015	JAYCAR PTY LTD	EQUIPMENT FOR COUNCIL CHAMBERS	152.90
25/11/2015	TARGET COUNTRY	STAFF CHRISTMAS PARTY SUPPLIES	24.00
25/11/2015	COLES - KUNUNURRA	CATERING FOR ELECTED MEMBER TRAINING	25.68
26/11/2015	COLES - KUNUNURRA	CATERING FOR ELECTED MEMBER TRAINING	29.36
26/11/2015	SUBWAY KUNUNURRA	CATERING FOR ELECTED MEMBER TRAINING	8.50
27/11/2015	THE CHRISTMAS WAREHOUSE	LARGE CHRISTMAS BAUBLES - BIG BOAB - VICTORIA HWY KUNUNURRA	599.90

13.01.3. Interim Statement of Financial Activity as at 30 November 2015

DATE:	27 January 2016
AUTHOR:	Brian Garrett, Coordinator Financial Management
RESPONSIBLE OFFICER:	Natalie Octoman, Director Corporate Services
FILE NO:	FM.09.5
DISCLOSURE OF INTERESTS:	Nil

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council receives the interim monthly financial report as at 30 November 2015.

COUNCIL DECISION

Minute No. 11226

Moved: Cr K Wright

Seconded: Cr B Robinson

That Council receives the interim monthly financial report as at 30 November 2015.

Carried Unanimously 7/0

PURPOSE

For Council to receive the interim monthly financial report for the periods, 30 November 2015.

NATURE OF COUNCIL'S ROLE IN THE MATTER

Regulator - enforce state legislation and local laws

BACKGROUND/ PREVIOUS CONSIDERATIONS BY COUNCIL/ COMMITTEE

Council is 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

RISK IMPLICATIONS

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

Operational Risk: Non-compliance with the DLG advisory standard and 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.

COMMENTS

Comments in relation to year-to-date variances between the original budget and actual income and expenditure items are included as a note in the financial report attached.

It should be noted that November's report is referred to as interim given the Shire had not finalised the audited 2014/15 position at that point in time, and has also therefore used the original adopted budget values.

ATTACHMENTS

Attachment 1 - Statement of Financial Activity for the period ended 30 November 2015.

Shire of Wyndham East Kimberley

Statement of Financial Activity (Interim Report)

Year to Date Actual v Year to Date Budget
as at 30 November 2015

	YTD Actual 2015/16 \$	Adopted YTD Budget 2015/16 \$	YTD Variance 2015/16 \$	%	
Revenue					
General Purpose Funding	1,494,563	1,435,324	59,238	4%	▲
Governance	83,253	85,944	(2,692)	-3%	▼
Law, Order, Public Safety	45,838	42,803	3,035	7%	▲
Health	87,718	22,635	65,083	288%	▲
Education and Welfare	5,423	5,424	(1)	0%	▼
Housing	44,933	50,543	(5,610)	-11%	▼
Community Amenities	1,974,304	1,919,481	54,823	3%	▲
Recreation and Culture	344,556	363,650	(19,094)	-5%	▼
Transport	1,742,933	1,765,576	(22,643)	-1%	▼
Economic Services	25,032	40,505	(15,473)	-38%	▼
Other Property and Services	144,138	148,053	(3,915)	-3%	▼
	<u>5,992,690</u>	<u>5,879,938</u>	<u>112,752</u>	<u>2%</u>	<u>▲</u>
Expenses					
General Purpose Funding	(143,292)	(172,069)	28,777	-17%	▼
Governance	(243,178)	(328,312)	85,135	-26%	▼
Law, Order, Public Safety	(225,588)	(236,895)	11,307	-5%	▼
Health	(133,514)	(123,664)	(9,849)	8%	▲
Education and Welfare	(111,262)	(110,796)	(466)	0%	▲
Housing	(376,808)	(265,169)	(111,639)	42%	▲
Community Amenities	(1,505,446)	(1,505,208)	(238)	0%	▲
Recreation & Culture	(2,745,009)	(2,715,230)	(29,779)	1%	▲
Transport	(3,950,828)	(3,431,341)	(519,487)	15%	▲
Economic Services	(174,168)	(137,472)	(36,696)	27%	▲
Other Property and Services	(410,659)	(430,327)	19,668	-5%	▲
	<u>(10,019,751)</u>	<u>(9,456,483)</u>	<u>(563,268)</u>	<u>6%</u>	<u>▲</u>
Adjustments for Cash Budget Requirements:					
Non-Cash Expenditure and Revenue					
(Profit)/Loss on Asset Disposals	116,165	(33,055)	149,221	-451%	▲
Movement in Accruals and Provisions	0	0	0	0%	▼
Depreciation on Assets	3,006,391	2,466,893	539,498	22%	▲
Capital Expenditure and Revenue					
Purchase Land Held for Resale	0	0	0	0%	▲
Purchase Land and Buildings	(116,567)	(123,830)	7,263	-6%	▼
Purchase Infrastructure Assets - Roads	(1,201,677)	(4,030,602)	2,828,925	-70%	▼
Purchase Infrastructure Assets - Footpaths	0	(54,658)	54,658	-100%	▼
Purchase Infrastructure Assets - Drainage	(82,828)	(77,302)	(5,526)	7%	▲
Purchase Infrastructure Assets - Other	(612,649)	(943,553)	330,904	-35%	▼
Purchase Plant and Equipment	(25,727)	(35,727)	10,000	-28%	▼
Purchase Furniture and Equipment	(2,417)	(15,100)	12,683	-84%	▼
Grants / Contributions for Development of Assets	589,422	711,758	(122,336)	-17%	▼
Proceeds from Disposal of Assets	370,618	0	370,618	0%	▲
Proceeds from Sale of Land Held for Resale	0	0	0	0%	▼
Repayment of Debentures	(313,190)	(313,190)	0	0%	▼
Proceeds from New Debentures	0	0	0	0%	▼
Transfers to Reserves (Restricted Assets)	(99,175)	0	(99,175)	0%	▲
Transfers from Reserves (Restricted Assets)	6,934,511	4,049,438	2,885,073	71%	▲
ADD Estimated Surplus/(Deficit) July 1 B/Fwd	(1,665,875)	(1,665,875)	0	0%	▲
LESS Estimated Surplus/(Deficit) June 30 C/Fwd	12,888,218	6,310,214	6,578,004	104%	▲
Amount Required to be Raised from Rates	<u>10,018,278</u>	<u>9,951,565</u>	<u>66,713</u>	<u>1%</u>	<u>▲</u>

Shire of Wyndham East Kimberley

Statement of Financial Activity (Interim Report)

Budget Remaining to Collect/Spend
as at 30 November 2015

	YTD Actual 2015/16 \$	Adopted Annual Budget 2015/16	Budget Remaining 2015/16 \$	%	
Revenue					
General Purpose Funding	1,494,563	2,547,115	1,052,552	41%	▼
Governance	83,253	150,872	67,619	45%	▼
Law, Order, Public Safety	45,838	58,613	12,775	22%	▼
Health	87,718	92,506	4,788	5%	▼
Education and Welfare	5,423	11,500	6,077	53%	▼
Housing	44,933	121,590	76,657	63%	▼
Community Amenities	1,974,304	2,534,733	560,429	22%	▼
Recreation and Culture	344,556	997,143	652,587	65%	▼
Transport	1,742,933	4,160,621	2,417,688	58%	▼
Economic Services	25,032	96,365	71,333	74%	▼
Other Property and Services	144,138	371,933	227,795	61%	▼
	<u>5,992,690</u>	<u>11,142,991</u>	<u>5,150,301</u>	<u>46%</u>	<u>▼</u>
Expenses					
General Purpose Funding	(143,292)	(573,835)	(430,543)	75%	▼
Governance	(243,178)	(930,227)	(687,049)	74%	▼
Law, Order, Public Safety	(225,588)	(592,391)	(366,803)	62%	▼
Health	(133,514)	(299,639)	(166,125)	55%	▼
Education and Welfare	(111,262)	(243,541)	(132,279)	54%	▼
Housing	(376,808)	(604,444)	(227,636)	38%	▼
Community Amenities	(1,505,446)	(4,144,548)	(2,639,102)	64%	▼
Recreation & Culture	(2,745,009)	(6,897,090)	(4,152,081)	60%	▼
Transport	(3,950,828)	(8,601,589)	(4,650,761)	54%	▼
Economic Services	(174,168)	(330,981)	(156,813)	47%	▼
Other Property and Services	(410,659)	(1,633,139)	(1,222,480)	75%	▼
	<u>(10,019,751)</u>	<u>(24,851,424)</u>	<u>(14,831,673)</u>	<u>60%</u>	<u>▼</u>
Adjustments for Cash Budget Requirements:					
Non-Cash Expenditure and Revenue					
(Profit)/Loss on Asset Disposals	116,165	(40,211)	(156,376)	389%	▼
Movement in Accruals and Provisions	0	0	0	0%	▼
Depreciation on Assets	3,006,391	5,765,188	2,758,797	48%	▼
Capital Expenditure and Revenue					
Purchase Land Held for Resale	0	0	0	0%	▼
Purchase Land and Buildings	(116,567)	(187,830)	(71,263)	38%	▼
Purchase Infrastructure Assets - Roads	(1,201,677)	(5,978,884)	(4,777,207)	80%	▼
Purchase Infrastructure Assets - Footpaths	0	(109,315)	(109,315)	100%	▼
Purchase Infrastructure Assets - Drainage	(82,828)	(552,970)	(470,142)	85%	▼
Purchase Infrastructure Assets - Other	(612,649)	(6,501,870)	(5,889,221)	91%	▼
Purchase Plant and Equipment	(25,727)	(1,501,043)	(1,475,316)	98%	▼
Purchase Furniture and Equipment	(2,417)	(191,100)	(188,683)	99%	▼
Grants / Contributions for Development of Assets	589,422	5,621,304	5,031,882	90%	▼
Proceeds from Disposal of Assets	370,618	363,237	(7,381)	-2%	▲
Proceeds from Sale of Land Held for Resale	0	0	0	0%	▼
Repayment of Debentures	(313,190)	(954,447)	(641,257)	67%	▼
Proceeds from New Debentures	0	0	0	0%	▼
Transfers to Reserves (Restricted Assets)	(99,175)	(6,707,472)	(6,608,297)	99%	▼
Transfers from Reserves (Restricted Assets)	6,934,511	16,576,747	9,642,236	58%	▼
^{ADD} Estimated Surplus/(Deficit) July 1 B/Fwd	(1,665,875)	(1,665,875)	0	0%	▼
^{LESS} Estimated Surplus/(Deficit) June 30 C/Fwd	12,888,218	178,591	(12,709,627)	-7117%	▲
Amount Required to be Raised from Rates	<u>10,018,278</u>	<u>9,951,565</u>	<u>(66,713)</u>	<u>-1%</u>	<u>▲</u>

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

Rates Revenue - Interim Rates

67,700 ▲

Council determined not to include a budget allocation for interim rates in the first instance given their uncertainty and fluctuation throughout the financial year. This will be reviewed as part of the Mid Year Budget Review process however a significant portion (\$47k) relates to back rates.

General Purpose Funding ▲

Interest Income - Reserve Fund

14,900 ▲

Timing variance. Interest income depends on interest rates and term of investments at maturity

Governance ▼

No material variances to report

Law, Order and Public Safety ▲

No material variances to report

Health ▲

Food Business Registration and Surveillance

30,963 ▲

Budget timing. Update in Budget review. The full year Income has now been accounted for. Note Annual Budget \$33,134 Yd. Actual \$32,131 Additional grant funding received from Department of Health. Budget to be amended at the budget review, with the funds to be held in the Contiguous Local Authority Group (CLAG) Reserve until expenditure is incurred.

Mosquito Control Administration (CLAG)

36,100 ▲

Education and Welfare ▼

No material variances to report

Housing ▼

No material variances to report

Community Amenities ▲

Rubbish Disposal Charges

56,300 ▲

Timing variance. Budget profile indicates that the surplus could reduce in March/April 2016

Recreation and Culture ▼

No material variances to report

Transport ▼

Aircraft Landing Fees - East Kimberley Regional Airport

(36,100) ▼

Reduced income than expected. Current data indicates that this shortfall will continue to EOY.

Passenger Head Tax - East Kimberley Regional Airport

(20,897) ▼

Reduction in Budget revenues in December should see this return to being close to budget by end of December.

Leases - East Kimberley Regional Airport Terminal

48,900 ▲

Increased income. Due to rental car leases based on turnover.

Economic Services ▼

No material variances to report

Other Property and Services ▼

Profit on Sale of Assets - Plant Operation

(27,700) ▼

Timing variance. Disposal of assets deferred until later in the year.

Shire of Wyndham East Kimberley
Notes to Statement of Financial Activity (Interim Report)
For the Period Ended 30 November 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	▼	
No material variances to report		
Governance	▼	
Election Expenses	(37,500)	▼ Timing variance. Invoice is expected in December 2015.
Law, Order and Public Safety	▼	
No material variances to report		
Health	▲	
No material variances to report		
Education and Welfare	▲	
Implementation of TAMS program	21,260	▲ Rental of scanners for TAMS system for 12 months. Budget review required.
Housing	▲	
Loss on Sale of Assets - Staff Housing	115,441	▲ Sale of House. Budget review required
Community Amenities	▲	
Direct Salaries - Kununurra Landfill	33,964	▲ Increased maintenance due to increased activity.
Community Grants	(46,533)	▼ Grants to be allocated in December.
Recreation and Culture	▲	
Depreciation - Swimming Areas and Beaches	(100,700)	▼ Non cash item. Variance due to asset revaluation process. Budget to be amended at the budget review.
Direct Salaries - Kununurra Swimming Complex	(25,800)	▼ Savings due to staff vacancies.
Depreciation - Kununurra Swimming Complex	47,100	▲ Non cash item. Variance due to asset revaluation process. Budget to be amended at the budget review.
Depreciation - Other Swimming Areas and Beaches	108,400	▲ Non cash item. Variance due to asset revaluation process. Budget to be amended at the budget review.
Building Maintenance - Kununurra Leisure Centre	(29,200)	▼ Budget transfer required to building operating due to the nature of expense.
Depreciation - Kununurra Grounds	37,100	▲ Non cash item. Variance due to asset revaluation process. Budget to be amended at the budget review.
Design and feasibility of new Recreation facility	(50,000)	▼ Work planned to commence in November. Slight delay. Annual Budget \$400,000
Parks and Gardens Maintenance - Kununurra	40,350	▲ Budget profile. Annual over 5 months would be \$40,000 above that indicated if allocated evenly.
Depreciation - Kununurra Parks and Gardens	(22,567)	▼ Budget re-profile required.
Wyndham Community Resource Centre (CRC) -	(24,360)	▼ This is the Full year budget. Remote Indigenous Public Internet Access.
Transport	▲	
Administration Salary and Wages Allocated - Streets, Roads & Bridges - Non Capital	(77,400)	▼ Non cash item. Variance due to asset depreciation changed between sub programme. Off sets with budget held in another account.
Admin Overheads Allocated - Streets, Roads & Bridges - Non Capital	58,000	▲ Non cash item. Variance due to asset depreciation changed between sub programme. Off sets with budget held in another account.
Admin Overheads Allocated - Streets, Roads & Bridges - Maintenance	(54,600)	▼ Non cash item. Variance due to asset depreciation changed between sub programme. Off sets with budget held in another account.
Rural Road Maintenance	(35,700)	▼ Variance due to plant cost allocations which is a internal charge.
Depreciation - Streets, Roads & Bridges - Maintenance	454,800	▲ Non cash item. Variance due to asset revaluation process. Budget to be amended at the budget review.
Direct Salaries - East Kimberley Regional Airport	(21,601)	▼ Recruitment delay
Airport Terminal Building Maintenance - East Kimberley Regional Airport	(23,311)	▼ Monthly actual cost tracking slightly below Monthly Budgets.
Depreciation - East Kimberley Regional Airport	42,500	▲ Non cash item. Variance due to asset revaluation process. Budget to be amended at the budget review.

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

Airport Runway Extension Assessment and Business Case	74,700	▲	Budget transfer required due change from capital to operating due to the nature of expense. Budget held in capital account.
Depreciation - Wyndham Airport	42,100	▲	Non cash item. Variance due to asset revaluation process. Budget to be amended at the budget review.

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

Economic Services

Bio Security Expenses Medfly Eradication Program ▲ 24,233 ▲ Budget required

Other Property and Services

	▲	
Direct Salaries - Operations	54,117	▲ Budget transfer required due to change of methodology in allocation of outdoor workforce salaries. Budget held in different account. Timing impact only.
Indirect Salaries - Outdoor Workforce	70,300	▲ Budget transfer required due to change of methodology in allocation of outdoor workforce salaries. Budget held in different account. Timing impact only.
Direct Salaries - Outdoor Workforce	(114,400)	▼ Budget transfer required due to change of methodology in allocation of outdoor workforce salaries. Budget held in different account. Timing impact only.
Engineering Consultancy	(29,880)	▼ Budget to be adjusted in Mid year review. Now Feb/March.
Administration Salary and Wages Allocated - General Administration Overheads	55,600	▼ Non cash item. Timing related to year to date budget estimates.
Direct Salaries - Financial Services	(85,200)	▼ Savings due to vacant positions.
Building Operating - 20 Coolibah -New Kununurra Adr	33,116	▲ Budget profile to be adjusted in Mid Year Review.
Software Licencing - Information Services	(22,900)	▼ Timing variance. Awaiting supplier invoice.
Plant Operating Cost Allocated	130,300	▼ Non cash item. Variance due to asset disposals. Budget to be amended at the budget review.
POC Parts and Repairs	(35,559)	▼ Budget requirement for review as part of the Mid Year Review. Probable savings.
Depreciation - Plant Operation	(39,900)	▼ Non cash item. Variance due to asset disposals. Budget to be amended at the budget review.

Non Cash Expenditure and Revenue

Adjustments and Accruals

Profit on Sale of Assets - Plant Operation	(27,700)	▲ Timing variance. Disposal of assets deferred until later in the year.
Depreciation	(539,500)	▲ Non cash item. Variance due to asset revaluation process. Budget to be amended at the budget review.

Shire of Wyndham East Kimberley
Notes to Statement of Financial Activity (Interim Report)
For the Period Ended 30 November 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	▼	
Wyndham Pound	23,830	▼ Full year Budget planned in November.
Purchase Infrastructure Assets - Roads	▼	
Kalumburu Road - Re-sheet	25,600	▲ Project completed. Awaiting supplier invoice.
Ivanhoe Crossing	34,196	▲ Budget planned April to June. Done early
Goomig Roads Reseal 2nd coat	(2,889,300)	▼ Project completed. Awaiting supplier invoice.
Purchase Infrastructure Assets - Footpaths	▼	
Footpath renewal	(54,658)	▼ Work only planned to commence in November.
Purchase Infrastructure Assets - Drainage	▲	
No material variances to report		
Purchase Infrastructure Assets - Other	▼	
Runway Ashphalt Overlay MUN	(155,700)	▼ Timing variance. Awaiting supplier invoice
Playspace and playground equipment	(50,000)	▼ Budget starts in November. Slight delay.
Airport Runway Extension Assessment and Busir	-	▲ Budget starts in November.
Lily Creek Lagoon Boat Ramp and Jetty	(114,992)	▼ Work to commence in New Year
Purchase Plant and Equipment	▼	
No material variances to report		
Purchase Furniture and Equipment	▼	
No material variances to report		
Grants / Contributions for Development of Assets	▼	
Disability Access Building Modifications Grant	25,000	▼ Budget starts in November
FESA Capital Grant - SES Shed Relocation	141,400	▼ Final claim and acquittal to be submitted with DEFES in November 2015.
Aboriginal Roads Funding - Federal Grants	(73,500)	▲ Budget profiling
Aboriginal Roads Funding - State Grants	29,400	▼ Budget profiling
Proceeds from Disposal of Assets	▲	
Sale of 6 Eugenia Street Kununurra	(338,801)	▲ Unplanned event.
Medium Plant - Trade Value MUN	(20,700)	▲ Timing variance. Disposal of assets differed until later in the year.
Debentures	▼	
No material variances to report		
Reserves	▲	
Airport General Reserve - Transfer to Reserve	69,149	▲ Interest allocation pre End of Year plan.
Unspent Loans - Transfer from Reserve MUN	(208,100)	▲ Initial budget was forecast prior to works being finalised. Actual expenditure for 2014/15 has had an impact on the funds held in these reserves, however this is a timing variance only and the 2015/16 budget will be adjusted accordingly.
Unspent Grants - Transfer from Reserve MUN	(36,500)	▲ Initial budget was forecast prior to works being finalised. Actual expenditure for 2014/15 has had an impact on the funds held in these reserves, however this is a timing variance only and the 2015/16 budget will be adjusted accordingly.
Goomig Farmlands Road Reserve - Transfer from Reserve	(2,640,600)	▲ Timing Variance. Requires monthly profile adjustment.

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

Net Current Assets
as at 30 November 2015

Composition of Estimated Net Current Asset Position

	YTD Actual 2015/16	Brought Forward 1 July 2015
CURRENT ASSETS		
Cash - Municipal (Restricted & Unrestricted)*	10,542,392	2,861,225
Cash - Restricted Reserves	7,379,470	14,169,235
Receivables	4,355,212	3,770,714
Inventories & Other Financial Assets	8,920	17,214
	<u>22,285,994</u>	<u>20,818,388</u>
LESS: CURRENT LIABILITIES		
Payables and Provisions	(1,463,776)	(8,315,028)
Less:		
Restricted - Reserves	(7,379,470)	(14,169,235)
NET CURRENT ASSET POSITION	<u>13,442,748</u>	<u>(1,665,875)</u>
Less:		
Restricted - Unspent Grants	(1,415,449)	(1,415,449)
Restricted - Unspent Loans	(1,035,127)	(1,035,127)
ADJUSTED NET CURRENT ASSET POSITION	<u><u>10,992,172</u></u>	<u><u>(4,116,451)</u></u>

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

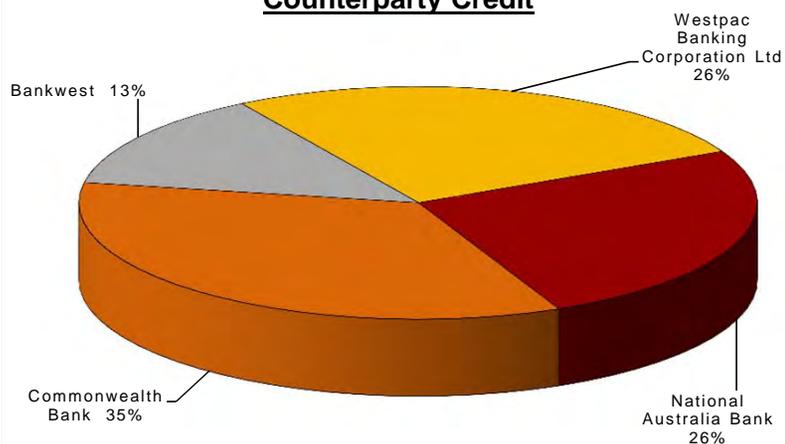
Cash on Hand	1,700	1,700
Cash at Bank - Municipal		
Unrestricted	8,090,116	408,949
Restricted - Unspent Grants	1,415,449	1,415,449
Restricted - Unspent Loans	1,035,127	1,035,127
	<u>10,542,392</u>	<u>2,861,225</u>

** Net current asset position will remain overstated until the position of reserves are finalised for the 2014/15 financial year.

REPORT ON INVESTMENT PORTFOLIO AS AT 30 NOVEMBER 2015

INVESTMENT POLICY - CP FIN - 3203								
S&P Rating		Portfolio Credit Framework	Counterparty Credit Framework					
Long Term	Short Term	Direct Investment Maximum %						
AAA	A-1+	100%	45%					
AA	A-1	100%	35%					
A	A-2	60%	20%					
Note: "S & P" relates to Standard & Poors credit rating agency								
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						
				MUNICIPAL FUNDS				
CBA	A-1+/AA	3 Months	2.63%	29-Dec-15	1,000,000.00	4,467.40	9%	
CBA		3 Months	2.63%	29-Dec-15	1,000,000.00	4,467.40	9%	
CBA		3 Months	2.63%	29-Dec-15	1,000,000.00	4,467.40	9%	
Westpac		2 Months	2.89%	27-Jan-16	1,000,000.00	7,126.03	9%	
Westpac		2 Months	2.89%	27-Jan-16	1,000,000.00	7,126.03	9%	
TOTAL MUNICIPAL INVESTMENTS					5,000,000.00	27,654.25	43%	
				RESERVE FUNDS				
NAB	A-1+/AA	3 Months	2.92%	16-Dec-15	748,637.59	5,390.19	6%	
CBA		3 Months	2.80%	7-Jan-16	1,027,426.12	7,093.46	9%	
NAB		3 Months	2.85%	27-Jan-16	1,786,101.24	12,551.65	15%	
Westpac		3 Months	2.89%	27-Jan-16	1,081,624.23	8,135.89	9%	
Bankwest		3 Months	2.95%	23-Feb-16	541,265.37	4,024.64	5%	
Bankwest		3 Months	2.90%	16-Mar-16	1,030,893.50	9,828.79	9%	
TOTAL RESERVE INVESTMENTS					6,215,948.05	47,024.63	53%	
				TRUST FUNDS - T292				
NAB	A-1+/AA	4 Months	2.98%	28-Jan-16	437,867.00	4,361.40	4%	
TOTAL TRUST INVESTMENTS					437,867.00	4,361.40	4%	
TOTAL INVESTMENTS HELD & INTEREST PAID					11,653,815.05	79,040.27	100%	

Counterparty Credit



13.01.4. Statement of Financial Activity as at 31 December 2015

DATE:	27 January 2016
AUTHOR:	Brian Garrett, Coordinator Financial Management
RESPONSIBLE OFFICER:	Natalie Octoman, Director Corporate Services
FILE NO:	FM.09.5
DISCLOSURE OF INTERESTS:	Nil

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council receives the monthly financial report as at 31 December 2015.

COUNCIL DECISION

Minute No. 11227

Moved: Cr B Robinson
Seconded: Cr K Wright

That Council receives the monthly financial report as at 31 December 2015.

Carried Unanimously 7/0

PURPOSE

For Council to receive the monthly financial report for the period ended 31 December 2015.

NATURE OF COUNCIL'S ROLE IN THE MATTER

Regulator - enforce state legislation and local laws

BACKGROUND/ PREVIOUS CONSIDERATIONS BY COUNCIL/ COMMITTEE

Council is 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

RISK IMPLICATIONS

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

Operational Risk: Non-compliance with the DLG advisory standard and 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.

COMMENTS

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

This report has incorporated the budget adjustments that were adopted by the Council at the December Ordinary Meeting of Council (Minute #: 11203).

ATTACHMENTS

Attachment 1 - Statement of Financial Activity as at 31 December 2015.

Shire of Wyndham East Kimberley

Statement of Financial Activity Year to Date Actual v Year to Date Budget as at 31 December 2015

	YTD		YTD		
	Actual	Revised	YTD	Variance	
	2015/16	Budget	2015/16	2015/16	%
	\$	\$	\$		
Revenue					
General Purpose Funding	1,534,991	1,453,340	81,651	6%	▲
Governance	82,732	95,077	(12,346)	-13%	▼
Law, Order, Public Safety	44,506	45,803	(1,297)	-3%	▼
Health	89,619	80,334	9,285	12%	▲
Education and Welfare	6,327	5,424	903	17%	▲
Housing	54,696	59,694	(4,998)	-8%	▼
Community Amenities	2,078,802	2,018,120	60,682	3%	▲
Recreation and Culture	387,337	413,267	(25,930)	-6%	▼
Transport	1,950,394	1,988,883	(38,489)	-2%	▼
Economic Services	27,244	48,502	(21,259)	-44%	▼
Other Property and Services	257,570	247,191	10,379	4%	▲
	<u>6,514,218</u>	<u>6,455,635</u>	<u>58,583</u>	<u>1%</u>	<u>▲</u>
Expenses					
General Purpose Funding	(161,552)	(188,117)	26,565	-14%	▼
Governance	(344,556)	(422,958)	78,402	-19%	▼
Law, Order, Public Safety	(264,020)	(294,400)	30,380	-10%	▼
Health	(158,941)	(155,497)	(3,443)	2%	▲
Education and Welfare	(123,537)	(152,214)	28,678	-19%	▼
Housing	(421,969)	(314,488)	(107,480)	34%	▲
Community Amenities	(1,811,517)	(1,786,666)	(24,851)	1%	▲
Recreation & Culture	(3,281,127)	(3,192,280)	(88,847)	3%	▲
Transport	(4,764,079)	(4,868,013)	103,933	-2%	▼
Economic Services	(198,169)	(158,997)	(39,172)	25%	▲
Other Property and Services	(405,211)	(637,822)	232,611	-36%	▲
	<u>(11,934,678)</u>	<u>(12,171,453)</u>	<u>236,775</u>	<u>-2%</u>	<u>▼</u>
Adjustments for Cash Budget Requirements:					
Non-Cash Expenditure and Revenue					
(Profit)/Loss on Asset Disposals	116,165	(40,211)	156,376	-389%	▲
Movement in Accruals and Provisions	0	0	0	0%	▼
Depreciation on Assets	3,614,725	3,600,852	13,873	0%	▲
Capital Expenditure and Revenue					
Purchase Land Held for Resale	0	0	0	0%	▲
Purchase Land and Buildings	(229,999)	(100,000)	(129,999)	130%	▲
Purchase Infrastructure Assets - Roads	(1,203,819)	(4,281,788)	3,077,970	-72%	▼
Purchase Infrastructure Assets - Footpaths	0	(109,315)	109,315	-100%	▼
Purchase Infrastructure Assets - Drainage	(82,828)	(82,828)	0	0%	▼
Purchase Infrastructure Assets - Other	(643,460)	(970,989)	327,529	-34%	▼
Purchase Plant and Equipment	(25,727)	(918,859)	893,132	-97%	▼
Purchase Furniture and Equipment	(10,939)	(16,600)	5,661	-34%	▼
Grants / Contributions for Development of Assets	826,058	1,232,258	(406,200)	-33%	▼
Proceeds from Disposal of Assets	370,618	217,322	153,296	71%	▲
Proceeds from Sale of Land Held for Resale	0	0	0	0%	▼
Repayment of Debentures	(537,790)	(471,978)	(65,811)	14%	▲
Proceeds from New Debentures	0	0	0	0%	▼
Transfers to Reserves (Restricted Assets)	(99,175)	0	(99,175)	0%	▲
Transfers from Reserves (Restricted Assets)	6,934,511	4,238,565	2,695,946	64%	▲
ADD Estimated Surplus/(Deficit) July 1 B/Fwd	197,606	197,606	0	0%	▲
LESS Estimated Surplus/(Deficit) June 30 C/Fwd	13,866,726	6,729,780	7,136,947	106%	▲
Amount Required to be Raised from Rates	<u>10,061,239</u>	<u>9,951,565</u>	<u>109,674</u>	<u>1%</u>	<u>▲</u>

Shire of Wyndham East Kimberley

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

	YTD Actual 2015/16 \$	Revised Annual Budget 2015/16 \$	Budget Remaining (Revised Budget less 2015/16 \$	%	
Revenue					
General Purpose Funding	1,534,991	2,547,115	1,012,124	40%	▼
Governance	82,732	158,872	76,140	50%	▼
Law, Order, Public Safety	44,506	58,613	14,107	24%	▼
Health	89,619	128,574	38,955	42%	▼
Education and Welfare	6,327	11,500	5,173	45%	▼
Housing	54,696	121,590	66,894	55%	▼
Community Amenities	2,078,802	2,534,733	455,931	18%	▼
Recreation and Culture	387,337	997,143	609,806	61%	▼
Transport	1,950,394	4,160,621	2,210,227	53%	▼
Economic Services	27,244	96,365	69,121	72%	▼
Other Property and Services	257,570	371,933	114,363	31%	▼
	<u>6,514,218</u>	<u>11,187,059</u>	<u>4,672,841</u>	<u>42%</u>	<u>▼</u>
Expenses					
General Purpose Funding	(161,552)	(573,835)	(412,283)	72%	▼
Governance	(344,556)	(936,227)	(591,671)	64%	▼
Law, Order, Public Safety	(264,020)	(607,280)	(343,260)	58%	▼
Health	(158,941)	(339,915)	(180,974)	60%	▼
Education and Welfare	(123,537)	(287,186)	(163,649)	67%	▼
Housing	(421,969)	(604,912)	(182,943)	30%	▼
Community Amenities	(1,811,517)	(4,138,074)	(2,326,557)	56%	▼
Recreation & Culture	(3,281,127)	(7,052,658)	(3,771,531)	55%	▼
Transport	(4,764,079)	(10,159,583)	(5,395,504)	63%	▼
Economic Services	(198,169)	(326,592)	(128,423)	39%	▼
Other Property and Services	(405,211)	(1,648,831)	(1,243,620)	76%	▼
	<u>(11,934,678)</u>	<u>(26,675,093)</u>	<u>(14,740,415)</u>	<u>59%</u>	<u>▼</u>
Adjustments for Cash Budget Requirements:					
Non-Cash Expenditure and Revenue					
(Profit)/Loss on Asset Disposals	116,165	(40,211)	(156,376)	389%	▼
Movement in Accruals and Provisions	0	0	0	0%	▼
Depreciation on Assets	3,614,725	7,185,788	3,571,063	62%	▼
Capital Expenditure and Revenue					
Purchase Land Held for Resale	0	0	0	0%	▼
Purchase Land and Buildings	(229,999)	(209,069)	20,930	-11%	▲
Purchase Infrastructure Assets - Roads	(1,203,819)	(6,052,901)	(4,849,082)	81%	▼
Purchase Infrastructure Assets - Footpaths	0	(109,315)	(109,315)	100%	▼
Purchase Infrastructure Assets - Drainage	(82,828)	(569,270)	(486,442)	88%	▼
Purchase Infrastructure Assets - Other	(643,460)	(3,956,178)	(3,312,718)	51%	▼
Purchase Plant and Equipment	(25,727)	(1,501,043)	(1,475,316)	98%	▼
Purchase Furniture and Equipment	(10,939)	(191,100)	(180,161)	94%	▼
Grants / Contributions for Development of Assets	826,058	3,975,405	3,149,347	56%	▼
Proceeds from Disposal of Assets	370,618	363,237	(7,381)	-2%	▲
Proceeds from Sale of Land Held for Resale	0	0	0	0%	▼
Repayment of Debentures	(537,790)	(954,447)	(416,657)	44%	▼
Proceeds from New Debentures	0	0	0	0%	▼
Transfers to Reserves (Restricted Assets)	(99,175)	(5,648,118)	(5,548,943)	83%	▼
Transfers from Reserves (Restricted Assets)	6,934,511	13,315,433	6,380,922	38%	▼
ADD Estimated Surplus/(Deficit) July 1 B/Fwd	197,606	197,606	0	0%	▲
LESS Estimated Surplus/(Deficit) June 30 C/Fwd	13,866,726	269,348	(13,597,378)	-7614%	▲
Amount Required to be Raised from Rates	<u>10,061,239</u>	<u>9,951,565</u>	<u>(109,674)</u>	<u>-1%</u>	<u>▲</u>

Shire of Wyndham East Kimberley
Notes to Statement of Financial Activity
For the Period Ended 31 December 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

Rates Revenue - Interim Rates

110,700

▲

Council determined not to include a budget allocation for interim rates in the first instance given their uncertainty and fluctuation throughout the financial year. This will be reviewed as part of the Mid Year Budget Review process, however a significant portion is related to back rates.

General Purpose Funding ▲

Interest Income - Municipal Fund

43,123

▲

Timing variance. Interest income depends on interest rates and term of investments at maturity

Governance ▼

No material variances to report

Law, Order and Public Safety ▼

No material variances to report

Health ▲

No material variances to report

Education and Welfare ▲

No material variances to report

Housing ▼

No material variances to report

Community Amenities ▲

Rubbish Disposal Charges

56,841

▲

Budget profile indicates that the current surplus could reduce in March/April 2016

Recreation and Culture ▼

No material variances to report

Transport ▼

Aircraft Landing Fees - East Kimberley Regional Airport

(120,662)

▼

Budget profiles will be review in Mid Year Review. Potential reduction to the expected Income in existing plan.

Passenger Head Tax - East Kimberley Regional Airport

23,338

▲

Budget profile to be amended as part of Mid Year Budget Review. Timing Variance.

Leases - East Kimberley Regional Airport Terminal

47,900

▲

Increased income. Due to rental car leases based on turnover.

Economic Services ▼

No material variances to report

Other Property and Services ▲

Insurance Claim Revenue - Wyndham Depot

128,932

▲

Additional claim support. Matched by extra expenditure

Profit on Sale of Assets - Plant Operation

(123,054)

▼

Timing variance. Disposal of assets deferred until later in the year.

Recurrent Expenditure ▼

General Purpose Funding ▼

No material variances to report

Governance ▼

Election Expenses

(21,122)

▼

Timing variance as partial invoice received for \$19,698 with balance still to come.

Law, Order and Public Safety ▼

No material variances to report

Health ▲

No material variances to report

Education and Welfare ▼

No material variances to report

Shire of Wyndham East Kimberley
Notes to Statement of Financial Activity
For the Period Ended 31 December 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

Housing	▲	
Loss on Sale of Assets - Staff Housing	115,441	▲ Non cash item. Sale of House. Budget required to reflect complete transaction in Mid Year Budget Review.
Community Amenities	▲	
Tip Maintenance	(26,333)	▼ New Tip covers producing savings
Direct Salaries - Kununurra Landfill	39,345	▲ Timing variance. Budget profile to be adjusted in Mid Year Review.
Recreation and Culture	▲	
Direct Salaries - Kununurra Swimming Complex	(29,393)	▼ Savings due to staff vacancies.
Building Maintenance - Kununurra Leisure Centre	(35,575)	▼ Budget transfer required to building operating due to the nature of expense.
Parks and Gardens Maintenance - Kununurra	37,124	▲ Timing variance. Budget profile to be adjusted in Mid Year Review.
Transport	▼	
Administration Salary and Wages Allocated - Streets, Roads & Bridges - Non Capital	(106,600)	▼ Non cash item. Variance due to asset deprecation changed between sub programme. Off sets with budget held in another account.
Admin Overheads Allocated - Streets, Roads & Bridges - Non Capital	80,300	▲ Non cash item. Variance due to asset deprecation changed between sub programme. Off sets with budget held in another account.
Admin Overheads Allocated - Streets, Roads & Bridges - Maintenance	(59,600)	▼ Non cash item. Variance due to asset deprecation changed between sub programme. Off sets with budget held in another account.
Rural Road Maintenance	(57,000)	▼ Variance due to plant cost allocations which is a internal charge.
Direct Salaries - East Kimberley Regional Airport	(21,842)	▼ Recruitment delay therefore potential savings will be delivered in Mid Year Budget Review.
Airport Runway Extension Assessment and Business Case	(39,900)	▼ Some costs to come in January. Timing variance only.
Recurrent Expenditure (Continued)		
Economic Services	▲	
Bio Security Expenses Medfly Eradication Program	24,233	▲ Budget adjustment required. Expenditure was unknown at time of setting budget, however expenditure is funded from the Biosecurity Reserve as previously adopted by the council, therefore no impact.
Other Property and Services	▲	
Direct Salaries - Operations	46,430	▲ Offset by variance in Direct Salaries - Outdoor workforce. To be amended in Mid Year Budget Review.
Indirect Salaries - Outdoor Workforce	93,800	▲ Budget transfer required due to change of methodology in allocation of outdoor workforce salaries. Budget held in different account. Timing impact only.
Direct Salaries - Outdoor Workforce	(150,400)	▼ Budget transfer required due to change of methodology in allocation of outdoor workforce salaries. Budget held in different account. Timing impact plus some potential salary savings.
Admin Overheads Allocated - Public Works Overhead Engineering Consultancy	40,000	▲ For review at Mid Year Budget Review.
Administration Salary and Wages Allocated - General	(39,840)	▼ Timing variance. Roads developments. Feb/Mar 2016.
Direct Salaries - Financial Services	69,089	▼ Savings in salary costs resulting in lower allocations
ABC Allocations	(112,425)	▼ Earlier vacancies, now being filled in 2016
Software Licencing - Information Services	(85,826)	▲ Budget profile allocations to be realigned as part of Mid Year Budget review.
Synergy Training and Assistance - Information Services	(20,300)	▼ Awaiting supplier invoice.
Plant Operating Cost Allocated	(20,800)	▼ Training planned for February
POC Internal Repair wages	130,300	▼ Non cash item. Variance due to asset disposals. Budget to be amended at the budget review.
POC Fuel and Oils	25,000	▲ To be funded from savings in other POC Accounts
POC Parts and Repairs	(24,500)	▼ For review at Mid Year Budget Review. Potential savings to be reviewed.
	(41,200)	▼ For review at Mid Year Budget Review. Potential savings to be reviewed.

Shire of Wyndham East Kimberley
Notes to Statement of Financial Activity
For the Period Ended 31 December 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

Non Cash Expenditure and Revenue

Adjustments and Accruals

Loss on Sale of Assets - Staff Housing	(115,400)	▼	Disposal of assets as per Council approval. Refer to previous expense charge.
Profit on Sale of Assets - Plant Operation	(123,100)	▲	Timing variance. Disposal of assets deferred until later in the year.

Capital

Purchase Land Held for Resale

No material variances to report ▲

Purchase Land and Buildings

Wyn depot fire damage reinstatement - Buildings 129,419 ▲ Offset by Insurance reimbursement

Purchase Infrastructure Assets - Roads

Kalumburu Road - Re-sheet (39,800) ▼ Project completed. Awaiting supplier invoice. Timing variance only
 Bridges (5116) - D4 Weaber Plain Rd (150,000) ▼ Project completed. Awaiting supplier invoice. Timing variance only
 Goomig Roads Reseal 2nd coat (2,889,300) ▼ Project completed. Awaiting supplier invoice. Timing variance only

Purchase Infrastructure Assets - Footpaths

Footpath renewal (109,315) ▼ Timing variance only. Work to be commenced April 2016. (Dry season)

Purchase Infrastructure Assets - Drainage

No material variances to report ▼

Purchase Infrastructure Assets - Other

Wyndham Childcare Centre - Koolama St Land s (32,800) ▼ Timing variance only
 Playspace and playground equipment (50,000) ▼ Timing variance only
 Lily Creek Lagoon Boat Ramp and Jetty (251,831) ▼ Timing variance only. Work to commence Feb 2016

Purchase Plant and Equipment

Heavy Plant - Purchase Price (883,132) ▼ Timing variance only Purchases now planned for Feb/March 16.

Purchase Furniture and Equipment

No material variances to report ▲

Grants / Contributions for Development of Assets

Disability Access Building Modifications Grant 25,000 ▼ Unsuccessful in the bid for funding therefore budget amendment to be made for both revenue and expenditure in Mid Year Budget Review.
 Aboriginal Roads Funding - Federal Grants 92,600 ▼ Budget profiling, to be amended as part of Mid Year Budget Review.
 Aboriginal Roads Funding - State Grants 29,400 ▼ Budget profiling, to be amended as part of Mid Year Budget Review.
 State Local Road Black Spot - Income MUN (40,800) ▲ Budget profiling, to be amended as part of Mid Year Budget Review.
 Grant Income - Lily Creek Lagoon Boat Ramp ar 300,000 ▼ Work to commence Feb 2016

Proceeds from Disposal of Assets

Sale of 6 Eugenia Street Kununurra (338,801) ▲ Council determined not to incorporate a budget for the sale given the uncertainty of the housing market. Funds to be transferred to Asset Management Reserve as per Council Resolution, as part of Mid Year Budget review.
 Heavy Plant - Trade Value 197,300 ▼ Timing variance. Disposal of assets differed until later in the year.
 Medium Plant - Trade Value MUN (20,700) ▲ Timing variance only Purchases now planned for Feb/March 16.to match disposals

Debentures

No material variances to report ▲

Reserves

Airport General Reserve - Transfer to Reserve 69,149 ▲ Timing variance, Budget profile to be reviewed as part of Mid Year Review.
 Goomig Farmlands Road Reserve - Transfer from Reserve (2,640,600) ▲ Awaiting supplier invoice.

Shire of Wyndham East Kimberley

Note to Statement of Financial Activity

Net Current Assets

as at 31 December 2015

Composition of Estimated Net Current Asset Position

	YTD Actual 2015/16	Brought Forward 1 July 2015
CURRENT ASSETS		
Cash - Municipal (Restricted & Unrestricted)*	10,355,031	2,859,525
Cash - Restricted Reserves	7,385,881	14,169,235
Receivables	3,693,554	3,770,714
Inventories & Other Financial Assets	10,204	17,214
	<u>21,444,670</u>	<u>20,816,688</u>
LESS: CURRENT LIABILITIES		
Payables and Provisions	(1,476,228)	(8,275,772)
Less:		
Restricted - Reserves	(7,385,881)	(14,169,235)
NET CURRENT ASSET POSITION	<u>12,582,562</u>	<u>(1,628,319)</u>
Less:		
Restricted - Unspent Grants	(1,415,449)	(1,389,147)
Restricted - Unspent Loans	(1,035,127)	(1,035,127)
ADJUSTED NET CURRENT ASSET POSITION	<u><u>10,131,986</u></u>	<u><u>(4,052,593)</u></u>

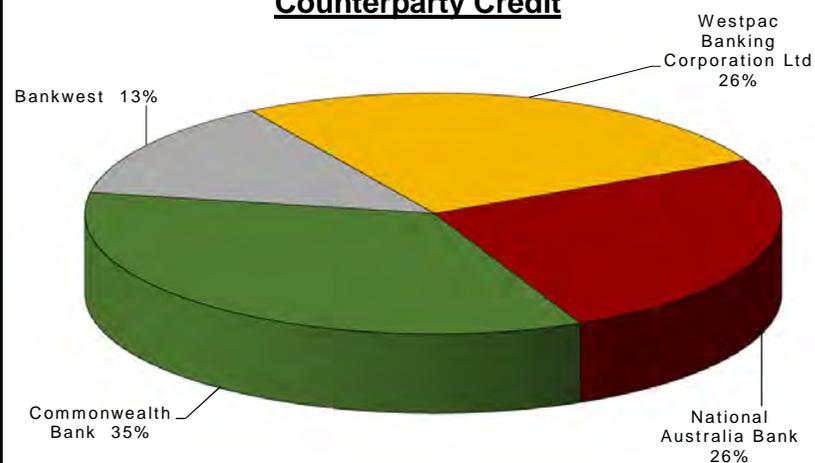
* **Cash - Municipal brought forward balances represented by:**

Cash on Hand	1,700	1,700
Cash at Bank - Municipal		
Unrestricted	7,902,755	433,551
Restricted - Unspent Grants	1,415,449	1,389,147
Restricted - Unspent Loans	1,035,127	1,035,127
	<u>10,355,031</u>	<u>2,859,525</u>

REPORT ON INVESTMENT PORTFOLIO AS AT 31 DECEMBER 2015

INVESTMENT POLICY - CP FIN - 3203												
S&P Rating		Portfolio Credit Framework	Counterparty Credit Framework									
Long Term	Short Term	Direct Investment Maximum %										
AAA	A-1+	100%	45%									
AA	A-1	100%	35%									
A	A-2	60%	20%									
<i>Note: "S & P" relates to Standard & Poors credit rating agency</i>												
TERM TO MATURITY FRAMEWORK												
Overall Portfolio Term to Maturity Limits												
<i>Portfolio % < 1 year</i>		<i>100% max 40% min</i>										
<i>Portfolio % > 1 year</i>		<i>60%</i>										
<i>Portfolio % > 3 year</i>		<i>35%</i>										
Individual Investment Maturity Limits												
<i>Authorised Deposit Institution</i>		<i>12 Months</i>										
<i>State/Commonwealth Government Bonds</i>		<i>3 years</i>										
				MUNICIPAL FUNDS								
				Institution Name	S&P Rating	Term to Maturity	Interest Rate	Maturity Date	Principal	Interest on Maturity	% of portfolio	
				CBA	A-1+/AA	1 Month	2.35%	28-Jan-16	3,013,618.35	5,901.67	26%	
				Westpac		2 Months	2.89%	27-Jan-16	1,000,000.00	4,539.45	9%	
				Westpac		2 Months	2.89%	27-Jan-16	1,000,000.00	7,126.03	9%	
				TOTAL MUNICIPAL INVESTMENTS				5,013,618.35	31,185.50	43%		
RESERVE FUNDS												
				NAB	A-1+/AA	3 Months	2.98%	15-Mar-16	754,027.79	5,540.55	6%	
				CBA		1 Month	2.35%	6-Feb-16	1,034,519.58	1,998.18	9%	
				NAB		3 Months	2.85%	27-Jan-16	1,786,101.24	12,551.65	15%	
				Westpac		3 Months	2.89%	27-Jan-16	1,081,624.23	8,135.89	9%	
				Bankwest		3 Months	2.95%	23-Feb-16	541,265.37	4,024.64	5%	
				Bankwest		3 Months	2.90%	16-Mar-16	1,030,893.50	9,828.79	9%	
				TOTAL RESERVE INVESTMENTS				6,228,431.71	42,079.71	53%		
TRUST FUNDS - T292												
				NAB	A-1+/AA	4 Months	2.98%	28-Jan-16	437,867.00	4,361.40	4%	
				TOTAL TRUST INVESTMENTS				437,867.00	4,361.40	4%		
				TOTAL INVESTMENTS HELD & INTEREST PAID				11,679,917.06	77,626.60	100%		

Counterparty Credit



13.02. INFASTRUCTURE

13.02.1. SES Training Tower Local Government Grant Scheme

DATE:	27/01/2015
AUTHOR:	Paul Wilson, Senior Ranger and Emergency Services Coordinator
RESPONSIBLE OFFICER:	David Klye, Director Infrastructure
FILE NO:	CM.16.185
DISCLOSURE OF INTERESTS:	Nil

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council:

1. Note that the Shire was successful in its application to the Local Government Grants Scheme - Capital for \$55,240 plus GST to construct an SES training tower.
2. Subject to Section 6.8 of the Local Government Act 1995, approve amendments to both the revenue and expenditure budget allocations to include \$55,240 in the 2015/16 budget for the construction of State Emergency Services training tower for the multifunction emergency facility on Coolibah Drive in Kununurra.
3. Notes that the Shire will provide project management for construction of the tower.
4. Notes that ownership of the tower and responsibility for its maintenance will cede to the Department of Fire and Emergency Services.

COUNCIL DECISION

Minute No. 11228

Moved: Cr B Robinson

Seconded: Cr E Bolto

That Council:

1. Note that the Shire was successful in its application to the Local Government Grants Scheme - Capital for \$55,240 plus GST to construct an SES training tower.
2. Subject to Section 6.8 of the Local Government Act 1995, approve amendments to both the revenue and expenditure budget allocations to include \$55,240 in the 2015/16 budget for the construction of State Emergency Services training tower for the multifunction emergency facility on Coolibah Drive in Kununurra.
3. Notes that the Shire will provide project management for construction of the tower.
4. Notes that ownership of the tower and responsibility for its maintenance will cede to the Department of Fire and Emergency Services.

Carried Unanimously 7/0

PURPOSE

To request an amendment to the 2015/16 Shire of Wyndham East Kimberley budget to include \$55,240 increase in both revenue and expenditure allocations due to a successful grant obtained through the Local Government Capital Grant Scheme, for the construction of a State Emergency Service (SES) training tower for the multifunction emergency facility on Coolibah Drive in Kununurra.

NATURE OF COUNCIL'S ROLE IN THE MATTER

Advocator - advocate and support initiatives on behalf of the community and the Kimberley

Facilitator - bring stakeholders together

Leader - plan and provide direction through policy and practices

BACKGROUND/ PREVIOUS CONSIDERATIONS BY COUNCIL/ COMMITTEE

Council has not previously considered this item.

STATUTORY IMPLICATIONS

All approved building projects must comply with section 3.5 of the 2015/16 Local Government Capital scheme manual for capital and operating grants.

Section 6.8 of the *Local Government Act 1995* "Expenditure from municipal fund not included in annual budget" is also relevant.

POLICY IMPLICATIONS

CP/FIN-3204 Purchasing Policy

FINANCIAL IMPLICATIONS

The project grant will fund the fabrication, construction and erection of the tower, while the project management costs (approximately \$2,000) will be funded by the Shire through the current salary budget allocation. There is therefore no impact on the bottom line position of the Shire for the construction of the tower.

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 1.2: Alignment of regional and local priorities with other agencies and community groups

Objective 3.1; A broad range of lifestyle opportunities and activities are available for East Kimberley residents

Strategy 3.1.1 : Support activities that promote volunteerism and active participation in community events and programs

RISK IMPLICATIONS

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

Control: Current budget and service levels

Risk: Loss of funding through non compliance with contractual requirements

Control: Project management to address contractual requirements and to provide assistance to contractors.

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 liaison with the relevant community groups.

COMMENTS

The Department of Fire and Emergency (DFES) identified the need for an SES training tower in Kununurra to be able to train SES volunteers to undertake descent rescues safely.

In 2013/14 the Shire in association with DFES submitted an application in the 2013/14 round of grant applications to the Local Government Grants Scheme - Capital (LGGS) for 100% of the capital funds to construct an SES training tower for the multifunction emergency facility on Coolibah Drive in Kununurra. The application for funding was unsuccessful.

In March 2015, the Shire in conjunction with DFES re-submitted the application for the construction of the training tower. The second application for funding was also unsuccessful.

As a consequence of DFES deferring approved vehicle projects, the LGGS, Bush Fire Service (BFS) and State Emergency Service (SES) Capital Grants Committee reconvened to further assess the 2015 capital grant applications. The Shire's 2015 grant application was re-assessed and was successful.

The Shire was ultimately successful in securing a Capital Works Grant for \$55,240 plus GST to fully fund the construction of the training tower except for the cost of project management. The funds are now available for construction of the training tower this (2015/16) year.

As the Shire will be responsible for the project funds and for acquittal of the project, it is proposed that the Shire undertake project management of construction of the tower. The cost of project management (approximately \$2,000) will fall to the Shire, however it can be managed through the current salary budget allocation.

This project is a facilitation project and has no bottom line impact on the Shire's budget. Ownership of the completed tower and responsibility for its ongoing maintenance will cede to the Department of Fire and Emergency Services.

ATTACHMENTS

There are no attachments to this report.

13.03. COMMUNITY DEVELOPMENT

13.03.1. Western Australia Housing Authority Utilisation of Wyndham Administration Centre

DATE:	27 February 2016
AUTHOR:	Louise Gee, Director Community Development
RESPONSIBLE OFFICER:	Louise Gee, Director Community Development
ASSESSMENT NO:	N/A
FILE NO:	CS.12.12
DISCLOSURE OF INTERESTS:	Nil

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council:-

- 1. Requests the Chief Executive Officer to advise the Western Australia Housing Authority that it accepts its offer of \$5,000.00 per annum to utilise the Wyndham Administration Centre as outlined in Attachment 1.**
- 2. Requests the Chief Executive Officer to advise the Western Australia Housing Authority that the Shire will not contribute any direct costs towards the placement of the Authority's officer and service within the Wyndham Administration Centre i.e. additional furniture, technology and communication equipment, display stands, signage.**

COUNCIL DECISION

Minute No. 11229

Moved: Cr Wright

Seconded: Cr Petherick

That Council:-

1. Requests the Chief Executive Officer to advise the Western Australia Housing Authority that it accepts its offer of \$5,000.00 per annum to utilise the Wyndham Administration Centre as outlined in Attachment 1.
2. Requests the Chief Executive Officer to advise the Western Australia Housing Authority that the Shire will not contribute any direct costs towards the placement of the Authority's officer and service within the Wyndham Administration Centre i.e. additional furniture, technology and communication equipment, display stands, signage.

Carried 4/3

For: Cr K Wright, Cr S Rushby, Cr D Spackman, Cr A Petherick
Against: Cr E Bolto, Cr J Parker, Cr B Robinson

PURPOSE

To advise Council of a request by the Western Australia Housing Authority to utilise the Wyndham Administration Centre to locate its Wyndham Round Officer and associated service provision.

NATURE OF COUNCIL'S ROLE IN THE MATTER

Facilitator - bring stakeholders together

BACKGROUND/ PREVIOUS CONSIDERATIONS BY COUNCIL/ COMMITTEE

On 4 January 2016 the Shire received correspondence from the Regional Manager East Kimberley, the Housing Authority proposing to pay the Shire \$5,000 per annum to utilise a desk within the Wyndham Administration Centre (Attachment 1).

The Housing Authority have been utilising a small temporary office unit in Wyndham for the purpose of assisting their Wyndham Round Officer to meet with Authority applicants and tenants. A recent review of the Wyndham accommodation determined that it did not meet operational and occupational health and safety requirements.

STATUTORY IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

It is considered that the proposed \$5,000.00 payment per annum for the utilisation of the Wyndham Administration Centre by the Housing Authority will cover additional costs associated with access to the existing Office internet and telephone service.

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 1.2.1 : Work collaboratively with agencies for forward planning and to expand opportunities and to reduce wastage and duplication

RISK IMPLICATIONS

Nil

COMMUNITY ENGAGEMENT

No community engagement is required.

COMMENTS

The Housing Authority seeks to make an arrangement with the Shire for the purpose of using part of the Shire's Wyndham Administrative Centre. The Authority is proposing:-

- The use of a workstation in the Administration Centre, to be utilised intermittently twice or three times per week. The housing officer will use a laptop computer and link to the Authority's network via the Shire's Wi-Fi initially, with further consideration be given to the connection of a desktop computer (supplied by the Authority).
- Use of the Council meeting room for the purpose of meeting with applicants or tenants on a needs basis.
- Use of the office amenities.
- Ability to display pamphlets and to provide frequently used forms for when the officer is not in attendance.
- Ability to place an Authority phone on the front counter, which will provide the ability for customers to call either the Housing Direct line (for maintenance requests) or the Disruptive Behaviour Line, and to contact the regional office in Kununurra directly.

- Display a sign on the front fascia of the building similar to that currently displayed by the Shire and other agencies.

The Housing Authority is proposing to pay the Shire \$5,000 per annum for the above utilisation of the Wyndham Administration Centre. Other external services that are presently provided from the Wyndham Administration Centre include the banking service (Bankwest) and all Department of Transport services. It is considered that the co-location of services at the Wyndham Administration Centre provides an efficient and effective means of service provision to the Wyndham community.

ATTACHMENTS

Attachment 1 - Letter from the Western Australia Housing Authority

04 JAN 2016

CS.12.12
1-33105

Government of Western Australia
Housing Authority

OPENING DOORS
To Affordable Housing



Carl Askew
Chief Executive Officer
Shire of Wyndham East Kimberley
PO Box
Kununurra WA 6743

Dear Carl

For some time the Authority has been utilising a small temporary office unit in Wyndham for the purpose of assisting the Wyndham round officer to meet with Authority applicants and tenants. A recent review of that accommodation has, however, determined that it falls far short of meeting operational requirements for reasonable office accommodation and for occupational health and safety. Instead, the Authority seeks to make an arrangement with the Shire for the purpose of using part of the Shire's administrative offices and Community Resource Centre (CRC) in Wyndham. Subject to the Shire's approval and noting that there will be some (minor) logistical considerations, the Authority proposes:

- Use of one of the workstations in the main office area. The workstation would principally be used intermittently twice or three times per week. The housing officer will use a laptop computer and link to the Authority's network via the Shire's Wi-Fi initially although I am in discussion with the information technology department to determine if we could configure a desktop computer - (which we would of course supply).
- Use of the Council meeting room for the purpose of meeting with applicants or tenants on a needs basis and which would be booked with the office and CRC.
- Use of the office amenities.
- Ability to display pamphlets and to provide frequently used forms for when the officer is not in attendance.
- Ability to place an Authority phone on the front counter, which will provide ability for people to call either the Housing Direct line (for maintenance requests) or the Disruptive Behaviour Line, and of course to contact the regional office in Kununurra directly.
- Display of a sign on the front fascia of the building similar to that currently displayed by the Shire and other agencies and which complements the operation of the Shire and the CRC.

It is my view that the addition of the Housing Authority in the Shire's Wyndham office will complement other agency functions and the use of the CRC, and greatly improve the level of service that the Authority provides to the Wyndham community.

The Housing Authority proposes to pay \$5,000.00 per annum to use the Shire facilities as mentioned.

Yours sincerely

Nick Kearns
Regional Manager East Kimberley

21 December 2015

13.03.2. Youth Advisory Council Development

DATE:	27 January 2016
AUTHOR:	Wayne Richards, Manager Community Services
RESPONSIBLE OFFICER:	Louise Gee, Director Community Development
ASSESSMENT NO:	
FILE NO:	CS.09.9
DISCLOSURE OF INTERESTS:	Nil

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council:

- 1. Endorse the development of a Shire of Wyndham East Kimberley Youth Advisory Council in the 2016/17 financial year.**
- 2. Request the Chief Executive Officer to advise the Kimberley Zone that the Shire of Wyndham East Kimberley has endorsed the development of a Youth Advisory Council, however this development will not take place until after 1 July 2016 as adopted in the Shire of Wyndham East Kimberley Corporate Business Plan 2015/16 - 2018/19.**

COUNCIL DECISION

Minute No. 11230

Moved: Cr B Robinson
Seconded: Cr S Rushby

That Council:

- 1. Endorse the development of a Shire of Wyndham East Kimberley Youth Advisory Council in the 2016/17 financial year.**
- 2. Request the Chief Executive Officer to advise the Kimberley Zone that the Shire of Wyndham East Kimberley has endorsed the development of a Youth Advisory Council, however this development will not take place until after 1 July 2016 as adopted in the Shire of Wyndham East Kimberley Corporate Business Plan 2015/16 - 2018/19.**

Carried Unanimously 7/0

PURPOSE

For Council to endorse the development of a Youth Advisory Council.

NATURE OF COUNCIL'S ROLE IN THE MATTER

Provider - provide physical infrastructure and essential services

BACKGROUND/ PREVIOUS CONSIDERATIONS BY COUNCIL/ COMMITTEE

A Youth Advisory Council (YAC) is a group of young people, typically aged 12 to 24, established to actively advise their local government on matters relating to young people. As a guide, Advisory Councils may meet once per month, with minutes shared with the Shire Council or a representative from the YAC presenting to the Council. Councillors and staff may attend YAC meetings providing a direct link for engagement for young people. The YAC provides a clear process for young people to have their opinions heard as well as an effective mechanism for Council to engage with young people. For example, a YAC could provide feedback and input into the Kimberley Regional Collaborative Group Youth Strategy and Shire Youth Service Plan. Following this strategy development, the YAC could discuss and provide recommendations to Council on matters that impact on young people within the Shire.

The Shire has established Youth Councils and Youth Advisory Committees in the past however these groups did not have a formal arrangement with the Shire Council. The group did not report to Council however were involved in decision making such as Kununurra Youth Centre operations and youth events. These groups had mixed success and while active and effective while operational, have not continued.

On 4 January 2016 Officers received an email from the Kimberley Regional Group advising that at the meeting of the Zone, the following recommendation was made under General Business:

Each Kimberley Council needs to form their Youth Advisory Councils (YAC) to drive the strategies from the bottom up, forming the Regional Youth Strategy and Action Plan. The process needs to be fast tracked to align with the launch of the Regional Youth Forum and Youth Week in April 2016.

STATUTORY IMPLICATIONS

There are no statutory implications associated with this report.

POLICY IMPLICATIONS

There are no policy implications associated with this report.

FINANCIAL IMPLICATIONS

There are no financial implications associated with the development of a Youth Advisory Council.

The primary cost to the organisation is time, in particular in the development stage of such an initiative.

STRATEGIC IMPLICATIONS

Strategic Community Plan 2012-2022

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

Objective 1.1: Strong community engagement

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

RISK IMPLICATIONS

The absence of a Youth Advisory Council may reduce the level of effective community engagement with young people leading to ineffective youth programming and youth service initiatives.

Poorly planned or rushed project development leading to negative community response.

COMMUNITY ENGAGEMENT

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

A Youth Advisory Council will provide the Shire with a direct link for ongoing engagement with young people.

COMMENTS

The establishment of the Youth Advisory Council is included under action 2.4.4.1 of the adopted Corporate Business Plan, this this action is scheduled for 2016/17. The request to fast track this process and the reason for this are acknowledged, but it must be understood that to establish an effective Youth Advisory Council is labour intensive and it is essential that such an initiative is well planned and well run. A poorly run YAC has the potential to significantly disenchant the young people involved, and reflect poorly on the Shire.

A Youth Advisory Council is seen by the Shire as more than just a consultation mechanism, YAC's are youth development programs providing opportunities for young people to learn leadership, governance and high level communication skills. Young people build confidence

and are empowered to take responsibility within their community. Well run Youth Advisory Councils drive priorities and initiatives rather than simply being consulted on them.

It should also be acknowledged that Youth Advisory Councils are not the only mechanism for consultation with young people. The Shire has actively engaged with young people on a number of projects including the Strategic Community Plan. Methods such as:

- Consulting at youth specific events
- Ensuring community wide consultation methods are accessible to young people
- Direct contact with young people through youth services/schools
- Targeted social media

The Shire may also utilise existing youth Leadership groups. As an example, officers are aware of the Wyndham District High School Leadership Team that was selected as a 2015 Commissioner for Children and Young People Youth Advisory Committee. This significantly reduces the time required to establish a YAC however the Shire may be limited by the demographics, timeframes and terms of the existing groups.

Should Council endorse the development of the Youth Advisory Council, the process for establishing a YAC would include the following:

- Development of terms of reference
- Seeking nominations and undertaking a selection process. A Shire of Wyndham East Kimberley Youth Advisory Council should ensure the inclusion of:
 - Wyndham and Kununurra young people
 - Broad age range, in particular the age range of 16 -24
 - At risk young people, as well as those not classified as at risk.
- Providing training for YAC leaders and support personnel.
- Providing inductions and training for members

Given there will be representation from both Wyndham and Kununurra, the logistics of regular inclusive meetings will need to be considered; video conferencing is certainly possible however may reduce the effectiveness of the YAC. An alternate option may be the development of two YACs, one from Wyndham and one from Kununurra.

Officers believe that establishing a Youth Advisory Council would be a valuable contribution to the community and assist in the development of the Shire's young leaders and should remain. For the Shire to complete the development of a Youth Advisory Council by April 2016 is possible, however given the staff time required, a number of other priorities within Community Services will need to be placed on hold to achieve this such as community leases, strategy development (Play Space Plan) or direct youth activities (Wyndham). Given the range of possible alternate consultation methods it is recommended that the Youth Advisory Council development is not fast tracked and remains an action for the 2016/17 financial year.

ATTACHMENTS

Nil

13.04. CHIEF EXECUTIVE OFFICER

13.04.1. Standing Item - Outstanding Actions from Council Resolutions

DATE:	27 January 2016
AUTHOR:	Carl Askew, Chief Executive Officer
RESPONSIBLE OFFICER:	Carl Askew, Chief Executive Officer
FILE NO:	N/A
DISCLOSURE OF INTERESTS:	Nil

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council notes the report - Outstanding actions from Council resolutions.

COUNCIL DECISION

Minute No. 11231

Moved: Cr B Robinson
Seconded: Cr K Wright

That Council notes the report - Outstanding actions from Council resolutions.

Carried Unanimously 7/0

PURPOSE

To report to Council on progress of implementing Council resolutions and provide comment on outstanding actions from Council resolutions.

NATURE OF COUNCIL'S ROLE IN THE MATTER

Leader - plan and provide direction through policies and practice

BACKGROUND/ PREVIOUS CONSIDERATIONS BY COUNCIL/ COMMITTEE

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 services

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

RISK IMPLICATIONS

Nil

COMMUNITY ENGAGEMENT

No community engagement is required.

COMMENTS

This report includes actions from December resolutions (Attachment 1). Attachment 2 summarises all actions that are outstanding from previous Council resolutions (before December 2015).

ATTACHMENTS

Attachment 1 - Actions from December Resolutions

Attachment 2 - Outstanding Actions from Previous Council Resolutions

Attachment 1

Meeting	Responsible Officer	Item	Resolution	Progress Comment	Date Actioned	Completed
OCM 15/12/15	Natalie Octoman	Consideration of Recommendations Contained Within the Minutes of the Special Audit (Finance and Risk) Committee Meeting of 10 December 2015	That the Council: 1. Receives the Independent Auditor's Report to the Electors of the Shire of Wyndham East Kimberley; 2. Receives the 2014-15 Annual Financial Report; 3. Receives the Management Report for the Year Ended 30 June 2015 and acknowledges, a. the strategies that were implemented during the establishment of the 2014-15 and 2015-16 budgets in an effort to overcome the budget deficit position; b. the considerable achievements of all staff in advancing the Shire's financial sustainability moving forward; 4. Adopts the budget amendments outlined in Attachment 3.	Amendments incorporated into the December monthly financial reports.		Completed
OCM 15/12/15	Natalie Octoman	Consideration of Council Policy CP/ICT-3260 Information Management and ICT Acceptable Use	For Council to: 1. Rescind Council Policies IT1 Shire Email Facility, IT2 Internet Access and RM1 - Records Management; and 2. Adopt the Council Policy CP/ICT-3260 Information Management and ICT Acceptable Use as amended.	Policy manual has been updated to reflect the new Policy and will form part of the induction process for staff.		Completed
OCM 15/12/15	Louise Gee	Council Policy Review - Property Street Numbering Policy	That the item 13.4.1 Council Policy Review – Property Street Numbering Policy be deferred to the next meeting of Council.	Report to be included for February 2016 Ordinary Council Meeting.	11-Jan-16	In progress
OCM 15/12/15	Louise Gee	Draft Alcohol Management Policy	That Council • Place on public exhibition for a period of 28 days the draft Alcohol Management Policy requesting submissions. • Forward a copy of the draft Alcohol Management Policy to the members of the Kununurra Wyndham Alcohol Accord requesting submissions.	Draft Alcohol Management Policy placed on public exhibition and forwarded to members of the Accord; submissions required by 4 March 2016.	14-Jan-16	In progress
OCM 15/12/15	Carl Askew	Annual Report 2014/15	That Council: a) Accepts the Annual Report for the year ended June 2015 (subject to the Annual Financial Report being received by Council). b) Requests the Chief Executive Officer to advertise that the Annual General Electors meeting will be held at 5pm on the 9 February 2016 at the Kununurra Council Chambers.	Annual report has been submitted to the Department and made publicly available. The Annual General Electors meeting has been advertised for the 9/02/2016.	17-Dec-15	Completed
OCM 15/12/15	Carl Askew	Legal Representation Policy	That Council: • Repeals Council Policy M.C.8 Legal Representation and Cost Indemnification as contained within the minutes of the 15 August 2002 Council meeting; and • Adopts the Council Policy CP/GOV-3103 Legal Representation for Council Members and Employees as per Attachment 1.	Council policy manual has been updated.	08-Jan-16	Completed
OCM 15/12/15	Carl Askew	Notice of Motion from Cr D Spackman: That every Shire vehicle display a standard design, Shire Council approved decal of approximate size 400mm x 300mm (or other council approved size) of which clearly illustrates the Shire logo. Decals are to be on both left and right hand doors or panels where it is appropriate for that type of machinery. Decals are not to be magnetic or removable.	That Council defers the motion from Cr D Spackman to 2016, to be considered prior to budget considerations.	Deferred until budget considerations		Not Complete
OCM 15/12/15	Louise Gee	STATE CCTV INFRASTRUCTURE FUND	That Council 1. Do not, on this occasion, submit a State CCTV Strategy Infrastructure Fund Expression of Interest. 2. Write to the Minister of Police; Road Safety; Training and Workforce Development; Women's Interests, Ms. Liza Harvey MLA, requesting funding to undertake a Shire of Wyndham East Kimberley Crime Risk Assessment, Security Lighting Audit and CCTV Feasibility Study. This Study should include the full costs and benefits of the implementation and ongoing maintenance of any recommended infrastructure.	Letter sent to Ms Liza Harvey MLA 18/12/15	18-Dec-15	Yes
OCM 15/12/15	Natalie Octoman	Legal Claim Update	That Council; 1. Notes the officer's confidential report and the progress of the General Procedure Claim, 2. Notes the Without Prejudice offer to settle both the General Procedure Claim and the Minor Case Claim combined, and 3. Notes the officer's intention to follow Council's direction provided at its April 2015 meeting (Minute No. 10927) to defend the General Procedure Claim; 4. Notes the officer's intention to follow Council's direction provided at its February 2015 meeting (Minute No 10827) to defend the Minor Case Claim.	No actions required in this particular report. Items were only for noting.		Completed

Attachment 2

Meeting	Responsible Officer	Item	Resolution	Progress Comment	Date Actioned	Completed
Aug-12	Louise Gee	Matters arising from committees of council	That the Audit (Finance and Risk) Committee recommends to Council to require A501 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	Correspondence provided to A501 and a suitable payment plan has been entered into, with payments commenced. Lease discussions may now commence as the payment plan is in place.	Ongoing	In progress
OCM 24/02/15	Louise Gee	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 has been sought from Department of Lands and Department of Parks and Wildlife (DPaW). Further information to be presented to Council at February 2016 briefing session.	20-Nov-15	In progress
OCM 24/02/15	Natalie Octoman	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.	Update provided to the 10 November 2015 meeting of the Audit (Finance and Risk) Committee. Recommendation was considered at the 24 November OCM. Matter is continuing.	Ongoing	In progress
OCM 24/03/15	Louise Gee	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. Reminder correspondence sent to MG Corporation.	18-Nov-15	In progress
OCM 28/04/15	David Klye	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.	Point 2 is still in progress. Issue listed for hearing on 9 & 10 March 2016	26-Jun-15	In Progress
OCM 28/04/15	Louise Gee	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 St. settlement completed. 67 Koojarra Street, Wyndham has been advertised for sale, no enquiries made.	18-Nov-15	In progress

Meeting	Responsible Officer	Item	Resolution	Progress Comment	Date Actioned	Completed
OCM 23/06/15	David Klye	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.	Report received on 4 December. The report is under Shire review.	25-Jun-15	In progress
OCM 23/06/15	Louise Gee	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	Community Engagement Commenced (8/1/16)	13-Nov-15	In progress
OCM 28/07/15	Louise Gee	Draft East Lily Creek and Kununurra Civic Centre and Structure Plans	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.	Meeting has been held with Department of Lands, Department of Regional Development, Kimberley Development Commission, Landcorp and Kununurra Chamber of Commerce. Discussion with MG Corporation still to be completed.	23-Nov-15	In progress
OCM 28/07/15	Louise Gee	Request for Lease – Kimberley Action Sports Inc.	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.	Letter has been forwarded to Kimberley Action Sports Inc. advising of Council resolution. Site requires survey and lease to be drafted.	17-Aug-15	In progress
OCM 28/07/15	Louise Gee	Request for Lease – Kununurra Dragon Boat Club Inc.	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.	Letter has been forwarded to Kununurra Dragon Boat Club Inc. advising of Council resolution. Site requires survey and lease to be drafted.	17-Aug-15	In progress
OCM 28/07/15	Carl Askew	Mediterranean Fruit Fly Eradication Program	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.	Letter sent to DAFWA advising of the decision and requesting advice on how to proceed with the eradication program, including indicative cost, and an invoice. Advice also given that SWEK will be in contact shortly to commence the consideration of entering into a MOU. The baiting program is complete and area freedom was reinstated for the area on 5th October. Industry has been notified. Invoice has been paid. In relation to the MOU, DAFWA have requested for an interim group to be formed to progress this - feedback from industry has been minimal. ORDCO are interested in assisting where possible and have volunteered to talk with growers to get some industry participation. This will also be discussed at the incident debrief. There is no date for the debrief yet.	12-Oct-15	In progress

Meeting	Responsible Officer	Item	Resolution	Progress Comment	Date Actioned	Completed
OCM 25/08/15	Louise Gee	Proposed Gravel Reserves	That Council: 1. Requests the Chief Executive Officer to consult with the Darwulah Aboriginal Corporation to obtain written consent for the surrender of the proposed 'King River' gravel area from Lease 1837493, and support the realignment of the dedicated road reserve to correspond with the physical location of the constructed King River Road. 2. Requests the Chief Executive Officer to advise the Department of Lands that the Shire of Wyndham East Kimberley: a. agrees to proceed with a future act process to facilitate the creation of reserves for the purpose of gravel supply for road building purposes over the sites identified as 'Afghan Cemetery', 'Mount Albany' and 'Parry Creek', and proposed easement to provide legal access to the 'Afghan Cemetery'. b. indemnifies the Minister for Lands against any costs arising from the future act process. 3. Requests the Chief Executive Officer to advise the Department of Lands that the Shire of Wyndham East Kimberley agrees to pay survey costs associated with: a. the creation of 'Gravel' reserves over the four areas referred to as 'King River', 'Afghan Cemetery', Mt Albany and 'Parry Creek', b. the creation of an easement to provide access to the area referred to as 'Afghan Cemetery'; and c. the realignment of the dedicated road reserve to correspond with the physical location of the constructed King River Road	Correspondence sent to DoL advising of Council resolution. Correspondence also sent to Darwulah Aboriginal Corporation in relation to the gravel source along King River Road and the proposed realignment of the dedicated road reserve. The Senior Planning Officer met with Darwulah representatives on 6 October 2015 to discuss the matter. Another meeting to be scheduled with Darwulah and Director of Infrastructure.	15-Oct-15	In progress
OCM 25/08/15	Louise Gee	Transient Accommodation - Lot 411 Minjiljirga Lane, Kununurra	That Council request the Chief Executive Officer to undertake further investigation as part of the Local Planning Scheme review, to consider the introduction of a new or amended use class to appropriately provide for rural workers accommodation and preparation of a subsequent Local Planning Policy.	Officers have commenced desktop audit of accommodation on rural properties.	15-Jan-16	In progress
OCM 22/09/15	Louise Gee	Request for Community Lease – Kununurra Bushmen's Rodeo Association	That Council request the Chief Executive Officer to enter into negotiations with the Kununurra Bushmen's Rodeo Association for a lease over a portion of Reserve 30290, Lot 707 Drovers Road Kununurra, subject to the approval of the Minister of Lands.	KBRA have been notified of the intent to commence negotiations.	01-Oct-15	In progress
OCM 22/09/15	Louise Gee	Request for Community Lease – Ord Pistol Club	That Council request the Chief Executive Officer to enter into negotiations with the Ord Pistol Club for a lease over a portion of Reserve 31780, Lot 375 Drovers Road Kununurra, subject to the approval of the Minister of Lands.	OPC have been notified of the intent to commence negotiations.	01-Oct-15	In progress
OCM 24/11/15	David Klye	Road Construction Specification Policy	That Council defer item 13.3.1 Road Construction Specification Policy to a briefing session.	Administrative review of draft policy has commenced.	25-Nov-15	In progress
OCM 24/11/15	Natalie Octoman	Kununurra Visitor Centre	That Council: 1. Consider operational/financial support to the Visitor Centre based at East Kimberley Tourism House as part of the mid year budget review 2015/16.	Has been included in a listing for consideration at the Mid Year Budget Review.		
OCM 24/11/15	Louise Gee	Lease of Kununurra Youth Centre	That Council offers a 3 year lease, with an option to renew for a further 3 years, over the Kununurra Youth Centre, Part Reserve 50704 subject to the following: • 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. • Commencement date of 1 January 2016 • Minister of Lands approval	Lease has been drafted and forwarded to Save The Children for their review (8/9/15). Response received and final lease has been drafted (13/11/15) Dept Lands have requested two minor changes to the lease. These will be incorporated and the Lease finalised (8/1/16)	10-Dec-15	In progress
OCM 15/12/15	Louise Gee	Council Policy Review - Property Street Numbering Policy	That the item 13.4.1 Council Policy Review – Property Street Numbering Policy be deferred to the next meeting of Council.	Report to be included for February 2016 Ordinary Council Meeting.	11-Jan-16	In progress
OCM 15/12/15	Louise Gee	Draft Alcohol Management Policy	That Council • Place on public exhibition for a period of 28 days the draft Alcohol Management Policy requesting submissions. • Forward a copy of the draft Alcohol Management Policy to the members of the Kununurra Wyndham Alcohol Accord requesting submissions.	Draft Alcohol Management Policy placed on public exhibition and forwarded to members of the Accord; submissions required by 4 March 2016.	14-Jan-16	In progress
OCM 15/12/15	Carl Askew	Notice of Motion from Cr D Spackman: That every Shire vehicle display a standard design, Shire Council approved decal of approximate size 400mm x 300mm (or other council approved size) of which clearly illustrates the Shire logo. Decals are to be on both left and right hand doors or panels where it is appropriate for that type of machinery. Decals are not to be magnetic or removable.	That Council defers the motion from Cr D Spackman to 2016, to be considered prior to budget considerations.	Deferred until budget considerations		Not Complete

N Octoman – Director Corporate Services - declares a Financial Interest in this item as she would financially gain from this item and leaves the room at 5:25pm

13.04.2. Acting Chief Executive Officer

DATE:	27 January 2015
AUTHOR:	Carl Askew, Chief Executive Officer
RESPONSIBLE OFFICER:	Carl Askew, Chief Executive Officer
FILE NO:	N/A
DISCLOSURE OF INTERESTS:	Nil

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That the Council appoint the Director Corporate Services, Ms Natalie Octoman, as the Acting Chief Executive Officer for the period 15 February 2016 to 14 March 2016 (inclusive).

ALTERNATIVE MOTION

Cr K Wright moves an alternative motion

That Council:

1. Request WALGA to provide a list of 3 officers suitable to be appointed as Acting CEO for the period 15 February 2016 to 14 March 2016 (inclusive).
2. Delegate authority to the CEO review committee to liaise with WALGA re this appointment and to authorise the review committee to make such appointment and further authorise this committee to arrange for the Shire administration to make such necessary arrangements covering travel and accommodation.
3. Request that the committee in forming an opinion on a suitable appointee request the Shire President to talk with each of the other members of Council to seek their input and to then act on this consensus.
4. Agrees that the remuneration package be arrived at by the review committee after taking advice from WALGA, noting the inclusions within the package of the current CEO and bearing in mind the duration of the engagement.
5. Pursuant to section 6.8 of the Local Government Act, authorise a budget amendment of up to \$35,000 to cover the costs associated with the appointment (inclusive of return airfares, accommodation, meals and incidentals and salary/wages)*

* Note: Absolute Majority required for point 5 of alternative motion

COUNCIL DECISION

Minute No. 11232

Moved: Cr K Wright

Seconded: Cr D Spackman

That Council:

1. Request WALGA to provide a list of 3 officers suitable to be appointed as Acting CEO for the period 15 February 2016 to 14 March 2016 (inclusive).
2. Delegate authority to the CEO review committee to liaise with WALGA re this appointment and to authorise the review committee to make such appointment and further authorise this committee to arrange for the Shire administration to make such necessary arrangements covering travel and accommodation.
3. Request that the committee in forming an opinion on a suitable appointee request the Shire President to talk with each of the other members of Council to seek their input and to then act on this consensus.
4. Agrees that the remuneration package be arrived at by the review committee after taking advice from WALGA, noting the inclusions within the package of the current CEO and bearing in mind the duration of the engagement.
5. Pursuant to section 6.8 of the Local Government Act, authorise a budget amendment of up to \$35,000 to cover the costs associated with the appointment (inclusive of return airfares, accommodation, meals and incidentals and salary/wages)

Carried 6/1

For: Cr K Wright, Cr D Spackman, Cr E Bolto, Cr S Rusby,
Cr J Parker, Cr A Petherick
Against Cr B Robinson

PURPOSE

For Council to consider the appointment of an Acting Chief Executive Officer from the 15 February to 14 March 2016 (inclusive).

NATURE OF COUNCIL'S ROLE IN THE MATTER

Leader - plan and provide direction through policy and practices

BACKGROUND/ PREVIOUS CONSIDERATIONS BY COUNCIL/ COMMITTEE

The 2015/16 Delegations Register states the following:

Delegation #3 - ACTING CHIEF EXECUTIVE OFFICER

The Council delegates its authority and power to the Chief Executive Officer to appoint one of the Shire of Wyndham East Kimberley's Directors to perform the role of Acting Chief Executive Officer during any periods of approved leave of absence or absence from the Shire for periods up to one week. For periods in excess of one week this will be referred to Council for consideration.

In making this delegation the Council has determined that the Shire's Directors are suitably qualified to perform the role of Acting Chief Executive Officer.

The Shire's Directors are, Director Corporate Services, Director Infrastructure and Director Community Development.

STATUTORY IMPLICATIONS

Local Government Act 1995

5.39. Contracts for CEO and senior employees

(1) Subject to subsection (1a), the employment of a person who is a CEO or a senior employee is to be governed by a written contract in accordance with this section.

(1a) Despite subsection (1) —

(a) an employee may act in the position of a CEO or a senior employee for a term not exceeding one year without a written contract for the position in which he or she is acting; and

(b) a person may be employed by a local government as a senior employee for a term not exceeding 3 months, during any 2 year period, without a written contract.

(2) A contract under this section —

(a) in the case of an acting or temporary position, cannot be for a term exceeding one year;

(b) in every other case, cannot be for a term exceeding 5 years.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The appointed Acting CEO will be paid higher duties for the appointed period. These costs are accounted for in the current budget. The Director Corporate Services will balance current duties as well as those required as the Acting CEO so their would be no requirement for someone to cover the role of Director Corporate Services.

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 services

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

RISK IMPLICATIONS

Nil

COMMUNITY ENGAGEMENT

No community engagement is required.

COMMENTS

As the period of leave for the CEO is in excess of one week, Council is required to consider the appointment of an Acting CEO. After discussions between the CEO, the Shire President and the Shire's Directors it was deemed that the Director Corporate Services will be able, during this period, to fulfill the role of Acting CEO while still maintaining the duties of the Director Corporate Services. However opportunities will be investigated to support the Corporate Services Department during this time with particular priority projects.

ATTACHMENTS

Nil

N Octoman – Director Corporate Services – returned to the room at 5:35pm

13.04.3. Probity Compliance Audit Update

DATE:	27 January 2015
AUTHOR:	Carl Askew, Chief Executive Officer
RESPONSIBLE OFFICER:	Carl Askew, Chief Executive Officer
FILE NO:	CM.01.01
DISCLOSURE OF INTERESTS:	Nil

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council notes the current status of the Probity Compliance Audit - Implementation Strategy and provides an update to the DLGC on the Shire's implementation of the recommendations outlined in the Probity Compliance Audit Report.

COUNCIL DECISION

Minute No. 11233

**Moved: Cr B Robinson
Seconded: Cr D Spackman**

That Council notes the current status of the Probity Compliance Audit - Implementation Strategy and provides an update to the DLGC on the Shire's implementation of the recommendations outlined in the Probity Compliance Audit Report.

Carried Unanimously 7/0

PURPOSE

For Council to note the current status of the Probity Compliance Audit - Implementation Strategy.

NATURE OF COUNCIL'S ROLE IN THE MATTER

Leader - plan and provide direction through policy and practices

BACKGROUND/ PREVIOUS CONSIDERATIONS BY COUNCIL/ COMMITTEE

At the 2 September 2014 Special Council Meeting, Council resolved the following:

COUNCIL DECISION

Minute No. 10553

Moved: Cr D Spackman

Seconded: Cr K Wright

That the Council:

1. directs the CEO, and all procurement delegates, to seriously consider the expenditure of funds prior to commitments being made to ensure that the expenditure is the best value for money for ratepayers and is absolutely warranted or if further savings could be made;
2. directs the CEO, or their delegate, to investigate
 - a. further savings opportunities associated with the operation of the Wyndham Pool, Kununurra Leisure Centre and Library Services that are to be brought back to elected members for consideration prior to the 2014/15 Mid Year Budget Review;
 - b. potential leasing opportunities for the Kununurra Youth Centre; and
 - c. opportunities for the sale, lease or co-location of Shire-owned land and buildings.
3. **directs the CEO, or their delegate to write to DLGC and ask them to carry out a probity audit on the Shire (SWEK operations) at no cost to SWEK for external agencies.**

Carried 8/1

The Department of Local Government and Communities (DLGC) had already decided in August 2014 to conduct a limited Probity Compliance Audit at the Shire to examine the Shire's tender processes and contracts as a result of various concerns being brought to its attention, including complaints from local business proprietors.

At the 26 May 2015 Ordinary Council Meeting, Council resolved the following:

COUNCIL DECISION

Minute No. 10965

Moved: Cr K Wright

Seconded: Cr S Cooke

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.

Carried 7/2

At the 23 June 2015 Ordinary Council Meeting, Council resolved to:

COUNCIL DECISION

Minute No.11017

Moved: Cr B Robinson

Seconded: Cr D Learbuch

That the Council:

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.

Carried Unanimously 8/0

Subsequently a letter was sent to the DLGC in September 2015 providing advice on the Shire's implementation of the recommendations outlined in the Probity Compliance Audit Report, (attachment 1).

STATUTORY IMPLICATIONS

The Probity Compliance Audit Report examined various areas of statutory compliance.

POLICY IMPLICATIONS

The Probity Compliance Audit provided recommendations with regards to the Shire's policies, processes and work practices as well as training and development.

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 services

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 1.4.4 : Deliver cost effective and efficient corporate services

RISK IMPLICATIONS

Nil

COMMUNITY ENGAGEMENT

No community engagement is required.

COMMENTS

The implementation strategy endorsed by Council indicated that many of the probity audit recommendations would be addressed and finalised by December 2015. As such it was considered timely to provide an update to the DLGC on the current status of the Shire's implementation of the recommendations outlined in the Probity Compliance Audit Report.

Currently only two of the 22 recommendations are incomplete. These are:

Recommendation 1 - That the Council reviews the Shire of Wyndham East Kimberley Standing Orders Local Law 2003, to reflect current best practice and assist in the effective and efficient conduct of meetings of Council.

The initial review is to be presented to a briefing session prior to being formally presented to the February Ordinary Meeting of Council with a recommendation to advertise for community comment. It was considered by Council that this review be undertaken post October 2015 by the incoming Council and after Councillors had undertaken training in meeting procedures and gained actual experience in Council. Subject to the required statutory processes it is anticipated that a new Standing Orders Local Law will be in place by June 2016. This will be assisted by the commencement of the new Senior Governance and Risk Officer in late January 2016.

Recommendation 16 - That Council arranges for the completion of a comprehensive review of its policies and adopts those reviewed policies by 31 December 2015. In meeting that timeframe Council may wish to consider engaging a consultant to complete the review.

In 2015 ninety seven (97) Council policies were either repealed or updated and all policies were collated into one document (Council Policy Manual) which is available to view via the Shire's website. Currently ten (10) policies remain to be reviewed and these are scheduled to be considered by Council during February and March 2016.

ATTACHMENTS

Attachment 1 - Letter to the DLGC (September 2015)



SHIRE of WYNDHAM | EAST KIMBERLEY

PO BOX 614 KUNUNURRA WA 6743

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

Our Ref: CM.01.01
 Enquiries: **Monika Tonkin**

4 September 2015

Ms Sheryl Siekierka
 Acting Director, Regulation and Support
 Department of Local Government and Communities
 GPO Box R1250
 Perth WA 6844

Dear Sheryl

I refer to your correspondence, dated 6 August 2015, providing advice on the Shire's implementation of the recommendations outlined in the Probity Compliance Audit Report and requesting a response.

As requested, attached you will find an updated implementation plan along with evidence of completion of a number of recommendations.

I can now confirm that of the 22 recommendations provided to us:

- 5 recommendations have been unequivocally implemented, as outlined in your letter (06/08/15). These are recommendations 4, 6, 7, 8 and 12;
- 4 recommendations have been implemented subsequent to our previous correspondence. These are recommendations 14, 17, 19 and 22
- 5 recommendations have been implemented and further evidence as requested is provided so that they can be considered for sign off. These are recommendations 5, 9, 15, 18 and 21.
- 7 recommendations have not been completed. These are subject to future completion dates and further information to be provided. These are recommendations 1, 2, 3, 10, 13, 16 and 20
- 1 recommendation is still waiting on advice from the Department. This is recommendation 11. However, the Shire has therefore proceeded with its Annual Returns for all staff with Delegated Authority and this has been completed as of 31 August 2015.

Yours Sincerely

Carl Askew
 Chief Executive Officer

PROBITY COMPLIANCE AUDIT - IMPLEMENTATION STRATEGY

RECOMMENDATION 1

That the Council reviews the Shire of Wyndham East Kimberley Standing Orders Local Law 2003, to reflect current best practice and assist in the effective and efficient conduct of meetings of Council.

Responsible Officer: CEO, Carl Askew

Current Status: In progress

To be Actioned: Initial review to be undertaken prior to presenting to Council via a Briefing Session and subsequent formal report. Process to commence in June 2015 with an intention that the Local Law to be finalised after the Council Elections in October 2015.

Timeframe for Completion: February 2016

RECOMMENDATION 2

That the Council adopts a more comprehensive agenda report format as provided at Appendix 1 to this report, to be used for all agenda reports to Council

Responsible Officer: CEO, Carl Askew

Current Status: In progress

To be Actioned: Administration to review the Council report format with the new format to be implemented in September 2015

Timeframe for Completion: September 2015

RECOMMENDATION 3

That Council and senior staff familiarise themselves with the DLGC's Operational Guideline No. 07 'Clarity in Council Motions' to assist in producing officer recommendations, and resolutions passed by Council, that clearly describe the expected outcome, how it is to be achieved, by when, by whom at what cost.

Responsible Officer: CEO, Carl Askew

Current Status: In progress

To be Actioned: Guideline No. 07 circulated in June 2015 for discussion at the September 2015 Council Briefing Session

Timeframe for Completion: September 2015

RECOMMENDATION 4

That Council directs the CEO to remove the elected member and CEO information reports, currently included under item heading "13. Reports", from meeting agenda's and includes those reports in a separate councillor information bulletin

Responsible Officer: CEO, Carl Askew

Current Status: Removed as of May 2015 OCM agenda and minutes.

To be Actioned: Completed

Timeframe for Completion: Completed

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.

Responsible Officer: Director Corporate Services, Natalie Octoman

Current Status: All previous recommendations were re-visited at the July OCM and appropriate action was taken.

To be Actioned: Completed

Timeframe for Completion: Completed

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.

Responsible Officer: Director Corporate Services, Natalie Octoman

Current Status: Implemented as of May 2015 OCM

To be Actioned: Completed

Timeframe for Completion: Completed

RECOMMENDATION 7

That the CEO ensures that in order to be readily identified, disclosures of interest recorded in meeting minutes are recorded at the beginning of the agenda item in question, rather than at the end of the previous agenda item.

Responsible Officer: CEO, Carl Askew

Current Status: Implemented as of May 2015 OCM

To be Actioned: Completed

Timeframe for Completion: Completed

RECOMMENDATION 8

That relevant council members and employees make the necessary corrections to time periods, dates, missing signatures and blank sections of their returns by amending each return or replacing the return with the correct information where applicable.

Responsible Officer: CEO, Carl Askew

Current Status: The only issues (as identified by Shire Auditors) of three incorrect dates on Councillors 2013/14 Annual Returns and one blank section in an employee 2013/14 Annual Return were corrected.

To be Actioned: Completed

Timeframe for Completion: Completed

RECOMMENDATION 9

That the CEO implements a process to check completed financial interest returns, with any discrepancies being brought to the attention of the relevant elected member or staff member for correction.

Responsible Officer: CEO, Carl Askew

Current Status: Financial interest returns for 2014/15 have all been received and were checked as correct by the CEO

To be Actioned: Completed

Timeframe for Completion: Completed

RECOMMENDATION 10

That council members and senior employees receive training on the completion and recording of information in financial interest returns.

Responsible Officer: CEO, Carl Askew

Current Status: Induction packages for Elected Members and employees updated to include advice on how to record information in financial interest returns.

To be Actioned: Online webinar training arranged for a September 2015 Council Briefing Session

Timeframe for Completion: September 2015

RECOMMENDATION 11

That the CEO reviews which employee positions should be required to complete Primary and Annual Returns.

Responsible Officer: CEO, Carl Askew

Current Status: Advice was sought from the Department. As none was received, Annual Returns were completed by all staff with Delegated Authority.

To be Actioned: Completed

Timeframe for Completion: Completed

RECOMMENDATION 12

That council members and key staff receive training regarding the statutory requirements for disclosure of interests in meetings and the recording of the details of disclosures in the minutes of the meetings relating to those disclosures.

Responsible Officer: CEO, Carl Askew

Current Status: Training was delivered by WALGA consultant to Elected Members in July 2014. In addition, information via DLGC 'thumb drives' and info cards were handed to all Elected Members and senior staff. Additional training and a webinar was delivered in September 2014 by DLGC.

To be Actioned: Completed

Timeframe for Completion: Completed

RECOMMENDATION 13

That the CEO prepares a form that assists elected members to comply with the legislative requirements for the disclosure of interests in meetings.

Responsible Officer: CEO, Carl Askew

Current Status: In progress

To be Actioned: Amended form to be circulated to Elected Members for discussion at the September 2015 Council Briefing Session before implementation.

Timeframe for Completion: September 2015

RECOMMENDATION 14

That the CEO reviews the Shire's 2014/15 Delegations Register as a matter of urgency, for consideration and adoption by Council, in order to remove unnecessary delegations and to improve the standard of information contained in delegations recorded in the Register.

Responsible Officer: CEO, Carl Askew

Current Status: Improved Delegations Register for 2015/16 adopted by council in August.

To be Actioned: Completed

Timeframe for Completion: Completed

RECOMMENDATION 15

That the Council adopts a process and timetable for a structured review of all Council's policies, including a requirement for all policies to be reviewed at least every 4 years.

Responsible Officer: CEO, Carl Askew

Current Status: Process and timetable was adopted by Council at the April 2015 OCM

To be Actioned: Completed

Timeframe for Completion: Completed

RECOMMENDATION 16

That Council arranges for the completion of a comprehensive review of its policies and adopts those reviewed policies by 31 December 2015. In meeting that timeframe Council may wish to consider engaging a consultant to complete the review.

Responsible Officer: CEO, Carl Askew

Current Status: A policy review schedule is in place so that all policies will be reviewed by the end of December 2015

To be Actioned: Policies to be considered by Council between now and December 2015

Timeframe for Completion: December 2015

RECOMMENDATION 17

That Council directs the CEO to review the Shire's purchasing and procurement procedures to ensure that contracts for goods and services that are \$100,000 or more and not exempt, are subject to a tender process in accordance with Regulation 11 of the *Local Government (Functions and General) Regulations 1996*.

Responsible Officer: Director Corporate Services, Natalie Octoman

Current Status: Revised purchasing policy (adopted by Council 26 May 2015) incorporates this requirement and has been distributed to all officers for adherence. New procedures have been implemented

To be Actioned: Completed

Timeframe for Completion: Completed

RECOMMENDATION 18

That the CEO reviews the procedures and practices concerning the recording of information required by Regulation 17 of the *Local Government (Functions and General) Regulations 1996* to ensure that the Tender Register complies with the regulations.

Responsible Officer: Director Corporate Services, Natalie Octoman

Current Status: Tender register is now compliant.

To be Actioned: Completed

Timeframe for Completion: Completed

RECOMMENDATION 19

That responsibility for the oversight of all contracts and procurement including tenders undertaken by the Shire be allocated by the CEO to a single Director, to ensure consistency of process and compliance with the requirements of the Local Government Act 1995 and the *Local Government (Functions and General) Regulations 1996*.

Responsible Officer: Director Corporate Services, Natalie Octoman

Current Status: Director Corporate Services now has responsibility for the oversight of all contracts and procurement. Currently recruiting for a new position of Senior Procurement Compliance Officer

To be Actioned: Completed

Timeframe for Completion: Completed

RECOMMENDATION 20

That the Council ensures that employment contracts for the CEO and Senior employees include appropriate performance criteria and that performance reviews are completed at least once for each year of the contract.

Responsible Officer: CEO, Carl Askew

Current Status: In progress

To be Actioned: All senior staff contracts and KPI's to be reviewed by the CEO, including the requirement for annual performance reviews.

Timeframe for Completion: December 2015

RECOMMENDATION 21

That the CEO ensures that gift, electoral gift registers are established and maintained as required by legislation and that the Shire's complaints officer is aware of the legislative requirements related to the processing and reporting of complaints, including the establishment of a complaints register.

Responsible Officer: CEO, Carl Askew

Current Status: All registers are in place and maintained by the Governance team. A Complaints Management Policy and Code of Conduct Complaints Handling Organisational Directive have been adopted by Council.

To be Actioned: Completed

Timeframe for Completion: Completed

RECOMMENDATION 22

That the Director General of the Department of Local Government and Communities presents the Shire of Wyndham East Kimberley 2014 Probity Compliance Audit Report to the Council of the Shire for its comment and response, within 28 days, on what action it proposes to take in implementing the report recommendations prior to determining what further action, if any, should be taken by the Minister and the Department on this matter.

Responsible Officer: DLGC Director General / CEO, Carl Askew

Current Status: Probity Compliance Audit Report formally presented to the Council for comment and response at the 23 June 2015 OCM. Implementation strategy provided to the DLGC.

To be Actioned: Completed

Timeframe for Completion: Completed

13.04.4. Elected Members Seating

DATE:	27 January 2016
AUTHOR:	Carl Askew, Chief Executive Officer
RESPONSIBLE OFFICER:	Carl Askew, Chief Executive Officer
ASSESSMENT NO:	N/A
FILE NO:	N/A
DISCLOSURE OF INTERESTS:	Nil

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council, in accordance with its Standing Orders Local Law 2003, determines to amend its seating arrangements in the Council Chambers as per the layout circulated by the Shire President at the meeting.

ALTERNATIVE MOTION

Cr A Petherick moves an alternative motion that:

Councillors are seated closer to President & Deputy with Directors seated closer to public – as per amended diagram

COUNCIL DECISION

Minute No. 11234

Moved: Cr A Petherick

Seconded: Cr Spackman

That Councillors retain the existing seating positions but are seated closer to President & Deputy with Directors seated closer to public – as per amended diagram

Carried Unanimously 7/0

PURPOSE

For Council to endorse a change to the seating arrangements in the Council Chambers.

NATURE OF COUNCIL'S ROLE IN THE MATTER

Leader - plan and provide direction through policy and practices

BACKGROUND/ PREVIOUS CONSIDERATIONS BY COUNCIL/ COMMITTEE

Council last considered the seating arrangements for the Chambers at its meeting on 20 October 2015, the first meeting after the Council elections.

10.1.4 Elected member Seating

As per the Shire of Wyndham East Kimberley's Standing Orders Local Law 2003, Section 6.2 - At the first meeting held after each ordinary elections day, the CEO is to allot a position at the Council table to each Councillor and the Councillor is to occupy that position when present at meetings of the Council until such time as there is a call by a majority of Councillors for a re-allotment of positions.

After the appointment of the Shire President the Chief Executive Officer confirms that the positions of each Councillor at the Council table are duly allotted and recorded in the minutes.

STATUTORY IMPLICATIONS

Shire of Wyndham East Kimberley's Standing Orders Local Law 2003

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 services

Strategy 1.4.2 : Improve the efficiency and productivity of Shire services

RISK IMPLICATIONS

Nil

COMMUNITY ENGAGEMENT

No community engagement is required.

COMMENTS

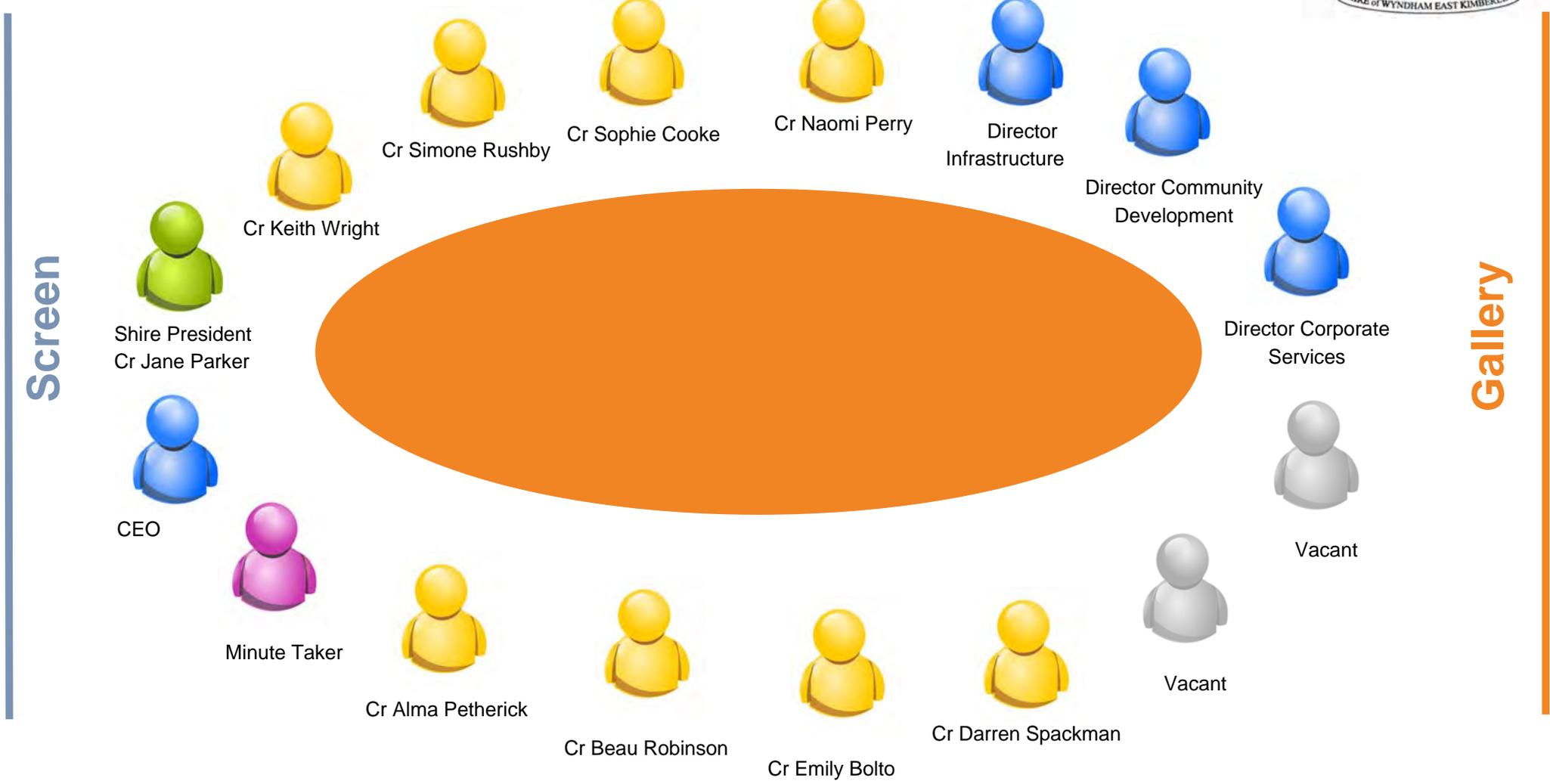
The floorplan of the Council Chambers and gallery are relatively fixed in relation to room dimensions, fixtures and infrastructure locations. The layout ideally needs to consider the operational requirements of the Council meeting process as well as the respective roles and requirements of the members present, and so that it can facilitate the ability for presentations, public attendance, open and clear discussion, debate and decision making. The proposed layout and location of members, staff and public should be designed to take into account all of the factors listed above including gallery view to the main screen that shows the Council agenda and decisions.

ATTACHMENTS

Attachment 1 – Council Chamber Seating Arrangements

SHIRE of WYNDHAM | EAST KIMBERLEY

Council Chambers Seating Arrangements



13.04.5. Kimberley Regional Group Schedule of Meetings for 2016

DATE:	27 January 2015
AUTHOR:	Carl Askew, Chief Executive Officer
RESPONSIBLE OFFICER:	Carl Askew, Chief Executive Officer
FILE NO:	N/A
DISCLOSURE OF INTERESTS:	Nil

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council

1. endorses the 2016 Schedule of Meetings for the Kimberley Regional Group
2. notes that the April 2016 meeting (Pilbara and Kimberley Joint Annual Forum) will be held in Shenzhen, China
3. endorses the attendance of Cr's Parker, Wright, Rushby, Petherick, Spackman and the CEO (noting that Councillors who have expressed an interest in joining the delegation have proposed to cover all costs themselves)
4. notes that whilst in China the SWEK delegation is intending to meet with representatives of the Kimberley Agricultural Investments (KAI) parent company in Shanghai.

COUNCIL DECISION

Minute No. 11235

Moved: Cr K Wright

Seconded: Cr D Spackman

That Council suspend Standing Orders 7.5 Limitation of number of speeches.

Carried Unanimously 7/0

Standing Orders 7.5 suspended at 6:20pm

COUNCIL DECISION

Minute No. 11236

**Moved: Cr K Wright
Seconded: Cr D Spackman**

That Council reinstate Standing Orders 7.5 Limitation of number of speeches.

Carried Unanimously 7/0

Standing Orders 7.5 reinstated at 6:24pm

Cr B Robinson moved the Officer's Recommendation with an amendment to dot point 4

COUNCIL DECISION

Minute No. 11237

**Moved: Cr K Wright
Seconded: Cr Rushby**

That Council

- 1. endorses the 2016 Schedule of Meetings for the Kimberley Regional Group**
- 2. notes that the April 2016 meeting (Pilbara and Kimberley Joint Annual Forum) will be held in Shenzhen, China**
- 3. endorses the attendance of Cr's Parker, Wright, Rushby, Petherick, Spackman and the CEO (noting that Councillors who have expressed an interest in joining the delegation have proposed to cover all costs themselves)**
- 4. notes that whilst in China the SWEK delegation is intending to meet with representatives of the Kimberley Agricultural Investments (KAI) parent company in Shanghai and that the agenda for the meeting be presented to Council as soon as available.**

Carried Unanimously 7/0

PURPOSE

For Council to endorse the 2016 Schedule of Meetings for the Kimberley Regional Group.

NATURE OF COUNCIL'S ROLE IN THE MATTER

Facilitator - bring stakeholders together

BACKGROUND/ PREVIOUS CONSIDERATIONS BY COUNCIL/ COMMITTEE

The Kimberley Regional Group meet on a regular basis throughout the year and have an annual joint forum with the Pilbara Zone.

The appointed representatives to the Kimberley Regional Group (KRG) and WALGA Zone are Shire President - Cr Jane Parker and Deputy President - Cr Keith Wright. The CEO also attends as a non-voting delegate. The proxy representatives are Cr Naomi Perry and Cr Darren Spackman.

The meeting schedule for 2016 as endorsed by the KRG at their 3 December 2015 meeting is as follows:

Friday 27 February	KRG Meeting	Broome
Monday 11 April to Wednesday 13 April	Kimberley/Pilbara Joint Annual Forum (EastxWest Forum)	Shenzhen, China
Friday 29 April	State Council Agenda Review	Video Conference
Monday 4 July to Tuesday 5 July	KRG Meeting	Halls Creek
Monday 1 August to Tuesday 2 August	KRG Meeting	Perth
Friday 2 September	State Council Agenda Review	Video Conference
Thursday 1 December to Friday 2 December	KRG Meeting	Derby

The Joint Annual Forum in April currently clashes with the SWEK scheduled April Council Briefing.

STATUTORY IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The 2015/16 budget allocates \$25,000 for SWEK travel/attendance/registration to Kimberley Regional Group meetings, with \$18,000 remaining in the budget.

On most occasions three people attend each meeting - the two Councillor KRG/Zone delegates and the Chief Executive Officer. If Councillor representatives are not able to attend then the proxy representatives are given the opportunity to attend in their place. Costs for attending meetings include airfares (where required), accommodation, meals, registration fees (where required) and other incidental costs such as taxi's (where required) are met by the Shire.

The financial implications for attending the Kimberley/Pilbara Joint Annual Forum in China are different to the other meetings within Australia. Council Zone delegates (Cr Parker and Cr Wright) have indicated their intention to attend and additional expressions of interest in attending have also been received from Councillors Spackman, Petherick and Rushby. It is good practice for a senior officer (usually the CEO) to be part of such a delegation. The costs associated with attending this forum are \$1500 ex GST per person (approx \$900 for airfares and \$600 for accommodation, registration, transfers, meals etc.) based on an Early Bird ticket arranged by the Pilbara Regional Council, with flights departing from and returning to Perth. Additional costs will therefore include return flights from Kununurra to Perth. Had the Forum been held in WA (typically Perth) the Shire would have met all costs associated with the attendance of its delegates and as such for this Forum Council should consider meeting the relevant associated costs i.e. flights to Perth, accommodation, registration, transfers, meals etc.

It has also been suggested and is considered appropriate that whilst in China the SWEK delegation should meet with representatives of the KAI parent company in Shanghai. This will incur additional costs for airfares, accommodation, transfers and meals. ** It should be noted that ALL Councillors who have expressed an interest in joining the delegation have proposed to cover ALL costs themselves. The only cost to SWEK would therefore be for Council's delegates (part costs i.e. those that would have been incurred had the meeting been in Perth) and for the CEO.

Estimated costs for the 2016 schedule are:

Friday 27 February	KRG Meeting in Broome	\$1300 p.p	\$3900 total (3 attendees)
Monday 11 April to Wednesday 13 April	Kimberley/Pilbara Joint Annual Forum in Shenzhen China (EastxWest Forum)	\$3500 p.p (estimate is based on the Early Bird ticket cost + additional costs for flights to Perth and travel to Shanghai)	\$5100 total (6 attendees) (Note above **)
Friday 29 April	State Council Agenda Review Video Conference	Nil	
Monday 4 July to Tuesday 5 July	KRG Meeting in Halls Creek	\$900 p.p	\$2700 total (3 attendees)

Monday 1 August to Tuesday 2 August	KRG Meeting in Perth (coincides with Local Government Week)	\$1700 p.p	\$5100 total (3 attendees)
Friday 2 September	State Council Agenda Review Video Conference	Nil	
Thursday 1 December to Friday 2 December	KRG Meeting in Derby	\$1600 p.p	\$4800 total (3 attendees)

This indicates a total estimated remaining cost of \$9,000 in this financial year and \$12,600 from the 2016/17 budget (noting that there will be costs associated with the 2017 calendar year that are unknown).

STRATEGIC IMPLICATIONS

Strategic Community Plan 2012-2022

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

Objective 1.2: Alignment of regional and local priorities with other agencies and community groups

Objective 1.3: Advocacy of East Kimberley issues and opportunities at regional, state and national levels

Strategy 1.2.1 : Work collaboratively with agencies for forward planning and to expand opportunities and to reduce wastage and duplication

Strategy 1.2.2 : Continue to actively participate in the Kimberley Zone and RCG on regional projects such as waste management and affordable housing

Strategy 1.3.1 : Actively provide input to decision making at the Regional, State and Federal levels on behalf of the community

RISK IMPLICATIONS

Nil

COMMUNITY ENGAGEMENT

No community engagement is required.

COMMENTS

Participating in KRG meetings is an important requirement for the Council's delegates and CEO to the KRG committee and WALGA Zone.

For the Shire, the joint forum in China represents an opportunity to build upon existing relationships with China and KAI. Whilst KRG/Zone representatives are encouraged to attend, the forum is open to all elected members within the Kimberley and Pilbara. Whilst cost is a significant factor, the relationship between the Shire and China is one that should not be under-estimated and should be encouraged and developed, and as such this represents an opportunity for other elected members to also attend.

ATTACHMENTS

Attachment 1 - EastxWest Forum Program



SHENZHEN, CHINA

11-13 APRIL 2016

1 EASTxWEST FORUM 2016

Cultural Exchange | Education | Investment Matching

Tourism | Migration | Site Visit

The EASTxWEST Forum 2016 offers an opportunity for the exchange of culture, knowledge and innovation between China and Australia's North West. Held in Shenzhen during the Australian Trade Commissions 'Australia Week in China', the Forum will deliver a schedule of activities designed to stimulate understanding, collaboration, and fresh thinking for the future of this pivotal relationship.

The Forum is centred around five streams; cultural exchange, education, investment, tourism, and migration. It will also include a site visit to the successful Shenzhen Special Economic Zone, arranged by event partners AustCham Beijing and their South China branch. The Forum will also offer specific investment matching opportunities for project proponents seeking to attract Chinese investment into projects that contribute to the development of northern Australia.

The Forum also presents a diverse range of cultural interactions; with performances by the Australian Girls Choir and special Aboriginal artist-in-residence interspersed with unique access to Chinese cultural experiences.

This year's event partners are the Australia China Business Council (WA), the Pilbara Regional Council, the Pilbara Development Commission and the China-Australia Chamber of Commerce in Beijing

regional Australia and the Australia-China relationship more broadly, and will bring enormous value to the program.

Joining the event partners are our major sponsors including Commonwealth Bank of Australia, RSM Australia, Curtin University, and sponsors include Pardo Beef Corporation, Finbar Group and our airline of choice Singapore Airlines, all of whom are integral to the program of presentations.

The event is proudly supported by all Pilbara and Kimberley Local Governments, the Australian Institute of International Affairs and Future Directions International.

Date & Time

Monday 11 – Wednesday 13 April 2016

Opening keynote address starts at 8:15am on 11 April 2016.

Venue

Grand Mercure Oriental Ginza Shenzhen
Shenzhen, Guangdong, China

Registration

Event registration is by invitation only, is not open to the public, and is not transferrable. If you have received an invitation and are experiencing technical issues, please contact us directly.

The early bird price is \$1,500.00 AUD (exclusive of GST and registration fees), and is inclusive of:

- Return flights from Perth to Hong Kong (via Singapore),
- 3-nights accommodation,
- All planned transfers and transport,
- Catering, and
- VIP dinners

Once all early bird tickets have been allocated, the standard ticket price will become \$2,300.00 AUD (inclusive of GST, exclusive of registration fees). Registration will close February 19th, 2016.

EVENT HIGHLIGHTS



Ms Jacinta Lane, a young Pilbara Indigenous artist, has been commissioned to create a work throughout the Forum as the event's Artist-in-Residence, which will be presented to the Chinese government as a gift. The piece will be made during the event, and form part of developing stronger cultural links between Indigenous and Chinese cultures.



Mr Kobus van der Wath, Founder & Group Managing Director, The Beijing Axis - China and Asia in Global Supply Chains: Trends and Implications for Australian Business



The Australian Girls Choir - famous for their Qantas "I Still Call Australia Home Campaign" will be joined by members of the Kimberley Indigenous group "Girls from Oz" to perform several musical items at the Forum as part of the cultural exchange program.

GUEST SPEAKERS



Hon Bob Carr - tbc
Former Foreign Minister
Director, Australia-China
Relations Institute



Ms Sangeeta Venkatesan
Head of RMB & China
Solutions, Commonwealth
Bank of Australia



**Mr Kobus Van Der Wath -
tbc**
Founder and Group Managing
Director, The Beijing Axis



Senator Chris Back
Chair of the Foreign Affairs,
Defence and Trade Legislative
Committee



Senator Linda Reynolds
CSC - tbc
Former Army Adjunct General,
Senator for Western Australia



Ms Alannah MacTiernan MP
Former State Minister for
Planning and Infrastructure,
Federal Member for Perth



Ms Melissa Price MP - tbc
Member, Joint Select
Committee - Northern
Australia, Member for Durack



Mr Ben Wyatt MLA - tbc
Shadow Treasurer, Shadow
Minister for Aboriginal
Affairs, Kimberley, Pilbara



Ms Jacqui Boydell MLC
Member of the Legislative
Council for the Mining and
Pastoral Region



Mr Chris Adams
CEO, City of Karratha



Mr Bruce Cheung
Chairman, Pardoo Beef
Corporation



Mr Nick Coyle
General Manager, AustCham
Beijing
([Event Partner](#))



Cr Lynne Craigie
President of WALGA
Shire President East Pilbara,
Chair Pilbara Regional Council



Professor Allan Dale
Chair, Regional Development
Australia FNQ&TS



Mr Adam Handley
President, ACBC (WA)
([Event Partner](#))



**Major General John Hartley
AO (Ret'd)**
Director and CEO, Future
Directions International



Mr Terry Hill - tbc
CEO, Pilbara Development
Commission
([Event Partner](#))



Professor Michael Keane
Professor of Chinese Media
and Cultural Studies,
Curtin University



Mr Richard Offen
Executive Director, Heritage
Perth



Mr Keiran Sullivan
Director Business Advisory,
RSM Australia



Mr Matt Tobin
Co-Founder, Urban Art
Projects

EVENT PARTNERS



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14. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

14.1. NOTICE OF MOTION - IVANHOE CROSSING

Notion of Motion;

From Cr D Spackman:

That Council reinstate the oversize rocks in front of the open culverts at Ivanhoe Crossing

Reason for Motion:

To allow water to flow through but stop persons from being sucked through

Motion seconded by Cr A Petherick

Officer Comment:

A briefing paper was prepared for Council late in 2015 as was discussed at the briefing session on 10 November 2015. Extracts from that briefing paper have been reproduced below to assist with discussion on this matter.

COUNCIL DECISION

Minute No. 11238

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

That Council suspends Standing Orders 7.5 Limitation of number of speeches

Carried Unanimously 7/0

Standing Orders 7.5 suspended at 6:29pm

COUNCIL DECISION

Minute No. 11239

**Moved: Cr K Wright
Seconded: Cr D Spackman**

That Council reinstates Standing Orders 7.5 Limitation of number of speeches

Carried Unanimously 7/0

Standing Orders 7.5 reinstated at 6:33pm

Cr K Wright moved an amendment to add a dot point that the Shire remove the 15 tonne load limit as signed at the Ivanhoe Crossing.

Cr S Rushby seconded the motion. After further consideration Cr K Wright withdraws the amendment.

COUNCIL DECISION

Minute No. 11240

**Moved: Cr D Spackman
Seconded: Cr A Petherick**

That Council reinstate the oversize rocks in front of the open culverts at Ivanhoe Crossing

Carried 5/2
For: Cr D Spackman, Cr A Petherick, Cr S Rushby, Cr K Wright, Cr E Bolto
Against: Cr B Robinson, Cr J Parker

Council at its June ordinary Council meeting of June 2014 voted unanimously in favour of the following decision.

*Council decision
Minute No. 10452*

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

That Council supports reopening of the Ivanhoe Crossing subject to:

- 1) consideration of funds in the 2014 / 2015 Rural Roads Maintenance Budget to enable signage, repairs and maintenance;*
- 2) requesting Watercorp and the Department of Water to lower the level of water below the Diversion Dam to undertake repair and maintenance works as identified by Main Roads WA;*
- 3) assigning a 15T load limit to the crossing; and*
- 4) accepts that the crossing will only be open for vehicular traffic during times when the water level over the crossing is at a level safe enough for vehicles to negotiate.*

Carried Unanimously 9/0

As a result of Council's strategic decision in June 2014 that it "supports reopening of the Ivanhoe Crossing" and Council's inclusion of a budget allocation of \$35,594 for "Ivanhoe

Crossing – Reconstruct in the 2014/15 budget, the Shire administration is undertaking the operational task of implementing Council's decision by undertaking a project to prepare the crossing to be re-opened.

From an operational perspective, these preparations include a structural assessment of the crossing which was completed previously in 2013, the repair of some minor damage to the crossing, the opening of some culvert pipes that were closed in order to lower the water level to a safe level, installation of boom gates across the road and the erection of additional signage.

A number of bollards have been repaired or replaced and the boom gates and signage have been erected. Following recent advice from LGIS additional signage will be erected.

At the commencement of the project approximately 50% of the conduits were blocked, either by steel plates or riverbed rock. Approximately 28 steel plates were removed and rock was removed from in front of the conduit inlets of about a further 20 conduits. It should be noted that these conduits are simply a series of culverts and culverts can be found practically anywhere in Australia. There is nothing that sets these particular culverts apart from many thousands of others in the country.

Following the works it is expected that the water level over the crossing will be significantly lower than previously as a result of opening the conduits. In order to raise the water level to provide a "fording experience" for tourists which is the administration's understanding of the purpose for re-opening the crossing, it is proposed to progressively block conduits by replacing steel plates starting from the eastern bank until a reasonable and safe water depth is achieved under normal flow conditions.

The two groups of 4 conduits in the middle of the crossing and 6 conduits towards the eastern side of the crossing were blocked and have not been cleared.

It is expected that a safe depth at this crossing will be in the order of 200 to 250 mm but the exact figure will not be known until flow velocities are measured on site. It was not possible to safely open the crossing at the previous flow depth of around 400 mm.

The operational decision regarding a safe depth of flow at the crossing will be made by the Shire's engineering staff with reference to available safety and research information. In this case including but not limited to T D Shand, R J Cox, M J Blacka and G P Smith (2011) *Australian Rainfall and Runoff, Revision Project 10, Appropriate Safety Criteria for Vehicles – Literature Review, Stage 2 Report*. February 2011 National Committee on Water Engineering.

Should a policy decision be taken that culverts should be closed, the cost to close the culverts at the crossing will be of the order of \$5,000. Some of this work could be carried out immediately but due to water depth and velocity it is expected that a significant number of conduits could not be blocked until the Department of Water lower the river flow level later in the year. It should also be noted that if the conduits are closed it is unlikely that the crossing could be opened to traffic because of water velocity and depth as required by Council decision 10452 of June 2014.

15. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

NIL

16. URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

NIL

17. MATTERS BEHIND CLOSED DOORS

NIL

18. CLOSURE

The Shire President declares the meeting closed at 7:32pm.