

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

29 March 2016

C O N T E N T S

01. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS.....	5
02. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE (PREVIOUSLY APPROVED).....	5
03. DECLARATION OF INTEREST	6
04. REPOSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE	6
05. PUBLIC QUESTION TIME	8
06. APPLICATIONS FOR LEAVE OF ABSENCE	10
07. PETITIONS	10
08. CONFIRMATION OF MINUTES.....	10
09. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION	11
10. MATTERS FOR WHICH THE MEETING MAY BE CLOSED	11
11. DEPUTATIONS / PRESENTATIONS / SUBMISSIONS.....	11
12. MINUTES OF COUNCIL COMMITTEE MEETINGS	11
13. REPORTS.....	11
13.01. MATTERS ARISING FROM COMMITTEES OF COUNCIL.....	11
13.02. INFRASTRUCTURE.....	12
13.02.1. D2 Drain Upgrade.....	12
13.02.2. Request to Waive Waste Charges	17
13.02.3. Siting of Airport Sculpture	22
13.02.4. Policy Review - Construction Security Deposits	28
13.03. CORPORATE SERVICES.....	35
13.03.1. List of Accounts Paid from Municipal Fund and Trust Fund.....	35
13.03.2. Monthly Statement of Financial Activity for the Period Ended 29 February 2016.....	48
13.03.3. 2016/17 Elected Member Allowances and Entitlements.....	61
13.03.4. 2015/16 Mid Year Budget Review and Corporate Business Plan Status Update.....	77
13.03.5. Adoption of 2016/17 Fees and Charges	114
13.04. COMMUNITY DEVELOPMENT.....	167
13.04.1. Request for Lease - Ord River Magpies Football Club	167
13.04.2. Recreation Space Strategy.....	176
13.04.3. Request for extension of Development Approval - Lot 507 Chestnut Ave	213
13.04.4. Renewal of Caravan Parks and Camping Grounds Licences	220
13.04.5. Development Application - Lot 316 Laine Jones Drive, Kununurra - Proposed Short-term Pilot Accommodation	228
13.04.6. Proposed Road Dedication - Mirima Community.....	242
13.04.7. Review of CP/COM - 3580 Community Services Policy.....	270
13.05. CHIEF EXECUTIVE OFFICER	295
13.05.1. Elected Member Representation on External Committees	295
13.05.2. Standing Item - Outstanding Actions from Council Resolutions	300
13.05.3. Minor Changes to Delegations 8 and 11	308
13.05.4. Annual General Electors Meeting 9 February 2016	315
14. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	334
14.01.1. Request Review of Shire of Wyndham East Kimberley Membership to WA Local Government Association (WALGA)	334

15. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN 337

16. URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION
..... 337

17. MATTERS BEHIND CLOSED DOORS..... 337

 17.1. TENDER ASSESSMENT - T05 1516 VARIOUS GRADING WORKS 337

 17.2. MINOR CASE CLAIM UPDATE..... 338

18. CLOSURE 339

**SHIRE OF WYNDHAM EAST KIMBERLEY
ORDINARY COUNCIL MEETING AGENDA
KUNUNURRA COUNCIL CHAMBERS
TO BE HELD ON 29 March 2016 AT 5:00PM**

01. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Deputy Shire President declared the meeting open at 5:00pm

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

ATTENDANCE

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

GALLERY

John Moulden	Resident
Allan Wedderburn	Resident
David Bird	Rate Payers Association
Rhonda Guerinoni	Rate Payers Association
Abby Murray	Kununurra Visitors Centre/Aviair
Vivienne McEvoy	Kununurra Visitors Centre
Mark Northover	Rate Payer
Jenny Spragg	Rate Payer
Brian Garrett	SWEK
Susanne Smith	Resident
Darryl Smith	Personal
Rob Storey	Rate Payer
Laine Ellis	Guerinoni & Son
Danny Carter	Resident
Marty McClelland	Resident
Cally Dupe	Kimberley Echo

APOLOGIES

NIL

LEAVE OF ABSENCE PREVIOUSLY APPROVED

Cr J Parker
Cr E Bolto

Shire President
Councillor

03. DECLARATION OF INTEREST

- Financial Interest
Nil
- Impartiality Interest

Councillor/Officer	Item	Title	Description of Interest
C Askew	13.05.3	Minor Changes to Delegations 8 and 11	As CEO I am required to action the Delegations
Cr S Cooke	13.04.3	Request for extension of DA – Lot 507 Chestnut Avenue	My son attends Stepping Stones at Neighbourhood House
Cr K Wright	13.03.4	2015/16 Mid Year Budget Review and Corporate Business Plan Status Update	Member of KVC
Cr S Rushby	17.2	Minor Case Claim Update	I was previously an employee of the claimant. I was previously a representative of the case claimant. Long term association with a closely associated person

- Proximity Interest
Nil

04. REPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Questions from Christine McLachlan, Wyndham - taken on notice at the 23 February 2016 Ordinary Council Meeting

Question – Could you please advise why the Delegated Authority Report for development applications is no longer presented to Council as an agenda item at Council meetings? Is this information publicly available?

There is no legislative requirement for development approvals to be reported to Council; previously approvals were reported to Council in accordance with the delegations from Council to the Chief Executive Officer. Delegations were reviewed in October 2015 and there is no longer a requirement to report this information to Council.

The Shire is however, required under legislation to maintain and have available for public inspection a register of Development and Building Application approvals.

Question – An Inspection bore was installed at the entrance to the Wyndham Landfill sites last year for the purpose of hydrogeological assessment. What have been the results of the water quality testing to date?

The results of the water sampling indicate that the water does not meet drinking standards, however it is not required to. We have attached the results for your information.

Questions from Mark Northover, Kununurra - taken on notice at the 23 February 2016 Ordinary Council Meeting

Question – What percentage of the total rates (amount received) is remaining outstanding from the last 24 months and how has this varied over 5 years. I ask this because this question was asked last year and an answer was refused.

The Shire has no record of this question being asked previously. This information is reported (in a confidential attachment) to the Audit and Risk committee.

However, given that this question relates to summarised information, the percentage of rates outstanding as at 30 June for each financial year is as follows:

- 2010-2011 – 6.55%
- 2011-2012 – 8.12%
- 2012-2013 – 5.54%
- 2013-2014 – 3.78%
- 2014-2015 – 3.34%

Question – Can either the Director of Corporate Services or the Director of Infrastructure explain why you had allocated significant staff funds to a tender that never existed.

It is understood that this question is in relation to Request for Quote (RFQ) 15 2015/16 related to the 2015-2016 light plant replacement program. The staff time and associated paperwork for this RFQ was utilised for RFQ19 2015/16 with negligible additional staff time required.

Question – What is happening at LILY CREEK boat ramp as I heard on the radio several months ago, the ramp was closed to the public due to construction, but there is no sign of anything happening since the tender was granted access last year?

The Contractor was due to start work on 1 February 2016 but postponed the commencement date because of technical difficulties with its piling barge. The contractors subsequently took possession of the site on Friday 26 February 2016 with work commencing thereafter.

Question – In January I asked Council for the cost of defending the Legal Minor case claim to the value of app \$2,700 and was advised that the cost to that stage of \$6,500 not including staff time. Given that you have just had another hearing at Kununurra Magistrates court last week, with four senior staff in attendance for 3 hours each (allowing for discussion), could I please have the updated legal cost with the value of staff time included.

In accordance with section 5.23 of the Local Government Act 1995 legal cases are confidential as they deal with the personal affairs of a person, and also would reveal information about a business, professional, commercial or financial affairs of a person.

Outside of budget and annual reports, which are publicly available documents, it is inappropriate for the Shire to disclose salary costings associated with individual Directors, teams or staff.

Question – CEO Carl Askew declined on behalf of Council last week a letter from the Small Business Commissioner recommending mediation on the small claim. Could I please then ask Council their final budgeted figure, inclusive of staff time to defend an account that was originally \$2,500. Given the major legal battle was initiated in 2014, and the additional court action is now rolling into October 2016, can I ask will council be budgeting an additional allowance for the second consecutive year?

In accordance with section 5.23 of the Local Government Act 1995 legal cases are confidential as they deal with the personal affairs of a person, and also would reveal information about a business, professional, commercial or financial affairs of a person

The Council has formally considered the legal matters on a number of occasions since February 2015. On each occasion the decision by the Council has been to defend the Shire with the most recent consideration being at the Special Council Meeting held on 27 January 2016.

Council is currently undertaking workshops and briefings in preparation for the 2016/17 Budget which is anticipated to be adopted in August 2016. If there is a need to provision for legal expenses as part of the budget Council will consider it during this process.

Question – Can I ask if this is going to be a similar amount to the \$200,000 ratepayers funds wasted against expert advice in last years lost Storey/Biorac case?

In accordance with section 5.23 of the Local Government Act 1995 legal cases are confidential as they deal with the personal affairs of a person, and also would reveal information about a business, professional, commercial or financial affairs of a person.

It is not appropriate or relevant to comment on previous legal advice. As indicated above Council will consider its budget in August 2016.

05. PUBLIC QUESTION TIME

Allan Wedderburn, Kununurra

Question 1: Can Council please confirm what the existing lease requirements are for caravan parks adjoining Lilly Cree and the Ord River, in relation to public access to the foreshore

Cr K Wright, Deputy Shire President provided 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 we will take the question on notice and a response will be provided.

Question 2: Can Council please confirm what actions are being taken to ensure the above caravan parks are complying with the requirements of their leases regarding public access?

Cr K Wright, Deputy Shire President provided 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 we will take the question on notice and a response will be provided.

Mark Northover, Kununurra

Question 1: Can you please tell me why the DIO has misled myself and the public with his answer regarding RFQ15, he was made aware of the issue in May 2015 with similar queries he partially responded to and yet now has obfuscated with this misleading response?

Cr K Wright, Deputy Shire President provided 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 we will take the question on notice and a response will be provided.

B) would you like to see his May 2015 correspondence?

Cr K Wright, Deputy Shire President provided the following response:

Yes, can you please table it at the end of the meeting

Question 2: Could the CEO please address why numerous community members questions on notice and formal questions on notice and formal letters of the AGEM were not included in the minutes?

C Askew, Chief Executive Officer provided the following response:

Questions were responded to at the AGM or in writing. Questions tabled subsequent have been responded to separately.

Question 3: Why is the CEO allowing his officers to act against statutory requirements in listing payments from the municipal fund or trust fund that are not identifying the payee's name with sufficient detail to identify transactions?

Cr K Wright, Deputy Shire President provided the following response:

It is my understanding that there is a limitation on the length of the field for the descriptions. Director Octoman may be able to provide more information on this.

N Octoman, Director Corporate Services, after seeking clarification on whether the question related to the payee's name and requesting an example, provided the following response:

In accordance with the provisions of the Local Government Act, staff member's details are to remain confidential and their names are replaced with the words Staff Member.

Question 4: You are adopting a budget process without a complete, current corporate business plan, is this correct.

C Askew, Chief Executive Officer provided the following response:

No. The Shire has a current corporate business plan.

Question 4a: When was this adopted?

N Octoman, Director Corporate Services provided the following response:

The current Corporate Business Plan was adopted in September 2015 subsequent to the adoption of the budget. As part of tonight's agenda, there is a status report which provides an update for the 2015/16 parts of the Corporate Business Plan in terms of where things are at, and incorporates the Mid-Year Budget Review outcomes.

Danny Carter, Kununurra

Question 1: In regards to the proposed water fluoridation what steps were taken to consult/survey the community on the issue?

Cr K Wright, Deputy Shire President provided the following response:

No consultation has taken place at this time. The Department of Health will be consulting with community and Council before any decision is made. We would expect the appropriate government department to consult with Council and Officers.

Question 2: Are Councillors aware of the chemical that will be used to fluoridate the water?

Cr K Wright, Deputy Shire President provided the following response:

Everyone has received the email you sent. This is information that the Department of Water to would be expected to provide.

06. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

07. PETITIONS

Nil

08. CONFIRMATION OF MINUTES

OFFICER'S RECOMMENDATION

That Council confirms the Minutes of the Ordinary Council Meeting held on 23 February 2016

COUNCIL DECISION

Minute No: 11285

**Moved: Cr B Robinson
Seconded: Cr S Cooke**

That Council confirms the Minutes of the Ordinary Council Meeting held on 23 February 2016

Carried 7/0

Note: The Minutes of the Ordinary Council Meeting held on 23 February 2016 are provided under separate cover via www.swek.wa.gov.au

09. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

Cr K Wright advised the following:

Anyone who is going to speak tonight will be required to stand to speak. If you want to move a motion, hand in the air. When you speak to a motion, please rise to talk. The reason for this is that it seems to be the norm in other government bodies. Also provides a visual to the gallery as to who is speaking.

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. MATTERS ARISING FROM COMMITTEES OF COUNCIL

NIL

13.02. INFRASTRUCTURE

13.02.1. D2 Drain Upgrade

DATE:	29 March 2016
AUTHOR:	David Klye, Director Infrastructure
RESPONSIBLE OFFICER:	David Klye, Director Infrastructure
ASSESSMENT NO:	N/A
FILE NO:	SD.05.8
DISCLOSURE OF INTERESTS:	Nil

VOTING REQUIREMENT

Simple Majority

PURPOSE

To advise Councillors of the current situation regarding the Shire's obligation to upgrade the D2 drain which is operated and maintained by the (OIC) and owned by the Ord Irrigation Asset Mutual Co-operative (OIAMC).

OFFICER'S RECOMMENDATION

That Council note the officer's report and refer the project for priority consideration in the 2016/17 budget.

COUNCIL DECISION

Minute No: 11286

**Moved: Cr S Cooke
Seconded: Cr D Robinson**

That Council note the officer's report and refer the project for priority consideration in the 2016/17 budget.

Carried 7/0

NATURE OF COUNCIL'S ROLE IN THE MATTER

Provider - provide physical infrastructure and essential services

BACKGROUND/ PREVIOUS CONSIDERATIONS BY COUNCIL/ COMMITTEE

Councillors received a briefing on this matter at a briefing session on 10 November 2015.

Council at its meeting of 20 October 2009 resolved the following;

COUNCIL DECISION

Minute No. 8882

Moved:Cr J Moulden

Seconded:Cr J Parker

That Council authorise the Shire President and Deputy Shire President to sign the Deed of Agreement between the Ord Irrigation Co-operative Ltd and the Ord Irrigation Asset Mutual Co-operative Ltd subject to no material adverse legal or insurer advice being received.

CARRIED UNANIMOUSLY: (8/0)

On 22 June 2010, the Shire executed a Deed of Indemnity in favour of the Ord Irrigation Co-operative Ltd and the Ord Irrigation Asset Mutual Co-operative Ltd (OIC).

The Deed of Agreement between the Shire, the Ord Irrigation Co-operative Ltd and the Ord Irrigation Asset Mutual Co-operative Ltd is discussed below in the comments section of this item.

STATUTORY IMPLICATIONS

The *Local Government Act 1996* Section 3.1 applies to this report.

POLICY IMPLICATIONS

There are no policy implications associated with this report.

FINANCIAL IMPLICATIONS

There are significant financial implications for the Shire budget associated with the subject of this report. The construction estimate for the works is \$1.36M which exceeds the Shire's current budget allocation of approximately \$146,000.

STRATEGIC IMPLICATIONS

Strategic Community Plan 2012-2022

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

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

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

Strategy 2.3.2 : Plan, design and budget for sustainable infrastructure

RISK IMPLICATIONS

Risk: Lack of maintenance and renewal of infrastructure resulting in inadequate level of service.

Controls:

- Education of Council and organisation in asset management principles.
- Develop LTFP to ensure critical assets maintained in Annual Budgets.

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 however discussions with representatives from OIC have occurred.

COMMENTS

The main irrigation supply channel that provides water to the northern portion of the Ord Irrigation Scheme is owned by the Water Corporation and operated and maintained by the (OIC). The channel is known as the M1 channel or simply the M1.

The Shire owns and maintains an inverted drainage siphon under the M1 that conveys stormwater from the eastern side of the M1 into a drain known as the D2 drain (D2). The D2 is owned by the Ord Irrigation Asset Mutual Co-operative (OIAMC). The D2 discharges into the Ord River.

The siphon under the M1 underwent a capacity augmentation in 2011/12. The capacity augmentation consisted of the construction of additional conduits under the M1. As a condition of OIC's approval for the construction of the augmentation works the Shire executed a Deed of Indemnity in favour of the OIAMC and the OIC in 2010.

The Deed of Indemnity stipulates a number of conditions including a requirement that the Shire;

- *“carries out such additional works as may be necessary or appropriate in the future to ensure the safe and controlled disposal of additional drainage water introduced into the D2 drain by the Shire” ,and*
- *“The Shire must use all reasonable endeavours to carry out the works necessary to modify and upgraded mid-range system proposed by the Shire in a prompt and diligent manner at such time or times as are agreed to between the cooperatives and the Shire”*
- *“... the Shire hereby agrees to indemnify and keep each respective cooperative indemnified against ... any and all costs which may be incurred by either cooperative in completing the drainage works...”*

The augmented siphon is capable of delivering a higher flow of stormwater to the D2 than the D2 is capable of transmitting. In order to cope with the increased flow the D2 requires reconstructing to be wider and the construction of an in channel flow control structure called a drop structure.

In a briefing on 10 June 2014 Council were updated on the works and as follows;

“OIC have advised (see Attachment 2) that on successful completion of the listed works associated with the M1 and D2 Drain and Gauging Station that they will retain ownership and liability of the D2 structures.”

“The Shire has engaged GHD to determine the increased flows from the M1 Siphon and design changes to the structures that address the list of works as requested by OIC. This will enable a project management timeline to be developed, cost estimates undertaken and appropriate budget allocations made in the Long Term Financial Plan.”

Following completion of the siphon augmentation works the OIC have made a number of requests for the Shire to undertake the *“additional works as may be necessary or appropriate”* accordance with the provisions of the Deed of Indemnity.

In a letter to the Shire on 6 July 2015 the OIC informed the Shire that;

“OIC places the Shire on notice and advises that the Shire must mitigate the risk to OIC by its members by meeting its obligations to repair and maintenance of D2 drain and associated works.

“If this does not occur by 7 December 2015, OIC will procure the services of a third party, or itself perform, the required work to restore the D2 facility to fit for purpose state.

“In the event that OIC arranges or undertakes the required works, OIC will back charge the Shire of costs incurred.”

Shortly after receipt of the last of the above requests, the Shire requested that OIC allow the Shire some time to progress the project. A design report dated April 2015 was provided to the Shire by its engineering consultant GHD. The advice included a detailed design solution including construction of a wider channel and construction of a drop structure. In September 2015 the Shire finally received a bill of quantities and a construction estimate for the works. The construction estimate for the works is \$1.36M which exceeds the Shire’s current budget allocation of approximately \$146,000. During preparations for the 2014/15 budget approximately \$155,000 was removed from the budget as part of Council’s cost savings measures.

The OIC’s position is that unless there is a commitment from the Shire to complete the upgrade works to the drain prior to November 2016 the OIC will be seeking to undertake the works and recover the cost from the Shire. OIC have advised that they have sought authority from the Minister for Sport and Recreation; Water; Forestry, Minister Mia Davies for authority to undertake the works under the *Water Services Act 2012*. It is not expected that the Minister will grant such approval.

In accordance with section two of the Deed of Indemnity the works proposed by the Shire are to be carried out *“at such time or times as are agreed to between the Co-operatives and the Shire.”* The Shire is seeking OIC and OIAMC agreement to a schedule that proposes stage one works in 2015/16 with a carryover of the stage one works into 2016/17. A second stage of works is proposed for late in the 2016/17 financial year. The second stage is conditional upon the 2016/17 Shire budget.

The current proposal for stage one of the works is as follows.

1. In consultation with OIAMC, develop the scope of works for phase one (2016) of the works. Anticipated to include the drop structure and de-silting of the drain and possibly reconstruction of the farm outfalls. Develop the scope of works for phase two (2017) of the works. Anticipated to include the construction of a wider channel.
2. Gain formal agreement between the Shire and OIAMC on the specification for stage one of the reconstruction works.
3. Obtain quotations for stage one of the works.
4. Award the contract for stage one of the works.
5. Undertake construction of stage one of the works which are expected to carryover into the 2016/17 financial year.

ATTACHMENTS

Nil

13.02.2. Request to Waive Waste Charges

DATE:	29 March 2016
AUTHOR:	David Klye, Director Infrastructure
RESPONSIBLE OFFICER:	David Klye, Director Infrastructure
DISCLOSURE OF INTERESTS:	Nil

VOTING REQUIREMENT

Simple Majority

PURPOSE

For Council to consider a request from representatives of Friends of SWEK to the Shire to waive the waste disposal charges at the Wyndham landfill for the period of 22 March to 29 March 2016.

OFFICER'S RECOMMENDATION

That Council:

- 1. Does not approve the waiving of landfill fees at the Wyndham landfill site for the period of 22nd to 29th March 2016;**
- 2. Requests the CEO to advise the representatives from Friends of SWEK that they may seek a Quick Grant for the waiver of fees up to \$500 in accordance with Council's Policy CP/COM-3582 Community Grant Scheme, upon becoming eligible to do so.**

Cr K Wright moved an alternative motion:

That Council move the item to a Briefing Session.

COUNCIL DECISION

Minute No: 11287

Moved: Cr K Wright

Seconded: Cr N Perry

That Council defer item 13.02.2 Request to Waive Waste Charges to a Briefing Session.

Carried 7/0

REASON FOR VARYING THE OFFICER'S RECOMMENDATION

To seek further information.

NATURE OF COUNCIL'S ROLE IN THE MATTER

Funder - provide funds or other resources

BACKGROUND/ PREVIOUS CONSIDERATIONS BY COUNCIL/ COMMITTEE

The Shire has received a request from representatives of Friends of SWEK to waive waste disposal charges at the Wyndham landfill for the period of 22 March to 29 March 2016.

The Wyndham landfill hours are normally 8:00 - 12:00 every day except Christmas day, New Year's day and Good Friday. There has been no arrangement for the landfill to be open on Good Friday.

The Wyndham landfill is licenced to take only domestic waste, green waste, household appliances, batteries, car oil and scrap steel. It is not licensed to accept controlled waste, construction and demolition waste or commercial or industrial waste. This means that the following items cannot be accepted and must be taken to Kununurra for disposal; truckloads of furniture, mattresses, bricks, concrete, liquid waste, medical waste, asbestos, fuel or paint or fuel or paint drums.

STATUTORY IMPLICATIONS

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 -

(b) waive or grant concessions in relation to any amount of money,

which is owed to the local government.

POLICY IMPLICATIONS

Council Policies CP/COM-3582 *Community Grant Scheme* and CP/FIN-3211 *Fees and Charges Pricing* is relevant.

FINANCIAL IMPLICATIONS

The fees and charges for disposal of waste are imposed by the Council each year during each budget process. The fees and charges established for the landfills are based upon the Waste Strategy which aims to establish the fees to cover the costs of disposal and waste management across the Shire.

It is unknown at this stage as to the total amount that the request from the representatives of Friends of SWEK will actually cost as it is entirely dependent upon how much, and what type of waste is disposed of at the Wyndham landfill.

Should the request be approved it is expected that residents will take up the opportunity to clean not only their own properties, but the whole community, with the result that the loss in revenue may be significant. In addition it is possible that there may well be members in Kununurra who will also approach the Friends of SWEK for a similar dispensation.

If the request is approved, then consideration will also need to be made in terms of how to effectively reimburse the Waste Management Reserve for the fee waiver. The consideration of this matter is important not only as the landfills are effectively meant to be self-supporting ie. any waste-related activity is managed within the Waste Management Reserve, but also to the overarching delivery of the Waste Management Strategy and ensuring that the Shire has sufficient funds to manage waste in the future when a new landfill site is required, for example.

STRATEGIC IMPLICATIONS

Strategic Community Plan 2012-2022

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

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

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

Strategy 2.3.2 : Plan, design and budget for sustainable infrastructure

RISK IMPLICATIONS

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

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

COMMUNITY ENGAGEMENT

While no community engagement is required, it is understood that the Friends of SWEK group involve a range of community volunteers, and the request has been made by representatives of this group to the Shire.

COMMENTS

The "Friends of SWEK" has been recently established with the aim of beautifying the towns of Wyndham and Kununurra and to get pride back into the communities by undertaking various gardening activities on Shire maintained reserves. The community group is self funded through donations and operates independently to the Shire. The group is currently active in Wyndham with a number of individuals and groups within the community volunteering their time and resources to assist.

The Shire recently received a request from representatives of Friends of SWEK to waive the waste disposal charges at the Wyndham landfill for one weekend to assist their work, and it is understood that the acting CEO indicated his approval.

The clean-up activity has been widely publicised by flyer to residents of Wyndham indicating that there is free dumping at the Wyndham landfill from the 22 March to the 29 March. While this does not appear to be consistent with the approval of the Acting CEO to the Friends of SWEK specifically, nor that it was only for a period of one weekend, the approval is not consistent with the current delegations which only allows for waivers to be provided under exceptional circumstances, for which this is not considered to be.

As the clean-up has already commenced, the Shire has not charged for waste disposal at the Wyndham landfill site for the period 23 March to 29 March, however records of all waste disposed of during this time will be taken which will then allow for a total cost to be calculated subsequent to the clean-up activity.

Following many previous requests from community organisations for the Council to waive fees, the Council established the quick grants program to provide a way of formalising and quantifying Council's donations to such organisations. The Council also modified the delegations to the CEO in order to ensure that waivers were only provided in 'exceptional circumstances', and every other matter to be considered by the Council. Both of these processes were implemented to ensure that processes such as these were open, transparent and equitable to the whole community. In recent years the Council has refused similar applications to waive landfill fees from a number of not for profit community organisations. Should the request be approved Council will need to take into account the potential precedent it will set with other community members and groups and potentially may need to deal with future requests of a similar nature.

At the time of writing this report it is anticipated that residents have and will continue to take the opportunity to clean up their properties along with the community as a whole. The outcome however is that the Shire will have lost revenue and the amount will only be known upon completion of the clean-up activities.

Charges for the provision of waste services have been calculated to cover the cost to the Shire provide the services. If charges are waived, consideration needs to be made to recoup the lost revenue to effectively reimburse the Waste Management Reserve. This could be facilitated through recognising the income within the Reserve, and the waiver against the municipal fund effectively reducing any surplus funds available. In setting the level of

charges, Council is required, in accordance with section 6.17 of the *Local Government Act 1995*, to take into consideration the importance of the service to the community.

While a cleanup campaign may currently be considered as important within the community, Councillors are urged to also consider the longer term strategic view of maintaining the position of fully funding the Waste Management Strategy. It is understood that the previous arrangements related to “cyclone clean ups” was stopped by Council as the cost to undertake the cleanup, including the cost at the landfill sites, was prohibitive.

ATTACHMENTS

Nil

13.02.3. Siting of Airport Sculpture

DATE:	29 March 2016
AUTHOR:	Paul Bawden, Manager East Kimberley Regional Airport
RESPONSIBLE OFFICER:	David Klye, Director Infrastructure
FILE NO:	TT.15.4
DISCLOSURE OF INTERESTS:	Nil

VOTING REQUIREMENT

Simple Majority

PURPOSE

To confirm Council's decision on the siting and unveiling of the Airport Welcome to Country Sculpture.

OFFICER'S RECOMMENDATION

That Council:

- 1. Endorse the Airport Sculpture to be sited in the front of the Terminal in accordance with Option 1 noting that prior to the relocation of air conditioning infrastructure it will be temporarily located close to the arrivals door in accordance with Option 2 as outlined in Attachment 1.**
- 2. Note that on completion of the associated signage the sculpture be installed and a formal unveiling organised that includes representatives from Waringarri Aboriginal Arts and local Aboriginal groups.**

Cr D Spackman foreshadowed a motion

COUNCIL DECISION

Minute No: 11288

Moved: Cr S Cooke

Seconded: Cr N Perry

That Council:

- 1. Endorse the Airport Sculpture to be sited in the front of the Terminal in accordance with Option 1 noting that prior to the relocation of air conditioning infrastructure it will be temporarily located close to the arrivals door in accordance with Option 2 as outlined in Attachment 1.**

2. Note that on completion of the associated signage the sculpture be installed and a formal unveiling organised that includes representatives from Waringarri Aboriginal Arts and local Aboriginal groups.

Lost unanimously

Cr K Wright moved an amended motion:

COUNCIL DECISION

Minute No: 11289

Moved: Cr K Wright

Seconded: Cr S Rushby

1. That the sculpture be placed airside at a site determined by the CEO in accordance with the discussion at Council on 29 March 2016.
2. Note that on completion of the associated signage the sculpture be installed and a formal unveiling organised that includes representatives from Waringarri Aboriginal Arts and local Aboriginal groups.

Carried 7/0

REASON FOR VARYING THE OFFICER'S RECOMMENDATION

Council considers the proposed location to be a more public and appropriate location

NATURE OF COUNCIL'S ROLE IN THE MATTER

Facilitator - bring stakeholders together

Funder - provide funds or other resources

Leader - plan and provide direction through policy and practices

Provider - provide physical infrastructure and essential services

BACKGROUND/ PREVIOUS CONSIDERATIONS BY COUNCIL/ COMMITTEE

The Shire previously commissioned 'Welcome to Country' artwork and signage for the Airport with a Purchase Order issued on 10 June 2014. This followed dialogue with artists and Waringarri representatives and was approved by the MG Corporation.

A recent Councillor inspection and briefing have been provided on the siting of the sculpture.

STATUTORY IMPLICATIONS

There are no specific statutory implications.

POLICY IMPLICATIONS

There are no policy implications associated with this report.

The sculpture is consistent with the range of airport services and assets that Council provides to passenger airlines, freight companies, charters, agricultural and recreational users.

FINANCIAL IMPLICATIONS

The Council has previously committed funds to purchase the sculpture and associated signage.

STRATEGIC IMPLICATIONS

Strategic Community Plan 2012-2022

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

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

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

Objective 3.4: Enhancement of community facilities

Strategy 2.3.2 : Plan, design and budget for sustainable infrastructure

Strategy 3.4.2 : Consider cultural values in all planning and design phases

RISK IMPLICATIONS

The risks in siting the sculpture are considered low relating principally to WH&S and adequate securing to a base.

COMMUNITY ENGAGEMENT

No community engagement is required.

COMMENTS

The artwork comprises:

- Boab nut with dimensions of approximately 1m in height and 0.8m diameter (Photograph attached in Attachment 2).
- Triangular signage column 2.4m high and sides of 0.6m that will include designs of boab trees, barramundi, rivers, billabongs and traditional performance together with a welcome message in both the Miriwoong language and English. This is expected to be manufactured during in the coming months.

The principal considerations at this stage are the siting of the sculpture and its formal unveiling. A prior Councillor inspection and briefing have been undertaken with discussion on four potential locations (Plan attached) as follows:

1. Adjoining the Memorial in front of the Terminal subject to relocation of the current air-conditioning units (anticipated as consideration in 2016/17 Capital Works Program coinciding with need for their replacement).
2. Footpath adjoining exit to Terminal (outside luggage retrieval area).
3. Lawn between the Terminal and Administration Building.
4. Adjoining footpath to Terminal Airside

The suggested long-term siting is Option 1, being a focal point in front of the Terminal that can be landscaped and will complement the existing memorial. As an interim approach Option 2 is well located for arriving passengers exiting the Terminal and has sufficient space to provide for pedestrian movement. While having the most space Option 3 is less prominent and does not link as well to pedestrian movement.

Siting the artwork air-side as in Option 4 has merit in that all arriving passengers will pass the sculpture and it has a high level of security. The constraint is that airside is a secure area and visitors would have only limited time to view the work as they are escorted into the Terminal.

Due to limited space a location within the Terminal is not proposed.

A formal unveiling of the Welcome to Country sculpture is proposed. This can reflect the significance of the artwork and contributions from representatives of local Aboriginal groups and artists.

ATTACHMENTS

Attachment 1 - Photograph of the Sculpture

Attachment 2 - Potential Locations to site the Sculpture



Potential Locations to Site Sculpture in Airport Precinct



1. Adjoining the Memorial in front of the Terminal
2. Footpath adjoining exit to Terminal
3. Lawn between the Terminal and Administration Building
4. Adjoining the footpath to the Terminal Arrival Gate (Airside)

13.02.4. Policy Review - Construction Security Deposits

DATE:	29 March 2016
AUTHOR:	David Klye, Director Infrastructure
RESPONSIBLE OFFICER:	David Klye, Director Infrastructure
DISCLOSURE OF INTERESTS:	Nil

VOTING REQUIREMENT

Simple Majority

PURPOSE

For Council to consider a review of its policy, E15 (E12) Payment of Deposits to Repair Damage to Footpath, Kerb, Road or Road Reserve or Material Left on the Road.

OFFICER'S RECOMMENDATION

That Council;

- 1. Rescind policy, E15 (E12) Payment of Deposits to Repair Damage to Footpath, Kerb, Road or Road Reserve or Material Left on the Road.**
- 2. Adopt policy, CP-OPS 3656 - Construction Security Deposits, attached**

COUNCIL DECISION

Minute No: 11290

Moved: Cr S Cooke

Seconded: Cr B Robinson

That Council;

- 1. Rescind policy, E15 (E12) Payment of Deposits to Repair Damage to Footpath, Kerb, Road or Road Reserve or Material Left on the Road.**
- 2. Adopt policy, CP-OPS 3656 - Construction Security Deposits, attached**

Carried 7/0

NATURE OF COUNCIL'S ROLE IN THE MATTER

Leader - plan and provide direction through policy and practices

BACKGROUND/ PREVIOUS CONSIDERATIONS BY COUNCIL/ COMMITTEE

Council at its 17 July 2007 meeting resolved as follows;

COUNCIL DECISION

Minute No. 7782

Moved: Cr K Wright

Seconded: Cr R Devenish-Meares

That Council adopt the proposed Policy E12 implementing deposit charges on new construction works within the Townsite boundaries of Kununurra and Wyndham.

Carried Unanimously 7/0

STATUTORY IMPLICATIONS

The *Local Government Act 1995* Section 3.1 and the *Main Roads Act 1930* Section 24 applies to this item.

POLICY IMPLICATIONS

The proposal establishes Council's policy position in relation to security deposits to be deposited with the Shire by developers in order to protect the Shire's infrastructure assets.

FINANCIAL IMPLICATIONS

There are no direct additional financial implications in adopting the revised policy.

STRATEGIC IMPLICATIONS

Strategic Community Plan 2012-2022

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

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

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

Strategy 2.3.2 : Plan, design and budget for sustainable infrastructure

RISK IMPLICATIONS

Risk:

Lack of maintenance and renewal of infrastructure resulting in inadequate level of service.

Controls:

- Education of Council and organisation in asset management principles.
- Develop LTFP to ensure critical assets maintained in Annual Budgets

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 in relation to this item.

COMMENTS

This item seeks to review Council's policy, E15 (E12) Payment of Deposits to Repair Damage to Footpath, Kerb, Road or Road Reserve or Material Left on the Road (Attachment 1). A copy of the proposed revised and renamed policy is attached as Attachment 2 - CP-OPS 3656 - Construction Security Deposits. The proposal differs to the previous version of the policy adopted in 2007 by providing a policy position on security deposits for construction within the Shire, by removing unnecessary references to administrative process and by removing the schedule of fees from the policy and placing them in the Council's Fees and Charges section of the budget which is reviewed annually.

ATTACHMENTS

Attachment 1 - Council policy, E15 (E12) Payment of Deposits to Repair Damage to Footpath, Kerb, Road or Road Reserve or Material Left on the Road.

Attachment 2 - Council policy, CP-OPS 3656 - Construction Security Deposits.



Shire of Wyndham East Kimberley
Council Policy
E15

POLICY No:	E15 (E12)
DIVISION:	Engineering
SUBJECT:	PAYMENT OF DEPOSITS TO REPAIR DAMAGE TO FOOTPATH, KERB, ROAD OR ROAD RESERVE OR MATERIAL LEFT ON THE ROAD
REPORTING OFFICER:	Executive Manager Engineering and Development Services
ENABLING LEGISLATION:	Local Government (Miscellaneous Provisions) Act 1960

OBJECTIVE:

To ensure that builders are aware of their obligations to take care when depositing materials on, or traversing council controlled footpaths, kerbs, roads or road reserves during building construction.

The obligations placed on builders will ensure that footpaths, kerbs, roads or road reserves used during the building process are returned to their original condition at the completion of works.

POLICY:

1.0 In accordance with s3.77, sub-sections (1), (2), (3) and (4) of the Local Government Act 1960 (Miscellaneous Provisions) Council issue a license, combined with the Building License, to builders, to allow them to deposit materials on the street and to set a fee payable in advance to remove the said materials, or to repair the street, kerb, footpath or nature strip damaged by the license holder, and such fee shall be assessed based upon the type of building to be erected by the license holder and that the deposit payable in advance by the license holder shall be assessed by the Building Surveyor, in accordance with the following schedule of deposits:-

- (a) Single residential block, having one street boundary \$ 250.00
- (b) Single residential block, having two street boundaries \$ 350.00
- (c) Duplex block, having one street boundary \$ 350.00
- (d) Duplex block, having two street boundaries \$ 450.00
- (e) Multi Residential block, up to a maximum of \$ 800.00
- (f) Services Trades and Commercial, up to a maximum of \$1500.00

- 1.1 The deposit assessed shall be added to all building licenses from that date.
- 1.2 License holders will be required to submit to the Shire a completion notice advising that all conditions of the license have been complied with.
- 1.3 Upon receipt of the completion notice the Building Surveyor or his/her nominee will inspect the building and site and record compliance or non-compliance issues (damage or poor quality of reinstatement).
- 1.4 If there is any damage to Council property (non-compliance) the Executive Manager Engineering & Development Services or his/her nominee shall advise the license holder in writing, advising that rectification shall be carried out within 14 days. The decision of the Executive Manager Engineering & Development Services or his/her nominee in this regard shall be binding and final. Where rectification work is not carried out within 14 days, Council may carry out the work at a time convenient to Council, and recover all costs from the deposit, or recover any shortfall over and above the deposit sum as a lawful debt by the licensee to the Council as provided in the Local Government Act.
- 1.5 Deposits or part thereof as the case may be shall only be refunded on authorisation of the Executive Manager Engineering & Development Services or his/her nominees after a final site inspection, and the deposit will only be refunded in full if the license holder rectifies all damage to Council property to the full satisfaction of the Executive Manager Engineering & Development Services or his/her nominee. It shall not be incumbent upon the Executive Manager Engineering & Development Services to carry out any inspection in company with the license holder.

ADOPTED: 17/07/2007

REVIEWED:

AMENDED:



POLICY NO	*** To be supplied by Governance once adopted by Council	
POLICY	CP/OPS-3656 Construction Security Deposits	
RESPONSIBLE DIRECTORATE	Infrastructure	
RESPONSIBLE OFFICER	Director Infrastructure	
COUNCIL ADOPTION	Date: Insert Date Adopted	Resolution No: Insert Here
REVIEWED/MODIFIED	Date:	Resolution No:
	Date:	Resolution No:
REVIEW DUE	Date: Insert Month and Year for next review – 4 years,	
LEGISLATION	<i>Building Act 2011, Section 27(1)</i>	
RELATED POLICIES	N/A	
RELATED ORGANISATIONAL DIRECTIVES	OD-OPS-4648 Construction Security Deposits	

PURPOSE:

The purpose of this policy is to provide a mechanism for the Shire to ensure repair of any of its infrastructure damaged as a result of development construction works.

DEFINITIONS:

Defect means something that in the opinion of the Shire is damage or a maintenance problem caused as a result of the construction works.

Damage means physical harm that impairs the value, usefulness, or normal function of something

Security Deposit is a monetary guarantee provided to the Shire in cash or bank guarantee against damage to Shire assets. The amount of the security deposit is prescribed in the Council's Fees and Charges schedule.

Significant Improvements are works costing over \$20,000 (excluding GST) in value (considered significant structures in accordance with the *Building Act 2011* – requiring a registered builder to carry out works).

POLICY STATEMENTS:

Reason for Security Deposits

During site works and construction a wide range of damage and maintenance issues to Shire assets in road reserves can arise. It is therefore necessary that a Security Deposit be available to the Shire to recoup repair costs should damage occur to Shire assets during construction and the applicant does not affect repairs acceptable to the Shire.

Where Security Deposits are Applied

A Security Deposit is required to be lodged with the Shire for construction on all commercial, residential and industrial developments within the Shire for both new and Significant Improvements.

What is Covered by a Security Deposit

During construction (including site preparation works) a wide range of damage and maintenance issues to adjacent Shire assets can arise. Any damage to Shire assets within the road reserve caused as a result of the construction works is covered under the Security Deposit.

Use of Security Deposit by Council

Should damage or a maintenance issue in a road reserve be observed and the Shire is of the opinion that the damage or maintenance issue was a result of the construction works, the deposit will be withheld.

If the defect is not rectified by the applicant within twenty-one (21) days of notification the Security Deposit will be used to fund the repairs.

Should the repairs exceed the value of the Security Deposit the Shire may seek the balance of the repair costs in accordance with the conditions of the building permit.

Reimbursement of Security Deposits

If no damage or maintenance issues are observed after the completion of the development works the Security Deposit (without interest) will be refunded to the applicant.

EXPLANATORY NOTES:

During site works and construction a wide range of damage and other maintenance issues within the road reserve can arise. It is therefore necessary that should damage occur to Shire assets during construction a Security Deposit is available to the Shire to enable recoupment of repair costs if the applicant does not affect repairs acceptable to the Shire.

RISK:

Risk:

Inability to deliver levels of service expected by the community.

Control:

Develop agreed standards of service and communicate with the community

13.03. CORPORATE SERVICES

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

DATE:	29 March 2016
AUTHOR:	Victoria Nakamya, Creditors Officer
RESPONSIBLE OFFICER:	Natalie Octoman, Director Corporate Services
FILE NO:	FM.09.5
DISCLOSURE OF INTERESTS:	Nil

VOTING REQUIREMENT

Simple Majority

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*.

OFFICER'S RECOMMENDATION

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

Municipal EFT 125646 - 125865 (04 February - 29 February 16)	\$ 3,308,216.63
Municipal cheques 51244 - 51272 (04 February - 29 February 16)	\$ 102,399.37
Trust cheques 855 - 863 (04 February - 11 February 16)	\$ 2,748.96
Trust EFT 501107 - 501123 (01 February- 29 February 16)	\$ 9,031.70
Payroll (02 February - 17 February 16)	\$ 438,389.15
Direct bank debits (01 February – 22 February 16)	\$ 83,368.86
TOTAL	\$ 3,944,154.67

COUNCIL DECISION

Minute No: 11291

**Moved: Cr S Cooke
Seconded: Cr B Robinson**

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

Municipal EFT 125646 - 125865 (04 February - 29 February 16)	\$ 3,308,216.63
Municipal cheques 51244 - 51272 (04 February - 29 February 16)	\$ 102,399.37
Trust cheques 855 - 863 (04 February - 11 February 16)	\$ 2,748.96
Trust EFT 501107 - 501123 (01 February- 29 February 16)	\$ 9,031.70
Payroll (02 February - 17 February 16)	\$ 438,389.15
Direct bank debits (01 February – 22 February 16)	\$ 83,368.86
TOTAL	\$ 3,944,154.67

Carried 7/0

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 29 MARCH 2016**

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT125646	04/02/2016	ASK WASTE MANAGEMENT	TO6 14/15 LANDFILL IDENTIFICATION & DE-COMMISSION LIQUID WASTE LAGOONS	4,455.00
EFT125647	04/02/2016	ATO CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	823.45
EFT125648	04/02/2016	AIRSERVICES AUSTRALIA	12 MONTH AMENDMENT SERVICE RENEWAL OF ERSA SPIRAL BOND -KNX AIRPORT	122.00
EFT125649	04/02/2016	ALLGEAR MOTORCYCLES	PARTS FOR P356	64.30
EFT125650	04/02/2016	ASPHALT IN A BAG	ASPHALT - ROAD MAINTENANCE - KUNUNURRA TOWN AND RURAL ROADS	3,437.50
EFT125651	04/02/2016	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	154.80
EFT125652	04/02/2016	AUST. TAXATION OFFICE - PAYG	PAYROLL DEDUCTIONS	81,658.00
EFT125653	04/02/2016	C & S JOLLY ELECTRICS PTY LTD	VARIOUS ELECTRICAL WORKS - KLC & PETER REID HALL WYN	3,178.80
EFT125654	04/02/2016	CABCHARGE	ACCOUNT KEEPING FEES 09/11/15 - 06/12/15	6.00
EFT125655	04/02/2016	CARPET, VINYL & TILE CENTRE	SUPPLY OF PAINT - STAFF HOUSING	1,671.86
EFT125656	04/02/2016	COCA-COLA AMATIL	PURCHASE OF CONSUMABLES FOR RESALE - KUNUNURRA LEISURE CENTRE	110.00
EFT125657	04/02/2016	STAFF MEMBER	REIMBURSEMENT IN ACCORDANCE WITH EMPLOYMENT CONTRACT	133.58
EFT125658	04/02/2016	AUTO TOW & REPAIR	REPAIRS & SERVICE- P388, P122, P129	3,627.12
EFT125659	04/02/2016	DUFF'S GARDENING & MAINTENANCE	GARDEN MAINTENANCE - STAFF HOUSING	240.00
EFT125660	04/02/2016	EAST KIMBERLEY GLASS	REPLACEMENT OF SAFETY GLASS IN DOORS - KYC AND KUNUNURRA ADMIN	3,689.40
EFT125661	04/02/2016	EAST KIMBERLEY HARDWARE	ENERGIZER BATTERIES X1 - STAFF HOUSING	7.90
EFT125662	04/02/2016	FIGLEAF POOL PRODUCTS	PARTS, REPAIRS AND MAINTENANCE TO SODA ASH SYSTEM AT WYNDHAM POOL	1,007.90
EFT125663	04/02/2016	FRESHWATER APARTMENTS	ONE NIGHT'S ACCOMMODATION FOR AUSTRALIA DAY AMBASSADOR - 26/01/2016	170.00
EFT125664	04/02/2016	HOPKINS HIRE	FLOAT LOADER HIRE FROM KNX TO WYN LANDFILL & RETURN	1,200.00
EFT125665	04/02/2016	IXOM OPERATIONS PTY LTD	STORAGE AND HANDLING OF CHLORINE - KUNUNURRA AND WYNDHAM POOLS	3,911.02
EFT125666	04/02/2016	J. CAV ELECTRICAL	REPLACEMENT OF LIGHTS - WYC & AIRCON INSTALLATION- KNX ADMIN	2,887.98
EFT125667	04/02/2016	JSW HOLDINGS PTY LTD	SUPPLY OF CONCRETE FOR COOLIBAH DRIVE MAINTENANCE	784.30
EFT125668	04/02/2016	JAB INDUSTRIES	SUPPLY OF 150MM RIVER ROCKS FOR KUNUNURRA BOAT RAMPS MAINTENANCE	136.40
EFT125669	04/02/2016	KIMBERLEY KOOL REFRIGERATION	SUPPLY , FITTING AND REPAIRS TO AIRCON WIND VANE - STAFF HOUSING	198.00
EFT125670	04/02/2016	KIMBERLEY MARKETING	PURCHASE OF CONSUMABLES FOR RESALE - KUNUNURRA LEISURE CENTRE	113.30
EFT125671	04/02/2016	KIMBERLEY MOTORS	FUEL COSTS - DEC 15	697.59
EFT125672	04/02/2016	KIMBERLEY TRAINING INSTITUTE	ENROLMENT FEES - STAFF MEMBER AS PER EMPLOYMENT CONTRACT	500.00
EFT125673	04/02/2016	KIMBERLEY TREE SERVICES PTY LTD	TREE LOPPING AND REMOVAL OF WASTE AT NICHOLSON PARK	440.00
EFT125674	04/02/2016	KNX COMMERCIAL BODY WRKS	SUPPLY AND FIT FRONT WINDSCREEN AND RUBBER - P387	463.00
EFT125675	04/02/2016	KNX COMMUNITY RESOURCE CENTRE	REFRESHMENTS FOR THANK A VOLUNTER DAY BREAKFAST 4TH DECEMBER 2015	166.08
EFT125676	04/02/2016	KUNUNURRA MOBILE WELDING	PARTS AND WELDING REPAIRS TO P127	572.00

EFT125677	04/02/2016	KUNUNURRA RURAL TRADERS	FIRE EXTINGUISHER SERVICE -STAFF HOUSING, KYC & KUNUNURRA ADMIN	2,036.00
EFT125678	04/02/2016	LAWRENCE & HANSON GROUP	SUPPLY OF LAMPS - KUNUNURRA YOUTH CENTER AND STAFF HOUSING	405.95
EFT125679	04/02/2016	LOCK, STOCK & FARRELL LOCKSMITH	KEY CUTTING X24- KUNUNURRA & WYNDHAM DEPOT	949.20
EFT125680	04/02/2016	STAFF MEMBER	REIMBURSEMENT IN ACCORDANCE WITH EMPLOYMENT CONTRACT	12.14
EFT125681	04/02/2016	MAIN ROADS WESTERN AUSTRALIA	GOOMIG ROAD RESEAL - ORD STAGE 2 AS PER COUNCIL MINUTE NO. 11027	2,595,996.95
EFT125682	04/02/2016	MAXXIA	PAYROLL DEDUCTIONS	6,053.56
EFT125683	04/02/2016	MOORE STEPHENS PERTH	AUDIT FEES IN RESPECT TO THE YEAR ENDED 30 JUNE 2015 AS PER AGREEMENT	23,905.22
EFT125684	04/02/2016	NEC AUSTRALIA PTY LTD	NETWORK SUPPORT AND MONITORING	88.00
EFT125685	04/02/2016	DSC CONTRACTING	DATA CABLE INSTALLATION & MONTHLY FIRE EXTINGUISHER TEST - KNX AIRPORT	528.00
EFT125686	04/02/2016	OPTEON (NORTH WEST WA) PTY LTD	LEGAL FEES - VALUATION OF EAST KIMBERLEY REGIONAL AIRPORT LEASES	2,750.00
EFT125687	04/02/2016	ORDCO	PEST CONTROL CHEMICALS - KUNUNURRA DEPOT	1,281.50
EFT125688	04/02/2016	OUTBACK CLEANING	CLEANING - KNX YOUTH CENTRE AND STAFF HOUSING PRIOR TO OCCUPATION	495.00
EFT125689	04/02/2016	ORD AGRICULTURAL EQUIPMENT	SERVICE FOR P494 AND P382	546.84
EFT125690	04/02/2016	ORD MACHINING	PARTS FOR P138	52.80
EFT125691	04/02/2016	SAI GLOBAL LIMITED	SUBSCRIPTION RENEWAL FOR AUSTRALIAN STANDARDS	2,421.53
EFT125692	04/02/2016	SHIRE OF WYNDHAM EAST KIM	PAYROLL DEDUCTIONS	385.00
EFT125693	04/02/2016	SIMPLY UNIFORMS	STAFF UNIFORMS	979.46
EFT125694	04/02/2016	ST JOHN AMBULANCE	FIRST AID SUPPLIES - X1 BOX OF MEDI ALCOHOL SWABS - KLC	5.45
EFT125695	04/02/2016	STITCHED UP EMBROIDERY SERVICES	EMBROIDERY ON EMERGENCY CONTROL ORGANISATIONAL HATS- KNX ADMIN	319.00
EFT125696	04/02/2016	TELFORD INDUSTRIES	POOL CHEMICALS - KUNUNURRA AND WYNDHAM POOL	3,346.20
EFT125697	04/02/2016	TNT AUSTRALIA PTY LIMITED	FREIGHT - KNX- PATHWEST- HEALTH SAMPLES	421.64
EFT125698	04/02/2016	TOLL EXPRESS	FREIGHT - TELFORD INDUSTRIES - POOL CHEMICALS -KLC	732.72
EFT125699	04/02/2016	THE WEST AUST. NEWSPAPERS	ADVERTISING - RECRUITMENT, SWEK NEWS - DEC 15	1,809.80
EFT125700	04/02/2016	THUMBS UP PAINTING	MAINTENANCE- PAINTING AND PATCHING OF INTERIOR WALLS - STAFF HOUSING	3,080.00
EFT125701	04/02/2016	TOX FREE AUSTRALIA PTY LTD	T04 13/14 REFUSE & LITTER COLLECTION, STREET SWEEPING - KNX & WYN - DEC 15	69,139.95
EFT125702	04/02/2016	VANDERFIELD NORTHWEST PTY LTD	SERVICE FOR P119	708.83
EFT125703	04/02/2016	WESTERN ANGLER	1 YEAR SUBSCRIPTION RENEWAL FOR MAGAZINE- KNX LIBRARY	45.00
EFT125704	11/02/2016	AIRPORT LIGHTING SPECIALISTS	SUPPLY OF RUNWAY LIGHTING - EAST KIMBERLEY REGIONAL AIRPORT	6,215.00
EFT125705	11/02/2016	ALLGEAR MOTORCYCLES	PARTS FOR P357	446.60
EFT125706	11/02/2016	AUSTRALIA POST	POSTAGE - DECEMBER 15	439.95
EFT125707	11/02/2016	BOAB REFRIGERATION & AIRCON	REPAIRS TO AIRCONDITIONER - KUNUNURRA AIRPORT	2,090.00
EFT125708	11/02/2016	CAPS HIRE	EXCAVATOR HIRE - BOAT RAMP MANTENANCE- KUNUNURRA	1,001.00
EFT125709	11/02/2016	CHILDREN'S BOOK COUNCIL OF AUS.	2016 INSTITUTIONAL MEMBERSHIP FOR PUBLIC LIBRARIES - KNX LIBRARY	60.00
EFT125710	11/02/2016	COATES HIRE OPERATIONS PTY LTD	GENERATOR AND TRAILER HIRE - CARETAKERS RESIDENCE AT WYN LANDFILL	611.88

EFT125711	11/02/2016	DAVEY TYRE & BATTERY SERVICE	NEW TYRES, PUNCTURE REPAIRS, FITTINGS AND DISPOSAL - P129 & P130	647.00
EFT125712	11/02/2016	DELRON CLEANING PTY LTD	CONTRACT CLEANING - KNX ADMIN, KYC, KLC, CHANGE RMS & TOILETS KNX	14,633.56
EFT125713	11/02/2016	EAST KIMBERLEY HARDWARE	VARIOUS HARDWARE ITEMS FOR KUNUNURRA GENERAL MAINTENANCE & P491	1,075.80
EFT125714	11/02/2016	EAST KIMBERLEY PLUMBING	VARIOUS REPAIRS INCL. WASHING MACHINE, DRINK FOUNTAIN- EKRA, KNX DEPOT	940.83
EFT125715	11/02/2016	FRONTIER POST & NEWS	POSTAGE, NEWSPAPERS AND BATTERIES - WYNDHAM ADMINISTRATION	96.55
EFT125716	11/02/2016	GARY HOLBEN T/A PANDANUS	REMOVAL OF DEBRIS FROM FALLEN CEILING - KUNUNURRA VISITOR CENTER	275.00
EFT125717	11/02/2016	GLOBAL SPILL CONTROL	SUPPLY OF SPILL CREW DRUM BUND FOR WYNDHAM LANDFILL	467.50
EFT125718	11/02/2016	IBAC PLUMBING PTY LTD	PLUMBING WORKS - BLOCKED TOILETS AT WHITEGUM PARK	244.20
EFT125719	11/02/2016	IT VISION AUSTRALIA PTY LTD	NETWORK SUPPORT AND MONITORING	275.00
EFT125720	11/02/2016	J. CAV ELECTRICAL	SUPPLY OF LAMPS - PETER REID HALL WYNDHAM	144.60
EFT125721	11/02/2016	KIMBERLEY KOOL REFRIGERATION	REPAIRS - AIRCONDITIONERS AT EAST KIMBERLEY REGIONAL AIRPORT	660.00
EFT125722	11/02/2016	KIMBERLEY MARKETING	PURCHASE OF CONSUMABLES FOR RESALE - KUNUNURRA LEISURE CENTRE	1,203.55
EFT125723	11/02/2016	KIMBERLEY TREE SERVICES PTY LTD	STUMP GRINDING, WASTE REMOVAL AND RE-LEVEL WITH TOP SOIL - EKRA	360.00
EFT125724	11/02/2016	KUNUNURRA HOME & GARDEN	VARIOUS HARDWARE SUPPLIES - WYNDHAM POOL	5.40
EFT125725	11/02/2016	LANGFORD MACHINERY PTY LTD	SERVICE AND REPAIRS - P140 AND P351	1,346.00
EFT125726	11/02/2016	LAWRENCE & HANSON GROUP	SUPPLY OF FAN CONTROLLER AND LAMPS - STAFF HOUSING AND KNX ADMIN	248.03
EFT125727	11/02/2016	MARKETFORCE PTY LTD	ADVERTISING - OCM AND COMMITTEE MEETINGS	345.07
EFT125728	11/02/2016	NJ GAFF & C YATES	BOABS FOR 2016 BABY TREE PROGRAM FOR AUSTRALIA DAY - KUNUNURRA	175.00
EFT125729	11/02/2016	OUTBACK MAGAZINE	SUBSCRIPTION RENEWAL FOR MAGAZINE- KNX LIBRARY	108.00
EFT125730	11/02/2016	OFFICE NATIONAL KUNUNURRA	SUPPLY OF THERMAL CASH REGISTER ROLLS - KUNUNURRA LEISURE CENTRE	39.75
EFT125731	11/02/2016	OLLIE'S IRRIGATION	RETICULATION FITTINGS - KUNUNURRA DEPOT	57.20
EFT125732	11/02/2016	ORD MACHINING	PARTS FOR P127	615.78
EFT125733	11/02/2016	P & M MINING CIVIL MAINTENANCE	PARTS AND SERVICE FOR P379	793.32
EFT125734	11/02/2016	PIVOTEL	SATELLITE PHONE COSTS - JANUARY 16	65.00
EFT125735	11/02/2016	SIMPLY UNIFORMS	STAFF UNIFORMS	1,784.10
EFT125736	11/02/2016	THINK WATER KUNUNURRA	SPRINKLERS - RETICULATION MAINTENANCE - KUNUNURRA PARKS & GARDENS	10.91
EFT125737	11/02/2016	THREEWORLDS	CIRCUS COORDINATION EQUIPMENT FOR WYNDHAM YOUTH PROGRAM	480.25
EFT125738	11/02/2016	TYREPLUS KUNUNURRA	REPLACEMENT TYRE FOR P135	50.00
EFT125739	11/02/2016	UNITED PETROLEUM DISTRIBUTORS	FUEL FOR P124, P119, P482, P128 - JAN 16	1,293.50
EFT125740	11/02/2016	VANDERFIELD NORTHWEST PTY LTD	PARTS FOR P135	453.85
EFT125741	11/02/2016	WA LOCAL GOVT ASSOCIATION	ELECTED MEMBER TRAINING	50.00
EFT125742	11/02/2016	STAFF MEMBER	REIMBURSEMENT IN ACCORDANCE WITH EMPLOYMENT CONTRACT	59.20
EFT125743	18/02/2016	GRACE WORLDWIDE AUST. PTY	RELOCATION COSTS FOR STAFF MEMBER AS PER EMPLOYMENT CONTRACT	8,306.86
EFT125744	18/02/2016	AMPAC DEBT RECOVERY PTY LTD	DEBT COLLECTION COMMISSIONS AND COSTS - NOV 15 AND JAN 16	721.27

EFT125745	18/02/2016	ASB MARKETING PROMO PRODUCTS	SUPPLY OF PULL UP BANNERS FOR MOSQUITO CONTROL PROMOTION	704.00
EFT125746	18/02/2016	ATO CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	414.27
EFT125747	18/02/2016	AIRWAYS ENGINEERING SERVICES	ASSESSMENT & REPAIRS TO RUNWAY LIGHTING - KUNUNURRA AIRPORT	413.60
EFT125748	18/02/2016	ALLGEAR MOTORCYCLES	SUPPLY OF BILLY GOAT VACUUM BAG FOR WYN POOL & PARTS FOR P356	502.25
EFT125749	18/02/2016	AUST LOCAL GOV'T JOB DIRECT	ADVERTISING - RECRUITMENT	594.00
EFT125750	18/02/2016	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	154.80
EFT125751	18/02/2016	AUST. TAXATION OFFICE - PAYG	PAYROLL DEDUCTIONS	73,312.00
EFT125752	18/02/2016	BERM BACKHOE HIRE	SLASHING - ROAD MAINTENANCE - WEABER PLAIN ROAD	1,540.00
EFT125753	18/02/2016	BEING THERE SOLUTIONS PTY LTD	VIDEO CONFERENCING SERVICE - FEBRUARY 2016	825.00
EFT125754	18/02/2016	BLACKWOODS	SAFETY EQUIPMENT - WRAP AROUND GLASSES - OUTDOOR WORKFORCE	9.79
EFT125755	18/02/2016	BUSHCAMP SURPLUS STORE	SUPPLY OF MEMORY CARD & GO-PRO HERO CAMERA FOR WYN YOUTH PROGRAM	271.90
EFT125756	18/02/2016	C & M DINGO SERVICES	TREE CUTTING AND WASTE REMOVAL - STAFF HOUSING	990.00
EFT125757	18/02/2016	C & S JOLLY ELECTRICS PTY LTD	REPAIRS TO CABLING & REPLACEMENT OF BROKEN CRICKET NET LIGHTS- KNX OVAL	358.58
EFT125758	18/02/2016	CABCHARGE	ACCOUNT KEEPING FEES 07/12/2015 - 03/01/2016	6.00
EFT125759	18/02/2016	CANNON HYGIENE AUST. PTY LTD	SANITARY BIN LINERS & REFILLS - KLC ,EXALOO TOILET, KNX AIRPORT, KNX ADMIN	9,300.33
EFT125760	18/02/2016	CDM HYDRAULICS PTY LTD	PARTS AND REPAIRS - P390, P488, P479, P354, P477, P384, P494	4,914.56
EFT125761	18/02/2016	CENTURION TRANSPORT	FREIGHT- PERTH- KNX DEPOT- ASPHALT	1,077.37
EFT125762	18/02/2016	COCA-COLA AMATIL	PURCHASE OF CONSUMABLES FOR RESALE - KUNUNURRA LEISURE CENTRE	280.50
EFT125763	18/02/2016	DAVEY TYRE & BATTERY SERVICE	X2 BATTERIES FOR P139 AND P140	880.00
EFT125764	18/02/2016	DESERT-AIR SAFARIS PTY LTD	REFUND DUE TO DOUBLE PAYMENT	656.67
EFT125765	18/02/2016	DRUMBRESNA PTY LTD	CAR TOWING FROM KATHERINE TO KNX -P124, PARTS & SERVICE FOR P131, P387	1,968.05
EFT125766	18/02/2016	EAST KIMBERLEY GLASS	REPLACEMENT OF SAFETY GLASS IN DOOR - KUNUNURRA ADMIN & KLC	477.40
EFT125767	18/02/2016	EAST KIMBERLEY HARDWARE	VARIOUS HARDWARE SUPPLIES - KUNUNURRA GENERAL MAINTENANCE	970.60
EFT125768	18/02/2016	EAST KIMBERLEY PLUMBING	PLUMBING WORKS & REPAIRS TO LEAKING ROOF & MALE TOILET - KNX ADMIN, KLC	373.23
EFT125769	18/02/2016	FARMERS FRUIT AND VEG MART	CATERING FOR SENIORS WEEK AND AUSTRALIAN CITIZENSHIP CEREMONY- NOV 15	282.00
EFT125770	18/02/2016	STAFF MEMBER	REIMBURSEMENT IN ACCORDANCE WITH EMPLOYMENT CONTRACT	14.00
EFT125771	18/02/2016	FIGLEAF POOL PRODUCTS	PARTS, REPAIRS AND SERVICE TO PLANT ROOM AT WYNDHAM SWIMMING POOL	6,519.20
EFT125772	18/02/2016	HYDRO KLEEN	MAINTENANCE - AIRCONDITIONER - STAFF HOUSING	385.00
EFT125773	18/02/2016	IBAC PLUMBING PTY LTD	PLUMBING WORKS TO LEAKING HOT WATER UNIT - STAFF HOUSING	134.20
EFT125774	18/02/2016	IMAGESOURCE	SUPPLY OF WINDOW FACED ENVELOPES - KUNUNURRA ADMIN	1,573.00
EFT125775	18/02/2016	JAB INDUSTRIES	EXCAVATOR HIRE - MINIMISE STEEL PILE SIZE FOR TRIUCKING - TIP MAINTENANCE	3,817.00
EFT125776	18/02/2016	KIMBERLEY COMMUNICATIONS	INSTALL DIGITAL ANTENNA AND REPAIRS TO CONNECTION - STAFF HOUSING	250.00
EFT125777	18/02/2016	KIMBERLEY MARKETING	CLEANING SUPPLIES - KUNUNURRA DEPOT AND KUNUNURRA AIRPORT	242.94
EFT125778	18/02/2016	KUNUNURRA DISTRICT HIGH SCHOOL	SWEK CONTRIBUTION TO LIBRARY ELECTRICITY CHARGES - DEC 15 KNX LIBRARY	67.30

EFT125779	18/02/2016	KUNUNURRA HOME & GARDEN	MASTER PADLOCK AND FLY BAIT REFILL - KUNUNURRA LANDFILL	38.20
EFT125780	18/02/2016	KUNUNURRA PEST MANAGEMENT	PEST CONTROL TREATMENT - STAFF HOUSING	300.00
EFT125781	18/02/2016	LAWRENCE & HANSON GROUP	SUPPLY OF FAN CEILING SWEEP AND SWITCH - STAFF HOUSING	263.59
EFT125782	18/02/2016	LAKE ARGYLE CRUISES	SUNSET BOAT CRUISE FOR 2016 AUSTRALIA DAY AMBASSADOR GROUP	360.00
EFT125783	18/02/2016	MARKETFORCE PTY LTD	ADVERTISING - PUBLIC NOTICE FOR 2016 OCM & AUDIT MEETINGS, ROAD CLOSURES	1,024.26
EFT125784	18/02/2016	MCLEODS BARRISTERS & SOLICITORS	LEGAL FEES - CONFIRMATION FOR ANNUAL AUDIT 2014/15	165.00
EFT125785	18/02/2016	MARGARET RIVER ENGINEERING	DRAWINGS FOR CONSTRUCTION OF STATE EMERGENCY SERVICE TRAINING TOWER	1,100.00
EFT125786	18/02/2016	MARK CRUMBLIN TOWING	TREE REMOVAL & LOPPING - O'DONNELL STREET	2,010.00
EFT125787	18/02/2016	MAXXIA	PAYROLL DEDUCTIONS	5,549.62
EFT125788	18/02/2016	MOONLIGHT BAY SUITES	ACCOMMODATION AND MEALS - STAFF MEMBERS - ATTEND TRAINING -07/02/16	662.00
EFT125789	18/02/2016	NORSCAPE	GARDEN MAINTENANCE INCL. WEED MATTING, TREE PRUNING- STAFF HOUSING	9,753.70
EFT125790	18/02/2016	ORD RIVER ELECTRICS	ELECTRICAL WORKS INCL. LIGHT REPLACEMENT, BATTER INSTALLATION- EKRA	1,303.27
EFT125791	18/02/2016	OUTBACK CLEANING	CLEANING PRIOR TO OCCUPATION	330.00
EFT125792	18/02/2016	OLLIE'S IRRIGATION	RETICULATION FITTINGS - KUNUNURRA PARKS AND GARDENS	159.89
EFT125793	18/02/2016	ORD AGRICULTURAL EQUIPMENT	PARTS AND SERVICE FOR P492, P384	3,110.97
EFT125794	18/02/2016	PUMA ENERGY FUELS PTY LTD	BULK DIESEL - 7000 LITRES - KUNUNURRA DEPOT AND OIL FOR P495	7,591.90
EFT125795	18/02/2016	QUBE LOGISTICS (AUST) PTY LTD	STORAGE AND HANDLING OF CHLORINE - KUNUNURRA AND WYNDHAM POOLS	3,366.35
EFT125796	18/02/2016	QUICK CORPORATE AUSTRALIA	STATIONERY - KUNUNURRA AND WYNDHAM ADMINISTRATION	710.25
EFT125797	18/02/2016	SCHOLASTIC AUSTRALIA PTY LTD	PURCHASE OF BOOKS FOR RESALE AT KIMBERLEY WRITERS FESTIVAL 2015	179.86
EFT125798	18/02/2016	SCOTT DAY - DJ/KARAOKE HIRE	DJ HIRE FOR 2016 AUSTRALIA DAY CELEBRATIONS KUNUNURRA	200.00
EFT125799	18/02/2016	SHIRE OF BROOME	REIMBURSEMENT OF FEES FOR STAFF MEMBERS TO ATTEND TRAINING 8-9 FEB 16	2,860.00
EFT125800	18/02/2016	SHIRE OF WYNDHAM EAST KIM	PAYROLL DEDUCTIONS	385.00
EFT125801	18/02/2016	SUNNY SIGN COMPANY PTY LTD	SIGN BRACKETS AND REPLACEMENT SIGNAGE - VARIOUS STREETS INCL.ALBA ST	1,771.00
EFT125802	18/02/2016	TELFORD INDUSTRIES	POOL CHEMICALS - KUNUNURRA POOL	250.80
EFT125803	18/02/2016	TNT AUSTRALIA PTY LIMITED	FREIGHT - KNX- PATHWEST- HEALTH SAMPLES	271.45
EFT125804	18/02/2016	TOLL EXPRESS	FREIGHT - STATE LIBRARY TO WYNDHAM LIBRARY- X5 SILVER BOXES	782.49
EFT125805	18/02/2016	TOYWORLD KUNUNURRA	SUPPLIES FOR WYNDHAM YOUTH PROGRAM ACTIVITIES	175.92
EFT125806	18/02/2016	THE RUSTY WHEELBARROW	ACCOMMODATION FOR AUSTRALIA DAY AMBASSADOR 25 - 26/01/2016	140.00
EFT125807	18/02/2016	TOX FREE AUSTRALIA PTY LTD	ROAD SWEEPING - EUCALYPTUS CLOSE - 14/01/16	150.31
EFT125808	18/02/2016	TROPICAL PEST CONTROL	TERMITE INSPECTION AND TREATMENT - STAFF HOUSING	144.00
EFT125809	18/02/2016	TYREPLUS KUNUNURRA	SUPPLY OF TYRES AND FITTING - P482	1,650.00
EFT125810	18/02/2016	VORGE PTY LTD	PURCHASE OF CONSUMABLES FOR RESALE - KUNUNURRA LEISURE CENTRE	1,467.40
EFT125811	18/02/2016	WYNDHAM EXCAVATIONS	LOADER HIRE- PUSH UP WYN LANDFILL SITE - TWICE PER WEEK - 28/9/15 - 28/12/15	6,435.00
EFT125812	18/02/2016	WESTERN AUST. TREASURY	LOAN REPAYMENT	73,368.95

EFT125813	25/02/2016	4D LANDSCAPING SOLUTIONS	GARDEN MAINTENANCE VARIOUS INCL. MOW & SPRAY WEEDS -STAFF HOUSING	192.50
EFT125814	25/02/2016	ABCO PRODUCTS	CLEANING PRODUCTS - KUNUNURRA ADMIN & KNX DEPOT	1,223.81
EFT125815	25/02/2016	ALLGEAR MOTORCYCLES	CHAINSAW OIL FOR P356 AND SAFETY EQUIPMENT- EAR MUFFS	66.75
EFT125816	25/02/2016	ARGYLE ENGINEERING	REPAIRS TO X2 TERMINAL STAINLESS STEEL BINS - KUNUNURRA AIRPORT	156.75
EFT125817	25/02/2016	AUSTSWIM LIMITED	ENROLLMENT FEES FOR STAFF MEMBER AS PER CONTRACT	378.00
EFT125818	25/02/2016	BOC LIMITED	WELDING GASES AND BOTTLE RENTAL - JANUARY 2016	242.99
EFT125819	25/02/2016	BEST KIMBERLEY COMPUTING	PRINTING COSTS - KUNUNURRA AND WYNDHAM ADMIN - JAN 16	1,314.53
EFT125820	25/02/2016	BLACKWOODS	SUPPLY OF X1 ROLL OF BARRIER MESH - MAINTENANCE - KUNUNURRA LANDFILL	45.90
EFT125821	25/02/2016	CABCHARGE	ACCOUNT KEEPING FEE 04/01/2016-31/01/2016	6.09
EFT125822	25/02/2016	COATES HIRE OPERATIONS PTY LTD	GENERATOR HIRE - DECEMBER 15 - WYNDHAM LANDFILL	1,287.00
EFT125823	25/02/2016	COMMERCIAL CLEANING PTY LTD	CLEANING PRIOR TO OCCUPATION	396.00
EFT125824	25/02/2016	CROCODILE SIGNS PTY LTD	SIGNAGE - SWIMMING POOL RULES SIGN- KLC	270.60
EFT125825	25/02/2016	DAVEY TYRE & BATTERY SERVICE	PUNCTURE REPAIRS AND SUPPLY OF NEW BATTERY - P130, P113	255.00
EFT125826	25/02/2016	DELRON CLEANING PTY LTD	CLEANING SUPPLIES - KUNUNURRA LEISURE CENTRE	65.16
EFT125827	25/02/2016	DRUMBRESNA PTY LTD	SERVICE FOR P123	348.53
EFT125828	25/02/2016	EK ENGINEERING	REPAIRS TO MUD GUARDS FOR P367 & FENCE PANELS AT KONKERBERRY DRIVE	476.85
EFT125829	25/02/2016	EAST KIMBERLEY HARDWARE	VARIOUS HARDWARE ITEMS - GENERAL MAINTENANCE - KUNUNURRA ADMIN	263.30
EFT125830	25/02/2016	FIMPARK PTY LTD	RELOCATION COSTS FOR STAFF MEMBER AS PER EMPLOYMENT CONTRACT	10,846.79
EFT125831	25/02/2016	FRANMOR CONSTRUCTIONS PTY LTD	REPAIRS TO BROKEN WINDOWS AT WYN YOUTH CENTRE	1,442.12
EFT125832	25/02/2016	FRONTIER POST & NEWS	POSTAGE AND NEWSPAPER PURCHASES - WYNDHAM ADMINISTRATION	87.05
EFT125833	25/02/2016	PANDANUS HOMES	INSPECTION & REPAIRS TO ROOF LEAKS AT EWIN CENTRE & KNX ADMIN	602.00
EFT125834	25/02/2016	HYDRO KLEEN	MAINTENANCE - AIRCONDITIONERS - STAFF HOUSING	352.00
EFT125835	25/02/2016	IBAC PLUMBING PTY LTD	PLUMBING WORKS TO FIX LEAKAGE AT WATER SUPPLY - WYNDHAM ADMIN	189.20
EFT125836	25/02/2016	IXOM OPERATIONS PTY LTD	STORAGE AND HANDLING OF CHLORINE - KUNUNURRA AND WYNDHAM POOLS	550.13
EFT125837	25/02/2016	J. CAV ELECTRICAL	REPAIRS TO POWER BOARD AT STAFF HOUSING & LIGHTS AT WYN POOL& WYC	930.05
EFT125838	25/02/2016	JSW HOLDINGS PTY LTD	CONCRETE & WHITE SAND - MAINTENANCE - CASUARINA WAY, SWIM BEACH PARK	872.30
EFT125839	25/02/2016	JAB INDUSTRIES	EXCAVATOR HIRE -TIP MAINTENANCE-TURN GREEN WASTE TO PROMOTE BURNING	858.00
EFT125840	25/02/2016	KUNUNURRA VISITORS CENTRE	SUPPLY OF MAP PADS - WYNDHAM ADMINISTRATION	30.00
EFT125841	25/02/2016	KIMBERLEY KOOL REFRIGERATION	MAINTENANCE- AIRCONDITIONER - PETER REID HALL	748.00
EFT125842	25/02/2016	KIMBERLEY PUMPING SERVICE	REPAIRS TO WYNDHAM RETICULATION POOL AND TANK	2,740.00
EFT125843	25/02/2016	KIMBERLEY VET CENTRE	VET TREATMENT FOR IMPOUNDED DOG	108.50
EFT125844	25/02/2016	KUNUNURRA COURIERS	DRINKING CUPS AND WATER - JAN 16 - KUNUNURRA ADMINISTRATION & LANDFILL	181.00
EFT125845	25/02/2016	KUNUNURRA DISTRICT HIGH SCH	SWEK CONTRIBUTION TO LIBRARY ELECTRICITY CHARGES - DEC 15 & JAN 16	4,515.29
EFT125846	25/02/2016	KUNUNURRA ENGINEERING	WELDING REPAIRS - P390	781.00

EFT125847	25/02/2016	KUNUNURRA MOBILE WELDING	REPAIRS TO FENCE AT KUNUNURRA LEISURE CENTRE	88.00
EFT125848	25/02/2016	LAWRENCE & HANSON GROUP	SUPPLY OF LAMPS, SWITCH, LIGHTS & CONDUIT - STAFF HOUSING	151.72
EFT125849	25/02/2016	LEE AND KATIE GUYMER	GARDEN MAINTENANCE- PREPARE, PLACE & FINISH CONCRETE GARDEN BED- KLC	1,597.20
EFT125850	25/02/2016	ORD RIVER ELECTRICS	ELECTRICAL WORKS. VARIOUS INCL. FIT NEW SYSTEM FOR RUNWAY LIGHTS - EKRA	1,097.62
EFT125851	25/02/2016	OLLIE'S IRRIGATION	RETICULATION FITTINGS - KUNUNURRA GARDEN MAINTENANCE	3.05
EFT125852	25/02/2016	ORD VALLEY EVENTS INC	SWEK ANNUAL COMMUNITY GRANT SCHEME FOR 2016 ORD VALLEY MUSTER	24,750.00
EFT125853	25/02/2016	STAFF MEMBER	REIMBURSEMENT IN ACCORDANCE WITH EMPLOYMENT CONTRACT	196.80
EFT125854	25/02/2016	SGS ENVIRONMENTAL SERVICES	TESTING OF WATER SAMPLES - KUNUNURRA LANDFILL	1,046.10
EFT125855	25/02/2016	SHELF SUPPLY	CAT TRAP BAIT & PROTECTIVE CLOTHING - OUTDOOR WORKFORCE - WYN & KNX	699.00
EFT125856	25/02/2016	SHIRE OF WYNDHAM EAST KIM	BUILDING PERMIT FEES FOR STATE EMERGENCY SERVICE TOWER	362.93
EFT125857	25/02/2016	WEST AUST NEWSPAPERS LTD	ADVERTISING - RECRUITMENT, SWEK NEWS - JAN 16	1,491.99
EFT125858	25/02/2016	THINK WATER KUNUNURRA	RETIC CONTROLLER FOR KNX PARKS & GARDENS, FAN FOR CASUARINA WAY PUMP	588.52
EFT125859	25/02/2016	TOX FREE AUSTRALIA PTY LTD	T04 13/14 REFUSE & LITTER COLLECTION, STREET SWEEPING - KNX & WYN - JAN 16	72,117.12
EFT125860	25/02/2016	TUCKERBOX / RETRAVISION KNX	REPLACEMENT OF FRIDGE, MICROWAVE & KETTLE DESTROYED BY FIRE- WYN DEPOT	3,639.00
EFT125861	25/02/2016	TYREPLUS KUNUNURRA	SUPPLY OF NEW BATTERY FOR P356	205.00
EFT125862	25/02/2016	UNITED PETROLEUM DISTRIBUTORS	PUMP KITS FOR P390, P488 AND P130	924.00
EFT125863	25/02/2016	VANDERFIELD NORTHWEST PTY LTD	PARTS FOR P357	251.56
EFT125864	25/02/2016	WYNDHAM SUPERMARKET	PROVISIONS AND MATERIALS - WYNDHAM ADMINISTRATION	1,474.56
EFT125865	29/02/2016	WESTERN AUST. TREASURY	LOAN REPAYMENT	38,379.02
TOTAL MUNICIPAL EFT PAYMENTS				3,308,216.63

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
51244	04/02/2016	GEORGE PICTON	FACE PAINTING FOR KIDS ON AUSTRALIA DAY -26/01/2016	210.00
51245	04/02/2016	CASH - PETTY CASH KNX OFFICE	PETTY CASH REIMBURSEMENT - KUNUNURRA ADMINISTRATION	161.10
51246	04/02/2016	DEPARTMENT OF TRANSPORT	REGISTRATION - P123 & P124	565.50
51247	04/02/2016	HEALTH INSURANCE FUND	PAYROLL DEDUCTIONS	65.90
51248	04/02/2016	HORIZON POWER	ELEC. INCL CELEBRITY TREE PK, BASKET BALL CRTS, KNX ADMIN 13/11/15-14/1/16	5,107.92
51249	04/02/2016	WATER CORPORATION	WATER USE & SERV. CHARGES - KNX AIRPORT, STAFF HOUSING 20/11/15-21/1/16	5,347.52
51250	04/02/2016	YAFFA MEDIA PTY LTD	1 YEAR SUBSCRIPTION RENEWAL FOR MAGAZINE- KNX LIBRARY	90.00
51251	11/02/2016	AUSTRALIAN COMMUNICATIONS	VHF RADIO LICENCE RENEWAL - EAST KIMBERLEY REGIONAL AIRPORT	258.00
51252		CANCELLED	CANCELLED	
51253	11/02/2016	WATER CORPORATION	WATER USE & SERV.CHARGES - WYN POOL, KNX SPORTS OVAL 23/11/15-25/1/16	22,584.84
51254	12/02/2016	HORIZON POWER	ELEC. INCL WYN REC CENTRE, WYN POOL & ADMIN, WYN DEPOT 26/11/15-28/1/16	17,363.58

51255	18/02/2016	HEALTH INSURANCE FUND	PAYROLL DEDUCTIONS	65.90
51256		CANCELLED	CANCELLED	
51257	18/02/2016	KYLIE RHODES	REFUND OF TRADING IN PUBLIC PLACES FEE - CANCELLATION OF PERMIT	174.88
51258	18/02/2016	WATER CORPORATION	WATER USE & SERV.CHARGES - WYN DAY CARE CENTRE 25/11/2015-25/01/2016	176.56
51259	19/02/2016	HORIZON POWER	ELEC. INCL KNX DEPOT, RETICULATION, STAFF HOUSING01/12/2015-13/01/2016	5,683.07
51260-51265		CANCELLED	CANCELLED	
51266	25/02/2016	ADAM HUNTER	REFUND OF SWIMMING LESSON FEES	100.00
51267	25/02/2016	CASH- PETTY CASH KNX DEPOT	PETTY CASH REIMBURSEMENT - KUNUNURRA DEPOT	82.93
51268	25/02/2016	DEPARTMENT OF TRANSPORT	COMMUNITY JETTY LICENCE RENEWAL	38.15
51269	25/02/2016	HORIZON POWER	ELEC. INCL KYC, KNX LANDFILL, SWIM BEACH TOILETS, EKRA 16/1/16-8/2/16	38,712.28
51270	25/02/2016	RIO TINTO EXPLORATION PTY LTD	RATES REFUND ASSESSMENT A7779, A7778, A7783, A7784 & A7787	3,112.09
51271	25/02/2016	TELSTRA	LANDLINE AND MOBILE PHONE COSTS - JANUARY 2016	2,416.25
51272	29/02/2016	CASH - PETTY CASH KNX DEPOT	PETTY CASH REIMBURSEMENT - KUNUNURRA DEPOT	82.90
			TOTAL MUNICIPAL CHEQUE PAYMENTS	102,399.37

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
855	04/02/2016	ROSE GALLAGHER	PARTIAL BOND REFUND - PRMH HALL HIRE	305.00
856	04/02/2016	SHIRE OF WYNDHAM EAST KIM	BOND TRANSFER DUE TO DAMAGE - PRMH HIRE	745.00
857	04/02/2016	KIM MOORE	BOND REFUND - HIRE OF SWIMMING POOL	500.00
858	04/02/2016	S ROWLEY	BOND REFUND - KLC HALL HIRE	250.00
859	04/02/2016	SHIRE OF WYNDHAM EAST KIM	TRANSFER OF BOND FOR LOSS OF KEYS - T821	150.00
860	11/02/2016	SHIRE OF WYNDHAM EAST KIM	BSL COMMISSIONS FOR JANUARY 2016	30.00
861	11/02/2016	WA DEPT.OF COMMERCE	BSL COLLECTIONS FOR JANUARY 2016	528.96
862	11/02/2016	BUILDING & CONST. INDUSTRY FUND	BCITF COLLECTIONS FOR JANUARY 2016	223.50
863	11/02/2016	SHIRE OF WYNDHAM EAST KIM	BCITF COMMISIONS FOR JANUARY 2016	16.50
			TOTAL TRUST CHEQUE PAYMENTS	2,748.96

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
501107	01/02/2016	TRUST DPI CLEARING	TRANSPORT CLEARING 01/02/16	276.05
501108	02/02/2016	TRUST DPI CLEARING	TRANSPORT CLEARING 02/02/16	58.00
501109	04/02/2016	TRUST DPI CLEARING	TRANSPORT CLEARING 04/02/16	467.15
501110	08/02/2016	TRUST DPI CLEARING	TRANSPORT CLEARING 08/02/16	41.80
501111	09/02/2016	TRUST DPI CLEARING	TRANSPORT CLEARING 09/02/16	618.50

501112	10/02/2016	TRUST DPI CLEARING	TRANSPORT CLEARING 10/02/16	605.70
501113	11/02/2016	TRUST DPI CLEARING	TRANSPORT CLEARING 11/02/16	1,060.15
501114	12/02/2016	TRUST DPI CLEARING	TRANSPORT CLEARING 12/02/16	193.60
501115	16/02/2016	TRUST DPI CLEARING	TRANSPORT CLEARING 16/02/16	812.40
501116	17/02/2016	TRUST DPI CLEARING	TRANSPORT CLEARING 17/02/16	9.00
501117	18/02/2016	TRUST DPI CLEARING	TRANSPORT CLEARING 18/02/16	1,518.80
501118	19/02/2016	TRUST DPI CLEARING	TRANSPORT CLEARING 19/02/16	770.85
501119	22/02/2016	TRUST DPI CLEARING	TRANSPORT CLEARING 22/02/16	53.00
501120	23/02/2016	TRUST DPI CLEARING	TRANSPORT CLEARING 23/02/16	176.50
501121	24/02/2016	TRUST DPI CLEARING	TRANSPORT CLEARING 24/02/16	807.20
501122	25/02/2016	TRUST DPI CLEARING	TRANSPORT CLEARING 25/02/16	225.80
501123	29/02/2016	TRUST DPI CLEARING	TRANSPORT CLEARING 29/02/16	1,337.20

TOTAL DIRECT DEBIT TRANSPORT PAYMENTS

9,031.70

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
	02/02/2016	PAYROLL	PAYROLL	6,491.36
	03/02/2016	PAYROLL	PAYROLL	217,291.32
	17/03/2017	PAYROLL	PAYROLL	214,606.47
TOTAL PAYROLL PAYMENTS				438,389.15

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
	01/02/2016	BANKWEST	BANK FEES	135.45
	01/02/2016	BANKWEST	EFTPOS FEES	564.08
	01/02/2016	BANKWEST	MERCHANT FEE	11.09
	01/02/2016	NATIONAL AUSTRALIA BANK	BPAY FEES	120.48
	04/02/2016	CLICKSUPER	EMPLOYEE SUPERANNUATION CONTRIBUTIONS	38,132.73
	18/02/2016	BANKWEST	PERIODICAL PAYMENT TO MASTERCARD	4,519.03
	18/02/2016	CLICKSUPER	EMPLOYEE SUPERANNUATION CONTRIBUTIONS	38,594.17
	22/02/2016	WRIGHT EXPRESS AUSTRALIA	PUMA FUEL CARDS JANUARY 2016	1,291.83
TOTAL DIRECT DEBIT PAYMENTS				83,368.86

*DETAILS OF MASTERCARD TRANSACTIONS INCLUDED IN DIRECT DEBIT 18/02/16

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
	1/01/2016	FUSION BROAD BAND	INTERNET UPGRADE FOR WYNDHAM ADMIN	187.00
	8/01/2016	HARRIS TECHNOLOGY PTY LTD	USB PRINT SERVER - KUNUNURRA AIRPORT	65.84
	14/01/2016	MESSAGE MEDIA	TELEPHONE MESSAGE MONITORING SERVICE	10.47
	25/01/2016	MAGSHOP ONLINE	ANNUAL ICT MAGAZINE SUBSCRIPTION- KNX ADMIN	60.00
	25/01/2016	ESTORE DIRECT	MODEM AND USB CHARGING STATION FOR SMART PHONES - KNX ADMIN	312.65
	25/01/2016	KUNUNURRA MAGISTRATES COURT	AUDIO OF LISTING CONFERENCE FOR NOV 15 - MINOR CASE CLAIM	17.65
	11/01/2016	QBE INSURANCE AUSTRALIA	TRAVEL INSURANCE FOR STAFF MEMBER AS PER CONTRACT	24.00
	12/01/2016	COVER MORE TRAVEL INSURANCE	TRAVEL INSURANCE FOR STAFF MEMBER AS PER CONTRACT	13.95
	12/01/2016	QANTAS AIRWAYS LTD	FLIGHTS- KNX-PER 23/02/16 - STAFF MEMBER - ATTEND TRAINING	704.72
	13/01/2016	VIRGIN AU7952127472427	FLIGHTS- PER- KNX 28/02/16 - STAFF MEMBER - ATTEND TRAINING	386.70
	15/01/2016	WEBJET	FLIGHTS- KNX - PER 29/02/16 -12/03/16 - STAFF MEMBER - ATTEND TRAINING	732.62
	16/01/2016	WOTIF- SPLINIFEX HOTEL DERBY	ACCOM. AND MEALS - STAFF MEMBER - ATTEND TRAINING 29/2/16-12/3/16	430.00
	21/01/2016	KIMBERLEY MARKETING	2016 AUSTRALIA DAY SUPPLIES	7.98
	21/01/2016	BUSHCAMP SURPLUS	PRIZE FOR BEST DRESSED - 2016 AUSTRALIA DAY CELEBRATIONS	60.00
	21/01/2016	KUNUNURRA HOME 7 GARDEN	2016 AUSTRALIA DAY SUPPLIES	13.25
	21/01/2016	TOYWORLD KUNUNURRA	2016 AUSTRALIA DAY SUPPLIES - PRIZE FOR BEST DRESSED KID	30.00
	21/01/2016	TOYWORLD KUNUNURRA	2016 AUSTRALIA DAY SUPPLIES - PRIZE FOR BEST DRESSED KID	30.00
	27/01/2016	COLES	SUPPLIES FOR COUNCIL MEETING 27 JANUARY 2016	23.62
	28/01/2016	AIRNORTH	FLIGHTS- KNX - BRM-KNX 07/02/16-09/02/16 - STAFF MEMBER - ATTEND TRAINING	1,369.58
	28/01/2016	BANKWEST	ANNUAL CREDIT CARD FEE	39.00

13.03.2. Monthly Statement of Financial Activity for the Period Ended 29 February 2016

DATE:	29 March 2016
AUTHOR:	Niroshini Nandasiri, Asset Management Accountant
RESPONSIBLE OFFICER:	Natalie Octoman, Director Corporate Services
FILE NO:	FM.09.5
DISCLOSURE OF INTERESTS:	Nil

VOTING REQUIREMENT

Simple Majority

PURPOSE

For Council to receive the monthly financial report for the period ended 29 February 2016.

OFFICER'S RECOMMENDATION

That Council receives the monthly financial report as at 29 February 2016.

COUNCIL DECISION

Minute No: 11292

**Moved: Cr B Robinson
Seconded: Cr S Cooke**

That Council receives the monthly financial report as at 29 February 2016.

Carried 7/0

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 29 February 2016.



Shire of Wyndham East Kimberley

Monthly Financial Report 2015/2016

As at 29 February 2016

Contents:

- Statement of Financial Activity
- Note to Statement of Financial Activity (Net Current Asset Position)
- Note to Statement of Financial Activity (Explanation of Material Variances)
- Note to Statement of Financial Activity (Budget Remaining to Collect/Spend)
- Monthly Report on Investment Portfolio (Cash)

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

Shire of Wyndham East Kimberley

Statement of Financial Activity Year to Date Actual v Year to Date Budget as at 29 February 2016

	YTD Actual 2015/16 \$	YTD Budget 2015/16 \$	YTD Variance 2015/16 \$	%	
Revenue					
General Purpose Funding	2,091,839	1,966,455	125,384	6%	▲
Governance	89,013	124,843	(35,830)	-29%	▼
Law, Order, Public Safety	49,147	50,803	(1,656)	-3%	▼
Health	100,346	111,149	(10,802)	-10%	▼
Education and Welfare	8,157	7,232	925	13%	▲
Housing	77,959	77,996	(37)	0%	▼
Community Amenities	2,201,629	2,205,260	(3,631)	0%	▼
Recreation and Culture	504,225	597,912	(93,686)	-16%	▼
Transport	2,510,693	2,660,645	(149,952)	-6%	▼
Economic Services	40,836	64,496	(23,660)	-37%	▼
Other Property and Services	262,455	247,191	15,264	6%	▲
	<u>7,936,301</u>	<u>8,113,982</u>	<u>(177,681)</u>	<u>-2%</u>	<u>▼</u>
Expenses					
General Purpose Funding	(310,734)	(324,411)	13,678	-4%	▼
Governance	(451,451)	(568,911)	117,460	-21%	▼
Law, Order, Public Safety	(354,770)	(401,187)	46,416	-12%	▼
Health	(212,401)	(220,235)	7,834	-4%	▼
Education and Welfare	(156,453)	(196,204)	39,751	-20%	▼
Housing	(518,548)	(411,295)	(107,254)	26%	▲
Community Amenities	(2,479,266)	(2,471,194)	(8,072)	0%	▲
Recreation & Culture	(4,343,039)	(4,385,792)	42,753	-1%	▼
Transport	(6,292,828)	(6,515,752)	222,924	-3%	▼
Economic Services	(247,945)	(209,795)	(38,150)	18%	▲
Other Property and Services	(435,118)	(861,313)	426,195	-49%	▲
	<u>(15,802,552)</u>	<u>(16,566,088)</u>	<u>763,535</u>	<u>-5%</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	4,784,331	4,806,879	(22,548)	0%	▼
Capital Expenditure and Revenue					
Purchase Land Held for Resale	0	0	0	0%	▲
Purchase Land and Buildings	(237,527)	(121,239)	(116,288)	96%	▲
Purchase Infrastructure Assets - Roads	(3,568,406)	(4,331,189)	762,783	-18%	▼
Purchase Infrastructure Assets - Footpaths	0	(109,315)	109,315	-100%	▼
Purchase Infrastructure Assets - Drainage	(83,054)	(93,602)	10,548	-11%	▼
Purchase Infrastructure Assets - Other	(666,531)	(1,831,199)	1,164,668	-64%	▼
Purchase Plant and Equipment	(25,727)	(1,501,043)	1,475,316	-98%	▼
Purchase Furniture and Equipment	(17,066)	(29,600)	12,534	-42%	▼
Grants / Contributions for Development of Assets	1,274,693	2,069,179	(794,486)	-38%	▼
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	(629,225)	(599,151)	(30,074)	5%	▲
Proceeds from New Debentures	0	0	0	0%	▼
Transfers to Reserves (Restricted Assets)	(180,304)	0	(180,304)	0%	▲
Transfers from Reserves (Restricted Assets)	6,934,511	4,293,954	2,640,557	61%	▲
ADD Estimated Surplus/(Deficit) July 1 B/Fwd	197,606	197,606	0	0%	▲
LESS Estimated Surplus/(Deficit) June 30 C/Fwd	10,459,389	4,573,763	5,885,625	129%	▼
	<u>10,055,558</u>	<u>9,951,565</u>	<u>103,993</u>	<u>1%</u>	<u>▲</u>
Amount Required to be Raised from Rates					

Shire of Wyndham East Kimberley

Note to Statement of Financial Activity

Net Current Assets

as at 29 February 2016

Composition of Estimated Net Current Asset Position

	YTD Actual 2015/16	Brought Forward ^① 1 July 2015
CURRENT ASSETS		
Cash - Municipal (Restricted & Unrestricted) ^②	8,249,427	2,861,225
Cash - Restricted Reserves	7,461,794	14,169,235
Receivables	2,217,297	3,770,714
Inventories & Other Financial Assets	14,454	17,214
	<u>17,942,972</u>	<u>20,818,388</u>
LESS: CURRENT LIABILITIES		
Payables and Provisions	(21,789)	(6,451,547)
Less:		
Restricted - Reserves	(7,461,794)	(14,169,235)
	<u>10,459,389</u>	<u>197,606</u>
NET CURRENT ASSET POSITION		
Less:		
Restricted - Unspent Grants	(984,695)	
Restricted - Unspent Loans	(893,185)	
ADJUSTED NET CURRENT ASSET POSITION^③	<u><u>8,581,509</u></u>	

② Cash - Municipal brought forward balances represented by:

Cash on Hand	1,700	1,700
Cash at Bank - Municipal		
Unrestricted	6,369,847	(1,408,129)
Restricted - Unspent Grants***	984,695	3,232,527
Restricted - Unspent Loans***	893,185	1,035,127
	<u>8,249,427</u>	<u>2,861,225</u>

① B/F balance includes the restricted grants and loans, however in 01 July 2015 these funds are transferred to Municipal account.

③ Net current asset position and Unrestricted cash will remain overstated until the position of grants/loans and reserves are finalised for the 2015/16 financial year.

Shire of Wyndham East Kimberley
Notes to Statement of Financial Activity
For the Period Ended 29 February 2016

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	105,000	▲	Council determined not to include a budget allocation for interim rates in the first instance given the uncertainty and fluctuation throughout the financial year. This will be reviewed as part of the Mid Year Budget Review process, a portion is related to back rates.
Recovery of Legal Expenses - Rates	25,600	▲	Higher income due to increased number of claims lodged which offsets expense. Budget to be amended at the Mid Year Budget Review.

General Purpose Funding ▲

Interest Income - Municipal Fund	71,500	▲	Higher income due to additional investments and better interest rates received being made during the year that relate to Municipal funds. Budget to be amended at the Mid Year Budget Review.
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Governance ▼

LGIS Members Experience Income - Other Governance	(25,000)	▼	Timing variance. Related expenditure has not occurred to date, therefore the recovery has not yet been requested from LGIS.
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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	25,300	▲	Higher income than anticipated. Budget to be amended at the Mid Year Budget Review.
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Recreation and Culture ▼

Contribution to Kununurra East Lily Creek Project	(45,000)	▼	Draft Structure plans are expected to be presented to the Council by April 16. Therefore the funding for completion of Stage 3 (\$15k) by June 16 and Stage 4 (\$30k) by November 16. Income related to \$25k from Department of Sport and Recreation and \$175k from Royalties for Region program. Grant application is in progress and the outcome will be announced in July/August 16. The Project will not commence until the matching funding is sourced.
Design and Feasibility New Recreation Facility Grant	(60,000)	▼	

Transport ▼

Aircraft Landing Fees - East Kimberley Regional Airport	(166,000)	▼	Mid Year Budget discussions indicates that we set an ambitious revenue stream from Domestic Aviation usage which has not eventuated. Budget to be amended at the Mid Year Budget Review. Departure passenger numbers decreased by approx.4000 compared YTD and up to January 2014/15. Expected that the number of passengers will increase during dry season.
Passenger Handling Fees - East Kimberley Regional Airport MUN	(36,500)	▼	
Passenger Screening Fees - East Kimberley Regional Airport	(22,500)	▼	Variance due to departure passenger number decrease.
Leases - East Kimberley Regional Airport Terminal	76,600	▲	Increased income from rental car leases which are based on turnover. Budget to be amended at the Mid Year Budget Review.

Economic Services ▼

Licences - Building Control	(20,400)	▼	Decreased income due to downturn in the building construction industry within the Shire. Budget to be amended at the Mid Year Budget Review.
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Shire of Wyndham East Kimberley
Notes to Statement of Financial Activity
For the Period Ended 29 February 2016

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 Income (Continued)

Other Property and Services

	▲	
Insurance Claim Revenue - Wyndham Depot	128,900	▲ Progress claims related to Wyndham Depot reinstatement which offsets with expenditure incurred. Budget to be amended at the Mid Year Budget Review.
Profit on Sale of Assets - Plant Operation	(123,100)	▼ Non cash item. Timing variance. The plant replacement programme is now in progress. Budget profile to be adjusted in Mid Year Budget Review.

Recurrent Expenditure

General Purpose Funding

Valuation Expenses - Rates	24,800	▼ Timing variance. Awaiting confirmation from Valuer General's office to commence UV to GRV transition project.
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Governance

Election Expenses	(23,500)	▼ Savings for financial year 2015/16.
Integrated Planning Framework (IPF) - Asset Management	(22,500)	▼ Timing variance. Work to commence by April 16. Budget profile to be amended as part of Mid Year Budget Review.

Law, Order and Public Safety

Firebreaks	(21,100)	▼ Timing variance and potential savings. Budget profile to be amended as part of Mid Year Budget Review.
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Health

No material variances to report

Education and Welfare

No material variances to report

Housing

Loss on Sale of Assets - Staff Housing	115,400	▲ Non cash item. Sale of house. 6 Eugenia St. Budget required to reflect complete transaction in Mid Year Budget Review with transfer of net proceeds to the Asset Management Reserve as per Council resolution.
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Community Amenities

Tip Maintenance	(45,300)	▼ Savings in cost for Plant Operating costs and reduced material costs which are in the main a result from the new waste capping covers saving on soils to cover daily waste at the Kununurra Landfill. Budget to be amended at the Mid Year Budget Review.
Administration Salary and Wages Allocated - Sanitation - Household Refuse	27,100	▲ Non cash item. Variance due to allocation is based on actual expenditure for the sub programme and Administration overheads. Budget to be amended at the Mid Year Budget Review.
Consultants - Local Planning Strategy	(55,900)	▼ Timing variance. Local Planning Strategy on public exhibition until 10 June 2016; next expenditure milestone at consideration by Council of draft Local Planning Strategy and Local Planning Scheme No. 9 – August 2016
Kununurra Business & structure Planning	(30,000)	▼ Timing variance. Draft Business Case and structure plans to be considered by Council for public exhibition May 2016; next expenditure milestone at consideration by Council of draft East Lily Creek and Civic Centre Structure Plans – September 2016

Recreation and Culture

Direct Salaries - Kununurra Swimming Complex	(30,000)	▼ Savings due to staff vacancies. Budget to be amended at the Mid Year Budget Review.
Design and feasibility of new Recreation facility	(100,000)	▼ Expense depends on success of the Grant application, which is in progress and the outcome will be announced in July/August 16. The Project will not commence until the matching funding is sourced.
Building Maintenance - Kununurra Leisure Centre	(52,900)	▼ Budget transfer required to building operating due to the nature of expense. Budget to be amended at the Mid Year Budget Review.
Building Operating - Kununurra Leisure Centre	35,300	▲ Budget transfer required from building maintenance due to the nature of expense. Budget to be amended at the Mid Year Budget Review.
Parks and Gardens Maintenance - Kununurra	30,400	▲ Increased expense due to increase in staff hours, internal plant and overhead allocations. Budget to be amended at the Mid Year Budget Review.
Administration Salary and Wages Allocated - Kununurra Parks and Gardens	20,400	▲ Non cash item. Variance due to allocation is based on actual expenditure for the sub programme and Administration overheads. Budget to be amended at the Mid Year Budget Review.
Parks and Gardens Maintenance - Wyndham	(29,600)	▼ Decreased expense due to decrease in staff hours, internal plant and overhead allocations. Budget to be amended at the Mid Year Budget Review.
KidSport Expenses - Club Development	(21,700)	▼ Decreased expenses due to reduction in grant income.
Wyndham Community Resource Centre (CRC) - RIPIA Expenses	(31,000)	▼ Timing variance. Budget profile to be adjusted in Mid Year Budget Review.

Shire of Wyndham East Kimberley
Notes to Statement of Financial Activity
For the Period Ended 29 February 2016

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)

Transport

Administration Salary and Wages Allocated - Streets, Roads & Bridges - Non Capital	(150,400)	▼	Non cash item. Variance due to asset depreciation changed between sub programme. Offsets with budget held in other accounts.
Admin Overheads Allocated - Streets, Roads & Bridges - Non Capital	104,200	▲	Non cash item. Variance due to asset depreciation changed between sub programme. Offsets with budget held in maintenance account.
Admin Overheads Allocated - Streets, Roads & Bridges - Maintenance	(79,800)	▼	Non cash item. Variance due to asset depreciation changed between sub programme. Offsets with budget held in non-capital account.
Rural Road Maintenance	(139,100)	▼	Timing variance due to plant cost allocations (Cost to increase in Dry Season) which is a internal charge.
Street Lighting	(23,600)	▼	Timing variance. Awaiting supplier invoice.
Plant Operating Costs - East Kimberley Regional Airport	26,900	▲	Higher expenses than anticipated, which will be amended during the Mid Year Budget Review.
Consultancy Fees - East Kimberley Regional Airport	(26,400)	▼	Timing variance. Budget profile to be adjusted in Mid Year Review. Required for National Competition Policy work. RFQ to be scoped shortly.
Airport Terminal Building Maintenance - East Kimberley Regional Airport	(28,400)	▼	Includes timing variance and savings. Budget to be amended at the Mid Year Budget Review.
Direct Salaries - East Kimberley Regional Airport	(40,000)	▼	Recruitment vacancies in early part of the year. Budget to be amended at the Mid Year Budget Review.
Administration Salary and Wages Allocated - East Kimberley Regional Airport	48,300	▲	Non cash item. Variance due to allocation is based on actual expenditure for the sub programme and Administration overheads. Budget to be amended at the Mid Year Budget Review.
Administration Salary and Wages Allocated - Wyndham Airport	24,800	▲	Non cash item. Variance due to allocation is based on actual expenditure for the sub programme and Administration overheads. Budget to be amended at the Mid Year Budget Review.

Economic Services

Bio Security Expenses Medfly Eradication Program	24,200	▲	Expenditure was unknown at time of setting budget, however expenditure is funded from the Biosecurity Reserve as previously adopted by the Council. Will be amended as part of Mid Year Budget Review.
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Other Property and Services

Public Works Overheads Allocated - Payroll	(133,000)	▲	Non cash item. Variance due to budget profile for the month. Budget to be amended at the Mid Year Budget Review.
Direct Salaries - Operations	(26,700)	▼	Expected savings due to staff vacancies during December 15 and January 16.
Indirect Salaries - Outdoor Workforce	161,300	▲	Offset by variance in Direct Salaries - Outdoor workforce. To be amended in Mid Year Budget Review.
Direct Salaries - Outdoor Workforce	(229,700)	▼	Offset by variance in Indirect Salaries - Outdoor workforce. To be amended in Mid Year Budget Review.
Admin Overheads Allocated - Public Works Overheads	49,500	▲	Non cash item. Variance due to allocation is based on actual expenditure for the sub programme and Administration overheads. Budget to be amended at the Mid Year Budget Review.
Engineering Consultancy	(59,800)	▼	Timing variance. Expected to occur from April - June 16. Budget profile to be amended in Mid Year Budget Review.
Administration Salary and Wages Allocated - General Administration Overheads	21,600	▼	Non cash item. Variance due to allocation is based on actual expenditure for the sub programme and Administration overheads. Budget to be amended at the Mid Year Budget Review.
Direct Salaries - Financial Services	(170,900)	▼	Savings due to staff vacancies and a position transferred to governance. Budget to be amended at the Mid Year Budget Review.
ABC Allocations	(78,600)	▲	Non cash item. Variance due to allocation is based on actual expenditure for the sub programme and Administration overheads. Budget to be amended at the Mid Year Budget Review.
Software Licencing - Information Services	(20,500)	▼	Timing variance. Budget profile to be amended in Mid Year Budget Review.
System Development - Operational	(25,800)	▼	Timing variance. Products are currently being evaluated. Budget profile to be amended in Mid Year Budget Review.
Plant Operating Cost Allocated	172,700	▼	Non cash item. Variance due to asset disposals. Budget to be amended at the Mid Year Budget Review.
POC Internal Repair wages	35,100	▲	Increased expenditure offsets by other plant operating costs. Budget to be amended at the Mid Year Budget Review.
POC Fuel and Oils	(45,100)	▼	Potential savings due to plant movements and disposals during the year. Budget to be amended at the Mid Year Budget Review.
POC Parts and Repairs	(35,200)	▼	Potential savings due to plant movements and disposals during the year. Budget to be amended at the Mid Year Budget Review.
Loss on Sale of Assets - Plant Operation	(82,100)	▼	Non cash item. Timing variance. The plant replacement programme is now in progress. Budget profile to be adjusted in Mid Year Budget Review.

Shire of Wyndham East Kimberley
Notes to Statement of Financial Activity
For the Period Ended 29 February 2016

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)	▼	Non cash item. Sale of house. 6 Eugenia St. Budget required to reflect complete transaction in Mid Year Budget Review with transfer of net proceeds to the Asset Management Reserve as per council resolution.
Profit on Sale of Assets - Plant Operation	(123,100)	▲	Non cash item. Timing variance. The plant replacement programme is now in progress. Budget profile to be adjusted in Mid Year Budget Review.
Loss on Sale of Assets - Plant Operation	82,100	▼	Non cash item. Timing variance. The plant replacement programme is now in progress. Budget profile to be adjusted in Mid Year Budget Review.

Capital

Purchase Land Held for Resale

No material variances to report ▲

Purchase Land and Buildings

Wyn depot fire damage reinstatement - Buildings	136,900	▲	Expenses are related to reinstatement of building and contents .Offset by Insurance reimbursement. Budget to be amended at the Mid Year Budget Review.
Building Upgrade- Wyndham Administration	(21,200)	▼	Timing variance. Work to commence in June 16.

Purchase Infrastructure Assets - Roads

Kalumburu Road - Re-sheet	(89,200)	▼	Timing variance. Project in progress.
Bridges (5116) - D4 Weaber Plain Rd	(150,000)	▼	Timing variance. Awaiting supplier invoice.
Goomig Roads Reseal 2nd coat	(529,300)	▼	Project completed, savings will be transfer back to the reserve. Budget to be amended at the Mid Year Budget Review.

Purchase Infrastructure Assets - Footpaths

Footpath renewal	(109,300)	▼	Timing variance. Work to be commenced April 2016. (Dry season). Budget profile to be adjusted in Mid Year Budget Review.
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Purchase Infrastructure Assets - Drainage

No material variances to report ▼

Purchase Infrastructure Assets - Other

Wyndham Childcare Centre - Koolama St Land swap	(32,800)	▼	Timing variance. Awaiting documents from Department of Lands.
Playspace and playground equipment	(50,000)	▼	Timing variance. Budget profile to be adjusted in Mid Year Budget Review.
Parking / Safety improvements Mangaloo St MUN	(150,600)	▼	Timing variance. Budget profile to be adjusted in Mid Year Budget Review.
Runway Resurficing Overlay MUN	35,900	▲	Timing variance. Project completed. Budget profile to be adjusted in Mid Year Budget Review.
Lily Creek Lagoon Boat Ramp and Jetty	(959,200)	▼	Timing variance. Work to be commenced Feb/March 2016. Budget profile to be adjusted in Mid Year Budget Review.

Purchase Plant and Equipment

Airport Plant - Purchase Price	(130,000)	▼	Timing variance. The plant replacement programme is now in progress. Budget profile to be adjusted in Mid Year Budget Review.
Heavy Plant - Purchase Price	(883,100)	▼	Timing variance. The plant replacement programme is now in progress. Budget profile to be adjusted in Mid Year Budget Review.
Medium Plant - Purchase Price	(252,500)	▼	Timing variance. The plant replacement programme is now in progress. Budget profile to be adjusted in Mid Year Budget Review.
Light Plant - Purchase Price	(199,700)	▼	Timing variance. The plant replacement programme is now in progress. Budget profile to be adjusted in Mid Year Budget Review.

Purchase Furniture and Equipment

No material variances to report ▲

Shire of Wyndham East Kimberley
Notes to Statement of Financial Activity
For the Period Ended 29 February 2016

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

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

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

Grants / Contributions for Development of Assets

▼

Disability Access Building Modifications Grant	30,000	▼	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	73,500	▼	Timing variance. Budget profile to be adjusted in Mid Year Budget Review.
Aboriginal Roads Funding - State Grants	(25,000)	▲	Increased income due to additional State Remote Access Road funds. Budget to be amended at the Mid Year Budget Review.
Road to Recovery Grants	(93,700)	▲	Timing variance. Grant income based on progress claim for the project.
State Local Road Black Spot - Income MUN	(40,800)	▲	Increased income due to a new project - Coolibah Drive pedestrian facilities. Budget to be amended at the Mid Year Budget Review.
RADS Funding (Regional Airports Development Scheme) MUN	231,900	▼	Timing variance. Acquittals in process.
Grant Income - Lily Creek Lagoon Boat Ramp and Jetty	618,500	▼	Timing variance. Grant income based on progress claim for the project.

Proceeds from Disposal of Assets

▲

Sale of 6 Eugenia Street Kununurra	(338,800)	▲	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. The plant replacement programme is now in progress. Budget profile to be adjusted in Mid Year Budget Review.
Light Plant - Trade Value	79,100	▼	Timing variance. The plant replacement programme is now in progress. Budget profile to be adjusted in Mid Year Budget Review.
Medium Plant - Trade Value MUN	35,000	▼	Timing variance. The plant replacement programme is now in progress. Budget profile to be adjusted in Mid Year Budget Review.

Debentures

▲

Loan 120 - Kununurra Childcare Centre - Principal Repayments	30,100	▲	Timing Variance. Expense Budget was profiled to occur in March 2016.
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Reserves

▲

Airport General Reserve - Transfer to Reserve	97,600	▲	Timing variance, Budget profile to be reviewed as part of Mid Year Review.
Contiguous Local Authority Group (CLAG)	40,300	▲	Timing variance, Budget profile to be reviewed as part of Mid Year Review.
Goomig Farmlands Road Reserve - Transfer from Reserve	(2,640,600)	▲	Timing variance, Budget profile to be reviewed as part of Mid Year Review.

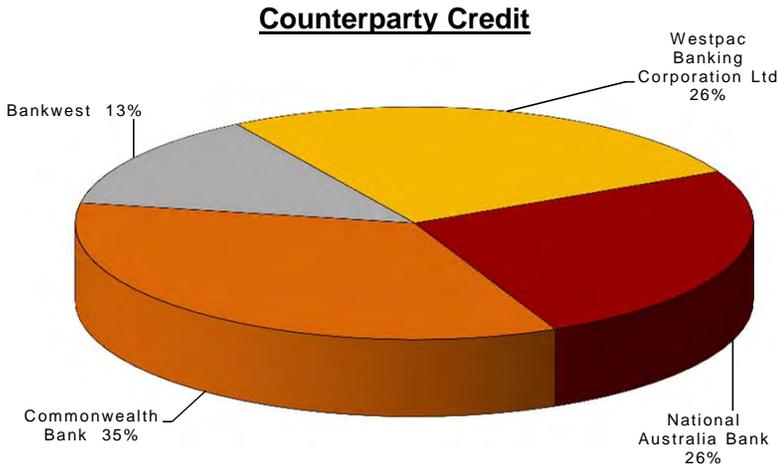
Shire of Wyndham East Kimberley

Statement of Financial Activity Budget Remaining to Collect/Spend as at 29 February 2016

	YTD Actual 2015/16 \$	Annual Budget 2015/16 \$	Revised Annual Budget 2015/16 \$	Budget Remaining (Revised Budget less 2015/16 \$	%	
Revenue						
General Purpose Funding	2,091,839	2,547,115	2,547,115	455,276	18%	▼
Governance	89,013	150,872	158,872	69,859	46%	▼
Law, Order, Public Safety	49,147	58,613	58,613	9,466	16%	▼
Health	100,346	92,506	128,574	28,228	31%	▲
Education and Welfare	8,157	11,500	11,500	3,343	29%	▼
Housing	77,959	121,590	121,590	43,631	36%	▼
Community Amenities	2,201,629	2,534,733	2,534,733	333,104	13%	▼
Recreation and Culture	504,225	997,143	997,143	492,918	49%	▼
Transport	2,510,693	4,160,621	4,160,621	1,649,928	40%	▼
Economic Services	40,836	96,365	96,365	55,529	58%	▼
Other Property and Services	262,455	371,933	371,933	109,478	29%	▼
	<u>7,936,301</u>	<u>11,142,991</u>	<u>11,187,059</u>	<u>3,250,758</u>		<u>29%</u> ▼
Expenses						
General Purpose Funding	(310,734)	(573,835)	(573,835)	(263,101)	46%	▼
Governance	(451,451)	(930,227)	(936,227)	(484,777)	52%	▼
Law, Order, Public Safety	(354,770)	(592,391)	(607,280)	(252,510)	43%	▼
Health	(212,401)	(299,639)	(339,915)	(127,514)	43%	▼
Education and Welfare	(156,453)	(243,541)	(287,186)	(130,733)	54%	▼
Housing	(518,548)	(604,444)	(604,912)	(86,364)	14%	▼
Community Amenities	(2,479,266)	(4,144,548)	(4,138,074)	(1,658,808)	40%	▼
Recreation & Culture	(4,343,039)	(6,897,090)	(7,052,658)	(2,709,619)	39%	▼
Transport	(6,292,828)	(8,601,589)	(10,159,583)	(3,866,755)	45%	▼
Economic Services	(247,945)	(330,981)	(326,592)	(78,647)	24%	▼
Other Property and Services	(435,118)	(1,633,139)	(1,648,831)	(1,213,713)	74%	▼
	<u>(15,802,552)</u>	<u>(24,851,424)</u>	<u>(26,675,092)</u>	<u>(10,872,540)</u>		<u>44%</u> ▼
Adjustments for Cash Budget Requirements:						
Non-Cash Expenditure and Revenue						
(Profit)/Loss on Asset Disposals	116,165	(40,211)	(40,211)	(156,376)	389%	▼
Movement in Accruals and Provisions	0	0	0	0	0%	▼
Depreciation on Assets	4,784,331	5,765,188	7,185,788	2,401,457	42%	▼
Capital Expenditure and Revenue						
Purchase Land Held for Resale	0	0	0	0	0%	▼
Purchase Land and Buildings	(237,527)	(187,830)	(209,069)	28,458	-15%	▲
Purchase Infrastructure Assets - Roads	(3,568,406)	(5,978,884)	(6,052,901)	(2,484,495)	42%	▼
Purchase Infrastructure Assets - Footpaths	0	(109,315)	(109,315)	(109,315)	100%	▼
Purchase Infrastructure Assets - Drainage	(83,054)	(552,970)	(569,270)	(486,216)	88%	▼
Purchase Infrastructure Assets - Other	(666,531)	(6,501,870)	(3,956,178)	(3,289,647)	51%	▼
Purchase Plant and Equipment	(25,727)	(1,501,043)	(1,501,043)	(1,475,316)	98%	▼
Purchase Furniture and Equipment	(17,066)	(191,100)	(191,100)	(174,034)	91%	▼
Grants / Contributions for Development of Assets	1,274,693	5,621,304	3,975,405	2,700,713	48%	▼
Proceeds from Disposal of Assets	370,618	363,237	363,237	(7,381)	-2%	▲
Proceeds from Sale of Land Held for Resale	0	0	0	0	0%	▼
Repayment of Debentures	(629,225)	(954,447)	(954,447)	(325,222)	34%	▼
Proceeds from New Debentures	0	0	0	0	0%	▼
Transfers to Reserves (Restricted Assets)	(180,304)	(6,707,472)	(5,648,118)	(5,467,814)	82%	▼
Transfers from Reserves (Restricted Assets)	6,934,511	16,576,747	13,315,433	6,380,922	38%	▼
ADD Estimated Surplus/(Deficit) July 1 B/Fwd	197,606	(1,665,875)	197,606	0	0%	▲
LESS Estimated Surplus/(Deficit) June 30 C/Fwd	10,459,389	178,591	269,349	(10,190,040)	-5706%	▲
Amount Required to be Raised from Rates	<u>10,055,558</u>	<u>9,951,565</u>	<u>9,951,565</u>	<u>(103,993)</u>		<u>-1%</u> ▲

REPORT ON INVESTMENT PORTFOLIO AS AT 29 February 2016

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							
				Institution Name	S&P Rating	Term to Maturity	Interest Rate	Maturity Date	Principal	Interest on Maturity	% of portfolio
				CBA	A-1+/AA	2 Months	2.75%	28-Mar-16	1,006,479.72	4,613.03	9%
				CBA		2 Months	2.75%	28-Mar-16	1,006,479.72	4,613.03	9%
				CBA		2 Months	2.75%	28-Mar-16	1,006,479.72	4,613.03	9%
				Westpac		3 Months	3.00%	27-Apr-16	1,007,284.38	7,554.63	9%
				Westpac		3 Months	3.00%	27-Apr-16	1,007,284.38	7,554.63	9%
				TOTAL MUNICIPAL INVESTMENTS				5,034,007.92	28,948.36	43%	
				RESERVE FUNDS							
				NAB	A-1+/AA	3 Months	2.98%	15-Mar-16	754,027.79	5,540.56	6%
				CBA		2 Months	2.75%	8-Apr-16	1,036,650.97	4,686.23	9%
				NAB		3 Months	2.75%	27-Mar-16	1,798,652.89	8,130.90	15%
				Westpac		3 Months	3.00%	27-Apr-16	1,089,760.12	8,173.20	9%
				Bankwest		3 Months	2.95%	22-Jun-16	545,290.01	5,288.57	5%
				Bankwest		4 Months	2.90%	16-Mar-16	1,030,893.50	9,828.79	9%
				TOTAL RESERVE INVESTMENTS				6,255,275.28	41,648.25	53%	
				TRUST FUNDS - T292							
				NAB	A-1+/AA	2 Months	2.77%	28-Mar-16	442,228.40	2,013.66	4%
				TOTAL TRUST INVESTMENTS				442,228.40	2,013.66	4%	
				TOTAL INVESTMENTS HELD & INTEREST PAID				11,731,511.60	72,610.27	100%	



13.03.3. 2016/17 Elected Member Allowances and Entitlements

DATE:	16/03/2016
AUTHOR:	Brian Garrett - Coordinator Financial Management
RESPONSIBLE OFFICER:	Natalie Octoman - Director Corporate Services
FILE NO:	FM.05.11
DISCLOSURE OF INTERESTS:	Nil

VOTING REQUIREMENT

Absolute Majority

PURPOSE

For the Council to consider the adoption of the 2016/17 Elected Member fees and allowances effective from 1 July 2016 to be incorporated into the 2016/17 Annual Budget.

OFFICER'S RECOMMENDATION

That Council:

- 1. Adopts the revised Council Policy *CP/CNC-3141 Elected Member Allowances and Entitlements* noting the inclusion of reimbursements would now apply to:
 - a. Council briefings and workshops;**
 - b. Training and conferences; and**
 - c. Any meeting where the Councillor is nominated as the Council's representative.****
- 2. For the 2016/17 financial year, freeze elected member entitlements at the 2015/16 levels so that:
 - a. Pursuant to section 5.99 of the *Local Government Act 1995*, adopts the following annual fees for payment of elected members in lieu of individual meeting attendance fees:
 - i. President \$15,683**
 - ii. Councillors \$15,683******
- 3. Pursuant to section 5.98(5) of the *Local Government Act 1995*, adopts the following annual local government allowance to be paid in addition to the annual meeting allowance:
 - a. President \$31,200****
- 4. Pursuant to section 5.98(5) of the *Local Government Act 1995*, adopts the following annual local government allowance to be paid in addition to the annual meeting allowance:
 - b. Deputy President \$7,800****
- 5. Pursuant to section 5.99A(b) of the *Local Government Act 1995*, adopts the following annual local government ICT allowance to be paid in lieu of reimbursement for ICT expenses:
 - a. President \$1,000**
 - b. Councillors \$1,000****

Cr S Rushby foreshadows a motion to remove the ICT Allowance and correct the Policy to reflect.

COUNCIL DECISION

Minute No: 11293

**Moved: Cr D Spackman
Seconded: Cr S Rushby**

That Council suspends Standing Order 7.5

Carried 7/0

Standing Orders 7.5 suspended at 5:57pm

COUNCIL DECISION

Minute No: 11294

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

That Council resumes Standing Order 7.5

Carried 7/0

Standing Orders 7.5 resumes at 6:03pm

COUNCIL DECISION

Minute No: 11295

**Moved: Cr S Cooke
Seconded: Cr B Robinson**

That Council:

- 1. Adopts the revised Council Policy *CP/CNC-3141 Elected Member Allowances and Entitlements* noting the inclusion of reimbursements would now apply to:
 - a. Council briefings and workshops;**
 - b. Training and conferences; and**
 - c. Any meeting where the Councillor is nominated as the Council's representative.****
- 2. For the 2016/17 financial year, freeze elected member entitlements at the 2015/16 levels so that:
 - a. Pursuant to section 5.99 of the *Local Government Act 1995*, adopts the following annual fees for payment of elected members in lieu of individual meeting attendance fees:
 - i. President \$15,683**
 - ii. Councillors \$15,683******

3. Pursuant to section 5.98(5) of the *Local Government Act 1995*, adopts the following annual local government allowance to be paid in addition to the annual meeting allowance:
 - a. President \$31,200
4. Pursuant to section 5.98(5) of the *Local Government Act 1995*, adopts the following annual local government allowance to be paid in addition to the annual meeting allowance:
 - b. Deputy President \$7,800
5. Pursuant to section 5.99A(b) of the *Local Government Act 1995*, adopts the following annual local government ICT allowance to be paid in lieu of reimbursement for ICT expenses:
 - a. President \$1,000
 - b. Councillors \$1,000

Lost 3/4

For: Cr S Cooke, Cr N Perry, Cr B Robinson

COUNCIL DECISION

Minute No: 11296

Moved: Cr S Rushby

Seconded: Cr S Cooke

That Council:

1. Adopts the revised Council Policy *CP/CNC-3141 Elected Member Allowances and Entitlements* with the removal of section 2.1 ICT allowance and notes the inclusion of reimbursements would now apply to:
 - a. Council briefings and workshops;
 - b. Training and conferences; and
 - c. Any meeting where the Councillor is nominated as the Council's representative.
2. For the 2016/17 financial year, freeze elected member entitlements at the 2015/16 levels so that:
 - a. Pursuant to section 5.99 of the *Local Government Act 1995*, adopts the following annual fees for payment of elected members in lieu of individual meeting attendance fees:
 - i. President \$15,683
 - ii. Councillors \$15,683
3. Pursuant to section 5.98(5) of the *Local Government Act 1995*, adopts the following annual local government allowance to be paid in addition to the annual meeting allowance:
 - a. President \$31,200
4. Pursuant to section 5.98(5) of the *Local Government Act 1995*, adopts the following annual local government allowance to be paid in addition to the annual meeting allowance:
 - b. Deputy President \$7,800

Carried 7/0

REASON FOR VARYING THE OFFICER'S RECOMMENDATION

Council decided to forego the ICT allowance

NATURE OF COUNCIL'S ROLE IN THE MATTER

Regulator - enforce state legislation and local laws

BACKGROUND/ PREVIOUS CONSIDERATIONS BY COUNCIL/ COMMITTEE

The current allowances and entitlements were reviewed and adopted as part of the 2015/16 Budget setting process. The 2015/16 period incorporated an increase of 4% which was in line with the Employee Agreement movement at the time.

The Council is required to undertake a review each year in order to establish the amounts to be incorporated into the following year's budget allocation.

Elected member allowances for 2016/17 were discussed at the 10 March 2016 Budget Briefing and subsequently at the 22 March 2016 Budget Briefing.

STATUTORY IMPLICATIONS

Local Government Act 1995

Part 5

Division 6 – Disclosure of financial interests

5.63. Some interests need not be disclosed

(1) Sections 5.65, 5.70 and 5.71 do not apply to a relevant person who has any of the following interests in a matter —

- (a) an interest common to a significant number of electors or ratepayers; or
- (b) an interest in the imposition of any rate, charge or fee by the local government; or
- (c) an interest relating to a fee, reimbursement of an expense or an allowance to which section 5.98, 5.98A, 5.99, 5.99A, 5.100 or 5.101(2) refers...

Division 8 – Local government payments and gifts to members

5.98. Fees etc. for council members

(1A) In this section —

determined means determined by the Salaries and Allowances Tribunal under the Salaries and Allowances Act 1975 section 7B.

(1) A council member who attends a council or committee meeting is entitled to be paid —

- (a) the fee determined for attending a council or committee meeting; or

- (b) *where the local government has set a fee within the range determined for council or committee meeting attendance fees, that fee.*
- (2A) *A council member who attends a meeting of a prescribed type at the request of the council is entitled to be paid —*
- (a) *the fee determined for attending a meeting of that type; or*
 - (b) *where the local government has set a fee within the range determined for meetings of that type, that fee.*
- (2) *A council member who incurs an expense of a kind prescribed as being an expense —*
- (a) *to be reimbursed by all local governments; or*
 - (b) *which may be approved by any local government for reimbursement by the local government and which has been approved by the local government for reimbursement, is entitled to be reimbursed for the expense in accordance with subsection (3).*
- (3) *A council member to whom subsection (2) applies is to be reimbursed for the expense —*
- (a) *where the extent of reimbursement for the expense has been determined, to that extent; or*
 - (b) *where the local government has set the extent to which the expense can be reimbursed and that extent is within the range determined for reimbursement, to that extent.*
- (4) *If an expense is of a kind that may be approved by a local government for reimbursement, then the local government may approve reimbursement of the expense either generally or in a particular case but nothing in this subsection limits the application of subsection (3) where the local government has approved reimbursement of the expense in a particular case.*
- (5) *The mayor or president of a local government is entitled, in addition to any entitlement that he or she has under subsection (1) or (2), to be paid —*
- (a) *the annual local government allowance determined for mayors or presidents; or*
 - (b) *where the local government has set an annual local government allowance within the range determined for annual local government allowances for mayors or presidents, that allowance.*
- (6) *A local government cannot —*
- (a) *make any payment to; or*
 - (b) *reimburse an expense of, a person who is a council member or a mayor or president in that person's capacity as council member, mayor or president unless the payment or reimbursement is in accordance with this Division.*
- (7) *A reference in this section to a committee meeting is a reference to a meeting of a committee comprising —*
- (a) *council members only; or*
 - (b) *council members and employees.*

5.98A. Allowance for deputy mayor or deputy president

(1) A local government may decide* to pay the deputy mayor or deputy president of the local government an allowance of up to the percentage that is determined by the Salaries and Allowances Tribunal under the Salaries and Allowances Act 1975 section 7B of the annual local government allowance to which the mayor or president is entitled under section 5.98(5).

* Absolute majority required.

(2) An allowance under subsection (1) is to be paid in addition to any amount to which the deputy mayor or deputy president is entitled under section 5.98.

5.99. Annual fee for council members in lieu of fees for attending meetings

A local government may decide* that instead of paying council members a fee referred to in section 5.98(1), it will instead pay all council members who attend council or committee meetings —

(a) the annual fee determined by the Salaries and Allowances Tribunal under the Salaries and Allowances Act 1975 section 7B; or

(b) where the local government has set a fee within the range for annual fees determined by that Tribunal under that section, that fee.

* Absolute majority required.

5.99A. Allowances for council members in lieu of reimbursement of expenses

A local government may decide* that instead of reimbursing council members under section 5.98(2) for all of a particular type of expense it will instead pay all council members —

(a) the annual allowance determined by the Salaries and Allowances Tribunal under the Salaries and Allowances Act 1975 section 7B for that type of expense; or

(b) where the local government has set an allowance within the range determined by the Salaries and Allowances Tribunal under the Salaries and Allowances Act 1975 section 7B for annual allowances for that type of expense, an allowance of that amount, and only reimburse the member for expenses of that type in excess of the amount of the allowance.

* Absolute majority required.

Local Government (Administration) Regulations 1996
Part 8 – Local government payments and gifts to members

30. Meeting attendance fees (Act s. 5.98(1) and (2A))

(3A) Each of the following meetings is a meeting of a prescribed type for the purposes of section 5.98(2A) —

(a) meeting of a WALGA Zone, where the council member is representing a local government as a delegate elected or appointed by the local government;

- (b) *meeting of a Regional Road Group established by Main Roads Western Australia, where the council member is representing a local government as a delegate elected or appointed by the local government;*
- (c) *council meeting of a regional local government where the council member is the deputy of a member of the regional local government and is attending in the place of the member of the regional local government;*
- (d) *meeting other than a council or committee meeting where the council member is attending at the request of a Minister of the Crown who is attending the meeting;*
- (e) *meeting other than a council meeting or committee meeting where the council member is representing a local government as a delegate elected or appointed by the local government.*

(3C) *A council member is not entitled to be paid a fee for attending a meeting of a type referred to in subregulation (3A) if —*

- (a) *the person who organises the meeting pays the council member a fee for attending the meeting; or*
- (b) *the council member is paid an annual fee in accordance with section 5.99; or*
- (c) *if the meeting is a meeting referred to in subregulation (3A)(c), the member of the regional local government is paid an annual fee in accordance with section 5.99.*

31. Expenses to be reimbursed (Act s. 5.98(2)(a) and (3))

- (1) *For the purposes of section 5.98(2)(a), the kinds of expenses that are to be reimbursed by all local governments are —*
 - (a) *rental charges incurred by a council member in relation to one telephone and one facsimile machine; and*
 - (b) *child care and travel costs incurred by a council member because of the member's attendance at a council meeting or a meeting of a committee of which he or she is also a member.*

32. Expenses that may be approved for reimbursement (Act s. 5.98(2)(b) and (3))

- (1) *For the purposes of section 5.98(2)(b), the kinds of expenses that may be approved by any local government for reimbursement by the local government are —*
 - (a) *an expense incurred by a council member in performing a function under the express authority of the local government; and*
 - (b) *an expense incurred by a council member to whom paragraph (a) applies by reason of the council member being accompanied by not more than one other person while performing the function if, having regard to the nature of the function, the local government considers that it is appropriate for the council member to be accompanied by that other person; and*
 - (c) *an expense incurred by a council member in performing a function in his or her capacity as a council member.*

POLICY IMPLICATIONS

The Council Policy *CP/CNC-3141 Elected Member Allowances and Entitlements* is proposed to be modified to include reimbursements for all meetings including:

- a. Council briefings and workshops;
- b. Training and conferences;
- c. Any meeting where the Councillor is nominated as the Council representative.

It is likely that this will have a minor budget impact, however it is unclear as to when child care and travel reimbursement claims would be made given not all meetings would require these types of expenditure to be incurred.

The Policy has also been modified to incorporate an annual ICT allowance of \$1,000 per elected member instead of providing for reimbursements, along with provision of an appropriate office and certain ICT equipment for the Shire President and elected members when available.

FINANCIAL IMPLICATIONS

The adoption of the 2016/17 Elected Member fees and allowances will not have any financial implications on the current 2015/16 Budget, however it will establish a base position in 2016/17.

Description	2015/16		2016/17		Variation
	Individual Members	All Members	Individual Members	All Members	Shire Impact
Annual Attendance Fees for a Council Member other than the President	\$15,683	\$125,464	\$15,683	\$125,464	\$0
Annual Attendance Fee for a Council Member who holds the office of President	\$15,683	\$15,683	\$15,683	\$15,683	\$0
Annual Allowance for a President	\$31,200	\$31,200	\$31,200	\$31,200	\$0
Annual Allowance for a Deputy President (25%)	\$7,800	\$7,800	\$7,800	\$7,800	\$0
ICT Allowance	Nil	Nil	\$1,000	\$9,000	\$9,000
TOTAL		\$180,147		\$189,147	\$9,000

There is no increase in the annual attendance fees for a Council Members, however there will be an impact relating to the annual ICT Allowance along with some impact on the

amount of reimbursements that are made. The reimbursements will be analysed throughout the year so that any impact can be captured accordingly.

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

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

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

COMMUNITY ENGAGEMENT

Engagement has taken place in accordance with the Shire & Community Engagement Guidelines and includes discussions between Shire officers and elected members during Budget Briefings on the 10th and 22nd of March.

COMMENTS

The allowances recommended to be provided to elected members for annual attendance fees and allowances are only slightly higher than the minimum amount allowable in accordance with the June 2015 determination of the Salaries and Allowances Tribunal on Local Government Elected Council Members pursuant to section 7(B) of the *State Administrative Tribunal Act 1975*.

The annual review and subsequent determination undertaken by the State Administrative Tribunal is not anticipated to be released until June 2016, however it is not anticipated that there will be significant changes. If there are, then these will be reported separately to Council for consideration.

During the budget briefing with elected members, there were some elected members who clearly wished to see a freeze on the current allowances and entitlements. In part, as a demonstration to the community that those members are considering all costs wherever possible; and also for Shire staff to consider this when negotiating the new Enterprise Agreement due to come into effect from 1 July 2016.

There were other elected members who wished to see the allowances and entitlements to essentially be the equivalent of a part-time position so as to encourage future candidates to run for Council, and not be financially disadvantaged by doing so.

It has therefore been suggested that there is no monetary adjustment for 2016/17 with the exception of inclusion of an ICT Allowance, and that all other allowances and entitlements are maintained at the current levels, with a widening of the potential reimbursements that can be claimed.

ATTACHMENTS

Attachment 1: Revised Council Policy *CP/CNC-3141 Elected Member Allowances and Entitlements*



POLICY NO	CP/CNC-3141	
POLICY	Elected Member Allowances & Entitlements	
RESPONSIBLE DIRECTORATE	Governance	
RESPONSIBLE OFFICER	Chief Executive Officer	
COUNCIL ADOPTION	Date: 27/10/2015	Resolution No: 11155
REVIEWED/MODIFIED	Date: 29/03/2016	Resolution No:
	Date:	Resolution No:
REVIEW DUE	Date: Annually	
LEGISLATION	<i>Local Government Act 1995, Section 5.98 Local Government (Administration) Regulations, Part 8 Salaries and Allowances Act 1975 Determination for Local Government – Elected Council Members Pursuant to Section 7B of the Salaries and Allowances Act 1975 (June 2015)</i>	
RELATED POLICIES	Nil	
RELATED ORGANISATIONAL DIRECTIVES	Councillor Induction Package	

PURPOSE:

The purpose of this policy is to provide a clear outline of the support and entitlements available to the Shire's Elected Members.

POLICY STATEMENTS:

1. PROVISION OF SUPPORT

All Elected Members, following election to Council, are entitled to receive:

- a) An email address in the format of firstname.lastname@swek.wa.gov.au;
- b) Personalised business cards using the SWEK business card template;
- c) Personalised SWEK name badge; and
- d) Limited ICT support on a case by case basis with requests made directly to the CEO.

1.1. Office of the Shire President

The Shire of Wyndham East Kimberley will provide to the Shire President, at the Shire's cost, the following:

- a) use of a suitable office with printing facilities;
- b) provision of a suitable laptop (if requested), that will remain the property of the Shire and be returned upon the end of election term.

All Elected Members may utilise the Shire President's office when it's available, and have access to the printing facilities.

2. ATTENDANCE FEES & ANNUAL ALLOWANCES

Elected Member attendance fees and annual allowances are to be considered by the Council each year as part of the budget adoption process and in accordance with determination from the Salaries and Allowances Tribunal (SAT).

The Shire has adopted the Annual Attendance Fee and Annual Allowance option, as provided for by the SAT determination.

In setting the fees, the Tribunal takes into account a range of factors including: -

- the time required to prepare adequately for the meetings including consideration of agenda papers, site visits related to agenda items and consultation with council staff and community members;
- the role of the council member or president including, but not limited to, representation, advocacy and oversight and determination of policy and local legislation.
- particular responsibilities associated with the types of meetings being attended;
- responsibilities of the president to preside over meetings; and
- the relative size of the local government as reflected in the Tribunal's government banding model.

The Shire of Wyndham East Kimberley is in Band 2 of the Tribunal's model.

2.1. ICT Allowance

The ICT Allowance is \$1,000 per annum.

The ICT Allowance is for costs relating to telephone and facsimile usage and other expenditure that relate to information and communications technology i.e. telephone/fax call charges, consumables and internet service provider fees and that are a kind of expense prescribed by Regulation 32(1) of the *Local Government (Administration) Regulations*.

Elected Members are encouraged to utilise this allowance for the purchase of a mobile device as Members will be supplied with electronic copies of meeting papers and will be requested to bring their device to meetings.

2.2. Conditions Relating to Payment of Fees and Allowances

The payment is applicable to each financial year and is payable in arrears in October, January, April and July.

Payment will be to the account nominated by the Elected Member.

Payment of the allowance is made on the basis that each Elected Member regularly attends Council meetings, Briefing Sessions and meetings as set out in section 5.98(1) and (2A) of the *Local Government Act 1995* and Regulation 30(3A) of the *Local Government (Administration) Regulations 1996*, and carries out other normal duties and responsibilities of the office of Councillor for the whole year.

Any taxation liability arising from the payment of meeting fees is the individual responsibility of each Elected Member.

3. REIMBURSEMENT OF EXPENSES

As set out in section 5.98(2)(a) and (3) of the *Local Government Act 1995* and Regulation 31 of the *Local Government (Administration) Regulations 1996* the following expenses are to be reimbursed subject to a statement being certified by the Elected Member concerned that the claim is in respect to costs associated in the course of Shire business.

Claims for reimbursement must be submitted no later than 30 days after the financial year in which the expenses were incurred for: -

- a) Child care costs incurred by an Elected Member because of the member's attendance at a Council meeting or a meeting of a committee of which he or she is also a member. This can be either, actual costs or \$25 per hour whichever is the lesser amount.
- b) Mileage claims incurred by an Elected Member to attend a Council meeting or a meeting of a committee of which he or she is also a member. Calculated on a rate per kilometre payable at the same rate contained in Section 30.6 of the *Local Government Officers' (Western Australia) Interim Award 2011*. Mileage claims will only be reimbursed where a Council vehicle is not available.
- c) The extent to which as council member can be reimbursed for Intrastate or Interstate travel and accommodation costs incurred in any of the circumstances referred to in regulation 32(1) of the LG Regulations is at the same rate applicable to the reimbursement of travel and accommodation costs in the same or similar circumstances under the *Public Services Award 1992* issued by the Western Australian Industrial Relations Commission as at the date of the SAT determination.

In accordance with section 32(1)(c) of the *Local Government (Administration) Regulations 1996*, Elected Members may be reimbursed for the above costs for the following meetings:

- Council briefings and workshops;
- Training and conferences;
- Any meeting whereby the Elected Member has been nominated as a Council representative.

In accordance with section 5.99A(b) of the *Local Government Act 1995*, Elected Members will be provided with an annual ICT allowance, and will not be reimbursed for ICT expenses.

Under no circumstances is any reimbursement to be made in connection with costs incurred for re-election to office.

4. TRAINING & CONFERENCE/SEMINAR ATTENDANCE

Elected Members are required to attend training that is organised specifically for them and held within the Shire.

Elected Members are encouraged to attend Western Australian Local Government Association endorsed training courses or to participate in regional based, web based or teleconference type training where possible.

Elected Members are encouraged to attend the Western Australian Local Government Annual Conference once during their term.

Elected Members who wish to attend training courses, appropriate conferences or seminars may make application to the Shire President in writing. A decision on attendance will be made jointly by the Shire President and the CEO based on need and budgeted funds being available. The CEO is to authorise all travel requests from the Shire President based on budgeted funds being available.

4.1. Bookings: -

All bookings associated with Elected Members travel will be arranged by the Shire's officer nominated by the CEO and will included:

- Registration fees
- Travel to and from the conference, study, seminar convention etc.
- Accommodation
- Meals and incidentals required.

All travel will be booked at Standard Economy rates whilst ensuring that an appropriate standard is obtained. Any upgrades requested will be at the member's expense. The cost is to be recovered by the Shire by way of invoice.

If the member elects not to stay at the relevant accommodation, then a daily allowance will be paid at the rate that would apply to the relevant accommodation in accordance with the *Public Service Award 1992*, or if the actual costs are less, then whichever is the lesser amount. Receipts will be required.

Meals outside of the accommodation will be claimable at actual costs or at the *Public Service Award 1992*, rate, whichever is the lesser amount. Receipts will be required.

4.2. Partners accompanying Elected Members on civic duties.

Partners, spouses and immediate family members may accompany Elected Members at their own cost. To assist members with bookings these can be made by the Shire on a cost recovery basis.

Any variations to travel arrangements that are at the "option" of the member will be the member's costs. Variations due to operational requirements will be met by the Shire.

4.3. Costs

The following will be reimbursed or paid for approved training/conference/seminar attendance. Where a reimbursement is required, receipts must be provided.

Costs will be reimbursed or paid to allow the Elected Member to arrive at the location one day prior to the start of the training/conference/seminar and to depart the day following the close of the training/conference/seminar.

In the event that an Elected Member wishes to extend their visit for reasons not associated with approved Council business, any extended stay is to be at the cost of the Elected Member.

Claims for reimbursement must be submitted within 14 days of return:

- a) Registration fees and training costs will be paid for the Elected Member. Any fees for an accompanying person are at the cost of the Elected Member.
- b) Domestic standard economy class air travel.
- c) Actual receipted accommodation.
- d) Actual receipted taxi's (to and from the airport, venues, accommodation or other approved places associated with the approved travel).
- e) Actual receipted parking (at the airport, venues, accommodation or other approved places associated with the approved travel).
- f) Actual receipted food and drink costs (alcohol not included).
- g) Mileage costs to travel to and from the training/conference/seminar venue in accordance with the current mileage allowances as established by the *Public Service Award 1992* up to and including an amount equivalent to that which would have been expended had arrangements been made to travel by air.
- h) Hire car if deemed more cost effective by the Shire President or CEO.

4.4. Sharing of Knowledge

Within a reasonable time (not exceeding three months) from the conclusion of an approved conference or seminar, the Elected Member concerned shall provide a written report or presentation (including copies of conference papers) concerning the conference or seminar for the information of other Shire Elected Members and for the Shire's records.

5. RECOGNITION ON RETIREMENT

The following recognition is provided to retiring Elected Members to acknowledge their contribution to Council and the community:

- a) For service less than 4 years in office – Certificate of Appreciation.
- b) For service more than 4 years in office – Certificate of Appreciation and an appropriate gift bearing the Shire of Wyndham East Kimberley logo to be chosen by the Shire President to a value not exceeding \$200.

6. DISPUTE RESOLUTION

Any disputes in regard to this policy will be referred to the CEO in the first instance. In the event that the Elected Members and CEO cannot reach an agreement, the matter will be reported to the Council for a decision.

EXPLANATORY NOTES:

This Policy ensures:

1. That Elected Members are provided with the appropriate facilities, equipment, material and information to support them in performing their duties of office.
2. The Policy also enables Elected Members to be accessible to the community, their colleagues and the Shire's staff.
3. The Policy also ensures Elected Members are recognised for their service to the community and the significant weight of responsibilities which Elected Members shoulder.

RISK:

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

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

Cr K Wright declares an impartiality interest as he is a member of the Kununurra Visitors Centre

13.03.4. 2015/16 Mid Year Budget Review and Corporate Business Plan Status Update

DATE:	16/03/2016
AUTHOR:	Brian Garrett - Coordinator Financial Management
RESPONSIBLE OFFICER:	Natalie Octoman - Director Corporate Services
FILE NO:	FM.05.10
DISCLOSURE OF INTERESTS:	Nil

VOTING REQUIREMENT

Absolute Majority

PURPOSE

To consider and adopt the proposed amendments to the 2015/16 Budget as a result of the Mid-Year Budget Review process, and to note the status update to the Corporate Business Plan.

OFFICER'S RECOMMENDATION

That Council:

- 1. Receives the Mid-Year Budget Review Report for the period ended 31 December 2015, noting that amounts up to early March have been utilised in some cases to ensure more up-to-date figures can be used in the analysing and forecasting of a year-end position for the Shire;**
- 2. Notes that it has considered the request from the Kununurra Visitor Centre and commits to further consideration during the 2016/17 Budget setting process to ensure all priorities are taken into account;**
- 3. Adopts the 2015/16 revised budget position and associated budget amendments required as summarised in Attachments 1 and 2;**
- 4. Approves the transfer of any surplus (including that from the medium and heavy plant replacement program once all calculations are finalised) to the Asset Management Reserve to ensure that informed decisions can be made throughout the 2016/17 budget process and funds then applied accordingly;**
- 5. Notes the status update report of the actions within the Corporate Business Plan linked to the Strategic Community Plan as a result of the Mid-Year Budget**

Review.

Cr S Cooke moved an alternative motion:

That Council:

1. Receives the Mid-Year Budget Review Report for the period ended 31 December 2015, noting that amounts up to early March have been utilised in some cases to ensure more up-to-date figures can be used in the analysing and forecasting of a year-end position for the Shire;
2. Notes that it has considered the request from the Kununurra Visitor Centre and approves initial funding assistance of \$60,000 for 2015/16 with these funds to be sourced from the 2015/16 forecast surplus, along with further consideration for ongoing funding during the 2016/17 Budget setting process to ensure all priorities are taken into account;
3. Adopts the 2015/16 revised budget position and associated budget amendments required as summarised in Attachments 1 and 2;
4. Approves the transfer of any surplus (including that from the medium and heavy plant replacement program once all calculations are finalised) to the Asset Management Reserve, less the \$60,000 committed to the Kununurra Visitor Centre in Item 2. above, to ensure that informed decisions can be made throughout the 2016/17 budget process and funds then applied accordingly;
5. Notes the status update report of the actions within the Corporate Business Plan linked to the Strategic Community Plan as a result of the Mid-Year Budget Review.

COUNCIL DECISION

Minute No: 11927

Moved: Cr S Cooke

Seconded: Cr N Perry

That Council:

- 1. Receives the Mid-Year Budget Review Report for the period ended 31 December 2015, noting that amounts up to early March have been utilised in some cases to ensure more up-to-date figures can be used in the analysing and forecasting of a year-end position for the Shire;**
- 2. Notes that it has considered the request from the Kununurra Visitor Centre and approves initial funding assistance of \$60,000 for 2015/16 with these funds to be sourced from the 2015/16 forecast surplus, along with further consideration for ongoing funding during the 2016/17 Budget setting process to ensure all priorities are taken into account;**
- 3. Adopts the 2015/16 revised budget position and associated budget amendments required as summarised in Attachments 1 and 2;**
- 4. Approves the transfer of any surplus (including that from the medium and heavy**

plant replacement program once all calculations are finalised) to the Asset Management Reserve, less the \$60,000 committed to the Kununurra Visitor Centre in Item 2. above, to ensure that informed decisions can be made throughout the 2016/17 budget process and funds then applied accordingly;

5. Notes the status update report of the actions within the Corporate Business Plan linked to the Strategic Community Plan as a result of the Mid-Year Budget Review.

Carried 7/0

REASON VARYING THE OFFICER'S RECOMMENDATION

Council has elected to support the commitment made to review the Visitors Centre's financial request and recognise the Visitors centre contribution to the SWEK Community

NATURE OF COUNCIL'S ROLE IN THE MATTER

Regulator - enforce state legislation and local laws

BACKGROUND/ PREVIOUS CONSIDERATIONS BY COUNCIL/ COMMITTEE

Council adopted the 2015/16 Annual Budget on 25 August 2015. After finalisation of the 2014/15 Audited Financial Statements, a report was presented to a Special Audit (Finance and Risk) Committee meeting on 10 December 2015 whereby budget amendments were recommended, and subsequently adopted by the Council as a result of these outcomes.

After adoption of the budget, reviews are required to update the Shire's projected position at year end and amend the budget where required based on revised forecasts. Budget amendments may be required as a result of changes in projected revenue streams; changes to the timing of works projects; identified savings; or additional expenditure beyond the original budget allocation, which requires Council approval.

The review presented to the Council has been conducted by management and staff of the Shire, initially using actual financial data up to 31 December 2015, but updating this data where required to use data to 29 February 2016. Attachment 1 outlines the forecast and recommended budget amendments for the year ending 30 June 2016 is presented for the Council to consider, with Attachment 3 providing a status update of the actions that link to the Strategic Community Plan taking the Review outcomes into account.

At the 24 November 2015 Ordinary Council Meeting the Council resolved the following:

COUNCIL DECISION

Minute No. 11198

Moved: Cr N Perry

Seconded: Cr S Cooke

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.**
Carried Unanimously 9/0

During the Mid-Year Budget Review Budget Briefing on 10th March, this matter was discussed with elected members. At that time, the elected members considered that updated information was required from the Kununurra Visitor Centre in order to make an informed decision. On 15 March 2016, the CEO received email correspondence from the Kununurra Visitor Centre which forms a confidential attachment to this item.

STATUTORY IMPLICATIONS

Local Government Act 1995

6.8. Expenditure from municipal fund not included in annual budget

- (1) *A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —*
- (a) *is incurred in a financial year before the adoption of the annual budget by the local government; or*
 - (b) *is authorised in advance by resolution*; or*
 - (c) *is authorised in advance by the mayor or president in an emergency.*
- * Absolute majority required.*

- (1a) *In subsection (1) —*
additional purpose means a purpose for which no expenditure estimate is included in the local government's annual budget.
- (2) *Where expenditure has been incurred by a local government —*
- (a) *pursuant to subsection (1)(a), it is to be included in the annual budget for that financial year; and*
 - (b) *pursuant to subsection (1)(c), it is to be reported to the next ordinary meeting of the council.*

Local Government (Financial Management) Regulations 1996

32. Amounts which may be excluded when calculating budget deficiency (Act s. 6.2(3))

- A local government may exclude from the calculation of the budget deficiency —*
- (a) *money borrowed or to be borrowed, to the extent that it is proposed in the annual budget to remain unspent at the end of the financial year; and*
 - (b) *reserves, to the extent that they are proposed in the annual budget to remain unspent at the end of the financial year; and*
 - (c) *in relation to a land transaction or trading undertaking, assets and liabilities, to the extent to which they are proposed in the annual budget to remain restricted to the purposes of the land transaction or trading undertaking at the end of the financial year; and*
 - (d) *any proposed amounts of depreciation of non-current assets; and*
 - (e) *assets from grants or gifts or non-cash revenue or expenditure; and*

- (f) *current liabilities which, by their nature, are restricted, to the extent that they are proposed in the annual budget to remain uncleared at the end of the financial year; and*
- (g) *any other current assets which, by their nature, are restricted, to the extent that they are proposed in the annual budget to remain unused at the end of the financial year.*

33A. Review of Budget

- (1) *Between 1 January and 31 March in each financial year a local government is to carry out a review of its annual budget for that year.*
 - (2A) *The review of an annual budget for a financial year must —*
 - (a) *consider the local government’s financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and*
 - (b) *consider the local government’s financial position as at the date of the review; and*
 - (c) *review the outcomes for the end of that financial year that are forecast in the budget.*
 - (2) *Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the council.*
 - (3) *A council is to consider a review submitted to it and is to determine* whether or not to adopt the review, any parts of the review or any recommendations made in the review.*
- *Absolute majority required.*
- (4) *Within 30 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.*

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

After all adjustments have been taken into account within the Mid-Year Budget Review process, along with the final 2014/15 financial position, the overall position of the Shire is forecast to be a surplus of \$673,030 at year end which excludes the significant savings made through the medium and heavy plant replacement program (approximately \$338,000).

The Officer is recommending that any surplus identified as part of this process, along with the surplus as a result of the medium and heavy plant replacement program is transferred to the Asset Management Reserve in the first instance. This will ensure that informed decisions can be made throughout the 2016/17 budget process and funds can then be applied accordingly.

During the discussions with the Elected Members at the 10 March 2016 Budget forum it was highlighted that while there was an anticipated surplus for 2015/16 and funds could be expended now, elected members must consider the following:

1. Asset Management Gap - backlog of maintenance works and light plant replacement program;
2. Additional pressure points with being listed in the 2nd round as a Regional Growth Centre;
3. Expectations and priorities of the community as a result of the public consultation during the 2016/17 budget process;
4. Roads to Recovery allocation will not be sufficient for large projects; and
5. Resourcing requirements to facilitate items 1-4 above.

It was also highlighted that resources are essentially at, or over capacity in finishing off what has been committed to in 2015/16.

As a result of these discussions, the Officer is recommending that all surplus funds be transferred to the Asset Management Reserve in order to place the Shire in a positive position when establishing the 2016/17 Budget.

STRATEGIC IMPLICATIONS

Strategic Community Plan 2012-2022

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

Objective 1.4: Business innovation, efficiency and improved services

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

RISK IMPLICATIONS

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

Control: Annual financial audit.

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

Control: Current budget and service levels.

COMMUNITY ENGAGEMENT

No community engagement is required.

COMMENTS

As a result of the finalisation of the 2014/15 audited financial statements, a report was presented to a Special Audit (Finance and Risk) Committee Meeting on 10 December 2015 which was then considered by the Council at the 16 December 2015 meeting. The outcomes were to adopt the budget amendments required as a result of finalising the 2014/15

accounts, and to ensure that budget allocations were reflected appropriately taking into account the actual results.

The 2014/15 audited financial statements and associated budget impacts resulted in a revised forecast surplus of \$269,348 (up from \$178,591 adopted in the 2015/16 Budget).

The Mid-Year Budget Review resulted in over 1,700 accounts being reviewed by Shire Officers and an anticipated improvement in the Shire's financial position from \$269,348 to \$673,030 (an increase in the anticipated surplus of \$403,682). Many of the movements have associated offsets whereby both revenue and expenditure are required to be amended, however there are still overall savings forecast.

The following amounts can be seen in the Attachments. Attachment 1 is a Rate Setting Statement by Resource and Attachment 2 is a Rate Setting Statement by Program. Both show the same outcome, however are in a different format.

A summary of some of the key variations are outlined in the Attachments where appropriate, and outlined below.

REVENUE	Current Budget 2015/16	Mid-Year Budget Review Outcome 2015/16	Variation
	\$15,162,464	\$15,018,077	(\$144,387)
	Variation \$	Explanations	
Insurance claim for Wyndham Depot	236,677	Increased reimbursement revenue offset with increased capital expenditure.	
Blackspot funding for safety improvements	102,000	Mangaloo, Ironwood and Coolibah pathways projects.	
Interest earnings	64,227	Increased earnings on investments and rates penalties.	
SES Training Tower Grant	55,200	Offset with increase in operating expenditure.	
Meatworks Road contribution from DoT	(100,000)	Offset with reduction in capital expenditure.	
Lake Argyle Road (RRG)	(110,000)	Partially offset with reduced capital expenditure and a reduced Shire co-contribution.	
Airport landing fees	(216,738)	Offset with a reduction in transfer to Airport Reserve.	
OIC and Landcorp contribution to D2	(80,000)	Offset with reduced capital expenditure and only the Shire co-contribution required.	
Disability Access Modifications	(30,000)	Partially offset with reduced capital expenditure and a Shire co-contribution.	

Private works	(52,628)	Offset with a partial reduction in private works expenditure.
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OPERATING EXPENDITURE	Current Budget 2015/16	Mid-Year Budget Review Outcome 2015/16	Variation
		(\$26,675,092)	(\$26,592,816)
	Variation \$	Explanations	
Employee costs	140,056	Vacancy savings allocated across various programs.	
Private works	46,597	Partially offset with reduction in private works income.	
Plant costs - fuel	35,226	Reduction in fuel costs across programs.	
Firebreaks expenditure	19,725	Reduced costs.	
Utilities	27,627	Anticipated savings.	
Insurance premiums	18,546	Reduced costs.	
Street tree planting	10,341	Program not proceeding.	
Loss on disposal of Eugenia Street sale	(115,411)	Non-cash item.	
SES Training Tower	(55,200)	Offset with increase in operating income.	
Guarantee fees on loans (interest)	(45,340)	WATC increase and new method of charging finalised.	
Biosecurity expenditure	(24,233)	Offset with increase in transfer from Biosecurity Reserve.	
Visitor Centre security	(20,000)	Offset with increase in EK Tourism Reserve.	

CAPITAL EXPENDITURE & REVENUE	Current Budget 2015/16	Mid-Year Budget Review Outcome 2015/16	Variation
		(\$5,512,771)	(\$5,271,472)
	Variation \$	Explanations	
Goomig Farmlands - second coat reseal	529,316	Savings in the project offset with reduced transfer from the Goomig Farmlands Roads Reserve.	

Proceeds from sale of house in Eugenia Street	338,801	Offset with transfer to the Asset Management Reserve.
Runway Asphalt Overlay	309,926	Project now finalised. Offset with reduced transfer from the Airport Reserve.
Lake Argyle Stage 1 works	165,000	Reduced revenue from the Regional Road Group with reduced Shire co-contribution.
Meatworks Road	100,000	Department of Transport contribution no longer anticipated, therefore works will not proceed.
Drainage works for M1	82,714	Relates to Landcorp and OIC contributions therefore offset with reduced income.
Kununurra landfill - bores	20,176	Savings in project offset with reduced transfer from the Waste Management Reserve.
Kununurra landfill - fencing Dept. Ag site	20,095	Savings in the project offset with reduced transfer from the Waste Management Reserve.
Disability Access Works	40,000	Partial contribution from grant which was not successful, therefore project not proceeding.
Wyndham depot reinstatement	(237,677)	Offset with additional reimbursement revenue as insurance claim.
Miniata Drainage	(54,939)	Increase in funding required as a result of quotes received.
Disability Access Works	(30,000)	Partial offset with reduced capital expenditure as grant not successful.
Transfer from Goomig Farmlands Reserve	(529,316)	Offset with reduced capital expenditure.
Transfer from Airport Reserve	(312,926)	Offset with reduced capital expenditure.
Transfer from Unspent Loans and Grants Reserve	(272,966)	Offset with reduced capital expenditure.
Transfer from Waste Management Reserve	(48,946)	Offset with reduced capital expenditure.
Transfer from Biosecurity Reserve	24,233	Offset with additional operating expenditure.
Transfer from EK Tourism Reserve	20,000	Offset with increased operating expenditure.
Transfer to Airport Reserve	278,775	Offset with net impact of reduced operating income and expenditure variations.
Transfer to Unspent Loans and Grants Reserve	116,540	Offset with variations in capital expenditure and operating income.
Transfer to Waste Management Reserve	21,444	Offset with net impact of reduced operating income and expenditure variations.
Transfer to Asset Management Reserve	(338,801)	Offset with sale proceeds from sale of Eugenia Street property.

RATES REVENUE	Current Budget 2015/16	Mid-Year Budget Review Outcome 2015/16	Variation
		\$9,951,565	\$10,060,647
	Variation \$	Explanations	
Rates Revenue	109,082	Increase in interims and back rates anticipated.	

The 2015/16 - 2018/19 Corporate Business Plan outlines the actions that link to the Strategic Community Plan which is the community's 10-year vision for the East Kimberley. The Corporate Business Plan identifies the services, activities and projects required to deliver on the strategies and outcomes of the Strategic Community Plan.

As part of the Mid-Year Budget Review process, the Corporate Business Plan has been updated for the 2015/16 financial year to demonstrate where these activities and projects are up to, and what remains to be undertaken. Attachment 3 is the status update report against the Corporate Business Plan relating to the 2015/16 financial year that aligns to the Mid-Year Budget Review outcomes.

At the 10th March Budget Briefing, elected members considered the original request from the Kununurra Visitor Centre (KVC) which was for the Council to consider providing for both one off and ongoing operational/financial support. It was considered that the position of the KVC may have changed, and that updated information was required in order to make an informed decision. Consideration of the provision of any funding would also need to be made taking into account the many competing priorities across the Shire, whereby there are limited funds available. Officers therefore suggested that this could be undertaken more appropriately as the Shire progresses through the 2016/17 Budget setting process. While correspondence has since been received from the KVC and is a confidential attachment to this item, the Officer is still of the view that any request needs to be considered in light of all the priorities during the 2016/17 Budget setting process, and take into account the discussions that will be had with elected members as to the ramifications of not undertaking some projects over others.

In summary, the last couple of years have been extremely difficult for the Shire, particularly in coming back from a deficit position in 2014/15. However, along with the 2014/15 Actual Results, in setting the 2015/16 Budget the Council has erred on the side of caution which has proven to be a successful strategy.

The Mid-Year Budget Review presents a positive outcome for the Shire with significant improvements made across the organisation over the past few years. The financial outcomes that the Shire is experiencing now could not have been achieved without the support, commitment and constant identification of efficiencies by staff and the community in how the Shire does business in delivering outcomes for the community.

ATTACHMENTS

Attachment 1 - 2015/16 Mid-Year Budget Review schedule by Resource

Attachment 2 - 2015/16 Mid-Year Budget Review schedule by Program

Attachment 3 - 2015/16 - 2018/19 Corporate Business Plan Status Update for 2015/16

Confidential Attachment - Correspondence from the Kununurra Visitor Centre

SHIRE OF WYNDHAM EAST KIMBERLEY
RATE SETTING STATEMENT
MID YEAR BUDGET REVIEW 2015 - 16
BY RESOURCE

Resources	2015-16 Mid Year Review Budget \$	Budget Amendments \$	2015-16 Current Budget \$	YTD Budget as at December 2015 \$	YTD Actuals as at December 2015 \$	2015-16 Adopted Budget \$	Budget Amendment Explanations
Revenue							
Grants & Subs (Non-Operating)	3,782,405	(83,000)	3,865,405	1,207,258	826,058	5,511,304	Predominantly related to reduced funding for Meatworks Road, Lake Argyle Road Stage offset with an increase in Blackspot funding for safety improvements and minor variations in State Grants for Aboriginal Roads.
Grants & Subsidies (Operating)	2,708,105	32,656	2,675,449	1,350,786	1,327,835	2,631,381	Mainly associated with an increase in operating grants associated with SES Training Tower partially offset with not gaining approval for the disability access modifications grant.
Fees & Charges	7,423,971	(267,763)	7,691,734	4,622,934	4,596,860	7,691,734	Reduced airport landing fees in particular.
Contributions, Reimb & Donatns	0	(80,000)	80,000	0	0	80,000	No longer receiving funding associated with MI drainage works from OIC or LandCorp. Payments are being made directly to provider.
Interest Earnings	459,784	64,227	395,557	191,674	264,424	395,557	Increased revenue mainly a result of increased interest earnings on investments and rates legal charges recovered.
Other Revenue	515,369	189,493	325,876	186,797	319,711	325,876	Insurance claim for Wyndham Depot reinstatement offset with a reduction in anticipated private works income.
Profit On Asset Disposal	128,443	0	128,443	128,443	5,389	128,443	No variation proposed.
Total	15,018,077	(144,387)	15,162,464	7,687,892	7,340,276	16,764,295	
Expenses							
Employee Costs	(10,326,257)	140,056	(10,466,313)	(5,020,336)	(4,699,404)	(10,462,337)	Savings due to vacant positions.
Materials & Contracts	(6,024,804)	52,087	(6,076,892)	(1,972,607)	(1,931,612)	(5,677,799)	Additional cost for SES Training Tower, Biosecurity expenditure for medfly eradication program and visitor centre security offset with savings in plant costs and
Insurances	(577,878)	18,546	(596,424)	(596,424)	(577,876)	(596,424)	Minor savings in premiums.
Interest Expenses	(320,571)	(45,340)	(275,231)	(135,085)	(114,726)	(275,231)	Increased guarantee fees on loans.
Loss On Asset Disposal	(203,643)	(115,411)	(88,232)	(88,232)	(6,114)	(88,232)	Loss relating to sale of Eugenia Street property. Non-cash.
Other Expenditure	(765,295)	4,712	(770,007)	(282,375)	(252,986)	(770,007)	Minor variations
Utilities (Gas & Water)	(1,188,579)	27,627	(1,216,206)	(505,036)	(520,575)	(1,216,206)	Minor savings.
Depreciation Of Assets	(7,185,788)	0	(7,185,788)	(3,600,852)	(3,614,725)	(5,765,188)	No variation proposed.
Total	(26,592,816)	82,277	(26,675,092)	(12,200,946)	(11,718,017)	(24,851,424)	

**SHIRE OF WYNDHAM EAST KIMBERLEY
RATE SETTING STATEMENT
MID YEAR BUDGET REVIEW 2015 - 16
BY RESOURCE**

Resources	2015-16 Mid Year Review Budget \$	Budget Amendments \$	2015-16 Current Budget \$	YTD Budget as at December 2015 \$	YTD Actuals as at December 2015 \$	2015-16 Adopted Budget \$	Budget Amendment Explanations
Adjustments for cash budget requirements							
Profit On Asset Disposal	(128,443)	0	(128,443)	(128,443)	(5,389)	(128,443)	No variation proposed.
Loss On Asset Disposal	203,643	115,411	88,232	(88,232)	6,114	88,232	Loss relating to sale of Eugenia Street property. Non-cash.
Depreciation Of Assets	7,185,788	0	7,185,788	3,600,852	3,614,725	5,765,188	No variation proposed.
Total	7,260,988	115,411	7,145,577	3,384,177	3,615,450	5,724,977	
Capital Expenditure and Revenue							
Materials & Contracts	(11,636,091)	952,785	(12,588,876)	(6,480,380)	(2,192,898)	(15,023,012)	Reduced capital costs associated with: Goomig Farmland Roads second coat seal, asphalt overlay project; Lake Argyle Stage I works, Meatworks Road, drainage works for M1, Kununurra landfill works on the bores and fencing the Dept. Ag site, and disability access works. These reductions are in part offset with increased costs associated with Wyndham Depot reinstatement, and Miniata Street drainage works.
Loan Transactions	(954,447)	(0)	(954,447)	(471,978)	(537,790)	(954,447)	
Reserve Transactions	6,617,028	(1,050,287)	7,667,315	4,238,565	58,241	9,869,275	Transfer to Reserves: Reduction in transfer to reserves as a result of reduced income from the airport and a net reduction in grants offset in part by an increase to transfer the proceeds from the sale of the Eugenia Street property to the Asset Management Reserve as per the Council resolution. Transfer from Reserves: Reduction in transfer from reserves as a result of finalisation of the airport asphalt overlay project, savings in projects undertaken at the landfill and the Goomig Farmlands Road second coat reseal along with reduced transfers from the unspent grants reserve based on grant funding variations.
Proceeds from Sale of Assets	702,038	338,801	363,237	217,322	370,617	363,237	Proceeds from sale of Eugenia Street property.
Total	(5,271,472)	241,299	(5,512,771)	(2,496,472)	(2,301,830)	(5,744,947)	
ADD Estimated surplus/(deficit) July 1 b/fwd	197,606	0	197,606	0	0	(1,665,875)	
LESS Estimated surplus/(deficit) June 30 c/fwd	673,030	403,682	269,348	6,326,217	6,997,118	178,591	Increase in surplus as a result of variations highlighted above.

**SHIRE OF WYNDHAM EAST KIMBERLEY
RATE SETTING STATEMENT
MID YEAR BUDGET REVIEW 2015 - 16
BY RESOURCE**

Resources	2015-16 Mid Year Review Budget \$	Budget Amendments \$	2015-16 Current Budget \$	YTD Budget as at December 2015 \$	YTD Actuals as at December 2015 \$	2015-16 Adopted Budget \$	Budget Amendment Explanations
Amount Required to be Raised from Rates							
Rates	10,060,647	109,082	9,951,565	9,951,565	10,061,239	9,951,565	Increase in interim and back rates anticipated.

SHIRE OF WYNDHAM EAST KIMBERLEY
RATE SETTING STATEMENT
MID-YEAR BUDGET REVIEW 2015-16
BY PROGRAM

Programs	2015-16 Mid Year Review Budget \$	Budget Amendments \$	2015-16 Current Budget \$	YTD Budget as at December 2015 \$	YTD Actuals as at December 2015 \$	2015-16 Adopted Budget \$	Budget Amendment Explanations
Revenue							
Governance	157,115	(1,757)	158,872	95,077	82,732	150,872	Minor reduction in revenue based on actuals received to date.
General Purpose Funding	2,639,747	92,632	2,547,115	1,453,340	1,534,991	2,547,115	Increased revenue mainly a result of increased interest earnings on investments and rates legal charges recovered.
Law, Order And Public Safety	253,467	53,418	200,049	187,239	185,942	200,049	Predominantly a result of the additional grant funds associated with the SES Training Tower.
Health	106,589	(21,985)	128,574	80,334	89,619	92,506	Licence fees and charges for private water sampling and lodging houses is not as high as originally anticipated.
Education And Welfare	11,500	0	11,500	5,424	6,327	11,500	No adjustment proposed.
Housing	123,819	2,229	121,590	59,694	54,696	121,590	Additional revenue based on additional Shire property now being occupied.
Recreation And Culture	1,949,957	(54,990)	2,004,947	713,267	387,337	2,004,947	Reduced revenue associated with facility hire charges for Swim School, foreshore leases and fees and charges oval lighting.
Transport	6,596,644	(360,142)	6,956,786	2,754,705	2,635,015	8,602,685	Reduction in anticipated airport landing fees as a result of reduced activity. Also includes reduction in anticipated contributions from LandCorp and OIC for MI drainage project as now being funded directly to service provider. There is a reduction in capital expenditure to offset this. Variation also includes an increase in Blackspot funding for safety improvements on Mangaloo, Ironwood and Coolibah Roads offset with a reduction in Regional Road Group funding for Stage 1 of Lake Argyle Road and the Department of Transport will not be funding the Meatworks Road.
Economic Services	74,902	(21,463)	96,365	48,502	27,244	96,365	Reduced revenue from mainly from building licences given reduced activity.

SHIRE OF WYNDHAM EAST KIMBERLEY
RATE SETTING STATEMENT
MID-YEAR BUDGET REVIEW 2015-16
BY PROGRAM

Programs	2015-16 Mid Year Review Budget	Budget Amendments	2015-16 Current Budget	YTD Budget as at December 2015	YTD Actuals as at December 2015	2015-16 Adopted Budget	Budget Amendment Explanations
	\$	\$	\$	\$	\$	\$	
Community Amenities	2,537,693	(27,040)	2,564,733	2,043,120	2,078,802	2,564,733	Sanitation and waste charges revenue is anticipated to be higher, however this is offset with a reduction in development application fees. The application for a grant to undertake disability access modifications was also unsuccessful which contributes to this reduction in anticipated revenue and also capital expenditure.
Other Properties And Services	566,645	194,712	371,933	247,191	257,570	371,933	Increase in revenue as a result of increased reimbursement for the insurance claim relating to the Wyndham Depot reinstatement. This is partially offset with reduced revenue as a result of lower activity of private works which is also reflected as a reduction in expenditure in the Other Properties and Services program below.
Total	15,018,077	(144,387)	15,162,464	7,687,892	7,340,276	16,764,295	
Expenses							
Governance	(957,266)	(21,039)	(936,227)	(422,958)	(348,845)	(930,227)	Predominantly associated with increased guarantee fees on loans.
General Purpose Funding	(580,723)	(6,888)	(573,835)	(188,117)	(161,552)	(573,835)	Minor variations associated with slightly increased bank charges and postage costs.
Law, Order And Public Safety	(641,055)	(33,775)	(607,280)	(294,400)	(263,669)	(592,391)	Increased expenditure associated with the SES Training Tower which is offset by additional revenue outlined above. However there have been general savings across the program including firebreak expenditure in particular which partially offsets the increased expenditure associated with this project.
Health	(347,412)	(7,497)	(339,915)	(155,497)	(157,882)	(299,639)	Minor variations mainly associated with salaries.
Education And Welfare	(278,457)	8,729	(287,186)	(152,214)	(123,123)	(243,541)	Minor variations mainly associated with salaries.
Housing	(753,320)	(148,408)	(604,912)	(314,488)	(306,073)	(604,444)	Increased expenditure mainly associated with the loss on the sale of the Eugenia Street house and additional building maintenance required in particular for the Wyndham caretaker property. Remaining increases are associated with administration costs and overheads being redistributed from the Other Properties and Services program below (no impact on bottom line).

SHIRE OF WYNDHAM EAST KIMBERLEY
RATE SETTING STATEMENT
MID-YEAR BUDGET REVIEW 2015-16
BY PROGRAM

Programs	2015-16 Mid Year Review Budget	Budget Amendments	2015-16 Current Budget	YTD Budget as at December 2015	YTD Actuals as at December 2015	2015-16 Adopted Budget	Budget Amendment Explanations
	\$	\$	\$	\$	\$	\$	
Recreation And Culture	(7,287,351)	(234,694)	(7,052,658)	(3,192,280)	(3,272,270)	(6,897,090)	Increased expenditure mainly reflects a redistribution of overheads from the Other Properties and Services program below (no impact on bottom line).
Transport	(10,106,921)	62,465	(10,169,386)	(4,872,996)	(4,771,696)	(8,611,392)	Reduction in expenditure mainly reflects a redistribution of overheads from the Other Properties and Services program below (no impact bottom line).
Economic Services	(377,395)	(50,803)	(326,592)	(158,997)	(197,779)	(330,981)	Additional expenditure mainly associated with the contribution to the Visitor Centre for security and to the Medfly Eradication Program (funded from Reserves).
Community Amenities	(4,288,910)	(150,836)	(4,138,074)	(1,786,666)	(1,806,047)	(4,144,548)	Increased expenditure mainly reflects a redistribution of overheads from the Other Properties and Services program below (no impact on bottom line) and a slight increase in guarantee fees on loans, offset with other minor savings.
Other Properties And Services	(974,005)	665,023	(1,639,028)	(662,331)	(309,081)	(1,623,336)	Reduction in expenditure mainly reflects a redistribution of overheads to the Community Amenities, Transport and Recreation and Culture programs above (no impact bottom line). Also accounts for a savings in salaries, fuel costs and insurance premiums that are then allocated to other programs, and private works expenditure.
Total	(26,592,816)	82,277	(26,675,092)	(12,200,946)	(11,718,017)	(24,851,424)	
Adjustments for cash budget requirements							
Profit from sale of assets	(128,443)	0	(128,443)	(128,443)	(5,389)	(128,443)	No adjustment proposed.
Loss on sale of assets	203,643	115,411	88,232	(88,232)	6,114	88,232	Recognising the loss on sale of the Eugenia Street house.
Depreciation	7,185,788	0	7,185,788	3,600,852	3,614,725	5,765,188	No adjustment proposed.
Total	7,260,988	115,411	7,145,577	3,384,177	3,615,450	5,724,977	

SHIRE OF WYNDHAM EAST KIMBERLEY
RATE SETTING STATEMENT
MID-YEAR BUDGET REVIEW 2015-16
BY PROGRAM

Programs	2015-16 Mid Year Review Budget \$	Budget Amendments \$	2015-16 Current Budget \$	YTD Budget as at December 2015 \$	YTD Actuals as at December 2015 \$	2015-16 Adopted Budget \$	Budget Amendment Explanations
Capital Expenditure and Revenue							
Purchase Land & Buildings	(406,746)	(237,677)	(169,069)	(100,000)	(229,529)	(147,830)	Increased expenditure associated with reinstatement of the Wyndham Depot. This is offset by additional revenue in the Other Properties and Services program above.
Purchase Infrastructure Assets - Roads	(4,883,585)	769,316	(5,652,901)	(4,281,788)	(1,201,161)	(5,578,884)	Reduction in program associated with Lake Argyle Road Stage I approval amount was less than originally forecast; Meatworks Road in Wyndham no longer proceeding given funding restrictions; savings in the second coat reseal of the Goomig Farmlands Road and finalisation of the airport asphalt overlay project.
Purchase Infrastructure Assets - Footpaths	(109,315)	0	(109,315)	(109,315)	0	(109,315)	No adjustment proposed.
Purchase Infrastructure Assets - Drainage	(541,495)	27,775	(569,270)	(82,828)	(82,828)	(552,970)	Reduction in program associated with M1 drainage works as the project is now being undertaken externally to the Shire and the originally anticipated contributions from LandCorp and OIC are now being funded directly to service provider. There is a reduction in revenue to offset this. The project to divert the collapsed drain under properties in Miniata Street requires a contribution from the Shire to proceed given the quotes received.
Purchase Infrastructure Assets - Other	(3,997,306)	398,872	(4,396,178)	(970,989)	(643,459)	(6,941,870)	The reduction in the expenditure program is as a result of: finalisation of the Asphalt Overlay Project at the airport, funding for disability access modifications not being approved, Kununurra landfill projects for the bores, fencing of the Dept. Ag site and the cover lids being complete and providing savings to the Shire.
Purchase Plant and Equipment	(1,697,643)	(5,500)	(1,692,143)	(935,459)	(35,921)	(1,692,143)	Minor variation to transfer funds from operating to capital expenditure as appropriate.
Proceeds from disposal of fixed assets	702,038	338,801	363,237	217,322	370,617	363,237	Proceeds from the sale of the Eugenia Street property.
Repayments of Debentures	(954,447)	0	(954,447)	(471,978)	(537,790)	(954,447)	No adjustment proposed.

SHIRE OF WYNDHAM EAST KIMBERLEY
RATE SETTING STATEMENT
MID-YEAR BUDGET REVIEW 2015-16
BY PROGRAM

Programs	2015-16 Mid Year Review Budget	Budget Amendments	2015-16 Current Budget	YTD Budget as at December 2015	YTD Actuals as at December 2015	2015-16 Adopted Budget	Budget Amendment Explanations
	\$	\$	\$	\$	\$	\$	
Transfer to reserves	(5,578,483)	69,635	(5,648,118)	0	0	(6,707,472)	Reduction in transfer to reserves as a result of reduced income from the airport and a net reduction in grants offset in part by an increase to transfer the proceeds from the sale of the Eugenia Street property to the Asset Management Reserve as per the Council resolution.
Transfer from reserves	12,195,511	(1,119,922)	13,315,433	4,238,565	58,241	16,576,747	Reduction in transfer from reserves as a result of finalisation of the airport asphalt overlay project, savings in projects undertaken at the landfill and the Goomig Farmlands Road second coat reseal along with reduced transfers from the unspent grants reserve based on grant funding variations.
Total	(5,271,472)	241,299	(5,512,771)	(2,496,472)	(2,301,830)	(5,744,947)	
ADD Estimated surplus/(deficit) July 1 b/fwd	197,606	0	197,606	0	0	(1,665,875)	
LESS Estimated surplus/(deficit) June 30 c/fwd	673,030	403,682	269,348	6,326,217	6,997,118	178,591	Increase in surplus as a result of variations highlighted above.
Amount Required to be Raised from Rates							
Rates	10,060,647	109,082	9,951,565	9,951,565	10,061,239	9,951,565	Increase in interim and back rates anticipated.

SHIRE OF WYNDHAM EAST KIMBERLEY
CORPORATE BUSINESS PLAN
2015/16 - 2018/19
ACTIONS LINKED TO STRATEGIC COMMUNITY PLAN AND SERVICES
STATUS UPDATE FOR 2015/16

TARGET % LEGEND	
●	On Target or Close to Target
●	At Risk
●	No Longer Proceeding
●	No Target as Ongoing or Utilises Shire Staff

Leadership and Governance

	\$,000		
Revenue	12,764		The anticipated cost of Leadership and Governance actions, tasks and services for 2015/16.
Expenditure	2,109		
Capital	116		

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 & implement options to encourage & integrate community input in Council planning, policies & decisions.

Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
Action 1.1.1.1 Undertake community satisfaction survey	Integrated Planning & Reporting	●		●		Strategic Community Plan Community Engagement Strategy	8,000	8,000	-	2,078	●	Included assistance in developing 2015/16 CBP, and is intended to include community engagement and advertising for the budget process.

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

Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
Action 1.1.2.1 Review Strategic Community Plan	Integrated Planning & Reporting		●		●	Local Government Act 1995 and Regulations						
• Annual review of Corporate Business Plan		●	●	●	●						●	Ongoing utilising Shire staff.
• Desktop review (every 2 years)					●							
• Full review (every 4 years)			●									
Action 1.1.2.2 Ensure effective communication with the community	Media & Communications	●	●	●	●	Community Engagement Strategy					●	Ongoing utilising Shire staff.
• Review website design and management		●									●	Smart online forms for the public are being developed.
• Promote good news stories		●	●	●	●						●	Ongoing utilising Shire staff.

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 to expand opportunities & reduce wastage & duplication

Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
Action 1.2.1.1 Liaise with government departments and other stakeholders on key community issues - Participate in human services interagency networks - Support the Kimberley Regional Blueprint	Community Development	●	●	●	●	Strategic Community Plan					●	Ongoing utilising Shire staff.

SHIRE OF WYNDHAM EAST KIMBERLEY
CORPORATE BUSINESS PLAN
2015/16 - 2018/19
ACTIONS LINKED TO STRATEGIC COMMUNITY PLAN AND SERVICES
STATUS UPDATE FOR 2015/16

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

Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
Action 1.2.2.1 Work with RCG to implement Kimberley Strategic Plan and Kimberley Regional Business Plan - Waste - ICT - Youth	Office of the Chief Executive	●	●	●	●	Kimberley Strategic Plan Kimberley Regional Business Plan					●	Ongoing utilising Shire staff only.
• Kimberley Zone / RCG records management initiative	ICT	●					8,492	8,492	-	-	●	Quotes are being sourced currently. Funds provided by the Zone.
• Kimberley Zone / RCG business systems improvement initiative	ICT	●									●	Data validation commenced. Utilises Shire staff only. Funded by the Zone directly.

Strategy 1.2.3: Promote the colocation of community facilities and sharing of resources among community groups

Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
Action 1.2.3.1 Review Shire facilities to identify colocation opportunities in consultation with community groups	Community Development		●			Strategic Community Plan						

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

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

Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
Action 1.3.1.1 Seek opportunities to have Councillor representation on relevant boards and organisations - Roadwise Committee - Liquor Accord - Kimberley Regional Road Group - North Kimberley LCDC	Governance	●	●	●	●	Strategic Community Plan					●	Ongoing utilising Shire staff only.
Action 1.3.1.2 Advocate key local issues and priorities to Government representatives as contained in Strategic Plans including the: - Kimberley Regional Blueprint - Kimberley Regional Planning and Infrastructure Framework - Strategic Community Plan	Office of the Chief Executive	●	●	●	●	Kimberley Regional Blueprint Strategic Community Plan Kimberley Regional Planning and Infrastructure Framework					●	Ongoing utilising Shire staff only.

Strategy 1.3.2: Actively participate in the review and implementation of municipal services to remote and Aboriginal communities

Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
Action 1.3.2.1 Liaise with State and Federal government agencies regarding service delivery in Aboriginal communities	Office of the Chief Executive	●	●	●	●	Strategic Community Plan					●	Ongoing utilising Shire staff only.

SHIRE OF WYNDHAM EAST KIMBERLEY
CORPORATE BUSINESS PLAN
2015/16 - 2018/19
ACTIONS LINKED TO STRATEGIC COMMUNITY PLAN AND SERVICES
STATUS UPDATE FOR 2015/16

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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

Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments		
		15/16	16/17	17/18	18/19									
Action 1.4.1.1 Develop process to ensure compliance efficiency and effective application of the Local Government Act 1995 and Regulations	Integrated Planning Reporting		●			IPR Framework								
<ul style="list-style-type: none"> Implement integrated solution for IP&R Framework 			●											
Action 1.4.1.2 Manage records to ensure compliance with legislation and the needs of the organisation	Records Management	●	●	●	●	Record Keeping Plan					●	Ongoing utilising Shire staff.		
<ul style="list-style-type: none"> Undertake a review of the Record Keeping plan 			●											
<ul style="list-style-type: none"> Develop General Disposal Authority process 		●	●									●	Commenced process, however ties into Action 1.2.2.1 Kimberley Zone / RCG records management initiative.	
<ul style="list-style-type: none"> Undertake a review of vital records 			●											
<ul style="list-style-type: none"> Develop a roadmap for digitisation 		●	●										●	Utilising Shire resources only. Commenced discussions with State Records Office.
Action 1.4.1.3 Provide financial functions that comply with legislative requirements	Contracting & Procurement Financial Services	●	●	●	●	Probity Review Procurement Review Financial Services Review						●	Ongoing utilising Shire staff dependent upon projects.	
<ul style="list-style-type: none"> Implement improvements to enhance compliance and effectiveness in contracting and procurement 		●	●	●	●								●	Templates for Tenders, RFQ's and Contracts are being updated. Internal processes are in review. New forms are being developed and all processes are generally being tightened up.
<ul style="list-style-type: none"> Undertake fair value revaluation 		●	●	●	●			104,930	104,930	-	535		●	Plant and equipment fair value required for 30 June. RFQ currently being drafted. Includes condition assessment requirement for buildings which will be undertaken for 2016/17. Remaining funds will therefore be required for 2016/17.
<ul style="list-style-type: none"> Undertake Financial Management Review (every 4 years) 				●										
<ul style="list-style-type: none"> Implement purchase requisition approvals module in SynergySoft 		●											●	Quote sought. Will commence implementation shortly.
Action 1.4.1.4 Review Local Laws	Governance	●	●			Local Government Act 1995 and Regulations						●	Local Laws review has commenced with Local Law models in the process of being marked up. 16 March briefing with Council in relation to the Standing Orders Local Law.	
Action 1.4.1.5 Implement recommendations from the Review of risk management, legislative compliance and internal controls report	Risk Management	●	●	●	●	Local Government Act 1995 and Regulations Review of Risk Management, Legislative Compliance & Internal Controls Report						●	Ongoing utilising Shire staff dependent upon projects.	
<ul style="list-style-type: none"> Undertake Biennial review 			●		●									
<ul style="list-style-type: none"> Develop and maintain status report on the recommendations of the Review to present quarterly to the Audit (Finance and Risk) Committee 		●	●	●	●								●	Initial report to be provided to the May Audit (Finance and Risk) Committee Meeting.
<ul style="list-style-type: none"> Develop and implement a Risk Management Framework 	●	●	●	●								●	Policy currently being drafted. Software being analysed for new legislative requirements in relation to gifts and annual/primary returns for potential implementation in 2016/17.	

SHIRE OF WYNDHAM EAST KIMBERLEY
CORPORATE BUSINESS PLAN
2015/16 - 2018/19
ACTIONS LINKED TO STRATEGIC COMMUNITY PLAN AND SERVICES
STATUS UPDATE FOR 2015/16

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Strategy 1.4.2: Improve the efficiency and productivity of Shire services

Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
Action 1.4.2.1 Conduct service reviews and identify workforce requirements	Organisational Development	●	●	●	●	Workforce Management Plan					●	Ongoing utilising Shire staff only dependent upon service reviews undertaken.
Action 1.4.2.2 Develop Operational and Service Delivery Plans	Office of the Chief Executive	●	●	●	●	Strategic Community Plan					●	Ongoing utilising Shire staff only.

Strategy 1.4.3: Maintain Council's long term financial viability

Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
Action 1.4.3.1 Review Long Term Financial Plan	Financial Services	●	●	●	●	Long Term Financial Plan Asset Management Plan Workforce Management Plan						
<ul style="list-style-type: none"> Review Workforce Plan 		●										Workforce Plan will be reviewed as part of the budget process.
<ul style="list-style-type: none"> Undertake competitive neutrality reviews: <ul style="list-style-type: none"> Airport Landfill 		●	●				30,000	30,000	-	-	●	RFQ's currently being drafted, however the process is significant and may extend into 2016/17.
<ul style="list-style-type: none"> Develop and implement a system to log amendments to the LTFP on an ongoing basis 		●										This will be dependent upon the tool utilised for the LTFP.
<ul style="list-style-type: none"> Develop and maintain a LTFP for the Airport 		●	●	●	●							Revised LTFP under development.
<ul style="list-style-type: none"> Develop and maintain a LTFP for the Landfill 		●	●	●	●							Revised LTFP under development.
<ul style="list-style-type: none"> Develop fee model structure for the Airport 		●										The fee model structure will form a component of the RFQ related to the competitive neutrality review for the airport.
<ul style="list-style-type: none"> Develop Asset Management Plan and enhance condition assessments for all assets. 		●	●	●	●							Condition assessments for buildings being sought in the RFQ for fair valuation as a starting point.

Strategy 1.4.4: Deliver cost effective and efficient corporate services

Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
Action 1.4.4.1 Enhance customer services	Customer Services	●	●	●	●	Strategic Community Plan					●	Ongoing utilising Shire staff only dependent upon specific projects approved.
<ul style="list-style-type: none"> Develop and implement customer services charter 	Customer Services	●	●								●	Customer Service Policy complete. Charter will be developed over the upcoming months.
<ul style="list-style-type: none"> Develop unified communications initiative 	ICT		●									
<ul style="list-style-type: none"> Implement public access portal for information access 	ICT	●									●	Develop intramaps.
<ul style="list-style-type: none"> Implement public access portal for service enquiry and payments 	ICT		●									
Action 1.4.4.2 Provide governance administration and support to Elected Members	Governance/Council Secretariat	●	●	●	●	Strategic Community Plan					●	Ongoing utilising Shire staff only dependent upon specific support requested or taken up.
<ul style="list-style-type: none"> Support and encourage Councillor professional development 		●	●	●	●						●	Ongoing. Webinars are being offered when available.
<ul style="list-style-type: none"> Promote and facilitate the Council elections process 		●		●			49,413	45,594	(3,819)	19,698	●	2015 elections process complete, however awaiting final invoice.

SHIRE OF WYNDHAM EAST KIMBERLEY
CORPORATE BUSINESS PLAN
2015/16 - 2018/19
ACTIONS LINKED TO STRATEGIC COMMUNITY PLAN AND SERVICES
STATUS UPDATE FOR 2015/16

TARGET % LEGEND	
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Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
Action 1.4.4.3 Develop and implement an Information and Communication Technology (ICT) Strategy	Information & Communications Technology	●	●	●	●	ICT Strategy					●	Ongoing utilising Shire staff dependent upon specific projects approved by Council.
• Develop an ICT Strategic Plan		●									●	Draft plan in development.
• Develop a business continuity plan			●									
• Server and network upgrades		●					101,100	109,100	8,000	7,337	●	Replacement of UPS, servers and increasing the backup storage. Several sites are complete. Quotes being sought to increase the backup server and improve battery backup times. Increase to budget allocation as a result of a transfer of funds held within an operating account when they should be capital.
• Develop a disaster recovery plan		●	●								●	Partially dependent upon NBN roll-out and the airport being included in the roll-out plan.
• Establish disaster recovery site				●								
• Implement multi-site wireless wide area network		●					60,000	60,000	-	-	●	Partially dependent upon NBN roll-out and the airport being included in the roll-out plan. Works on hold at this stage.
• Implement outdoor officer information access portal		●									●	Testing of SynergySoft mobile solution is underway.
• Virtualise desktop computer fleet					●							
• Undertake review of municipal management system				●								

Strategy 1.4.5: Attract and maintain a skilled, motivated and professional workforce

Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
Action 1.4.5.1 Review Workforce Management Plan	Organisational Development	●	●	●	●	Workforce Management Plan					●	Ongoing utilising Shire staff only.
- Encourage mentoring and upskilling/job rotation of staff			●		●							
• Conduct employee satisfaction survey			●		●							
Action 1.4.5.2 Develop OSH Plan	Occupational Health & Safety	●	●	●	●	Occupational Safety & Health Act 1984 and Regulations					●	Ongoing program.
- Promotion and training			●		●							
• Review policies and procedures		●	●	●	●						●	Ongoing utilising Shire staff only.

SHIRE OF WYNDHAM EAST KIMBERLEY
CORPORATE BUSINESS PLAN
2015/16 - 2018/19
ACTIONS LINKED TO STRATEGIC COMMUNITY PLAN AND SERVICES
STATUS UPDATE FOR 2015/16

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Physical and Social Infrastructure

	\$,000	
Revenue	8,959	The anticipated cost of Physical and Social Infrastructure actions, tasks and services relating to 2015/16.
Expenditure	10,833	
Capital	19,504	

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

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

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

Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
Action 2.1.1.1 Review existing strategic documents to prepare an integrated plan for the revitalisation of the Kununurra Town Centre	Strategic & Land Use Planning		●			Kununurra Strategic Directions Local Planning Strategy & Scheme Civic Centre Structure Plan						
Action 2.1.1.2 Prepare town centre plan for One Mile and Three Mile in Wyndham	Strategic & Land Use Planning			●		Local Planning Strategy & Scheme						

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

Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
Action, 2.1.2.1 Provide financial and administrative support to events in a transparent and equitable manner.	Community Development	●	●	●	●	Strategic Community Plan					●	Ongoing utilising Shire staff only.
Action 2.1.2.2 Detailed investigation and planning of the land associated with the racecourse for tourism, increased sports events and caravan parks including boating facilities.	Strategic & Land Use Planning		●			Kununurra Strategic Directions Local Planning Strategy & Scheme Lake Kununurra Foreshore and Aquatic Use Plan						

Objective 2.2: Maintenance of economic diversity and greater community returns from investment in the region

Strategy 2.2.1: Promote the expansion of residential and industrial land

Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
Action 2.2.1.1 Plan for the development of new and infill residential land	Strategic & Land Use Planning	●	●		●	Kununurra Strategic Directions Lake Kununurra Foreshore Plan Local Planning Strategy Asset Management Strategy						
<ul style="list-style-type: none"> Develop structure plans for East Lily Creek and Civic Centre 		●	●				71,515	71,515	-	-	●	Balance of grant funding. Will be providing an overview to Council shortly.
<ul style="list-style-type: none"> Investigate residential area for Precincts 4 (King Location 715) and 6 (Drovers Rest) Lake Kununurra 					●							
<ul style="list-style-type: none"> Investigate increased residential density in existing residential areas of Three Mile to encourage redevelopment 					●							
<ul style="list-style-type: none"> Prepare a strategic land release plan to enable appropriate sequencing of land release across the Shire 			●									

SHIRE OF WYNDHAM EAST KIMBERLEY
CORPORATE BUSINESS PLAN
2015/16 - 2018/19
ACTIONS LINKED TO STRATEGIC COMMUNITY PLAN AND SERVICES
STATUS UPDATE FOR 2015/16

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Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
Action 2.2.1.2 Implement Local Planning Strategy	Strategic & Land Use Planning		●	●		Local Planning Strategy						
<ul style="list-style-type: none"> Rezone existing light industrial estate to composite industry 			●									
<ul style="list-style-type: none"> Rezone land around the wastewater treatment plan for light industrial development, subject to structure planning 			●									
<ul style="list-style-type: none"> Retain existing extent of future light industrial land and prioritise a site for a development of a General Industrial Estate 				●								
<ul style="list-style-type: none"> Provide Strategic Industry in proximity to Wyndham Port 				●								
Strategy 2.2.2: Support agricultural opportunities												
Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
Action 2.2.2.1 Liaise with State & Federal Ministers to promote issues relevant to the agricultural industry including pastoral	Economic Development	●	●	●	●	2036 and Beyond: A Regional Blueprint for the Kimberley Kimberley Regional Business Plan					●	Ongoing utilising Shire staff only.
Strategy 2.2.3: Advocate for improved availability of adequate water resources												
Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
Action 2.2.3.1 Liaise with State Government to promote issues relevant to irrigated, potable or waste water	Office of the Chief Executive	●	●	●	●	Kununurra Strategic Directions Local Planning Strategy					●	Ongoing utilising Shire staff only.
Strategy 2.2.4: Enhance and expand tourism opportunities in the East Kimberley												
Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
Action 2.2.4.1 Support the EK Tourism Plan in collaboration with the tourism sector	Economic Development	●	●	●	●	EK Tourism Plan EK Tourism Strategy					●	Ongoing utilising Shire staff only.
Strategy 2.2.5: Advocate for improved telecommunications and internet services												
Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
Action 2.2.5.1 Liaise with State and Federal government for improved Information & Communications Technology outcomes such as NBN.	Economic Development	●	●	●	●	2036 and Beyond: A Regional Blueprint for the Kimberley Kimberley Regional Business Plan					●	Ongoing utilising Shire staff only.
Objective 2.2: Maintenance of economic diversity and greater community returns from investment in the region												
Strategy 2.2.6: Support local initiatives that promote entrepreneurial activities & greater diversity of industries in the East Kimberley												
Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
Action 2.2.6.1 Work with relevant agencies to support industry and business development	Economic Development	●	●	●	●	2036 and Beyond: A Regional Blueprint for the Kimberley					●	Ongoing utilising Shire staff only.
Action 2.2.6.2 Prepare plans for the development of the second stage commercial boating facility in Kununurra	Strategic & Land Use Planning		●			Lake Kununurra Foreshore and Aquatic Use Plan						

SHIRE OF WYNDHAM EAST KIMBERLEY
CORPORATE BUSINESS PLAN
2015/16 - 2018/19
ACTIONS LINKED TO STRATEGIC COMMUNITY PLAN AND SERVICES
STATUS UPDATE FOR 2015/16

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Strategy 2.2.7: Advocate for a range of affordable housing options and styles that cater to a broad market including key workers

Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
Action 2.2.7.1 Liaise with relevant Government Departments on initiatives to provide affordable housing	Office of the Chief Executive	●	●	●	●	Strategic Community Plan Kununurra Strategic Directions EK@25					●	Ongoing utilising Shire staff only.

Strategy 2.2.8: Support and advocate for further development of the East Kimberley regional airport to attract more aircraft and greater competition

Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
Action 2.2.8.1 Implement the East Kimberley Regional Airport Master Plan	Airport Operations	●	●	●	●	East Kimberley Regional Airport Master Plan						
<ul style="list-style-type: none"> Undertake business case and preliminary design for runway extension 		●					144,350	144,350	-	140,470	●	Business case close to completion.

Objective 2.2: Maintenance of economic diversity and greater community returns from investment in the region

Strategy 2.2.9: Lobby for improvements to transport infrastructure, particularly for heavy haulage and shipping

Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
Action 2.2.9.1 Liaise with the State and Federal Governments on projects for Great Northern Highway	Office of the Chief Executive	●	●	●	●	Strategic Community Plan					●	Ongoing utilising Shire staff only.
<ul style="list-style-type: none"> Construction of Kununurra bypass Plans for Wyndham town bypass Road upgrade to Wyndham and port 												

Strategy 2.2.10: Provide growth management plans that identify and guide decision making for potential population growth scenarios

Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
Action 2.2.10.1 Advocate for funding for the development and implementation of growth management plans for urban expansion areas	Economic Development	●	●	●	●	Kununurra Strategic Directions EK@25					●	Ongoing utilising Shire staff only.
<ul style="list-style-type: none"> Regional growth centre 												

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

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

Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
Action 2.3.1.1 Maintain, renew or upgrade urban road assets	Roads & Bridges	●	●	●	●	Asset Management Plan Asset Management Improvement Strategy						
<ul style="list-style-type: none"> Widen 1st 75m off Victoria Hwy, Egret Close to match new pavement 		●	●				125,000	125,000	-	4,412	●	Funded \$62,118 from CLGF. Remaining Shire funds. DRD have just signed a variation to extend the agreement to August 2016. RFQ will be out shortly in conjunction with Mills Road and Research Station Road with works to be completed in June/July.
<ul style="list-style-type: none"> Wyndham reseal program 		●	●				400,000	400,000	-	-	●	Funded by Roads to Recovery. RFQ will be released in early June with works completed in July, however the timing will be dependent upon Main Roads schedule.
<ul style="list-style-type: none"> Konkerberry Drive – reconstruct road pavement Weero Road widening at Victoria Highway intersection 			●									
<ul style="list-style-type: none"> Reconstruct Nutwood and Rosewood Streets 		●	●	●	●		300,000	300,000	-	-	●	Funded by Roads to Recovery for Phase 1. RFQ will be issued in late June with initial phase completed in August.

SHIRE OF WYNDHAM EAST KIMBERLEY
CORPORATE BUSINESS PLAN
2015/16 - 2018/19
ACTIONS LINKED TO STRATEGIC COMMUNITY PLAN AND SERVICES
STATUS UPDATE FOR 2015/16

TARGET % LEGEND	
●	On Target or Close to Target
●	At Risk
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●	No Target as Ongoing or Utilises Shire Staff

Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
<ul style="list-style-type: none"> Kerb Renewal 		●					21,000	21,000	-	-	●	Funded by CLGF. RFQ in development and will be released to the market in mid-March with works expected to be completed by the end of May.
<ul style="list-style-type: none"> Meatworks Road, Wyndham - reconstruct and seal 		●					100,000	-	(100,000)	-	●	Department of Transport will not provide funds, therefore project no longer going ahead.
Action 2.3.1.2 Maintain, renew or upgrade stormwater assets	Roads & Bridges	●	●	●	●	Asset Management Plan Asset Management Improvement Strategy						
<ul style="list-style-type: none"> D2 Drainage channel renewal due to monsoonal flood damage 		●	●	●	●		146,138	146,138	-	-	●	Redesign of project out for RFQ. Once design is complete, will seek quotations for work required.
<ul style="list-style-type: none"> Drainage Upgrade - design, estimates and construct 		●					90,295	90,295	-	82,628	●	Funded by CLGF. This program is complete apart from linemarking.
<ul style="list-style-type: none"> Divert collapsed drain under properties at Miniata Street 		●					56,261	111,200	54,939	200	●	Funded by CLGF. Dependent upon Mid-Year Budget Review outcomes as additional funds required based on quotes received.
<ul style="list-style-type: none"> Drainage upgrades stormwater outfalls M1 		●					122,714	40,000	(82,714)	-	●	Shire contribution to this project has been made, therefore complete from the Shire's perspective. There is a reduction in revenue to offset this as it was initially anticipated that the Shire would manage the project, however this approach was modified therefore requiring a contribution to the project only which was already factored into the budget.
<ul style="list-style-type: none"> Gambia Street Wyndham U drainage channel 			●									
<ul style="list-style-type: none"> Messmate Way main town drainage pipe 			●									
<ul style="list-style-type: none"> Bandicoot Drive – stage 1 drainage improvement 			●									
<ul style="list-style-type: none"> Replace drain at Hibiscus drive/Setosa Crt 			●									
Action 2.3.1.3 Maintain, renew or upgrade footpaths, shared paths and cycle way assets	Roads & Bridges					Asset Management Plan Asset Management Improvement Strategy						
<ul style="list-style-type: none"> Wyndham townsite footpath upgrade program 15/16 		●					109,315	109,315	-	-	●	Funded by Footpath Reserve. Drafting of RFQ underway. RFQ out to market in mid-March with works completed by June.
<ul style="list-style-type: none"> Extend path along Coolibah Drive. Provide a crossing point at Ironwood Drive, and widen the path between Ironwood and Ivanhoe Caravan Park 		●	●				-	153,000	153,000	-	●	\$102,000 funded by Black Spot; \$51,000 Shire funds. Dependent upon outcomes of Mid-Year Budget Review.
Action 2.3.1.4 Maintain, renew or upgrade rural road assets	Roads & Bridges		●			Asset Management Plan Asset Management Improvement Strategy						
<ul style="list-style-type: none"> Drovers Road – stage 1 gravel resheet 			●									
<ul style="list-style-type: none"> Replace King River Road culvert 			●									
<ul style="list-style-type: none"> Riverfarm Road 90 degree bend road reconstruct 			●									
<ul style="list-style-type: none"> Carlton Hill Road upgrade 		●					149,524	149,524	-	-	●	Funded by external contributions. RFQ out in the market with works expected to be completed in June.
<ul style="list-style-type: none"> Lake Argyle Road - Stage 1: extend culvert road crossings between Victoria Highway and Spillway Creek bridge to accommodate future 10m road formation width 		●	●	●	●		555,000	390,000	(165,000)	-	●	Stage 1 is funded \$260,000 from Main Roads RRG and \$130,000 Shire funds. RFQ will be issued in late June with works to be executed in 2016/17.
<ul style="list-style-type: none"> Bridge 5116 - D4 Weaber Plain Road 		●	●	●			300,000	300,000	-	-	●	Initial design and geotechnical costs only. Construction costs would be additional. Construction funding approval was denied in 2015/16, however the Shire is intending to re-apply.

SHIRE OF WYNDHAM EAST KIMBERLEY
CORPORATE BUSINESS PLAN
2015/16 - 2018/19
ACTIONS LINKED TO STRATEGIC COMMUNITY PLAN AND SERVICES
STATUS UPDATE FOR 2015/16

TARGET % LEGEND	
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Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
• Mills Road - reconstruct failures		●	●				175,000	175,000	-	-	●	\$79,084 funded by Loan 130. Remaining Shire funds. RFQ will be out shortly in conjunction with Egret Close and Research Station Road with works to be completed in June/July.
• Research Station Road - construct and seal		●	●				50,000	50,000	-	-	●	\$26,362 funded by Loan 130. Remaining Shire funds. RFQ will be out shortly in conjunction with Egret Close and Mills Road with works to be completed in June/July.
• Duncan Road - re-sheet			●									
• Ivanhoe Crossing - reconstruct		●					35,594	35,594	-	38,778	●	Adopted as part of the 2015-16 Budget. Funded by Loan 130. Public consultation to be undertaken as per the Council resolution in February 2016.
Action 2.3.1.5 Implement Airport Asset Management Plan	Airport Operations	●				East Kimberley Regional Airport Asset Management Plan						
• Runway asphalt overlay		●					728,386	728,386	-	418,460	●	Funded \$2.5m RADS and remaining from Airport Reserve. Project delivery over 2014/15 and 2015/16. Project is now complete. Final reconciliation of RADS funding underway.
• Kununurra carpark upgrade		●	●				150,000	150,000	-		●	Funded from Airport Reserve. RFQ for design being prepared. Likely to push into 2016/17 also.
• Wyndham Airport runway maintenance		●					300,000	300,000	-		●	Funded from Airport Reserve. RFQ for design being prepared. Linked to the Wyndham reseal program.
• Partial flooring replacement at the EKRA Terminal		●					24,000	24,000	-		●	Funded from Airport Reserve. Expected to be completed by June.
• Security Fence Upgrade - EKRA		●					50,000	50,000	-		●	Funded from Airport Reserve. Expected to be completed by June.
• Welcome to Country Signage		●					35,000	35,000	-		●	Awaiting location details which will be discussed with Councillors on 1 March 2016 and put to a briefing session thereafter.
• Wyndham carpark repairs		●					10,000	10,000	-		●	Funded from Airport Reserve. Expected to be completed by June.
Action 2.3.1.6 Provide supervision for Landcorp / SWEK Ord Stage 2 Roadworks	Project Management	●				Asset Management Plan						
• Second coat seal for Goomig Road		●					2,889,313	2,359,997	(529,316)	2,359,997	●	Funded by Goomig Farmlands Road Reserve. Works complete. Savings will be returned to the Reserve however may be reviewed during the 2016/17 Budget Process in accordance with the funding agreement.
Action 2.3.1.7 Kalumburu Road Renewal / Upgrade	Roads and Bridges	●	●	●	●	Asset Management Plan	1,252,470	1,252,470	-	1,163,269	●	Ongoing program to 2019 funded by Roads to Recovery, Main Roads and FAGS grant.
Action 2.3.1.8 Plant and equipment renewal - Accelerate program to catch up with backlog	Asset Management	●	●	●	●	Strategic Community Plan Asset Management Plan Long Term Financial Plan 10 Year Plant Replacement Program	1,491,043	1,491,043	-	25,727	●	Arrival of light plant is imminent with heavy plant prior to June. Budget is the acquisition amount of the Plant Management Program (not including sale proceeds anticipated).
Action 2.3.1.9 Renew or upgrade new Landfill Assets as per Waste Management Strategy	Waste Management	●	●	●	●	Waste Management Strategy						
• Complete and commission new liquid waste ponds		●					76,000	76,000	-	26,677	●	Funded by Loan 125. Awaiting end of wet season for further works to be undertaken.
• Landfill cover lids - Kununurra landfill		●					120,000	111,325	(8,675)	111,324	●	Funded by Loan 126. Project complete.
• Extend landfill boundary - Kununurra landfill		●					66,124	66,124	-	-	●	Funded by Loan 126. Held up by DER and statutory requirements. Will still be completed in 2015/16.
• Capping existing site - Kununurra landfill		●	●	●	●		78,000	78,000	-	-	●	Funded by Loan 126. Ongoing works.
• Kununurra Landfill Site - Bores		●					25,000	4,824	(20,176)	4,824	●	Funded by Loan 126. Bores complete and monitoring is an operational matter.
• Fencing Dept. Ag Site - Kununurra landfill		●					33,694	13,599	(20,095)	13,599	●	Funded by Loan 126. Project complete.

SHIRE OF WYNDHAM EAST KIMBERLEY
CORPORATE BUSINESS PLAN
2015/16 - 2018/19
ACTIONS LINKED TO STRATEGIC COMMUNITY PLAN AND SERVICES
STATUS UPDATE FOR 2015/16

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Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
<ul style="list-style-type: none"> Rehabilitation and decommission existing liquid waste ponds 		●	●				340,000	340,000	-	-	●	\$263,376 funded by Loan 126; \$76,624 funded by Waste Management Reserve. Had difficulties finding a disposal site therefore persuing natural treatment process at this stage. Potential savings however any underspend will require carry over to the 2016/17 financial year.
Action 2.3.1.10 Maintain, renew and upgrade play spaces in accordance with playspace plan (now called Recreation Space Plan)	Recreation Space	●	●	●	●	Recreation Space Program						Community feedback period has recently closed. Plan will be put to Council for endorsement shortly.
<ul style="list-style-type: none"> Implement replacement program for playground equipment 		●	●	●	●		200,000	200,000	-		●	Funded by Parks Reserve subject to Minister of Planning approval. Program will be dependent upon community feedback and priorities. Likely that project funds will carry to 2016/17 depending on priorities.
Action 2.3.1.11 Manage Depot and Plant	Depot Services	●	●	●	●	10 Year Plant Replacement Program Asset Management Plan						
<ul style="list-style-type: none"> Provision of shed to Wyndham depot 		●					100,000	337,677	237,677	229,419	●	Construction nearly complete. Reimbursed via insurance claim.
<ul style="list-style-type: none"> Install emergency shower and eye wash facility at Wyndham depot 		●					6,000	6,000	-	-	●	Will be reimbursed by LGIS.
<ul style="list-style-type: none"> Purchase cable locator 		●					10,000	10,000	-	-	●	Will be purchased prior to June.
Action 2.3.1.12 Implement Mangaloo Street traffic management devices	Roads and Bridges	●	●			Asset Management Plan	201,000	201,000	-	2,150	●	\$134,670 Black Spot Funding; \$62,714 Shire funds. RFQ to be issued in May. Works likely to carry to July.

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

Strategy 2.3.2: Plan, design and budget for sustainable infrastructure

Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
Action 2.3.2.1 Ongoing review and implementation of Asset Management	Asset Management	●	●			Asset Management Plan						
<ul style="list-style-type: none"> Identify and assess all assets Produce 10 year AM schedule 		●					45,000	45,000	-	-	●	Delayed commencement due to competing priorities.
Action 2.3.2.2 Seek funding and prepare project implementation plan for Anton's Landing foreshore revitalisation and upgrade	Recreation & Leisure		●			Antons Landing Landscape Report and Concept						Grant funding to be sought.
Action 2.3.2.3 Develop Stormwater Management Strategy	Drainage Systems	●	●			Asset Management Plan Asset Management Improvement Strategy					●	Commenced development however the main works will be undertaken in 2016/17.
Action 2.3.2.4 Review traffic management for Ron Hodnett Drive			●			Strategic Community Plan						

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

Strategy 2.4.1: Advocate for improved health and community services

Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
Action 2.4.1.1 Review and maintain a Disability Access and Inclusion Plan	Disability Access	●	●	●	●	Strategic Community Plan Disability Access and Inclusion Plan						
<ul style="list-style-type: none"> Conduct a Accessibility Audit of all Shire managed public buildings Undertake accessibility works to Administration Building entry 		●	●				40,000	-	(40,000)	-	●	Grant was unsuccessful therefore project will not be undertaken in 2015/16.
Action 2.4.1.2 Support childcare services	Community Development	●	●	●	●	Strategic Community Plan					●	Ongoing utilising Shire staff only.

SHIRE OF WYNDHAM EAST KIMBERLEY
CORPORATE BUSINESS PLAN
2015/16 - 2018/19
ACTIONS LINKED TO STRATEGIC COMMUNITY PLAN AND SERVICES
STATUS UPDATE FOR 2015/16

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Strategy 2.4.2: Ensure community compliance with environmental health regulations

Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
Action 2.4.2.1 Manage and provide environmental health services <ul style="list-style-type: none"> - Inspect caravan parks, lodging houses, public buildings, aquatic facilities, beauty and skin penetration premises and food premises - Events / assessments - Nuisance investigations - Approval of onsite wastewater disposal systems - Follow-up of infectious disease notifications 	Environmental Health	●	●	●	●	Health Act					●	Ongoing utilising Shire staff only.
Action 2.4.2.2 Mosquito-bourne disease management <ul style="list-style-type: none"> • Develop a Mosquito Management Plan 	Environmental Health	●	●	●	●	Health Act	22,400	22,400	-	-	●	The Mosquito Surveillance Report is funded by CLAG (\$22,400). The remaining work is undertaken utilising Shire staff only. Draft plan to be developed by April 2016. Mosquito surveillance completed. Awaiting final report.
<ul style="list-style-type: none"> • Participate in Sentinel Chicken Program 		●	●	●	●						●	Ongoing utilising Shire staff only.

Strategy 2.4.3: Support early childhood and family support services

Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
Action 2.4.3.1 Manage and support library services <ul style="list-style-type: none"> - Coordinate Kimberley Writers Festival - Deliver family literacy activities and programs - Deliver children's Book Week program 	Libraries	●	●	●	●	Strategic Community Plan						

Strategy 2.4.4: Provide an environment where youth are empowered to develop their potential

Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
Action 2.4.4.1 Develop a Youth Services Plan <ul style="list-style-type: none"> • Establish a Youth Advisory Council 	Youth Services	●	●			Strategic Community Plan						Awaiting the Zone's Plan to be finalised. The Shire's Youth Services Plan can then be amended next financial year.
Action 2.4.4.2 Manage and promote youth services and program delivery in accordance with Youth Services Plan	Youth Services	●	●	●	●	Strategic Community Plan					●	Ongoing utilising Shire staff only.
Action 2.4.4.3 Manage and support the Kununurra Youth Hub and the Youth and Recreation Centre in Wyndham in accordance with a Youth Services Plan	Youth Services	●	●	●	●	Strategic Community Plan					●	Ongoing utilising Shire staff only.

Objective 2.5: East Kimberley residents have access to a broad range of educational opportunities

Strategy 2.5.1: Support initiatives aimed at enhancing the range of educational programs offered at Years 11 and 12

Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
Action 2.5.1.1 Identify land for suitable educational establishment in line with growth management plans	Strategic & Land Use Planning		●			Kununurra Strategic Directions EK@25						Site for new school identified in Draft East Lily Creek Structure Plan.

SHIRE OF WYNDHAM EAST KIMBERLEY
CORPORATE BUSINESS PLAN
2015/16 - 2018/19
ACTIONS LINKED TO STRATEGIC COMMUNITY PLAN AND SERVICES
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Strategy 2.5.2: Advocate for the introduction of culturally appropriate alternative education for Indigenous people

Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
Action 2.5.2.1 Support culturally appropriate alternative education opportunities	Office of the Chief Executive	●	●	●	●	Strategic Community Plan					●	Ongoing utilising Shire staff only.

Objective 2.5: East Kimberley residents have access to a broad range of educational opportunities

Strategy 2.5.3: Advocate for the establishment of more school based apprenticeships

Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
Action 2.5.3.1 Lobby the Department of Education for more school based apprenticeships	Office of the Chief Executive	●	●	●	●	Strategic Community Plan					●	Ongoing utilising Shire staff only.

Strategy 2.5.4: Encourage activities that promote adult educational opportunities including family support and life skills programs

Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
Action 2.5.4.1 Advocate for additional adult education opportunities	Office of the Chief Executive	●	●	●	●	Strategic Community Plan					●	Ongoing utilising Shire staff only.

SHIRE OF WYNDHAM EAST KIMBERLEY
CORPORATE BUSINESS PLAN
2015/16 - 2018/19
ACTIONS LINKED TO STRATEGIC COMMUNITY PLAN AND SERVICES
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Lifestyle and Environment

	\$,000		
Revenue	4,993		The anticipated cost of Lifestyle and Environment actions, tasks and services for 2015/16.
Expenditure	11,910		
Capital	1,381		

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

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

Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
Action 3.1.1.1 Support civic and volunteer events - Anzac Day - Coordinate Volunteer of the Year Awards - Australia Day	Community Development	●	●	●	●	Strategic Community Plan	7,500	7,500	-	1,801	●	Ongoing.

Strategy 3.1.2: Promote a greater range of cultural and art activities

Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
Action 3.1.2.1 Develop Culture and Arts Plan	Community Development				●	Strategic Community Plan						

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

Strategy 3.1.3: Support the community by providing access to local funding and sponsorship opportunities

Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
Action 3.1.3.1 Administer grants for community clubs and events	Community Development	●	●	●	●	Strategic Community Plan	100,000	100,000	-	37,467	●	Ongoing program.
• Review community grants policy		●									●	Utilising Shire staff only. Propose to put the Policy to Council in May for review.

Strategy 3.1.4: Facilitate activities that link communities

Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
Action 3.1.4.1 Identify opportunities and support activities that encourage relationships between different communities and community groups	Community Development	●	●	●	●	Strategic Community Plan						

Objective 3.2: Waste management and protection of environmental values

Strategy 3.2.1: Provide an integrated approach to waste management that includes waste minimisation strategies

Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
Action 3.2.1.1 Implement the Waste Management Strategy	Waste Management	●	●	●	●	Waste Management Strategy					●	Ongoing.
• Review the waste management strategy			●		●							
• Acquire new landfill site for Kununurra					●							
• Develop closure plans for landfills				●								

SHIRE OF WYNDHAM EAST KIMBERLEY
CORPORATE BUSINESS PLAN
2015/16 - 2018/19
ACTIONS LINKED TO STRATEGIC COMMUNITY PLAN AND SERVICES
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Objective 3.3: Towns are safe and inviting for locals and tourists

Strategy 3.3.1: Improve streetscapes in town and urban centres incorporating public art and 'designing out crime' principles

Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
Action 3.3.1.1 Develop streetscape and landscape plans for town centres	Strategic & Land Use Planning			●		Kununurra Strategic Directions						

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

Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
Action 3.3.2.1 Review Town Centre strategies for Kununurra and Wyndham aligned to the Local Planning Strategy and Kununurra Strategic Directions	Strategic & Land Use Planning		●			Kununurra Strategic Directions						

Strategy 3.3.3: Ensure adequate street lighting

Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
Action 3.3.3.1 Undertake streetlight upgrades	Asset Management		●			Strategic Community Plan						
• Ebony Street			●									

Objective 3.3: Towns are safe and inviting for locals and tourists

Strategy 3.3.4: Ensure a well-connected and maintained network of shared paths

Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
Action 3.3.4.2 Prepare a Trails Masterplan incorporating: - Wyndham Port footpath - Kununurra foreshore trails	Recreation and Leisure	●	●			Lake Kununurra Foreshore Plan Kununurra Strategic Directions	70,000	70,000	-	-	●	\$25,000 funding will be applied for from DSR. Remaining funds are to be sourced from Foreshore Reserve. Quotes being sought prior to funding application as part of the requirements. Extended to 2016/17.

Strategy 3.3.5: Provide for adequate public parking areas that meet demand, including for long vehicles

Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
Action 3.3.5.1 Develop and implement parking plans for town centres including provision for long parking bays	Strategic & Land Use Planning	●	●	●		Kununurra Strategic Directions	2,000	2,000	-	-	●	

Objective 3.3: Towns are safe and inviting for locals and tourists

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

Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
Action 3.3.6.1 Review and implement the Shire's Community Safety Plan	Community Development	●	●			Strategic Community Plan					●	Draft being prepared utilising Shire resources.
• Implement Takeaway Alcohol Management System (TAMS) trial		●					50,492	50,492	-	22,620	●	Implemented. Trial will end in 2016/17.
• Consider CPTED principles when reviewing Shire facilities or designing new initiatives		●	●	●	●						●	Ongoing.

SHIRE OF WYNDHAM EAST KIMBERLEY
CORPORATE BUSINESS PLAN
2015/16 - 2018/19
ACTIONS LINKED TO STRATEGIC COMMUNITY PLAN AND SERVICES
STATUS UPDATE FOR 2015/16

TARGET % LEGEND	
●	On Target or Close to Target
●	At Risk
●	No Longer Proceeding
●	No Target as Ongoing or Utilises Shire Staff

Strategy 3.3.8: Ensure quality, consistent and responsive development and building assessment approval processes and enforcement

Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
Action 3.3.8.1 Manage and provide building services <ul style="list-style-type: none"> - Assessment of Building and Demolition Applications including the - Undertake private Swimming Pool Inspections - Assist with Condition Reports on Shire facility / assets - Provide an External Certification Service - Ensure compliance with the Building Act and National Construction Code 	Building Applications and Permits	●	●	●	●	Building Act					●	Ongoing.
<ul style="list-style-type: none"> • Develop and maintain an asbestos register for Shire facilities 		●									●	Quotes have been sought to develop the register whereby the costs will be reimbursed by LGIS as it's a risk mitigation task.
Action 3.3.8.4 Review Local Planning Scheme	Strategic & Land Use Planning	●	●			Planning and Development Act					●	Draft local planning scheme to be advertised March 2016 for comment.
Action 3.3.8.5 Review local planning policies <ul style="list-style-type: none"> - Allow for flexibility on home business policy 	Strategic & Land Use Planning		●			Local Planning Strategy						
Action 3.3.8.6 Review Local Planning Strategy	Strategic & Land Use Planning	●				Strategic Community Plan Kununurra Strategic Directions	56,916	56,916	-	1,009	●	Co-contribution funds were received to undertake this review. Draft local planning scheme to be advertised March 2016 for comment.

Strategy 3.3.9: Provide animal control in accordance with legislative requirements

Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
Action 3.3.9.3 Provide Ranger Services <ul style="list-style-type: none"> • Implement an animal management plan • Upgrade the Kununurra pound • Implement a dog beach 	Ranger Services	●	●	●	●	Dog Act, Cat Act, Local Laws, Animal Welfare Act						
		●	●	●	●						●	Animal management plan completed in 2013 with ongoing implementation.
		●					23,830	23,830	-	-	●	Funded by Loan 124. Quotes have been sought to enclose the pound and extend the insulated roof with concrete parking area.
			●									

Strategy 3.3.10: Adopt a partnership approach for emergency and fire management planning, preparedness, response and recovery

Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
Action 3.3.10.1 Manage Fire and Emergency Services <ul style="list-style-type: none"> - Participate in BFAC - Support volunteers bushfire brigades - LEMC 	Emergency Services	●	●	●	●	Bushfires Act, Emergency Management Act					●	Ongoing utilising Shire resources.

Objective 3.4: Protection and enhancement of community facilities

Strategy 3.4.1: Manage, maintain and upgrade public parks and amenities to ensure they meet community need and are accessible to people of all ages and abilities

Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
Action 3.4.1.1 Upgrade Wyndham waste water reuse treatment facility	Infrastructure		●			Asset Management Plan	41,550	41,550	-	-		Funded by Non-Potable Water Reserve.
Action 3.4.1.2 Maintain or enhance parks and gardens	Parks and Gardens	●	●	●	●	Asset Management Plan	11,745	-	(11,745)	-	●	Street tree planting program not progressing in 2015/16.
Action 3.4.1.3 Develop an Integrated Public Open Space Plan	Community Development		●			Strategic Community Plan						

SHIRE OF WYNDHAM EAST KIMBERLEY
CORPORATE BUSINESS PLAN
2015/16 - 2018/19
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STATUS UPDATE FOR 2015/16

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●	At Risk
●	No Longer Proceeding
●	No Target as Ongoing or Utilises Shire Staff

Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
Action 3.4.1.4 Maintain, upgrade or renew public buildings and facilities	Property & Facility Management		●	●		Asset Management Plan						
<ul style="list-style-type: none"> Purchase/swap lot 828 Koolama St Wyndham Demolish structure at lot 828 Koolama St Wyndham Construct ablutions at the Agricultural Oval Construct ablutions at the Town Oval Investigate options to heat Kununurra and Wyndham swimming pools during cooler months Demolish former Kununurra administration building Construct dedicated first aid room at Wyndham Swimming Pool Replace shade sails at the Kununurra Leisure Centre toddler pool Investigate amenities upgrade at Wyndham Oval 		●					32,800	32,800	-	-		Awaiting finalisation of land swap.

Strategy 3.4.2: Consider cultural values in all planning and design phases

Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
Action 3.4.2.1 Engage with Indigenous people in relation to public planning and design projects	Strategic & Land Use Planning	●	●	●	●	Community Engagement Strategy					●	Ongoing.
Action 3.4.2.2 Review the Municipal Inventory, in consultation with the community, to incorporate locations of Aboriginal history, both pre and post European settlement	Strategic & Land Use Planning		●			Local Planning Strategy						

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

Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
Action 3.4.3.1 Property and facility management <ul style="list-style-type: none"> Administer leases Public buildings Ablutions Shire staff housing 	Property and Facility Management	●	●	●	●	Asset Management Plan					●	Ongoing.
<ul style="list-style-type: none"> Develop Shire Housing Policy 		●	●									
Action 3.4.3.2 Manage Wyndham Community Resource Centre	Community Development	●	●			Strategic Community Plan					●	Ongoing to 2017.

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

Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
Action 3.4.4.1 Develop a project definition plan for a new leisure and aquatic facility	Strategic & Land Use Planning/Recreation & Leisure		●			Strategic Community Plan	400,000	400,000	-			2015/16 Budget is dependent upon gaining grant of \$200,000. \$25,000 grant approved by DSR however will only be received upon completion of milestones. Remaining \$175,000 grant being sought from Royalties for Regions (Kimberley Regional Grant Scheme).
Action 3.4.4.2 Develop a new Leisure/Aquatic centre	Project Management/ Recreation & Leisure		●	●	●	Strategic Community Plan						

SHIRE OF WYNDHAM EAST KIMBERLEY
CORPORATE BUSINESS PLAN
2015/16 - 2018/19
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STATUS UPDATE FOR 2015/16

TARGET % LEGEND	
●	On Target or Close to Target
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●	No Target as Ongoing or Utilises Shire Staff

Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
Action 3.4.4.3 Provide and support safe and accessible sport and recreation services and programs to the community	Community Development	●	●	●	●	Strategic Community Plan					●	Ongoing.
<ul style="list-style-type: none"> Investigate the provision of gym facilities in Wyndham 				●								

Objective 3.5: An active outdoor lifestyle is encouraged and promoted

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

Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
Action 3.5.1.1 Strengthen community capacity by supporting outdoor community events	Community Development	●	●	●	●	Strategic Community Plan						
<ul style="list-style-type: none"> Develop public events approval process 		●									●	Completed. To be presented to the Council in May.
<ul style="list-style-type: none"> Develop a standardised event risk management plan 		●									●	Part of the public events approval process to be presented to the Council in May.
<ul style="list-style-type: none"> Investigate the development of an events precinct plan for the existing Race Club area 			●									

Strategy 3.5.2: Encourage cooperation between sporting groups and assist them in building capacity

Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
Action 3.5.2.1 Provide support to sport and recreation clubs at community level	Recreational Services & Programs	●	●	●	●	Strategic Community Plan					●	Ongoing.
<ul style="list-style-type: none"> Increase storage at Kununurra Leisure Centre 			●									

Strategy 3.5.3: Increase access to the lake, gulf and rivers, including boat ramps, according to demand usage and safety considerations

Actions & Tasks	Service	Timeframe				Informing Plans	15/16 Current Budget	15/16 Proposed Budget	15/16 MYBR Variation	15/16 Actuals to 31 January 2016	Target %	Comments
		15/16	16/17	17/18	18/19							
Action 3.5.3.1 Implement recommendations from the Lake Kununurra Foreshore and Aquatic Use plan	Strategic & Land Use Planning	●	●	●	●	Lake Kununurra Foreshore and Aquatic Use Plan					●	Have not had the staff resources to facilitate the meetings.
<ul style="list-style-type: none"> Prepare Local Planning Policy for development along the Crossing Falls, Packsaddle and Jabiru Road foreshore 		●									●	Draft has been developed.
<ul style="list-style-type: none"> Construct new ablutions at Swim beach 			●									
Action 3.5.3.2 Upgrade Lily Creek Lagoon jetty, boat ramp and car park	Asset Management	●				Asset Management Plan	1,315,918	1,315,918	-	86,851	●	Funded Department of Transport \$1,007,804 and CLGF \$335,934.
Action 3.5.3.3 Investigate funding opportunities to provide additional public access points to Lake Argyle	Strategic & Land Use Planning		●			Local Planning Strategy						

13.03.5. Adoption of 2016/17 Fees and Charges

DATE:	29 March 2016
AUTHOR:	Natalie Octoman, Director Corporate Services
RESPONSIBLE OFFICER:	Natalie Octoman, Director Corporate Services
FILE NO:	FM.05.12
DISCLOSURE OF INTERESTS:	Nil

VOTING REQUIREMENT

Absolute Majority

PURPOSE

For the Council to consider the adoption of the 2016/17 fees and charges to commence from 1 July 2016, or 1 January 2017 in relation to some of the aerodrome-related fees; to be incorporated into the 2016/17 Annual Budget.

OFFICER'S RECOMMENDATION 1

That Council, pursuant to section 6.16 of the *Local Government Act 1995*, adopts the fees and charges for 2016/17 outlined in Attachment 1 to be effective from either 1 July 2016 or 1 January 2017, whichever date is indicated in Attachment 1.

Cr N Perry moved an alternative motion:

That Council, pursuant to section 6.16 of the *Local Government Act 1995*, adopts the fees and charges for 2016/17 outlined in Attachment 1 to be effective from either 1 July 2016 or 1 January 2017, whichever date is indicated in Attachment 1 with an amendment to page 39 to read:

- a) Fixed wing aircraft – General Aviation (GA)
 - 1) All fixed wing aircraft – per tonne and part thereof (per landing): \$20 (including GST)
 - 2) All fixed wing aircraft – one landing fee is applicable per one hour session of training circuits or one hour maintenance check flights: \$20 (including GST)

COUNCIL DECISION

Minute No: 11298

Moved: Cr N Perry

Seconded: Cr K Wright

That Council, pursuant to section 6.16 of the *Local Government Act 1995*, adopts the fees and charges for 2016/17 outlined in Attachment 1 to be effective from either 1 July 2016 or 1 January 2017, whichever date is indicated in Attachment 1 with an amendment to page 39 to read:

a) Fixed wing aircraft – General Aviation (GA)

- 1) All fixed wing aircraft – per tonne and part thereof (per landing): \$20 (including GST)**
- 2) All fixed wing aircraft – one landing fee is applicable per one hour session of training circuits or one hour maintenance check flights: \$20 (including GST)**

Carried 6/1

For: Cr K Wright, Cr S Cooke, Cr N Perry, Cr D Spackman, Cr B Robinson, Cr A

Petherick

Against: Cr S Rushby

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION 2

That Council:

- 1. Pursuant to section 67 of the *Waste Avoidance and Resources Recovery Act 2007*, imposes the following charges for the 2016/17 financial year effective from 1 July 2016:**
 - a. An annual waste receptacle charge of \$302.80 for one (1) service per week of verge collection waste from a 240 Litre mobile garbage bin;**
 - b. An annual waste receptacle charge of \$531.80 for each additional service per week of verge collection waste from one (1) 240 Litre mobile garbage bin;**
 - c. An annual waste collection service charge of \$531.80 for each receptacle per annum from one (1) 240 Litre mobile garbage bin for exempt/non-rateable properties.**

COUNCIL DECISION

Minute No: 11299

Moved: Cr S Cooke
Seconded: Cr B Robinson

That Council:

2. Pursuant to section 67 of the *Waste Avoidance and Resources Recovery Act 2007*, imposes the following charges for the 2016/17 financial year effective from 1 July 2016:
 - a. An annual waste receptacle charge of \$302.80 for one (1) service per week of verge collection waste from a 240 Litre mobile garbage bin;
 - b. An annual waste receptacle charge of \$531.80 for each additional service per week of verge collection waste from one (1) 240 Litre mobile garbage bin;
 - c. An annual waste collection service charge of \$531.80 for each receptacle per annum from one (1) 240 Litre mobile garbage bin for exempt/non-rateable properties.

Carried 7/0

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION 3

That Council pursuant to section 53 of the *Cemeteries Act 1986* adopts the fees and charges for the Seven Mile Cemetery, Nine Mile Cemetery, Afghan Cemetery, Pioneer Cemetery, Gully Cemetery, Kununurra Cemetery, and other cemetery associated fees as specified in Attachment 1.

COUNCIL DECISION

Minute No: 11300

Moved: Cr B Robinson
Seconded: Cr S Cooke

That Council pursuant to section 53 of the *Cemeteries Act 1986* adopts the fees and charges for the Seven Mile Cemetery, Nine Mile Cemetery, Afghan Cemetery, Pioneer Cemetery, Gully Cemetery, Kununurra Cemetery, and other cemetery associated fees as specified in Attachment 1.

Carried 7/0

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION 4

That Council endorse the advertising and gazettal (where required) of the 2016/17 proposed fees and charges commencing from either 1 July 2016 or 1 January 2017, whichever date is indicated in Attachment 1, as per the legislative requirements.

COUNCIL DECISION

Minute No: 11301

Moved: Cr B Robinson

Seconded: Cr D Spackman

That Council endorse the advertising and gazettal (where required) of the 2016/17 proposed fees and charges commencing from either 1 July 2016 or 1 January 2017, whichever date is indicated in Attachment 1, as per the legislative requirements.

Carried 7/0

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION 5

That Council request the CEO to commence negotiations with the Shire's waste contractor, ToxFree, to expand the current waste receptacle pick-up areas to include Packsaddle Road, Weaber Plain Road, Valentines Falls, Crossing Falls, River Farm Road, Bull Run Road and Egret Close / Curlew Court, to commence from 1 July 2016.

COUNCIL DECISION

Minute No: 11302

Moved: Cr S Cooke

Seconded: Cr B Robinson

That Council request the CEO to commence negotiations with the Shire's waste contractor, ToxFree, to expand the current waste receptacle pick-up areas to include Packsaddle Road, Weaber Plain Road, Valentines Falls, Crossing Falls, River Farm Road, Bull Run Road and Egret Close / Curlew Court, to commence from 1 July 2016.

Carried 7/0

NATURE OF COUNCIL'S ROLE IN THE MATTER

Provider - provide physical infrastructure and essential services

Regulator - enforce state legislation and local laws

BACKGROUND/ PREVIOUS CONSIDERATIONS BY COUNCIL/ COMMITTEE

Each year the Shire reviews the fees and charges imposed by the Council to ensure that the Shire is obtaining adequate recovery for any goods or services that it provides or proposes to provide; while considering the pricing principles outlined in the Council's Policy *CP/FIN-3211 Fees and Charges Pricing*.

At the 28 April 2015 Ordinary Council Meeting, the Council resolved the following:

COUNCIL DECISION Minute No. 10890

That Council:

- 1. Adopts the revised CP-FIN 3211 Fees and Charges Pricing Policy noting the change in title from the former "Pricing Principles and Pricing Basis Policy for Fees and Charges; and***
- 2. Notes that the Policy will be utilised in part for the review of fees and charges associated with not only the 2015/16 budget process but also the revision of the Long Term Financial Plan.***

Carried Unanimously 8/0

Council's Policy, along with the basis for establishing the fees and charges, and the proposed fees and charges were discussed with elected members at two (2) budget briefing sessions held on 10th and 15th March 2016. Prior to the budget briefing on the 10th of March, several community members representing local airlines Aviair, Kimberley Air Tours, Shoal Air and Helispirit presented to the elected members in relation to the fees and charges imposed at the airport.

Due to the notification period of price increases for some of the Shire's customers, in some cases 90 days, the Officer is proposing that the Council consider adopting the fees and charges prior to the Annual Budget adoption, as has been the case in the last two (2) years. This will ensure that the new fees and charges will be effective as of the 1st July 2016 (or the 1st of January 2017 in the case of some of the aerodrome-related fees and charges) irrespective of when the Shire's Annual Budget is adopted; ensure that there is no loss of revenue for a period where the Budget may not be adopted; and also allow Officers to notify customers so that they have a sufficient notification period to ensure appropriate planning for their businesses.

This item has taken into account the proposals put forward during the presentation from the local airlines, and at both briefings with elected members, and now presents the proposed fees and charges for 2016/17 for consideration.

STATUTORY IMPLICATIONS

Local Government Act 1995

Part 6, Division 2 – Annual Budget

6.2. Local government to prepare annual budget

- (1) *During the period from 1 June in a financial year to 31 August in the next financial year, or such extended time as the Minister allows, each local government is to prepare and adopt*, in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the 30 June next following that 31 August.*

** Absolute majority required.*

- (4) *The annual budget is to incorporate —*
(c) the fees and charges proposed to be imposed by the local government...

Local Government Act 1995

Part 6, Division 5 – Financing local government activities

6.16 Imposition of fees and charges

- (1) *A local government may impose* and recover a fee or charge for any goods and service it provides or proposed to provide, other than a service for which a service charge is imposed.*

** Absolute majority required.*

- (2) *A fee or charge may be imposed for the following —*
(a) providing the use of, or allowing admission to, any property or facility wholly or partly owned, controlled, managed or maintained by the local government;
(b) supplying a service or carrying out work at the request of a person;
(c) subject to section 5.94, providing information from local government records;
(d) receiving an application for approval, granting an approval, making an inspection and issuing a licence, permit, authorisation or certificate;
(e) supplying goods;
(f) such other service as may be prescribed.

- (3) *Fees and charges are to be imposed when adopting the annual budget but may be —*
(a) imposed during a financial year; and*
(b) amended from time to time during a financial year.*

** Absolute majority required.*

6.17 Setting level of fees and charges

- (1) *In determining the amount of a fee or charge for a service or for goods a local government is required to take into consideration the following factors —*
(a) the cost to the local government of providing the service or goods; and
(b) the importance of the service or goods to the community; and
(c) the price at which the service or goods could be provided by an alternative provider.

- (2) *A higher fee or charge or additional fee or charge may be imposed for an expedited service or supply of goods if it is requested that the service or goods be provided urgently.*
- (3) *The basis for determining a fee or charge is not to be limited to the cost of providing the service or goods other than a service —*
 - (a) *under section 5.96; or*
 - (b) *under section 6.16(2)(d); or*
 - (c) *prescribed under section 6.16(2)(f), where the regulation prescribing the service also specifies that such a limit is to apply to the fee or charge for the service.*
- (4) *Regulations may —*
 - (a) *prohibit the imposition of a fee or charge in prescribed circumstances; or*
 - (b) *limit the amount of a fee or charge in prescribed circumstances.*

6.18. Effect of other written laws

- (1) *If the amount of a fee or charge for a service or for goods is determined under another written law a local government may not —*
 - (a) *determine an amount that is inconsistent with the amount determined under the other written law; or*
 - (b) *charge a fee or charge in addition to the amount determined by or under the other written law.*
- (2) *A local government is not to impose a fee or charge for a service or goods under this Act if the imposition of a fee or charge for the service or goods is prohibited under another written law.*

6.19. Local government to give notice of fees and charges

If a local government wishes to impose any fees or charges under this Subdivision after the annual budget has been adopted it must, before introducing the fees or charges, give local public notice of —

- (a) *its intention to do so; and*
- (b) *the date from which it is proposed the fees or charges will be imposed.*

Note that this section only relates to the Waste Management Charge Proposed

6.35. Minimum payment

- (1) *Subject to this section, a local government may impose on any rateable land in its district a minimum payment which is greater than the general rate which would otherwise be payable on that land.*
- (2) *A minimum payment is to be a general minimum but, subject to subsection (3), a lesser minimum may be imposed in respect of any portion of the district.*
- (3) *In applying subsection (2) the local government is to ensure the general minimum is imposed on not less than —*
 - (a) *50% of the total number of separately rated properties in the district; or*

- (b) 50% of the number of properties in each category referred to in subsection (6), on which a minimum payment is imposed.
- (4) A minimum payment is not to be imposed on more than the prescribed percentage of —
 - (a) the number of separately rated properties in the district; or
 - (b) the number of properties in each category referred to in subsection (6), unless the general minimum does not exceed the prescribed amount.
- (5) If a local government imposes a differential general rate on any land on the basis that the land is vacant land it may, with the approval of the Minister, impose a minimum payment in a manner that does not comply with subsections (2), (3) and (4) for that land.
- (6) For the purposes of this section a minimum payment is to be applied separately, in accordance with the principles set forth in subsections (2), (3) and (4) in respect of each of the following categories —
 - (a) to land rated on gross rental value; and
 - (b) to land rated on unimproved value; and
 - (c) to each differential rating category where a differential general rate is imposed.

[Section 6.35 amended by No. 49 of 2004 s. 61.]

Local Government (Financial Management) Regulations 1996
Part 2 – General financial management

5. CEO's duties as to financial management

- (1) Efficient systems and procedures are to be established by the CEO of a local government —
 - (g) to assist in the preparation of budgets, budget reviews, accounts and reports required by the Act or these regulations.
- (2) The CEO is to —
 - (b) assist the council to undertake reviews of fees and charges regularly (and not less than once in every financial year).

Note that this section only relates to the Waste Management Charge Proposed

Local Government (Financial Management) Regulations 1996
Part 5 – Rates and service charges

53. Amount prescribed for minimum payment (Act s. 6.35(4))

The amount prescribed for the purposes of section 6.35(4) is \$200.

Waste Avoidance and Resource Recovery Act 2007
Part 6, Division 3 – Local laws and local government rates, fees and charges

66. Local government may impose waste collection rate

- (1) A local government may impose on rateable land within its district, and cause to be collected, an annual rate for the purpose of providing for the proper performance of all or any of the waste services it provides.

- (2) *The annual rate must not exceed —*
 - (a) *12 cents in the dollar on the gross rental value; or*
 - (b) *where the system of valuation on the basis of the unimproved value is adopted, 3 cents in the dollar on the unimproved value of the land in fee simple.*
- (3) *The provisions of the Local Government Act 1995 relating to the making, payment and recovery of general rates apply with respect to rates referred to in subsection (1).*

67. Local government may impose receptacle charge

- (1) *A local government may, in lieu of, or in addition to a rate under section 66, provide for the proper disposal of waste, whether within its district or not, by making an annual charge per waste receptacle, payable in one sum or by equal monthly or other instalments in advance, in respect of premises provided with a waste service by the local government.*
- (2) *The charge is to be imposed on the owner (as defined in section 64(1)) or occupier, as the local government may decide, of any premises provided with a waste service by the local government.*
- (3) *The provisions of the Local Government Act 1995 relating to the recovery of general rates apply with respect to a charge referred to in subsection (1).*
- (4) *In the case of premises being erected and becoming occupied during the year for which payment is to be made, the charge for the service provided is to be the sum that proportionately represents the period between the occupation of the premises and the end of the year for which payment is made.*
- (5) *Notice of any charge made under this section may be included in any notice of rates imposed under section 66 or the Local Government Act 1995, but the omission to give notice of a charge does not affect the validity of the charge or the power of the local government to recover the charge.*
- (6) *A charge may be limited to premises in a particular portion of the area under the control of the local government.*
- (7) *Charges under this section may be imposed in respect of and are to be payable for all premises in respect of which a waste service is provided, whether such premises are rateable or not.*
- (8) *A local government may make different charges for waste services rendered in different portions of its district.*

68. Fees and charges fixed by local government

Nothing in this Part prevents or restricts a local government from imposing or recovering a fee or charge in respect of waste services under the Local Government Act 1995 section 6.16.

Cemeteries Act 1986
Part II – Cemeteries

6. Local governments to perform functions of a Board

Where an order is made or is deemed to have been made under section 5 vesting the care, control and management of a cemetery in a local government, the local government shall, subject to this Act and to any necessary modifications, perform and be subject to the duties imposed on Boards under this Act and may exercise the powers conferred on Boards under this Act; and references in this Act to a Board or Boards shall be construed accordingly in relation to such a local government as the case may require.

Part VIII – Local laws, by-laws and regulations

53. Fees and charges

- (1) A Board may by resolution set fees and charges for any of the following purposes —
- (a) issuing a funeral director's licence;
 - (b) issuing a single funeral permit;
 - (c) digging or opening a grave;
 - (d) a grant or renewal of a grant of a right of burial;
 - (e) permission to erect new or additional memorials and for supervising such work;
 - (f) cremation;
 - (g) conducting a funeral;
 - (h) inspection of registers and issue of extracts or certified copies therefrom;
 - (i) registration of the assignment or bequest of a right of burial;
 - (j) exhumation;
 - (k) maintenance of graves;
 - (l) extraordinary services provided for funerals;
 - (m) disposal of ashes;
 - (n) the provision of memorials; and
 - (o) any other purpose necessary for the effective administration of this Act.
- (2) A fee or charge set by a resolution under subsection (1) shall not come into effect until not less than 14 days' notice of the fee or charge has been given in the Gazette.
- (3) Fees and charges set under this section shall be payable to the Board and recoverable as a debt in a court of competent jurisdiction.
- (4) The Minister may, by order published in the Gazette, amend or revoke a fee or charge set by a Board under this section if the Minister considers the fee or charge to be unreasonable.

POLICY IMPLICATIONS

Council's Policy CP/FIN-3211 Fees and Charges Pricing is relevant.

FINANCIAL IMPLICATIONS

The setting of fees and charges for 2016/17 will have no impact on the current year position, however it has significant financial implications for 2016/17 and in some cases for 2017/18 also, particularly in relation to some of the airport-related fees. The outcomes essentially

determine the increases in pricing for significant sources of Shire revenue for the coming financial year.

As an example, the 2015/16 Adopted Budget incorporated an estimated \$7.692 million for fees and charges with \$3.693 million associated with waste management and \$2.286 million associated with the airport. It should be noted that the Mid-Year Budget Review outcomes forecast \$3.720 million from waste management and \$2.077 million relating to the airport, with the remaining \$1.627 million from other fees and charges imposed.

Table A below outlines the impact of the proposed capping and reduction in airport landing fees (GST Exclusive for the total fees charged) when the current year fees (which only commenced on 1 January 2016) are compared to those proposed for 2016/17 (commencing from 1 January 2017):

Table A

	2015/16 Fee \$29/tonne	2016/17 Fee Proposed	Proposed Fees for 2016/17	Variation
Regular Passenger Transport (RPT)	\$1,144,983	\$29/t	\$1,144,983	Nil
General Aviation (GA)	\$401,937	\$25/t	\$346,498	(\$55,439)
Rotary	\$56,941	\$15/t	\$29,452	(\$27,489)
TOTAL	\$1,603,861		\$1,520,933	(\$82,928)

Table B below provides data if consideration was made to the indexation factor of 2.55% that has been applied in most cases across the Council's fees and charges, and therefore shows the effective reduction that has been applied to the landing fees presented (GST Exclusive for the total fees charged).

Table B

	2016/17 2.55% Fee	2016/17 2.55% Fee	2016/17 Fee Proposed	Proposed Fees for 2016/17	Variation
Regular Passenger Transport (RPT)	\$29.80/t	\$1,176,568	\$29/t	\$1,144,983	(\$31,585)
General Aviation (GA)	\$29.80/t	\$413,025	\$25/t	\$346,498	(\$66,527)
Rotary	\$29.80/t	\$58,512	\$15/t	\$29,452	(\$29,060)
TOTAL		\$1,648,105		\$1,520,933	(\$127,172)

The proposed capping and reduction in airport landing fees will therefore effectively reduce the potential income for 2016/17 by \$127,172 (GST Exclusive) commencing from 1 January 2017, and by \$82,928 from the current levels.

Cumulatively, as a reduced base, this will be a significant reduction that will have an impact and may result in a longer lead-time to undertake any significant infrastructure projects such as the airport extension which will require Reserve funds as part of the overall funding mix.

However, there is a competitive neutrality review intended to be undertaken in relation to the airport and the landfill whereby the review for the airport will incorporate the development of a revised fee model moving forward. It would be proposed that the revised fee model would therefore establish the structure and quantum of fees commencing 1 January 2018, taking into account the investment required into the airport to maintain the current infrastructure assets held. This review will also consider the potential return on investment that the Council may consider recouping for ratepayers in the future.

While the budget implications for 2016/17 will be reflected in the 2016/17 Annual Budget, as required by legislation, when it is presented to the Council for consideration, it is anticipated that there will be a \$0.030 to \$0.040 million impact on the overall net surplus given the airport and waste areas of the organisation will only impact on the individual Reserves and not the "bottom-line" of the Shire. It should be noted that this does not incorporate the additional revenue or expenditure that will be incurred for expanding the waste receptacle collection service, which will again, result in an increase in the transfer to the Waste Management Reserve and not impact on the overall net surplus of the Shire.

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 1.4.3 : Maintain Council's long term financial viability

Strategy 2.2.8 : Support and advocate for further development of the East Kimberley regional airport to attract more aircraft and greater competition

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

Strategy 2.3.2 : Plan, design and budget for sustainable infrastructure

RISK IMPLICATIONS

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

Control: Review policies and procedures.

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

Control: Current budget and service levels.

COMMUNITY ENGAGEMENT

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

- Shire officers
- Elected Members during two budget briefings on the 10th and 15th March 2016.

Section 6.19 of the *Local Government Act 1995* requires the Shire to give local public notice of the intention to impose fees and charges and the date from which the fees or charges will be imposed.

Along with local public notice, the Shire will also distribute general notices to many of the current debtors to ensure that they take any change into account in their future planning.

Correspondence will also be sent to the 287 or so properties that will be provided with a waste receptacle collection service from 1 July 2016 that advises of this, and the associated impacts of the provision of the service.

COMMENTS

The Shire currently has approximately 684 fees (including statutory fees) generating \$7.139 million in 2014/15, compared to rating income of \$9.255 million for the same period. It is clear that revenue from fees and charges is significant and therefore needs to be reviewed on a regular basis.

At the Ordinary Council Meeting on 28 April 2015 the Council Policy *CP/FIN-3211 Fees and Charges Pricing* was reviewed, with a review not formally required until 2019. Irrespective, the Policy was discussed with elected members who did not suggest any amendments in the preparation of this budget.

The intent of the Policy acknowledges that there are competing priorities between community service obligations, maintaining infrastructure and ensuring that the community is not unduly burdened. However, financial resources, largely comprised of rate revenue and fees and charges, are limited. Therefore, the Policy seeks to ensure that the Shire's fees and charges are determined utilising key principles that ensure fair and reasonable charging to the community for the goods and services that the Shire provides, therefore seeking the appropriate balance between these priorities.

Officers reviewed the fees and charges for 2016/17 utilising this Policy and where possible, the overarching principles and basis as outlined below:

Benefits	Pricing Basis
1. Public Benefit – service provides a broad community benefit and therefore full cost recovery should not apply. Partial cost recovery could apply in some circumstances.	Zero To Partial Cost Recovery
2. Private Benefit – service benefits particular users making a contribution to their individual income, welfare or profits generally without any broader benefits to the community.*	Full Cost Recovery
3. Shared Benefit – service provides both community benefits and a private benefit.	Partial Cost Recovery
4. Regulatory – fee or charge fixed by legislation	100% of Regulatory Fee or Charge

* Note that for the Private Benefit Category, 3 additional Pricing Basis classifications may be considered by Council being:

1. Full Cost Recovery + Possible Mark Up
2. Full Cost Recovery + Possible Future Consideration
3. Full Cost Recovery + Possible Mark Up and/or Possible Future Consideration

During the 10th March budget briefing, discussions were had in relation to the basis behind the Policy and also what potential increase, if any, would be utilised for establishing the 2016/17 annual budget.

The discussions for fees and charges were centred on how to account, as a local government, for doing business in the Kimberley. The Local Government Cost Index (LGCI) is not regionalised and does not reflect the true cost of doing business in the Kimberley. The Regional Price Index while regionalised, uses a basket of goods based on the same commodity categories used by the Australian Bureau of Statistics (ABS) when calculating the Consumer Price Index (CPI), however the basket of goods is not reflective of the business activities of a local government.

The Local Government Cost Index is still considered the most appropriate methodology to utilise as a base in preference over the Regional Price Index as it takes expenditure items like road construction, machinery and equipment, and street lighting into account, whereas the Regional Price Index does not. The only shortfall is the lack of regionalisation factors such as freight, travel and accommodation, mobilisation and demobilisation costs etc.

While the Local Government Cost Index estimated for 2016/17 is only 1.5%, it is more costly for the Shire to undertake business in the Kimberley, and what has been referred to as a “Kimberley loading” would then be applied, in order to take this into account. Discussions with elected members were based around how this was justified, and at the 15 March briefing, some examples were provided where “like-for-like” products or services were compared, showing what it costs the Shire to purchase the products or services in

comparison to if the Shire were located in the metropolitan area. The examples demonstrated that for some products and services, the Shire has paid anywhere from 56.8% to 255% more, due to being in the Kimberley.

Based on the discussions with elected members, a 70% Kimberley loading factor was generally considered an appropriate level.

This would result in the fees and charges generally increasing by 2.55% being the LGCI of 1.5% plus 1.05% (70% of 1.5%). This is significantly lower than the 2015/16 increase of 4.93% and also lower than the 2014/15 increase of 6%, along with the 3% increase that was applied to aerodrome-related fees for that same year. The 2.55% increase is extremely low given the Shire is aware of factors that will increase well beyond this percentage, such as utilities and insurance; and the costs to mobilise and demobilise equipment and accommodate costs relating to travel far exceed this percentage increase. However, bearing this in mind, it is recommended that the 2.55% be applied as we move forward in the 2016/17 budget process for consistency, and to recognise the economic climate that we're in.

There were significant discussions relating to the waste and airport fees in particular, as a result of the presentations that were made in both of these areas.

In relation to waste, the discussions were not only on what the appropriate fees were and what they covered, but also as to whether a waste receptacle charge should be provided to additional rural areas such as Packsaddle Road, River Farm Road, Crossing Falls for example, and what the costs and benefits of doing this would be. It was clear that many elected members wished to expand the service, particularly as the charge applied would be the same as for those within the townsite who currently receive a service. It should therefore be noted that if consideration of this report is favourable with regard to waste receptacle services for such residents, then contract negotiations will be entered into immediately so that the change in service provision can occur from 1 July 2017 resulting in a full-year charge, rather than having to apply it pro-rata across the 280-odd properties.

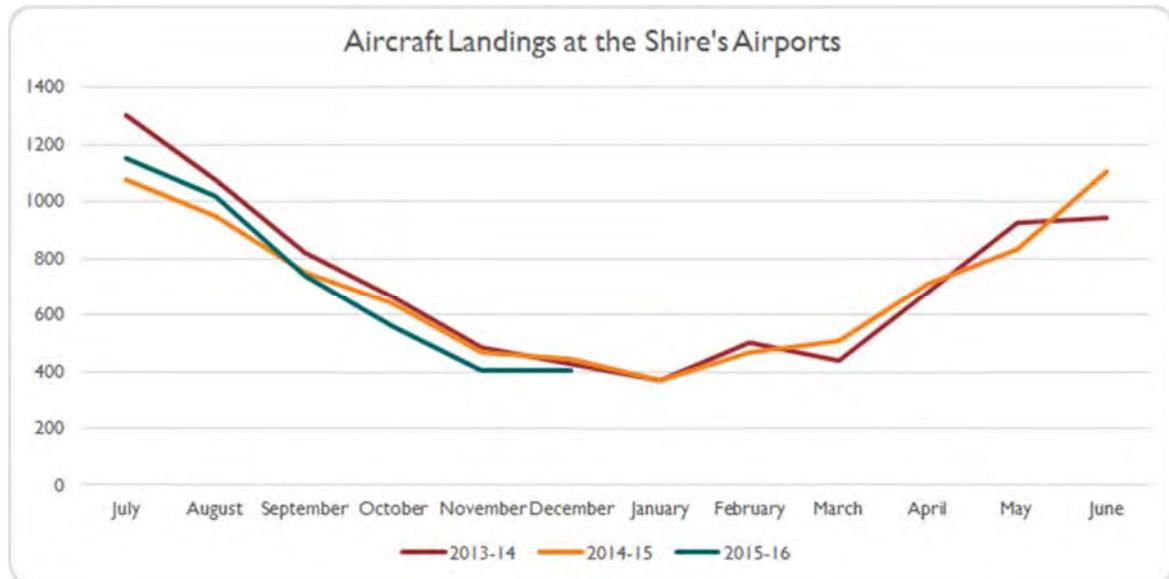
For reference, the estimated number of properties that will be provided a waste receptacle service from 1 July 2016 (subject to negotiations with the service provider) include:

Number of Properties	Area
56	Packsaddle
94	Weaber Plain
44	Valentines Falls excluding vacant VFE lots
28	River Farm Road
7	Bull Run Road
21	Egret Close / Curlew Court

37	Crossing Falls
287	TOTAL

In relation to the airport, there were discussions regarding the fees and charges that alternative airports has imposed compared to the Shire, and Shire officers provided a comparison to elected members for those airports that were considered comparable in the first instance. It is well-known that the economy is in decline. As mentioned in the last two years budget adoption agenda items, the period of significant development during the 2009-10 years was over. While there may be an increase in the future, particularly given Kununurra is in the second round as a Regional Growth Centre, this is irrelevant at this point in time given the number of tourists through the town has generally reduced and the number of aircraft landings has followed accordingly.

Diagram A below highlights the number of aircraft landings for 2013/14 and 2014/15 along with those up to the end of December 2015. In 2013/14 the total landings for the year were 8,630 compared to 8,324 in 2014/15. Up to the end of December 2015, the number of landings was only 63 down from those at the same time in 2014, however it is an obvious conclusion to draw that if tourism numbers continue to reduce, landings will too, albeit it may be at a different rate.



It is therefore proposed, that to recognise the current downturn in the economy; to assist in encouraging additional landings and therefore expenditure across the town; along with recognising that the Council would be strongly encouraging aircraft operators to pass on these reduced fees in order to encourage an increase in bookings, that at least for 2017, the Council will assist through either capping or reducing the current fee structure accordingly.

It is proposed that all fees and charges take effect from 1 July 2016 with the exception of some of the fees relating to the aerodromes which will take effect from 1 January 2017 in

order to minimise the impact on the tourist season whereby brochures, ticket sales and bookings have already been prepared and made in some cases.

Subject to consideration by the Council, the Shire will, as a matter of courtesy and good governance, provide notice of any price changes so that those impacted have sufficient time to incorporate the fees into their pricing structures.

Correspondence will also be sent to the 287 or so occupied properties that will be provided with a waste receptacle collection service from 1 July 2016 that advises of this and the associated impacts of the provision of the service.

It should be noted that the proposed fees and charges incorporate two (2) new fees that were not discussed at the budget briefing:

1. Disposal of a fridge or freezer at the landfill of \$22.00 which will essentially cover for the de-gassing and disposal of the items; and
2. Non Resident Operator Aircraft Parking Fees (per night, landing fees not included) at the Wyndham Hangar of \$40.00.

The first is a result of the de-gassing required prior to disposal that is generally not undertaken by those disposing of the items. The second fee came about through demonstrated community interest in utilising the Wyndham Hangar overnight. The Officer is recommending that a lease or licence fee would be inappropriate given the infrequent nature of the usage, and that a nightly charge would be more suitable.

Council should note that as per the local government regulations, the fees and charges will be presented to Council within the Annual Budget.

In summary, Council is requested to consider the adoption of the 2016/17 Fees and Charges as per Attachment 1.

ATTACHMENTS

Attachment 1 - Proposed Fees and Charges for 2016/17.

Fees and Charges are set by the Council as part of the budget setting process and may be amended from time to time.

These Fees and Charges can only be modified by a resolution of Council.

All requests for concessions on Fees and Charges must be made in advance, in writing. Requests should be addressed to the Chief Executive Officer.

Collection of Fees and Charges will be in accordance with Council Policy. The prescribed rate of 9.0% per annum applies to overdue payment of these charges that are permitted to be invoiced as per Council Policy.

Statutory charges are charges that are set by another legislative body. These have been published in this document for indicative reference only, and may change at any time without this document being amended.

SHIRE OF WYNDHAM EAST KIMBERLEY

2016-17

Proposed Fees and Charges

GL	Charge Type Code (If Sundry Debtor invoicing permitted to approved account holders under policy CP FIN-3207)	COUNCIL CHARGE GST INCLUSIVE (WHERE INDICATED ✓)		COUNCIL CHARGE GST INCLUSIVE (WHERE INDICATED ✓)		STATUTORY CHARGE	PRICING BASIS REFERENCE (TARGET)	LEGISLATIVE REFERENCE
		GST	Effective 1 July 2016	Effective 1 January 2017	Per regulation as at 1 July 2016			
SCHEDULE 3 - GENERAL PURPOSE FUNDING								
Rates								
Administrative Charges								
	Change of Ownership Advices (via settlement agents) - Rating information - per lot	x	84.00				Full Cost Recovery	Local Government Act 1995 , Part 6, Division 5, Sections 6.15, 6.16, 6.17, 6.18
	Copy of Rate Notice - per copy (Hard / Electronic copy)	x	23.70				Full Cost Recovery	
1030118	Rates Instalment Plans - Interest (Calculated Daily)	x				5.5% per annum	100% Regulatory Fee	Local Government (Financial Management) Regulations 1996 , Part 5 section 68. GST Exempt: (A New Tax System (Goods and Services Tax) (Exempt Taxes, Fees and Charges) Determination 2011 (No. 1))
	Rates Instalment Plans (Per Instalment Notice)	x	11.60				Full Cost Recovery	Local Government (Financial Management) Regulations 1996 , Part 5 section 67. GST Exempt: (A New Tax System (Goods and Services Tax) (Exempt Taxes, Fees and Charges) Determination 2011 (No. 1))
1030113	Rates Penalty Interest (Calculated Daily)	x				9% per annum	100% Regulatory Fee	Local Government (Financial Management) Regulations 1996 , Part 5 section 70. GST Exempt: (A New Tax System (Goods and Services Tax) (Exempt Taxes, Fees and Charges) Determination 2011 (No. 1))
1030115	Rates Special Payment Arrangement Administrative Charge - Initial Establishment (By Prior Approval Only)	✓	59.10				Full Cost Recovery	Local Government (Financial Management) Regulations 1996 , Part 5 section 67.
	Rates Special Payment Arrangement Administrative Charge - for each instalment of the payment arrangement	✓	9.70				Full Cost Recovery	
Rate Book								
<i>Rate book will only be provided on completion of a statutory declaration that the information will not be used for commercial purposes by the purchaser or another person.</i>								
1030118	Annual Rate Book (per Hard Copy) - at billing	x	397.00				Full Cost Recovery	Local Government Act 1995 , Part 6, Division 5, Sections 6.15, 6.16, 6.17, 6.18 GST Exempt: (A New Tax System (Goods and Services Tax) (Exempt Taxes, Fees and Charges) Determination 2011 (No. 1))
	Annual Rate Book (per Electronic Copy) - at billing	x	16.70				Full Cost Recovery	
	Rate Book Subscription Per Annum (Electronic Copy - amendments sent each update during year)	x	134.70				Full Cost Recovery	

SHIRE OF WYNDHAM EAST KIMBERLEY

2016-17

Proposed Fees and Charges

GL	Charge Type Code (If Sundry Debtor invoicing permitted to approved account holders under policy CP FIN-3207)	COUNCIL CHARGE GST INCLUSIVE (WHERE INDICATED ✓)		COUNCIL CHARGE GST INCLUSIVE (WHERE INDICATED ✓)		STATUTORY CHARGE Per regulation as at 1 July 2016	PRICING BASIS REFERENCE (TARGET)	LEGISLATIVE REFERENCE
			GST	Effective 1 July 2016	Effective 1 January 2017			
SCHEDULE 4 - GOVERNANCE								
Other Governance								
	Administrative Charges							
	Debtor Special Payment Arrangement Administrative Charge (By Prior Approval Only)	✓	59.10				Full Cost Recovery	
1040211 (Debtors)	Debtor Special Payment Arrangement Administrative Charge - for each instalment of the payment arrangement	✓	9.70				Full Cost Recovery	Local Government Act 1995 , Part 6, Division 5, Sections 6.15, 6.16, 6.17, 6.18
	Dishonoured Cheque	✓	32.90				Full Cost Recovery	
Trust Receipt to T9996 (9101115) plus 1040213	Special Series Number Plates	x	328.30				Full Cost Recovery	Local Government Act 1995 , Part 6, Division 5, Sections 6.15, 6.16, 6.17, 6.18 GST Exempt: (A New Tax System (Goods and Services Tax) (Exempt Taxes, Fees and Charges) Determination 2011 (No. 1))
	Retrieval and research fee for information / documentation (per hour - one hour minimum). Note: freedom of information restrictions may apply (additional fees apply for copying).	✓	65.80				Full Cost Recovery	Local Government Act 1995 , Part 6, Division 5, Sections 6.15, 6.16, 6.17, 6.18
	Freedom of Information Charges							
	Application Fee under section 12(1)E of the Act (for an application for non-personal information)	x				30.00	100% Regulatory Fee	
	Charge for time taken by staff dealing with the application (per hour, or pro rata for a part of an hour)	x				30.00	100% Regulatory Fee	
	Charge for access time supervised by staff (per hour, or pro rata for a part of an hour), plus the actual additional cost to the Shire of any special arrangements (eg. Hire of facilities or equipment).	x				30.00	100% Regulatory Fee	
	Charges for photocopying -							
	(i) per hour, or pro rata for a part of an hour of staff time; and	x				30.00	100% Regulatory Fee	
	(ii) per copy	x				0.20	100% Regulatory Fee	
1040211	Charge for time taken by staff transcribing information from a tape or other device (per hour, or pro rata for a part of an hour)	x				30.00	100% Regulatory Fee	Freedom of Information Regulations 1993 , Schedule 1.
	Charge for duplicating a tape, file or computer information	x				Actual Cost	Full Cost Recovery	GST Exempt: (A New Tax System (Goods and Services Tax) (Exempt Taxes, Fees and Charges) Determination 2011 (No. 1))
	Charge for delivery, packaging and postage	x				Actual Cost	Full Cost Recovery	
	Advance deposit which may be required by the Shire under section 18(1) of the Act, expressed as a percentage of the estimated charges which will be payable in excess of the application fee	x				25%	100% Regulatory Fee	
	Further advance deposit which may be required by the Shire under section 18(4) of the Act, expressed as a percentage of the estimated charges which will be payable in excess of the application fee	x				75%	100% Regulatory Fee	
	<i>Please note: Members of the public may ask the Shire for an estimate of charges when lodging an application. If the charges are likely to exceed \$25, the Shire will provide an estimate of charges and enquire as to whether the application is to proceed. The Shire must be notified within 30 days of an intention to proceed with the application. An advance deposit may be requested.</i>							

SHIRE OF WYNDHAM EAST KIMBERLEY

2016-17

Proposed Fees and Charges

GL	Charge Type Code (If Sundry Debtor invoicing permitted to approved account holders under policy CP FIN-3207)	COUNCIL CHARGE GST INCLUSIVE (WHERE INDICATED ✓)		COUNCIL CHARGE GST INCLUSIVE (WHERE INDICATED ✓)		STATUTORY CHARGE Per regulation as at 1 July 2016	PRICING BASIS REFERENCE (TARGET)	LEGISLATIVE REFERENCE
			GST	Effective 1 July 2016	Effective 1 January 2017			
Other Governance (continued)								
	Photocopying / Printing							
	A4 Black & white (single sided) per copy - multiply by two for a double sided copy.	✓		0.90			Full Cost Recovery	
	A4 Colour (single sided) per copy - multiply by two for a double sided copy.	✓		3.50			Full Cost Recovery	
	A3 Black & White (single sided) per copy - multiply by two for a double sided copy	✓		1.50			Full Cost Recovery	
	A3 Colour (single sided) per copy - multiply by two for a double sided copy	✓		6.50			Full Cost Recovery	
	A2 Black & White (single sided) per copy	✓		3.50			Full Cost Recovery	
	A2 Colour (single sided) per copy (printing electronic version only)	✓		12.70			Full Cost Recovery	Local Government Act 1995, Part 6, Division 5, Sections 6.15, 6.16, 6.17, 6.18
	A1 Black & White (single sided) per copy	✓		6.40			Full Cost Recovery	
	A1 Colour (single sided) per copy (printing electronic version only)	✓		25.80			Full Cost Recovery	
	A0 Black & White (single sided) per copy	✓		14.40			Full Cost Recovery	
	A0 to A2 Printing (single sided) per copy	✓		30.80			Full Cost Recovery	
	A0 Colour (single sided) per copy (printing electronic version only)	✓		51.40			Full Cost Recovery	
1040211	Agenda's / Minutes							
	<i>Note: these are available free of charge on Councils website and provided to Media at no cost. Hard copies will not be provided in colour.</i>							
	0034 Agenda Only (per meeting)	x		25.70			Full Cost Recovery	
	0036 Minutes Only (per meeting)	x		25.70			Full Cost Recovery	Local Government Act 1995, Part 6, Division 5, Sections 6.15, 6.16, 6.17, 6.18
	0038 Minutes & Agenda (per meeting)	x		45.20			Full Cost Recovery	
	0035 Agenda Only (per annum)	x		222.60			Full Cost Recovery	GST Exempt: (A New Tax System (Goods and Services Tax) (Exempt Taxes, Fees and Charges) Determination 2011 (No. 1)).
	0037 Minutes Only (per annum)	x		222.60			Full Cost Recovery	
	0039 Minutes & Agendas (per annum)	x		431.80			Full Cost Recovery	
	Other Council Publications							
	Local Laws (per law) - note these can be downloaded at no cost from State Publisher website	✓		31.00			Full Cost Recovery	
	Tender documents (where document charge is required in tender information)	✓		77.20			Full Cost Recovery	
	Shire Facilities Hire							
	Kununurra Council Chambers							
	1) Community Organisation - per day.	✓		160.00			Partial Cost Recovery	
	2) Commercial / Government / Private - per day.	✓		320.00			Full Cost Recovery	
	1) Community Organisation - per hour. Note: minimum charge of \$45.	✓		20.00			Partial Cost Recovery	Local Government Act 1995, Part 6, Division 5, Sections 6.15, 6.16, 6.17, 6.18
	2) Commercial / Government / Private - per hour. Note: minimum charge of \$90.	✓		40.00			Full Cost Recovery	
1040111	Kununurra Shire Meeting Room							
	1) Community Organisation - per day.	✓		160.00			Partial Cost Recovery	
	2) Commercial / Government / Private - per day.	✓		320.00			Full Cost Recovery	
	1) Community Organisation - per hour. Note: minimum charge of \$45.	✓		20.00			Partial Cost Recovery	
	2) Commercial / Government / Private - per hour. Note: minimum charge of \$90.	✓		40.00			Full Cost Recovery	

SHIRE OF WYNDHAM EAST KIMBERLEY

2016-17

Proposed Fees and Charges

GL	Charge Type Code (If Sundry Debtor invoicing permitted to approved account holders under policy CP FIN-3207)	COUNCIL CHARGE GST INCLUSIVE (WHERE INDICATED ✓)		COUNCIL CHARGE GST INCLUSIVE (WHERE INDICATED ✓)		STATUTORY CHARGE Per regulation as at 1 July 2016	PRICING BASIS REFERENCE (TARGET)	LEGISLATIVE REFERENCE
			GST	Effective 1 July 2016	Effective 1 January 2017			
SCHEDULE 5 - LAW, ORDER AND PUBLIC SAFETY								
Animal Control								
		Sterilised Dog Registration						
		One Year						
		Normal Fee	x			20.00	100% Regulatory Fee	
		Pensioner Concession	x			10.00	100% Regulatory Fee	
		Dog Bona Fide Used In Droving or Tending Stock	x			5.00	100% Regulatory Fee	
		Three Years						
		Normal Fee	x			42.50	100% Regulatory Fee	
		Pensioner Concession	x			21.25	100% Regulatory Fee	
		Dog Bona Fide Used In Droving or Tending Stock	x			10.63	100% Regulatory Fee	
		Sterilised Dog Registration (continued)						
		Normal Fee	x			100.00	100% Regulatory Fee	
		Pensioner Concession	x			50.00	100% Regulatory Fee	
		Dog Bona Fide Used In Droving or Tending Stock	x			25.00	100% Regulatory Fee	
		Unsterilised Dog Registration						
		One Year						
1050311		Normal Fee	x			50.00	100% Regulatory Fee	
		Pensioner Concession	x			25.00	100% Regulatory Fee	
		Dog Bona Fide Used In Droving or Tending Stock	x			12.50	100% Regulatory Fee	
		Three Years						
		Normal Fee	x			120.00	100% Regulatory Fee	
		Pensioner Concession	x			60.00	100% Regulatory Fee	
		Dog Bona Fide Used In Droving or Tending Stock	x			30.00	100% Regulatory Fee	
		Lifetime						
		Normal Fee	x			250.00	100% Regulatory Fee	
		Pensioner Concession	x			125.00	100% Regulatory Fee	
		Dog Bona Fide Used In Droving or Tending Stock	x			62.50	100% Regulatory Fee	
		Boarding Kennels						
		Boarding Kennel Registration and Annual Renewal Fee - licensed under section 27 <i>Note - Annual Inspection Fee is to be undertaken prior to the renewal of the licence)</i>	x			200.00	100% Regulatory Fee	

*Dog Regulations 2013 , Section 17
GST Exempt: (A New Tax System (Goods and Services Tax) (Exempt Taxes, Fees and Charges) Determination 2011 (No. 1))*

SHIRE OF WYNDHAM EAST KIMBERLEY

2016-17

Proposed Fees and Charges

GL	Charge Type Code (If Sundry Debtor invoicing permitted to approved account holders under policy CP FIN-3207)	COUNCIL CHARGE GST INCLUSIVE (WHERE INDICATED ✓)		COUNCIL CHARGE GST INCLUSIVE (WHERE INDICATED ✓)		STATUTORY CHARGE Per regulation as at 1 July 2016	PRICING BASIS REFERENCE (TARGET)	LEGISLATIVE REFERENCE
		GST	Effective 1 July 2016	Effective 1 January 2017				
Animal Control (continued)								
	Dog Infringements							
	Unregistered Dog (for dogs other than dangerous dogs)	x				200.00	100% Regulatory Fee	
	Unregistered Dog (dangerous dogs)	x				400.00	100% Regulatory Fee	
	Failure to notify local government of new owner	x				200.00	100% Regulatory Fee	
	Registration tag, certificate offences (for dogs other than dangerous dogs)	x				200.00	100% Regulatory Fee	
	Registration tag, certificate offences (dangerous dogs)	x				400.00	100% Regulatory Fee	
	Unlawful application of sterilisation tattoo	x				200.00	100% Regulatory Fee	
	Failure to ensure dog microchipped	x				200.00	100% Regulatory Fee	
	Failure to ensure dangerous dog microchipped	x				400.00	100% Regulatory Fee	
	Failure to notify local government of microchip details	x				200.00	100% Regulatory Fee	
	Removing, or interfering with a dog's microchip	x				200.00	100% Regulatory Fee	
	Transfer of ownership of unmicrochipped dog	x				200.00	100% Regulatory Fee	
	Failure to notify microchip database company of new owner	x				200.00	100% Regulatory Fee	
	Failure to notify local government, microchip database company of information changes	x				200.00	100% Regulatory Fee	
	Keeping more than the prescribed number of dogs (for dogs other than dangerous dogs)	x				200.00	100% Regulatory Fee	
	Keeping more than the prescribed number of dogs (dangerous dogs)	x				400.00	100% Regulatory Fee	
	Breach of kennel establishment licence	x				200.00	100% Regulatory Fee	
	Dog not wearing collar with attached registration tag	x				200.00	100% Regulatory Fee	
1050313	Dog not held or tethered in certain public places	x				200.00	100% Regulatory Fee	
	Dog in exercise areas, rural areas offences	x				200.00	100% Regulatory Fee	
	Greyhound not muzzled	x				200.00	100% Regulatory Fee	
	Dog in place without consent (for dogs other than dangerous dogs)	x				200.00	100% Regulatory Fee	
	Dog in place without consent (dangerous dogs)	x				400.00	100% Regulatory Fee	
	Dog attack or chase causing physical injury	x				400.00	100% Regulatory Fee	
	Dog attack or chase causing no physical injury (for dogs other than dangerous dogs)	x				200.00	100% Regulatory Fee	
	Dog attack or chase causing no physical injury (dangerous dogs)	x				400.00	100% Regulatory Fee	
	Dangerous dog not wearing prescribed collar with prescribed information	x				400.00	100% Regulatory Fee	
	Not complying with dangerous dog enclosure requirements	x				400.00	100% Regulatory Fee	
	Not complying with commercial security dog requirements	x				400.00	100% Regulatory Fee	
	Warning signs about dangerous dogs not displayed	x				400.00	100% Regulatory Fee	
	Dangerous dog not muzzled	x				400.00	100% Regulatory Fee	
	Dangerous dog not held or tethered	x				400.00	100% Regulatory Fee	
	Dangerous dog not controlled by capable person	x				400.00	100% Regulatory Fee	
	Dangerous dog in prohibited place	x				400.00	100% Regulatory Fee	
	Dangerous dog (restricted breed) not sterilised	x				400.00	100% Regulatory Fee	
	Dangerous dog (restricted breed) or pup advertised	x				400.00	100% Regulatory Fee	

*Dog Regulations 2013, Section 33
GST Exempt: (A New Tax System (Goods and Services Tax) (Exempt Taxes, Fees and Charges) Determination 2011 (No. 1))*

SHIRE OF WYNDHAM EAST KIMBERLEY

2016-17

Proposed Fees and Charges

GL	Charge Type Code (If Sundry Debtor invoicing permitted to approved account holders under policy CP FIN-3207)	COUNCIL CHARGE GST INCLUSIVE (WHERE INDICATED ✓)		COUNCIL CHARGE GST INCLUSIVE (WHERE INDICATED ✓)		STATUTORY CHARGE Per regulation as at 1 July 2016	PRICING BASIS REFERENCE (TARGET)	LEGISLATIVE REFERENCE	
			GST	Effective 1 July 2016	Effective 1 January 2017				
Animal Control (continued)									
Dog Infringements (continued)									
			x			400.00	100% Regulatory Fee		
	Dangerous dog (restricted breed) or pup sold								
	Dangerous dog (restricted breed) or pup transferred		x			400.00	100% Regulatory Fee		
	Buying or accepting ownership of dangerous dog (restricted breed) or pup		x			400.00	100% Regulatory Fee		
	Breeding, or breeding from, dangerous dog (restricted breed)		x			400.00	100% Regulatory Fee		
	Dangerous dog (declared) sold or transferred to under 18 year old		x			400.00	100% Regulatory Fee		
	Failure to notify person of responsibilities under Part VI Div. 2		x			400.00	100% Regulatory Fee		
	Failure to notify local government of a dangerous dog event		x			400.00	100% Regulatory Fee		
1050313	Failure to notify new local government that dangerous dog kept in its district		x			400.00	100% Regulatory Fee	Dog Regulations 2013, Section 33 GST Exempt: (A New Tax System (Goods and Services Tax) (Exempt Taxes, Fees and Charges) Determination 2011 (No. 1))	
	Failure to provide a notice to new owner about a dangerous dog (declared)		x			400.00	100% Regulatory Fee		
	Failure to provide written notice to new owner about a dangerous dog (restricted breed) or dangerous dog (commercial security dog)		x			400.00	100% Regulatory Fee		
	Failure to notify local government of dangerous dog's new district or death		x			400.00	100% Regulatory Fee		
	Failure to comply with a nuisance dog order (for dogs other than dangerous dogs)		x			200.00	100% Regulatory Fee		
	Failure to comply with a nuisance dog order (dangerous dogs)		x			400.00	100% Regulatory Fee		
	Failure to produce document when so required (for dogs other than dangerous dogs)		x			200.00	100% Regulatory Fee		
	Failure to produce document when so required (dangerous dogs)		x			400.00	100% Regulatory Fee		
	Failure to give name, date of birth or address on demand (for dogs other than dangerous dogs)		x			200.00	100% Regulatory Fee		
	Failure to give name, date of birth or address on demand (dangerous dogs)		x			400.00	100% Regulatory Fee		
Sterilised Cat Registration									
One Year									
	Normal Fee		x			20.00	100% Regulatory Fee		
	Pensioner Concession		x			10.00	100% Regulatory Fee		
	Fee for registration if application made after 31 May, until next 31 October		x			10.00	100% Regulatory Fee		
Three Years									
1050321	Normal Fee		x			42.50	100% Regulatory Fee	Cat Regulations 2012, Schedule 3 GST Exempt: (A New Tax System (Goods and Services Tax) (Exempt Taxes, Fees and Charges) Determination 2011 (No. 1))	
	Pensioner Concession		x			21.25	100% Regulatory Fee		
Lifetime									
	Normal Fee		x			100.00	100% Regulatory Fee		
	Pensioner Concession		x			50.00	100% Regulatory Fee		

SHIRE OF WYNDHAM EAST KIMBERLEY

2016-17

Proposed Fees and Charges

GL	Charge Type Code (If Sundry Debtor invoicing permitted to approved account holders under policy CP FIN-3207)	COUNCIL CHARGE GST INCLUSIVE (WHERE INDICATED ✓)		COUNCIL CHARGE GST INCLUSIVE (WHERE INDICATED ✓)		STATUTORY CHARGE Per regulation as at 1 July 2016	PRICING BASIS REFERENCE (TARGET)	LEGISLATIVE REFERENCE	
			GST	Effective 1 July 2016	Effective 1 January 2017				
Animal Control (continued)									
Cat Infringements									
	Unregistered Cat	x				200.00	100% Regulatory Fee		
	Failure to ensure cat is wearing its registration tag in public	x				200.00	100% Regulatory Fee		
	Removing, or interfering with a cat's registration tag	x				200.00	100% Regulatory Fee		
	Failure to ensure cat is micro chipped	x				200.00	100% Regulatory Fee		
	Removing, or interfering with a cat's microchip	x				200.00	100% Regulatory Fee		
	Failure to ensure cat is sterilised	x				200.00	100% Regulatory Fee		
1050323	Identifying a cat as sterilised that is not	x				200.00	100% Regulatory Fee	Cat Regulations 2012 - Schedule 2 GST Exempt: (A New Tax System (Goods and Services Tax) (Exempt Taxes, Fees and Charges) Determination 2011 (No. 1))	
	Transfer of a cat that is not micro chipped (and is not exempt)	x				200.00	100% Regulatory Fee		
	Transfer of a cat that is not sterilised (and is not exempt)	x				200.00	100% Regulatory Fee		
	Failure to notify local government or microchip database company of a new owner	x				200.00	100% Regulatory Fee		
	Failure to notify local government or microchip database company of a change of details	x				200.00	100% Regulatory Fee		
	Breeding cats, not being an approved cat breeder	x				200.00	100% Regulatory Fee		
	Cats not to be offered as prizes	x				200.00	100% Regulatory Fee		
	Refusal by alleged offender to give information on request	x				200.00	100% Regulatory Fee		
Other Animal Control									
1050314	Replacement Dog Tags	✓		6.50			Partial Cost Recovery		
1050313	Dog Seizure Fees. Note: this fee is payable in addition to Infringement Fees as per Dog Act 1976 and Dog Regulations 1976.	x		94.80			Full Cost Recovery		
1050312	Dog pound charge - each day thereafter	x		24.90			Partial Cost Recovery	Local Government Act 1995, Part 6, Division 5, Sections 6.15, 6.16, 6.17, 6.18 GST Exempt Where Indicated: (A New Tax System (Goods and Services Tax) (Exempt Taxes, Fees and Charges) Determination 2011 (No. 1))	
1050314	Destruction of dog. Note: impounded animals are destroyed after 72 hours of detention.	✓		84.00			Full Cost Recovery		
1050314	Inspection of property for application of excess dog permit	✓		100.00			Full Cost Recovery		
1050324	Replacement cat tags	✓		6.50			Partial Cost Recovery		
1050323	Cat Seizure Fees (fee payable in addition to infringement fees)	x		126.00			Full Cost Recovery		
1050322	Cat Pound Charge	x		34.50			Partial Cost Recovery		
1050324	Destruction of Cat (impounded cat is destroyed after 72 hours of detention)	✓		108.80			Full Cost Recovery		
1050321	Cat Breeders Annual Registration Fee	x				100.00	Full Cost Recovery	Cat Act 2011 GST Exempt: (A New Tax System (Goods and Services Tax) (Exempt Taxes, Fees and Charges) Determination 2011 (No. 1))	
Other Law, Order and Public Safety									
Abandoned Vehicles									
	Abandoned Vehicle Infringement	x				100.00	100% Regulatory Fee	Activities in Thoroughfares and Public Places and Trading Local Law 2003	
1050412	Towing Abandoned Vehicle - In addition to Infringement	✓		Actual Cost			Full Cost Recovery	Local Government Act 1995, Part 6, Division 5, Sections 6.15, 6.16, 6.17, 6.18 GST Exempt Where Indicated: (A New Tax System (Goods and Services Tax) (Exempt Taxes, Fees and Charges) Determination 2011 (No. 1))	
	Poundage Charges, each day	x		18.40			Full Cost Recovery		

SHIRE OF WYNDHAM EAST KIMBERLEY

2016-17

Proposed Fees and Charges

GL	Charge Type Code (If Sundry Debtor invoicing permitted to approved account holders under policy CP FIN-3207)	COUNCIL CHARGE GST INCLUSIVE (WHERE INDICATED ✓)		COUNCIL CHARGE GST INCLUSIVE (WHERE INDICATED ✓)		STATUTORY CHARGE Per regulation as at 1 July 2016	PRICING BASIS REFERENCE (TARGET)	LEGISLATIVE REFERENCE
			GST	Effective 1 July 2016	Effective 1 January 2017			
Other Law, Order and Public Safety (continued)								
	Impounding Non-Perishable Goods							
1050412	Non-Perishable Goods Seizure Fee	✓		94.80			Partial Cost Recovery	Local Government Act 1975, Part 6, Division 3, Sections 6.15, 6.16, 6.17, 6.18
	Poundage Charges, each day	✓		18.40			Partial Cost Recovery	GST Exempt Where Indicated: (A New Tax System (Goods and Services Tax) (Exempt
	Impounding Shopping Trolleys							
1050412	Shopping Trolley Seizure Fee	✓		94.80			Partial Cost Recovery	Local Government Act 1975, Part 6, Division 3, Sections 6.15, 6.16, 6.17, 6.18
	Poundage Charges, each day	✓		18.40			Partial Cost Recovery	GST Exempt Where Indicated: (A New Tax System (Goods and Services Tax) (Exempt
	Bushfire Infringements							
	Setting Fire to Bush During Prohibited Burning Times	x				250.00	100% Regulatory Fee	
	Offences relating to burning of bush	x				250.00	100% Regulatory Fee	
	Failure to prepare a fire break in accordance with section 22(3)(b) before setting fire to bush on land adjoining exempt land	x				250.00	100% Regulatory Fee	
	Failure to produce permit to burn	x				100.00	100% Regulatory Fee	
	Failure or refusal to identify person who issued permit to burn	x				100.00	100% Regulatory Fee	
	Burning garden refuse at rubbish tip contrary to notice	x				1,000.00	100% Regulatory Fee	
	Burning garden refuse during limited burning times	x				250.00	100% Regulatory Fee	
	Offences relating to lighting of fires in the open air	x				250.00	100% Regulatory Fee	
	Lighting a fire contrary to a notice issued under section 25A(5) by a local government	x				250.00	100% Regulatory Fee	
	Offences relating to the operation of tractors or self propelled harvesters, engines, machinery and vehicles during the prohibited and restricted burning times	x				250.00	100% Regulatory Fee	
	Operation of a tractor or self propelled harvester without a fire extinguisher contrary to a notice issued by a local government	x				250.00	100% Regulatory Fee	
	Giving a false alarm of fire	x				250.00	100% Regulatory Fee	
01050417	Vandalism	x				250.00	100% Regulatory Fee	Bush Fires Act 1954
	Failure of occupier of land to extinguish a bush fire burning on the land	x				250.00	100% Regulatory Fee	GST Exempt Where Indicated: (A New Tax System (Goods and Services Tax) (Exempt Taxes, Fees and Charges) Determination 2011 (No. 1))
	Offences relating to the disposal of cigarettes, cigars and matches	x				100.00	100% Regulatory Fee	
	Refusal to state name and abode or stating false name and abode	x				100.00	100% Regulatory Fee	
	Obstruction	x				250.00	100% Regulatory Fee	
	Applying to another bush fire control officer for permit where permit already refused or granted subject to special conditions	x				250.00	100% Regulatory Fee	
	Failure to notify or report the escape of a fire lit under permit	x				250.00	100% Regulatory Fee	
	Failure to comply with a requisition of a bush fire control officer relating to burning under section 24A of the Act	x				250.00	100% Regulatory Fee	
	Offences relating to operation of bulldozer or road grader	x				250.00	100% Regulatory Fee	
	Operating harvesting machine or header during prohibited burning times or restricted burning times without fire extinguisher	x				250.00	100% Regulatory Fee	
	Operating or using engines, vehicles, plant or machinery contrary to notice or direction	x				500.00	100% Regulatory Fee	
	Failure to fit spark arrester to power saw, bag loader or other plant or equipment	x				250.00	100% Regulatory Fee	
	Offences relating to operation of motor vehicles	x				250.00	100% Regulatory Fee	
	Offences relating to operation of aeroplanes	x				250.00	100% Regulatory Fee	

SHIRE OF WYNDHAM EAST KIMBERLEY

2016-17

Proposed Fees and Charges

GL	Charge Type Code (If Sundry Debtor invoicing permitted to approved account holders under policy CP FIN-3207)	COUNCIL CHARGE GST INCLUSIVE (WHERE INDICATED ✓)		COUNCIL CHARGE GST INCLUSIVE (WHERE INDICATED ✓)		STATUTORY CHARGE Per regulation as at 1 July 2016	PRICING BASIS REFERENCE (TARGET)	LEGISLATIVE REFERENCE
			GST	Effective 1 July 2016	Effective 1 January 2017			
Other Law, Order and Public Safety (continued)								
Bushfire Infringements (continued)								
			x			250.00	100% Regulatory Fee	
			x			250.00	100% Regulatory Fee	
01050417	Offences relating to the use of fireworks		x			250.00	100% Regulatory Fee	<i>Bush Fires Act 1954 GST Exempt Where Indicated: (A New Tax System (Goods and Services Tax) (Exempt Taxes, Fees and Charges) Determination 2011 (No. 1))</i>
	Failure to comply with the directions of a bush fire control officer		x			250.00	100% Regulatory Fee	
	Failure to give prescribed notification to local government regarding the occurrence of a bush fire		x			100.00	100% Regulatory Fee	
	Failure by owner or occupier of land to give prescribed notice of intention to exercise powers conferred by section 34 of the Act		x			250.00	100% Regulatory Fee	
			x			250.00	100% Regulatory Fee	
Camping Infringements								
	Occupied a park home not in a caravan park		x			200.00	100% Regulatory Fee	
	Camped other than at a licensed caravan park or camping ground		x			100.00	100% Regulatory Fee	
	Excessive number of caravans on a lot without approval		x			100.00	100% Regulatory Fee	
	Failed to maintain a caravan or a camp in a condition such that it was not a hazard to safety or health		x			100.00	100% Regulatory Fee	
	Failed to ensure that a caravan or park home was transportable		x			100.00	100% Regulatory Fee	
	Failed to ensure that a caravan complied with standards for caravans		x			100.00	100% Regulatory Fee	
	Failed to ensure that an annex complied to standards for annexes		x			100.00	100% Regulatory Fee	
	Being an occupier of a site, failed to ensure the site complied with the requirements of Schedule 7 of the Regulations being:							
01050420	a. a vehicle parked on a facility road		x			50.00	100% Regulatory Fee	<i>Parks & Camping Grounds Act 1997 GST Exempt Where Indicated: (A New Tax System (Goods and Services Tax) (Exempt Taxes, Fees and Charges) Determination 2011 (No. 1))</i>
	b. a caravan, storage shed or other building on a site not tied down or made safe as approved		x			200.00	100% Regulatory Fee	
	Being an owner or person who has control of a dog which is not kept on a leash or kept in an enclosed or fenced area		x			100.00	100% Regulatory Fee	
	Drove a vehicle in a facility at a speed exceeding 8km/hour		x			50.00	100% Regulatory Fee	
	Brought a park home onto a facility without the prior approval of the facility licence holder		x			200.00	100% Regulatory Fee	
	Attached a rigid annex to a caravan without the written approval of the licence holders, and also requires written approval of local government		x			200.00	100% Regulatory Fee	
	Constructed a carport or pergola without the prior written approval of the Shire of Wyndham East Kimberley and the licence holder		x			200.00	100% Regulatory Fee	
	Constructed a carport or pergola in a facility without the written approval of the licence holder and the Shire of Wyndham East Kimberley		x			200.00	100% Regulatory Fee	
			x			200.00	100% Regulatory Fee	
			x			200.00	100% Regulatory Fee	

SHIRE OF WYNDHAM EAST KIMBERLEY

2016-17

Proposed Fees and Charges

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			GST	Effective 1 July 2016	Effective 1 January 2017			
SCHEDULE 7 - HEALTH								
Preventative Services - Administration								
		Caravan Parks						
	CPCS (via Health)	Application for the grant or renewal of a licence - refer to Schedule 3 of the Caravan Parks and Camping Grounds Regulations 1997, Section 1	x				100% Regulatory Fee	
	CPCS (via Health)	Registration Per Camp Site / annum	x			3.00	100% Regulatory Fee	
	CPSS (via Health)	Registration Per Short Stay Site and Sites in Transit Parks / annum	x			6.00	100% Regulatory Fee	
	CPSS (via Health)	Temporary licence - refer to Schedule 3 of the Caravan Parks and Camping Grounds Regulations 1997, Section 3.	x			pro rata amount of the application fee payable for the period of time for which the licence is to be in force with a minimum of \$100	100% Regulatory Fee	Caravan Parks and Camping Ground Regulations 1997
								GST Exempt Where Indicated: (A New Tax System (Goods and Services Tax) (Exempt Taxes, Fees and Charges) Determination 2011 (No. 1))
1070413	CPLS (via Health)	Registration Per Long Stay Site / annum	x			6.00	100% Regulatory Fee	
	CPOS (via Health)	Registration Per Overflow Site / annum	x			1.50	100% Regulatory Fee	
		** Note: a \$200 minimum overall fees / annum applies to above. **						
		Additional fee for renewal after expiry	x			20.00	100% Regulatory Fee	
		Transfer of Caravan Park Licence	x			100.00	100% Regulatory Fee	
		Approval for Camping other than that at Caravan Park or Camping Ground (Regulation 11)	x		145.00		Full Cost Recovery	Caravan Parks and Camping Ground Regulations 1997, Reg 11; Local Government Act 1995, Part 6, Division 5, Sections 6.15, 6.16, 6.17, 6.18
		Food Business - Food Registration and Notification						
		Temporary Food Stall Application	x			50.00	100% Regulatory Fee	
		Registration Application	x			50.00	100% Regulatory Fee	
		Temporary Food Stall Application - Community Organisations as defined under "Community and Recreation Facilities and Services"				No Cost		Food Act 2008 s107; Local Government Act 1995, Part 6, Division 5, Sections 6.15, 6.16, 6.17, 6.18; Food Regulations 2009 r.10
		Food Business - Assessment of Food Business						
		(Assessment fees below are in addition to the Registration Application fee above)						
		High Risk	x		285.00		Full Cost Recovery	
		Medium Risk	x		145.00		Full Cost Recovery	
		Low Risk	x		70.00		Full Cost Recovery	
1070414		Food Business - Annual Surveillance Charge						
	FBHR (via Health)	High Risk	x		460.00		Full Cost Recovery	
	FBMR (via Health)	Medium Risk	x		300.00		Full Cost Recovery	
	FBLR (via Health)	Low Risk	x		150.00		Full Cost Recovery	Food Act 2008 s140; Local Government Act 1995, Part 6, Division 5, Sections 6.15, 6.16, 6.17, 6.18
		Remote Premises	✓		Actual Cost		Full Cost Recovery	Public Service Award 1992 for Engine Displacement rates
		Routine Inspections By Road - per kilometre - (Engine Displacement Over 2600cc)	x		0.986		Full Cost Recovery	
		Routine Inspections By Road - per kilometre - (Engine Displacement Over 1600cc to 2600cc)	x		0.706		Full Cost Recovery	
		Routine Inspections By Road - per kilometre - (Engine Displacement 1600cc and Under)	x		0.583		Full Cost Recovery	
		Re-Assessment Following Identification of Non-Compliance	x		150.00		Full Cost Recovery	

SHIRE OF WYNDHAM EAST KIMBERLEY

2016-17

Proposed Fees and Charges

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			GST	Effective 1 July 2016	Effective 1 January 2017			
Preventative Services - Administration (continued)								
Infringements								
			x			As Prescribed	100% Regulatory Fee	<i>Food Act 2008</i>
			x			As Prescribed	100% Regulatory Fee	<i>Food Regulations 2009</i>
1070419			x			As Prescribed	100% Regulatory Fee	<i>Environmental Protection Act 1986</i>
			x			As Prescribed	100% Regulatory Fee	<i>Environmental Protection (Noise) Regulations 1997</i>
			x			As Prescribed	100% Regulatory Fee	<i>Environmental Protection (Unauthorised Discharges) Regulations 2004</i>
Effluent Disposal								
			x			118.00	100% Regulatory Fee	<i>Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974, Schedule 1</i>
1070411			x			118.00	100% Regulatory Fee	<i>Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974, Schedule 1</i>
			x	120.00			Full Cost Recovery	<i>Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974, Schedule 1, and Local Government Act 1995, Part 6, Division 5, Sections 6.15, 6.16, 6.17, 6.18</i>
			x	120.00			Full Cost Recovery	
Swimming Pool Sampling								
1070415	SPRS (via Health)	Pool Sample Fee	✓	86.00			Full Cost Recovery	<i>Local Government Act 1995, Part 6, Division 5, Sections 6.15, 6.16, 6.17, 6.18</i>
	SPRS (via Health)	Re-sample of pool following failure of monthly sample	✓	190.00			Full Cost Recovery	
	SPRS (via Health)	Water Sample Fee (Potable Water)	✓	86.00			Full Cost Recovery	
Public Buildings								
		Form 1 - Application to Construct, Extend or Alter	✓	55.00			Full Cost Recovery	
1070417		Form 2 - Application for Certificate of Approval (Low Risk)	✓	70.00			Full Cost Recovery	<i>Health Act 1911, section 176; Health (Public Buildings) Regulations 1992, schedule 1; Local Government Act 1995, Part 6, Division 5, Sections 6.15, 6.16, 6.17, 6.18</i>
		Form 2 - Application for Certificate of Approval (Medium Risk)	✓	145.00			Full Cost Recovery	
		Form 2 - Application for Certificate of Approval (High Risk)	✓	285.00			Full Cost Recovery	
		Form 3 - Application to Vary Certificate of Approval	✓	70.00			Full Cost Recovery	

SHIRE OF WYNDHAM EAST KIMBERLEY

2016-17

Proposed Fees and Charges

GL	Charge Type Code (If Sundry Debtor invoicing permitted to approved account holders under policy CP FIN-3207)		COUNCIL CHARGE GST INCLUSIVE (WHERE INDICATED ✓)		COUNCIL CHARGE GST INCLUSIVE (WHERE INDICATED ✓)		STATUTORY CHARGE Per regulation as at 1 July 2016	PRICING BASIS REFERENCE (TARGET)	LEGISLATIVE REFERENCE
			GST	Effective 1 July 2016	Effective 1 January 2017				
Preventative Services - Administration (continued)									
Other Health Fees and Charges									
1070412	LHAN (via Health)	Lodging House Registration per annum	x	235.00				Full Cost Recovery	Health Act 1911, section 158; Sec 8.1.4 of SWEK Health Local Law; 344C of the Health Act 1911.
		Inspection Fee (Settlement request, certificate of local government under Liquor Control Act 1988)	✓	250.00				Full Cost Recovery	Local Government Act 1995, Part 6, Division 5, Sections 6.15, 6.16, 6.17, 6.18
1070417		Offensive Trade Registration	x				As Prescribed	100% Regulatory Fee	Offensive Trade (Fees) Regulations 1976
		Retrieval and research fee for health information / documentation (per hour - one hour minimum). <i>Note-freedom of information restrictions may apply (additional fees apply for copying)</i>	✓	65.80				Full Cost Recovery	Local Government Act 1995, Part 6, Division 5, Sections 6.15, 6.16, 6.17, 6.18
SCHEDULE 10 - COMMUNITY AMENITIES									
Sanitation - Household Refuse									
Waste Management and Collection Charges (where applicable)									
1100116		Waste Management Charge (per annum)	x	200.00				Full Cost Recovery + Possible Future Consideration	Waste Avoidance and Resource Recovery Act 2007, Part 6, Div 3, Section 66; Local Government Act 1995, Part 6, Division 5, Sections 6.15, 6.16, 6.17, 6.18; GST Exempt: (A New Tax System (Goods and Services Tax) (Exempt Taxes, Fees and Charges) Determination 2011 (No. 1))
1100110		Waste Receptacle Charge - once weekly service (per receptacle per annum)	x	302.80				Full Cost Recovery	Waste Avoidance and Resource Recovery Act 2007, Part 6, Div 3, Section 67, Local Government Act 1995, Part 6, Division 5, Sections 6.15, 6.16, 6.17, 6.18; GST Exempt: (A New Tax System (Goods and Services Tax) (Exempt Taxes, Fees and Charges) Determination 2011 (No. 1))
1100111		Additional Waste Receptacle Charge (per receptacle per service per annum)	x	531.80				Full Cost Recovery	Waste Avoidance and Resource Recovery Act 2007, Part 6, Div 3, Section 68; Local Government Act 1995, Part 6, Division 5, Sections 6.15, 6.16, 6.17, 6.18; GST Exempt: (A New Tax System (Goods and Services Tax) (Exempt Taxes, Fees and Charges) Determination 2011 (No. 1))
1100110		Waste Collection Service (Exempt / Non-Rateable) (per receptacle per annum)	x	531.80				Full Cost Recovery	Waste Avoidance and Resource Recovery Act 2007, Part 6, Div 3, Section 68; Local Government Act 1995, Part 6, Division 5, Sections 6.15, 6.16, 6.17, 6.18; GST Exempt: (A New Tax System (Goods and Services Tax) (Exempt Taxes, Fees and Charges) Determination 2011 (No. 1))
1100113		Replacement of Bin (per bin at cost plus administrative fee)	x	Full cost recovery + \$19.20 administrative fee				Full Cost Recovery	Waste Avoidance and Resource Recovery Act 2007, Part 6, Div 3, Section 68; Local Government Act 1995, Part 6, Division 5, Sections 6.15, 6.16, 6.17, 6.18; GST Exempt: (A New Tax System (Goods and Services Tax) (Exempt Taxes, Fees and Charges) Determination 2011 (No. 1))
		Repairs to Bin (per repair at cost plus administrative fee)	x	Full cost recovery + \$19.20 administrative fee				Full Cost Recovery	Waste Avoidance and Resource Recovery Act 2007, Part 6, Div 3, Section 68; Local Government Act 1995, Part 6, Division 5, Sections 6.15, 6.16, 6.17, 6.18; GST Exempt: (A New Tax System (Goods and Services Tax) (Exempt Taxes, Fees and Charges) Determination 2011 (No. 1))

SHIRE OF WYNDHAM EAST KIMBERLEY

2016-17

Proposed Fees and Charges

GL	Charge Type Code (If Sundry Debtor invoicing permitted to approved account holders under policy CP FIN-3207)	COUNCIL CHARGE GST INCLUSIVE (WHERE INDICATED ✓)		COUNCIL CHARGE GST INCLUSIVE (WHERE INDICATED ✓)		STATUTORY CHARGE Per regulation as at 1 July 2016	PRICING BASIS REFERENCE (TARGET)	LEGISLATIVE REFERENCE
		GST	Effective 1 July 2016	Effective 1 January 2017				
Sanitation - Household Refuse								
Disposal Charges								
			✓	54.00			Full Cost Recovery + Possible Future Consideration	
	Domestic Waste Disposal Fee - per m3 (pro-rata where applicable)		✓	54.00			Full Cost Recovery + Possible Future Consideration	
	Domestic Waste Voucher - 1 cubic metre (for replacement vouchers only)		✓	54.00			Full Cost Recovery + Possible Future Consideration	
	Domestic Waste Voucher - 52 x 240 Litres (for replacement vouchers only). Must sign a Statutory Declaration form indicating voucher has been misplaced).		✓	54.00			Full Cost Recovery + Possible Future Consideration	
	Domestic Waste Voucher - 52 x 240 Litres (for an additional voucher)		✓	702.00			Full Cost Recovery + Possible Future Consideration	
	Domestic Waste Disposal Fee - per m3 - Uncontaminated Green Waste - **No cost up to 1m3 daily**		✓	26.60			Full Cost Recovery + Possible Future Consideration	
	0042 Commercial Waste Disposal Fee - per m3 (not green waste)		✓	54.00			Full Cost Recovery + Possible Future Consideration	
1100114	0041 Commercial Waste Disposal Fee - per m3 - Green Waste		✓	26.60			Full Cost Recovery + Possible Future Consideration	Waste Avoidance and Resource Recovery Act 2007, Part 6, Div 3, Section 68; Local Government Act 1995, Part 6, Division 5, Sections 6.15, 6.16, 6.17, 6.18
	0043 Liquid Waste (per 1000 ltrs)		✓	230.00			Full Cost Recovery + Possible Future Consideration	
	0044 Medical Waste - per m3		✓	176.30			Full Cost Recovery + Possible Future Consideration	
	0045 Compacted Waste - per m3		✓	109.00			Full Cost Recovery + Possible Future Consideration	
	0046 Disposal Fee for Asbestos Disposal, per cubic metre		✓	147.60			Full Cost Recovery + Possible Future Consideration	
	0047 Waste Oil - per litre		✓	1.10			Full Cost Recovery + Possible Future Consideration	
	0048 Disposal of Waste Oil Drums (44 gallon drums & over)		✓	6.40			Full Cost Recovery + Possible Future Consideration	

SHIRE OF WYNDHAM EAST KIMBERLEY

2016-17

Proposed Fees and Charges

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			GST	Effective 1 July 2016	Effective 1 January 2017			
Sanitation - Household Refuse (continued)								
		Car Bodies		No Cost			Full Cost Recovery + Possible Future Consideration	
	0049	Car Tyres	✓	9.00			Full Cost Recovery + Possible Future Consideration	
	0050	4WD Tyres	✓	11.50			Full Cost Recovery + Possible Future Consideration	
	0051	Truck Tyres	✓	30.30			Full Cost Recovery + Possible Future Consideration	
1100114	0052	Earthmoving Tyres	✓	85.80			Full Cost Recovery + Possible Future Consideration	Waste Avoidance and Resource Recovery Act 2007, Part 6, Div 3, Section 68; Local Government Act 1995, Part 6, Division 5, Sections 6.15, 6.16, 6.17, 6.18
	0056	Pallets (per pallet)	✓	8.00			Full Cost Recovery + Possible Future Consideration	
	New	Fridge or freezer	✓	22.00			Full Cost Recovery + Possible Future Consideration	
	0053	Contaminated soil - hydrocarbons (CSH) - per m3	✓	195.50			Full Cost Recovery + Possible Future Consideration	
		Contaminated soil - others (CSO) - per m3		No Longer Accepted			Full Cost Recovery + Possible Future Consideration	
N/A		Clean Fill - Uncontaminated		No Cost			Full Cost Recovery + Possible Future Consideration	

SHIRE OF WYNDHAM EAST KIMBERLEY

2016-17

Proposed Fees and Charges

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		GST	Effective 1 July 2016	Effective 1 January 2017				
Sanitation - Other								
	Littering Infringements (as per Litter Regulations 1981)							
	Littering - Cigarette Butt	x				75.00	100% Regulatory Fee	
	Littering - Creating Public Risk	x				500.00	100% Regulatory Fee	
	Littering - Any Other	x				200.00	100% Regulatory Fee	
1100210	Breaking Glass, Metal or Earthenware	x				500.00	100% Regulatory Fee	Litter Regulations 1981, Schedule 1
	Bill Posting	x				200.00	100% Regulatory Fee	
	Bill Posting on a vehicle	x				200.00	100% Regulatory Fee	
	Depositing domestic or commercial waste in a public litter receptacle	x				200.00	100% Regulatory Fee	
	Transporting Load inadequately secured	x				200.00	100% Regulatory Fee	
Town Planning and Regional Development								
	Development Application (other than for an extractive industry) where the development has not commenced or been carried out and the estimated cost of the development (Ex GST) is:							
	A) not more than \$50 000	x				147.00	100% Regulatory Fee	
	B) more than \$50 000 but not more than \$500 000	x				0.32% of the estimated cost of development	100% Regulatory Fee	
	C) more than \$500 000 but not more than \$2.5 million	x				\$1,700 + 0.257% for every \$1 in excess of \$500 000	100% Regulatory Fee	
	D) more than \$2.5 million but not more than \$5 million	x				\$7,161 + 0.206% for every \$1 in excess of \$2.5 million	100% Regulatory Fee	
1100611	E) more than \$5 million but not more than \$21.5 million	x				\$12,633 + 0.123% for every \$1 in excess of \$5 million	100% Regulatory Fee	Planning and Development Act 2005, Town Planning Regulations 2009, Reg 47 Schedule 2.
	F) more than \$21.5 million	x				34,196.00	100% Regulatory Fee	
	Extractive Industry Application - where the development has not commenced or been carried out	x				739.00	100% Regulatory Fee	
	Change of Use and Non Conforming Use Application Only	x				295.00	100% Regulatory Fee	
	Retrospective Applications for Development / Land use - Non Conforming Use / Extractive Industry - To discourage unlawful development	x				3 x cost of application fee as per above categories	100% Regulatory Fee	
	Home Occupation							
	Initial Application	x				222.00	100% Regulatory Fee	
	Annual Renewal	x				73.00	100% Regulatory Fee	
1100615	Penalty for conducting Home Occupation without Planning Consent, or for conducting a Home Occupation after expiration of annual renewal	x				3 x Home Occupation Application or Renewal Fee as applicable		Planning and Development Act 2005, Town Planning Regulations 2009, Reg 47 Schedule 2.

SHIRE OF WYNDHAM EAST KIMBERLEY

2016-17

Proposed Fees and Charges

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			GST	Effective 1 July 2016	Effective 1 January 2017			
Town Planning and Regional Development (continued)								
	Scheme Amendment and Structure Plans							
	<i>Note: Fees are calculated per officer per hour.</i>							
	Initial application fee	✓				2,500.00	100% Regulatory Fee	
	Assessment fees will then be calculated on the following basis - per hour per officer:							
	<i>Director / City / Shire Planner \$83.00 per hour</i>							
	<i>Manager / Senior Planner \$63.00 per hour</i>							
1100613	<i>Planning Officer \$34.70 per hour</i>							WA Planning Commission Fees
	<i>Other staff eg: Environmental Health Officer \$34.70 per hour</i>							
	<i>Secretary / Administration Clerk \$28.40 per hour</i>							
	Fees will be calculated when works completed as per above. A refund or further charge will then apply for any costs outside the initial application fee.							
1100614	Advertising	✓		Actual Costs			Full Cost Recovery	
	Strata Plan, Re-subdivision or Consolidation of Lots Applications (per lot)							
	A) Not more than 5 lots							
	Base assessment fee; plus	×				656.00	100% Regulatory Fee	
1100612	Assessment fee per lot	×				65.00	100% Regulatory Fee	
	B) More than 5 lots (up to and including 100 lots)							WA Planning Commission Fees
	Base assessment fee; plus	×				981.00	100% Regulatory Fee	
	Assessment fee per lot	×				43.50	100% Regulatory Fee	
	C) More than 100 lots (capped)	×				5,113.50	100% Regulatory Fee	
	Subdivision / Strata Clearance (per lot)							
	Not more than 5 lots (per lot)	×				73.00	100% Regulatory Fee	
	More than 5 lots but not more than 195 lots - first 5 lots as per fee above, Lots 6 - 195 (per lot)	×				73.00	100% Regulatory Fee	WA Planning Commission Fees
1100612	More than 195 lots	×				7,393.00	100% Regulatory Fee	
	Strata Form 7 Clearance Certificate under section 5B(2), 8A(f) or 9(3) of the Strata Titles Act	×				0.20 per sqm of floor area (with a minimum fee of \$100)	100% Regulatory Fee	Strata Titles General Regulations 1996, Schedule 1 (2).
	Other Planning Fees							
1100614	Property Settlement Questionnaire	✓				73.00	100% Regulatory Fee	
1100611	Extension of Term of Development Approval	×		73.00			Full Cost Recovery	Planning and Development Act 2005 , Town Planning Regulations
1100611	Amendment to Development Approval	×		73.00			Full Cost Recovery	
1100613	Zoning Certificate	×				73.00	100% Regulatory Fee	
	Written Zoning Enquiries	✓				73.00	100% Regulatory Fee	
1100614	Retrieval and research fee for planning information / documentation (per hour - one hour minimum). <i>Note-freedom of information restrictions may apply (additional fees apply for copying)</i>	✓		65.80			Full Cost Recovery	
	Section 40 Liquor License Certificate	×		120.60			Full Cost Recovery	Local Government Act 1995 , Part 6, Division 5, Sections 6.15, 6.16, 6.17, 6.18
1100613	Permanent Road Closure Application (<i>Temporary road closures for events are not included in this fee category, please refer to Public Events</i>)	×		297.10			Full Cost Recovery	

SHIRE OF WYNDHAM EAST KIMBERLEY

2016-17

Proposed Fees and Charges

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		GST	Effective 1 July 2016	Effective 1 January 2017				
Town Planning and Regional Development (continued)								
Trading in Public Places or Thoroughfares								
	Traders Permit - Application Fee	x	107.70				Full Cost Recovery	
	Traders Permit - Daily Charge	x	27.00				Full Cost Recovery	
	Traders Permit - Monthly Charge	x	376.70				Full Cost Recovery	
	Traders Permit - Annual Charge	x	1,076.10				Full Cost Recovery	
Outdoor Dining								
1100611	Application Fee	x	153.90				Full Cost Recovery	Local Government Act 1995 , Part 6, Division 5, Sections 6.15, 6.16, 6.17, 6.18
	Annual Permit Fee - Per Square Metre (/m ²)	x	10.30				Full Cost Recovery	
Display of Goods								
	Application Fee	x	153.90				Full Cost Recovery	
	Annual Permit Fee - Per Square Metre (/m ²)	x	10.30				Full Cost Recovery	
Portable Signs								
	Application Fee	x	120.00				Full Cost Recovery	
	Annual Permit Fee	x	30.00				Full Cost Recovery	
Other Community Amenities								
Cemeteries								
1. On application for an order for burial the following fees shall be payable:								
1100710	(a) For sinking grave 1.83 m deep (Adult)	✓	1,318.20				Full Cost Recovery	Cemeteries Act 1986 , part VII, s53
	(b) For sinking grave 1.83 m deep (Child under 10 years)	✓	1,043.90				Full Cost Recovery	
	(c) For sinking grave 1.4 m deep (Stillborn child)	✓	696.30				Full Cost Recovery	
	(d) Surcharge for weekend interments	✓	1,004.00				Full Cost Recovery	
	2. For sinking grave deeper than normal depth (per metre or part thereof)	✓	279.90				Full Cost Recovery	
	Re-opening of an Ordinary grave - as for interment	✓	1,318.20				Full Cost Recovery	
	Interment in a new grave after exhumation	✓	559.70				Full Cost Recovery	
1100711	3. (a) Undertakers Annual License Fee	x	342.30				Full Cost Recovery	
	3.(b) Undertakers Ad Hoc Licence Fee	x	86.20				Full Cost Recovery	
	4. (a) Permission to erect headstone or to enclose any grave with a slab	x	35.60				Full Cost Recovery	
	(b) Registration of Right of Burial (25 years)	x	177.70				Full Cost Recovery	
1100710	(c) Copy of Right of Burial	x	37.80				Full Cost Recovery	
Roadside Memorial								
1100710	Installation of Roadside Memorial (Refer Policy CP/INP-3600)	✓	331.50				Full Cost Recovery	Cemeteries Act 1986 , part VII, s53

SHIRE OF WYNDHAM EAST KIMBERLEY

2016-17

Proposed Fees and Charges

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		GST	Effective 1 July 2016	Effective 1 July 2016	Effective 1 January 2017			
SCHEDULE 11 - RECREATION AND CULTURE								
Wyndham Community Resource Centre								
	Meeting Room Hire							
	1) Community Organisation - per day.	✓	160.00				Partial Cost Recovery	
	2) Commercial / Government / Private - per day.	✓	320.00				Partial Cost Recovery	
	1) Community Organisation - per hour. <i>Note: minimum charge of \$45.</i>	✓	20.00				Partial Cost Recovery	
	2) Commercial / Government / Private - per hour. <i>Note: minimum charge of \$90.</i>	✓	40.00				Partial Cost Recovery	
	Typing Service							
	Typing Documents Per Hour	✓	40.00				Partial Cost Recovery	
	Laminating							
	A4 Per Page	✓	2.50				Partial Cost Recovery	
	A3 Per Page	✓	3.50				Partial Cost Recovery	
	Business Card	✓	1.00				Partial Cost Recovery	
	Other Sizes - POA	✓	POA				Partial Cost Recovery	
	Book Binding							
	< 50 pages	✓	5.00				Partial Cost Recovery	
	> 50 pages	✓	10.00				Partial Cost Recovery	
	Shredding							
	Per Box	✓	25.00				Partial Cost Recovery	
1111902	Faxing							Local Government Act 1995 , Part 6, Division 5, Sections 6.15, 6.16, 6.17, 6.18
	Local and STD Initial Page	✓	4.50				Partial Cost Recovery	
	Local and STD Subsequent Pages	✓	1.50				Partial Cost Recovery	
	International Initial Page	✓	5.50				Partial Cost Recovery	
	International Subsequent Pages	✓	3.00				Partial Cost Recovery	
	Receiving Per Page	✓	0.50				Partial Cost Recovery	
	Photocopying/Printing (Black and White)							
	A4 Single Side	✓	0.40				Partial Cost Recovery	
	A4 Double Side	✓	0.80				Partial Cost Recovery	
	A3 Single Side	✓	0.70				Partial Cost Recovery	
	A3 Double Side	✓	1.40				Partial Cost Recovery	
	Photocopying/Printing (Full Colour)							
	A4 Single Side	✓	1.20				Partial Cost Recovery	
	A4 Double Side	✓	2.40				Partial Cost Recovery	
	A3 Single Side	✓	2.50				Partial Cost Recovery	
	A3 Double Side	✓	5.00				Partial Cost Recovery	
	Scanning							
	First Page	✓	2.00				Partial Cost Recovery	
	Subsequent Pages	✓	1.00				Partial Cost Recovery	

SHIRE OF WYNDHAM EAST KIMBERLEY

2016-17

Proposed Fees and Charges

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		GST	Effective 1 July 2016	Effective 1 January 2017				
Wyndham Community Resource Centre (continued)								
Equipment Hire								
	Data Projector Per Hour	✓	22.00				Partial Cost Recovery	
	Data Projector Per 1/2 Day	✓	45.00				Partial Cost Recovery	
	Data Projector Per Day	✓	65.00				Partial Cost Recovery	
	Laptops (per laptop) Per Hour	✓	22.00				Partial Cost Recovery	
	Laptops (per laptop) Per 1/2 Day	✓	45.00				Partial Cost Recovery	
	Laptops (per laptop) Per Day	✓	80.00				Partial Cost Recovery	
	Laptops (bank of five) Per Day	✓	150.00				Partial Cost Recovery	
	Laptops (bank of five) Per Week	✓	750.00				Partial Cost Recovery	
Internet Access								
	Per 1/2 Hour - banking (all computers) or government related (Front Office computer only)	✓	No Cost					
	Per 10 minutes - pay as you go	✓	150.00				Partial Cost Recovery	
	Per 1/2 Hour	✓	4.50				Partial Cost Recovery	
	Per Hour	✓	7.50				Partial Cost Recovery	
	Wi-Fi Per 1/2 Hour	✓	4.50				Partial Cost Recovery	
	Wi-Fi Per Hour	✓	7.50				Partial Cost Recovery	
	10 Hour Voucher	✓	40.00				Partial Cost Recovery	
CD Burning								
1111902	CD Included	✓	10.00				Partial Cost Recovery	Local Government Act 1995, Part 6, Division 5, Sections 6.15, 6.16, 6.17, 6.18
	No CD Included	✓	7.00				Partial Cost Recovery	
DVD Burning								
	DVD Included	✓	12.50				Partial Cost Recovery	
	No DVD Included	✓	10.50				Partial Cost Recovery	
Video Conferencing ISDN to Web								
	Price Per Hour - Includes Room Hire	✓	65.00				Partial Cost Recovery	
	<i>* Requires Bookings in Advance. Prices dependent on third party provider.</i>							
Web Conferencing IP Based								
	Multi Point (up to 8 sites)	✓	35.00				Partial Cost Recovery	
	<i>* Price Per Hour Includes Room Hire</i>							
The Bastion Advertising - 1 Month - Colour								
	1/4 Page Advertising	✓	55.00				Partial Cost Recovery	
	1/2 Page Advertising	✓	90.00				Partial Cost Recovery	
	Full Page Advertising	✓	160.00				Partial Cost Recovery	
The Bastion Advertising - 3 Months - Colour								
	1/4 Page Advertising	✓	135.00				Partial Cost Recovery	
	1/2 Page Advertising	✓	235.00				Partial Cost Recovery	
	Full Page Advertising	✓	435.00				Partial Cost Recovery	

SHIRE OF WYNDHAM EAST KIMBERLEY

2016-17

Proposed Fees and Charges

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		GST	Effective 1 July 2016	Effective 1 January 2017				
Wyndham Community Resource Centre (continued)								
		The Bastion Advertising - 6 Months - Colour						
			✓	235.00			Partial Cost Recovery	
			✓	430.00			Partial Cost Recovery	
			✓	835.00			Partial Cost Recovery	
		The Bastion Advertising - 12 Months - Colour						
			✓	430.00			Partial Cost Recovery	
1111902			✓	845.00			Partial Cost Recovery	Local Government Act 1995, Part 6, Division 5, Sections 6.15, 6.16, 6.17, 6.18
			✓	1,650.00			Partial Cost Recovery	
		The Bastion Advertising - Classifieds (Per Month)						
			✓	35.00			Partial Cost Recovery	
			✓	50.00			Partial Cost Recovery	
			✓	10.00			Partial Cost Recovery	
			✓	No Cost				
Libraries								
		Photocopying/Printing/Faxing/Internet						
			✓	0.40			Full Cost Recovery	
			✓	1.20			Full Cost Recovery	
			✓	0.70			Full Cost Recovery	
			✓	2.60			Full Cost Recovery	
		Photocopying/Printing/Faxing/Internet						
			✓	4.70			Full Cost Recovery	
			✓	1.30			Full Cost Recovery	Public Library Services Framework Agreement 2010
1111512				No Cost			Full Cost Recovery	
			✓	4.40			Full Cost Recovery	
		Other Library Services						
			✓	6.10			Full Cost Recovery	
			✓	2.80			Full Cost Recovery	
			✓	3.80			Full Cost Recovery	

SHIRE OF WYNDHAM EAST KIMBERLEY

2016-17

Proposed Fees and Charges

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		GST	Effective 1 July 2016	Effective 1 January 2017				

SCHEDULE 11 - RECREATION AND CULTURE

Notes:

A minimum of 30% discount applies for Community Organisations. Rates are calculated from when the group begins to set up, to the time they finish cleaning up. Consecutive hiring days discounts apply (ie: 10% second day, 20% third day, 25% per day thereafter (with the exception of Category 2 Equipment). Conditions of use apply to all Council facilities and equipment.

Definitions:

Community Organisation: An incorporated, not for profit (meaning the group is registered as not for profit with the Australian Taxation Office); service groups and associations.

Commercial / government / private user groups: All groups not classified as "Community Organisation" as defined above; or all government agencies; or any private function not hired on behalf of a group or organisation.

Hall only: Any activity that takes place that does not require the use of equipment other than the items stated on the hire terms and conditions form, or where this equipment is provided by the hirer.

Including equipment: Any activity that requires the use of equipment / items other than those listed in the hall hire terms and conditions, specifically chairs and tables.

Community and Recreation Facilities and Services

Hire Bonds

Note: Bonds apply to ALL facility and equipment hire.

Trust Receipt dependant on facility	Bond - High Risk (as defined by policy)	x	1,000.00	Full Cost Recovery	Local Government Act 1995 , Part 6, Division 5, Sections 6.15, 6.16, 6.17, 6.18
	Bond - Medium Risk (as defined by policy)	x	500.00	Full Cost Recovery	
	Bond - Low Risk (as defined by policy)	x	250.00	Full Cost Recovery	
	Bond - Category 1 Equipment Hire (where not provided in function/facility hire) (as defined by policy)	x	250.00	Full Cost Recovery	
	Bond - Category 2 Equipment Hire	x	500.00	Full Cost Recovery	
	Bond - Key Hire Seasonal (Sporting clubs rooms)	x	150.00	Full Cost Recovery	
	Bond - Key Hire (short term / casual use)	x	50.00	Full Cost Recovery	

Other Recreation and Sport - Facility Hire

	Recreation Services Staffing Fee (per staff member per hour)	✓	100.00	Full Cost Recovery	
	Non Sporting Activity Facility Hire				
	Kununurra Leisure Centre - Whole of Facility Hire (Hall, Squash Area and Stage)				
	1) Community Organisation - per hour	✓	150.00	Partial Cost Recovery	Local Government Act 1995 , Part 6, Division 5, Sections 6.15, 6.16, 6.17, 6.18
	2) Commercial / Government / Private - per hour	✓	225.00	Full Cost Recovery	
	1) Community Organisation - per day (8 hours)	✓	1,000.00	Partial Cost Recovery	
	2) Commercial / Government / Private - per day (8 hours)	✓	1,800.00	Full Cost Recovery	
	Kununurra Leisure Centre Hall - Hall only:				
	1) Community Organisation - per hour	✓	52.00	Partial Cost Recovery	
	2) Commercial / Government / Private - per hour	✓	80.00	Full Cost Recovery	
	Kununurra Leisure Centre Hall - Including Equipment:				
	1) Community Organisation - per hour	✓	67.00	Partial Cost Recovery	
	2) Commercial / Government / Private - per hour	✓	105.00	Full Cost Recovery	
	Kununurra Leisure Centre Kitchen:				
	1) Community Organisation - per hour	✓	25.00	Partial Cost Recovery	
1110810	2) Commercial / Government/Private - per hour	✓	45.00	Full Cost Recovery	

SHIRE OF WYNDHAM EAST KIMBERLEY

2016-17

Proposed Fees and Charges

GL	Charge Type Code (If Sundry Debtor invoicing permitted to approved account holders under policy CP FIN-3207)	COUNCIL CHARGE GST INCLUSIVE (WHERE INDICATED ✓)		COUNCIL CHARGE GST INCLUSIVE (WHERE INDICATED ✓)		STATUTORY CHARGE Per regulation as at 1 July 2016	PRICING BASIS REFERENCE (TARGET)	LEGISLATIVE REFERENCE
		GST	Effective 1 July 2016	Effective 1 January 2017				
Other Recreation and Sport - Facility Hire								
		Kununurra Leisure Centre Stage:						
		1) Community Organisation - per hour	✓	25.00			Partial Cost Recovery	
1110810		1) Community Organisation - per day (8 hours)	✓	77.00			Partial Cost Recovery	
		3) Commercial / Government / Private - per hour	✓	55.00			Full Cost Recovery	
		3) Commercial / Government / Private - per day	✓	155.00			Full Cost Recovery	
		Peter Reid Memorial Hall - Hall Only:						
		1) Community Organisation - per hour	✓	42.00			Partial Cost Recovery	
		2) Commercial / Government / Private - per hour	✓	62.00			Full Cost Recovery	
		Non Sporting Activity Facility Hire (continued)						
		Peter Reid Memorial Hall - Including Equipment:						
		1) Community Organisation - per hour	✓	55.00			Partial Cost Recovery	
		2) Commercial / Government / Private - per hour	✓	80.00			Full Cost Recovery	
1110112		1) Community Organisation - per day	✓	110.00			Partial Cost Recovery	
		2) Commercial / Government / Private - per day	✓	220.00			Full Cost Recovery	
		Meeting Rooms						
		Peter Reid Memorial Hall - meeting room:						
		1) Community Organisation - per hour	✓	25.00			Partial Cost Recovery	
		2) Commercial / Government / Private - per hour	✓	45.00			Full Cost Recovery	Local Government Act 1995, Part 6, Division 5, Sections 6.15, 6.16, 6.17, 6.18
		Sporting Activity Facility Hire						
		Kununurra Leisure Centre Hall:						
		1) Community Organisation - per hour	✓	42.00			Partial Cost Recovery	
		2) Commercial / Government / Private - per hour	✓	65.00			Full Cost Recovery	
1110810		3) School sporting activities per hour	✓	45.00			Partial Cost Recovery	
		4) Half Court - Casual Use - per 1/2 hour (6 Pax)	✓	15.00			Partial Cost Recovery	
		Kununurra Leisure Centre Squash, Badminton and Outdoor Volleyball Court:						
		1) Viewing Area - Community Organisation - per hour	✓	32.00			Partial Cost Recovery	
		2) Viewing Area - Commercial / Government/Private - per hour	✓	50.00			Full Cost Recovery	
		Squash - 1 hour (per person, per court)	✓	11.00			Full Cost Recovery	
1110814		Squash - 1/2 hour (per person, per court)	✓	7.50			Full Cost Recovery	
		Squash - Junior per hour (15 years or under) (per person per court)	✓	7.50			Full Cost Recovery	
		Squash - Junior per 1/2 hour (15 years or under) (per person per court)	✓	5.50			Full Cost Recovery	
		Squash Club - Court and Viewing Area - per hour	✓	50.00			Full Cost Recovery	
		Badminton Court (per court, per hour)	✓	15.00			Full Cost Recovery	
1110810		Outdoor volleyball court hire - (per person per hour). Note - must also pay pool admission fee per person.	✓	5.50			Full Cost Recovery	

SHIRE OF WYNDHAM EAST KIMBERLEY

2016-17

Proposed Fees and Charges

GL	Charge Type Code (If Sundry Debtor invoicing permitted to approved account holders under policy CP FIN-3207)	COUNCIL CHARGE GST INCLUSIVE (WHERE INDICATED ✓)		COUNCIL CHARGE GST INCLUSIVE (WHERE INDICATED ✓)		STATUTORY CHARGE Per regulation as at 1 July 2016	PRICING BASIS REFERENCE (TARGET)	LEGISLATIVE REFERENCE	
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Other Recreation and Sport - Facility Hire									
Sporting Activity Facility Hire (continued)									
Wyndham Recreation Centre Undercover Courts:									
1110911	1) Community Organisation - per hour	✓	10.00				Partial Cost Recovery		
	2) Commercial / Government / Private - per hour	✓	35.00				Full Cost Recovery		
	Wyndham Recreation Centre Enclosed Area:								
	1) Community Organisation - per hour	✓	12.00				Partial Cost Recovery		
	2) Commercial / Government / Private - per hour	✓	35.00				Full Cost Recovery		
Swimming Pool Facility Hire									
Knx 1110313 / Wyn 1110413	Day Rate (includes qualified Pool Operator) - per hour	✓	80.00				Partial Cost Recovery		
	Night Rate (includes qualified Pool Operator and lights) - per hour	✓	115.00				Partial Cost Recovery		
	Swimming Clubs Night Rate - per hour	✓	100.00				Partial Cost Recovery		
Ovals (Includes Wyndham, Kununurra and Ag Society Oval).									
<i>Note: Includes access to power. If lighting required refer additional fees below.</i>									
Knx 1111010 / Wyn 1111110	Oval (Community Organisation) - per hour	✓	31.00				Partial Cost Recovery		
	Oval (Commercial / Government/Private) - per hour	✓	47.00				Full Cost Recovery		
	Oval (Community Organisation) - per day (Does not include light use)	✓	155.00				Partial Cost Recovery		
	Oval (Commercial / Government / Private) - per day	✓	360.00				Full Cost Recovery		
	Ovals (Includes Wyndham, Kununurra and Ag Society Oval).								
		Oval Surrounds (Community Organisation) - per day	✓	155.00				Partial Cost Recovery	Local Government Act 1995 , Part 6, Division 5, Sections 6.15, 6.16, 6.17, 6.18
	Oval Surrounds (Commercial / Government / Private) - per day	✓	310.00				Full Cost Recovery		
Oval Lights									
1111011	Kununurra Oval (Community Organisation) - per pole, per hour	✓	16.00				Partial Cost Recovery		
	Kununurra Oval (Commercial / Government / Private) - per pole, per hour	✓	26.00				Full Cost Recovery		
	Kununurra Cricket Net Lights - per hour	✓	16.00				Full Cost Recovery		
	Kununurra Agricultural Society Oval - Low Level (Community Organisation) - per half oval, per hour	✓	18.00				Partial Cost Recovery		
	Kununurra Agricultural Society Oval - Low Level (Commercial/Government/Private) - half oval, per hour	✓	35.00				Full Cost Recovery		
	Kununurra Agricultural Society Oval - Medium Level (Community Organisation) - per half oval, per hour	✓	21.00				Partial Cost Recovery		
	Kununurra Agricultural Society Oval - Medium Level (Commercial/Government/Private) - half oval, per hour	✓	45.00				Full Cost Recovery		
	Kununurra Agricultural Society Oval - High Level (Community Organisation) - per half oval, per hour	✓	31.00				Partial Cost Recovery		
	Kununurra Agricultural Society Oval - High Level (Commercial/Government/Private) - half oval, per hour	✓	50.00				Full Cost Recovery		
	1111110	Wyndham Oval (Community Organisation) - per hour	✓	30.00				Partial Cost Recovery	
Wyndham Oval (Commercial / Government / Private) - per hour		✓	45.00				Full Cost Recovery		

SHIRE OF WYNDHAM EAST KIMBERLEY

2016-17

Proposed Fees and Charges

GL	Charge Type Code (If Sundry Debtor invoicing permitted to approved account holders under policy CP-FIN-3207)	COUNCIL CHARGE GST INCLUSIVE (WHERE INDICATED ✓)		COUNCIL CHARGE GST INCLUSIVE (WHERE INDICATED ✓)		STATUTORY CHARGE Per regulation as at 1 July 2016	PRICING BASIS REFERENCE (TARGET)	LEGISLATIVE REFERENCE
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Other Recreation and Sport - Facility Hire								
Sporting Activity Facility Hire (continued)								
Seasonal Oval Hire								
<i>Note: Fee Calculation: Oval use (formula) + light use (formula) + change room use (formula)</i>								
Knx 1111010 / Wyn 1111110	Oval Use (per person) calculated as below:	✓		1.50			Full Cost Recovery	
	<i>Formula: Players per team x percentage of oval used x Oval use fee x discount below (if applicable)</i>							
	<i>Discount: x 0.5 for junior team (under 18 years) - (50% discount) or discount</i>							
Knx 1111011 / Wyn 1111110	Light Charge - per pole, per person, per hour	✓		1.50			Full Cost Recovery	
	<i>Formula: Players per team x hours used x light charge x number of lights (if applicable)</i>							
Knx 1111012 / Wyn Rec Courts 1110910	Change room use - per person	✓		1.00			Full Cost Recovery	
	<i>Formula: Players per team x change room use fee (if applicable)</i>							
Multipurpose Courts								
Knx 1111012 / Wyn Rec Courts 1110910	Multipurpose Court Hire - per court, per hour	✓		14.50			Full Cost Recovery	
	Tennis Court Hire (dedicated tennis courts only) - per court, per hour	✓		8.00			Full Cost Recovery	
	Light Fees - per switch, per hour	✓		12.00			Full Cost Recovery	
Knx 1111012	Multipurpose Courts Kununurra Block (6 courts) - day use, per hour	✓		60.00			Full Cost Recovery	
	Multipurpose Courts Kununurra Block (6 courts) - night use, per hour	✓		75.00			Full Cost Recovery	
Parks								
Knx 1111210	Activities - per hour or part thereof	✓		15.00			Full Cost Recovery	
	Markets - per day or part thereof includes access to power and water	✓		360.00			Full Cost Recovery	
Category 1 Equipment								
Knx 1110815 / Wyn 1110112	Chair hire (Community Organisation) - per chair, per day	✓		2.50			Full Cost Recovery	
	Chair hire (Commercial / Government / Private) - per chair, per day	✓		3.50			Full Cost Recovery	
	Table Hire (Community Organisation) - per table, per day	✓		9.00			Full Cost Recovery	
	Table Hire (Commercial / Government / Private) - per table, per day	✓		13.00			Full Cost Recovery	
Knx 1110814	Racquets - per racquet, per day	✓		6.00			Full Cost Recovery	
Category 2 Equipment								
1110814	Kununurra Leisure Centre In-House Light and/or Sound Equipment - (Community Organisation) - per hour. <i>Note: must be operated or set up by a trained person. Training is to be arranged a minimum of 14 days prior to event.</i>	✓		20.00			Partial Cost Recovery	
	Kununurra Leisure Centre In-House Light and/or Sound Equipment - (Commercial / Government / Private) - per hour. <i>Note: must be operated or set up by a trained person. Training is to be arranged a minimum of 14 days prior to event.</i>	✓		30.00			Full Cost Recovery	
Cleaning Charges								
Receipt dependant on facility or equipment	Should any Shire facility or equipment be left in a state deemed not acceptable, commercial cleaning will be organised with costs charged to the hirer (minimum charge \$300)	✓		Actual Cost (Minimum \$300)				Local Government Act 1995, Part 6, Division 5, Sections 6.15, 6.16, 6.17, 6.18

SHIRE OF WYNDHAM EAST KIMBERLEY

2016-17

Proposed Fees and Charges

GL	Charge Type Code (If Sundry Debtor invoicing permitted to approved account holders under policy CP FIN-3207)	COUNCIL CHARGE GST INCLUSIVE (WHERE INDICATED ✓)		COUNCIL CHARGE GST INCLUSIVE (WHERE INDICATED ✓)		STATUTORY CHARGE Per regulation as at 1 July 2016	PRICING BASIS REFERENCE (TARGET)	LEGISLATIVE REFERENCE
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Other Recreation and Sport - Recreation Services								
Damage Charges								
Receipt dependant on facility or equipment	Damage to property, fixtures, fittings and equipment	✓			Actual Cost			
	Damage to playing surfaces or grounds through misuse such as using round up/pesticides while line marking	✓			Minimum \$300			
Kununurra Gymnasium								
<i>Note: Membership includes access to gymnasium only. Minimum age to gymnasium is 16 years of age.</i>								
	Membership - 1 Month	✓			115.00		Full Cost Recovery	
	Membership - 3 Months	✓			185.00		Full Cost Recovery	
	Membership - 6 Months	✓			325.00		Full Cost Recovery	
	Membership - 12 Months	✓			590.00		Full Cost Recovery	
1110811	<i>Note: Concession is available on production of proof of eligibility for concession including Disability Support Card, Australian Student Card and Seniors Concession Card.</i>							
	Membership (Concession) - 1 Month	✓			87.00		Full Cost Recovery	Local Government Act 1995, Part 6, Division 5, Sections 6.15, 6.16, 6.17, 6.18
	Membership (Concession) - 3 Months	✓			170.00		Full Cost Recovery	
	Membership (Concession) - 6 Months	✓			300.00		Full Cost Recovery	
	Membership (Concession) - 12 Months	✓			540.00		Full Cost Recovery	
Casual use of Gym	✓			12.50		Full Cost Recovery		
1110813								
Kununurra Swimming Complex								
<i>Note: Membership includes access to swimming area's only. Minimum unaccompanied age to swimming area's is 12 years of age.</i>								
1110824	Aquatic Membership (child) - 1 Month	✓			35.00		Partial Cost Recovery	
	Aquatic Membership (child) - 3 Months	✓			90.00		Partial Cost Recovery	
	Aquatic Membership (child) - 6 Months	✓			126.00		Partial Cost Recovery	
	Aquatic Membership (child) - 12 Months	✓			210.00		Partial Cost Recovery	
	Aquatic Membership (adult) - 1 Month	✓			58.00		Partial Cost Recovery	
	Aquatic Membership (adult) - 3 Months	✓			135.00		Partial Cost Recovery	
	Aquatic Membership (adult) - 6 Months	✓			210.00		Partial Cost Recovery	
	Aquatic Membership (adult) - 12 Months	✓			350.00		Partial Cost Recovery	

SHIRE OF WYNDHAM EAST KIMBERLEY

2016-17

Proposed Fees and Charges

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		GST	Effective 1 July 2016	Effective 1 January 2017				
Other Recreation and Sport - Recreation Services								
	Kununurra Leisure Centre							
	<i>Note: Gold membership includes access to gymnasium, squash courts, all fitness classes, Kununurra swimming pool, Wyndham swimming pool, all aqua aerobics classes, initial and quarterly fitness program updates (for member only) and outdoor Tennis Court Use</i>							
	Gold Membership - 1 Month	✓	125.00				Partial Cost Recovery	
	Gold Membership - 3 Months	✓	230.00				Partial Cost Recovery	
	Gold Membership - 6 Months	✓	415.00				Partial Cost Recovery	
	Gold Membership - 12 Months	✓	730.00				Partial Cost Recovery	
	<i>Note: Concession is available on production of proof of eligibility for concession including Disability Support Card, Australian Student Card and Seniors Concession Card.</i>							
1110811	Gold Membership (Concession) - 1 Month	✓	110.00				Partial Cost Recovery	
	Gold Membership (Concession) - 3 Months	✓	195.00				Partial Cost Recovery	
	Gold Membership (Concession) - 6 Months	✓	380.00				Partial Cost Recovery	
	Gold Membership (Concession) - 12 Months	✓	630.00				Partial Cost Recovery	
	Squash Membership - 6 Months	✓	255.00				Partial Cost Recovery	
	Squash Membership - 12 Months	✓	410.00				Partial Cost Recovery	
	Replacement membership card fee	✓	10.00				Partial Cost Recovery	
1110812	Personal Training - per hour session	✓	85.00				Partial Cost Recovery	Local Government Act 1995, Part 6, Division 5, Sections 6.15, 6.16, 6.17, 6.18
	Personal Training - per half hour session	✓	55.00				Partial Cost Recovery	
	Classes and Programs							
	Recreation Programs	✓	POA				Full Cost Recovery	
	Aquatic Fitness Classes	✓	12.50				Full Cost Recovery	
Knx 1110812 / Wyn 1110411	Fitness Classes	✓	12.50				Full Cost Recovery	
	Book of 10 passes	✓	105.00				Full Cost Recovery	
	<i>Note: Passes can be used for casual entry to Gym, Fitness Classes and Aquatic Fitness Classes.</i>							
	Swimming Pools							
N/A	2 years and under (must be accompanied by a person 16 years or older - entry fee applies)		Free					
	Supervisors of children 5-12 years (non swimmers)		Free					
Knx 1110313 / Wyn 1110413	Spectator/Amenities Charge (non swimmers)	✓	5.00				Partial Cost Recovery	
	Hire of Lane Space (per lane, per hour) - not including pool entry charge per person to be charged in addition	✓	16.50				Partial Cost Recovery	

SHIRE OF WYNDHAM EAST KIMBERLEY

2016-17

Proposed Fees and Charges

GL	Charge Type Code (If Sundry Debtor invoicing permitted to approved account holders under policy CP FIN-3207)	COUNCIL CHARGE GST INCLUSIVE (WHERE INDICATED ✓)		COUNCIL CHARGE GST INCLUSIVE (WHERE INDICATED ✓)		STATUTORY CHARGE Per regulation as at 1 July 2016	PRICING BASIS REFERENCE (TARGET)	LEGISLATIVE REFERENCE	
		GST		Effective 1 July 2016	Effective 1 January 2017				
Other Recreation and Sport - Recreation Services									
Kununurra Leisure Centre (continued)									
Swim School									
	Swimming Lessons (1/2 hour) Individual	✓		36.50			Partial Cost Recovery		
Knx 1110312	1 Series (8 sessions), (per person)	✓		110.00			Partial Cost Recovery	Local Government Act 1995, Part 6, Division 5, Sections 6.15, 6.16, 6.17, 6.18	
	1 Series (8 sessions), 2 or more people from same family enrolled in same series (per person)	✓		95.00			Partial Cost Recovery		
	1/2 Series (4 sessions), (per person)	✓		55.00			Partial Cost Recovery		
	Royal Life Saving Society Course (includes updates) Prices set as per RLSS WA standard fees and charges	✓							Royal Life Saving Society
Swimming Pool Facility Hire									
See "Swimming Pool Facility Hire" above									
Kununurra Swimming Pool Entry									
	Adult swimmers	✓		5.00			Partial Cost Recovery		
	Child swimmers (16 years or under)	✓		3.00			Partial Cost Recovery		
	School Groups - per child	✓		2.50			Partial Cost Recovery		
1110310	Adult Ticket Books								
	Book of 10	✓		45.00			Partial Cost Recovery		
	Book of 20	✓		80.00			Partial Cost Recovery		
	Child Ticket Books (under 16 years)								
	Book of 10	✓		25.00			Partial Cost Recovery		
	Book of 20	✓		40.00			Partial Cost Recovery		
1110410	Wyndham Swimming Pool Entry								
	Adult swimmers	✓		5.00			Partial Cost Recovery	Local Government Act 1995, Part 6, Division 5, Sections 6.15, 6.16, 6.17, 6.18	
	Child swimmers (under 16 years)	✓		3.00			Partial Cost Recovery		
	School Groups - per child	✓		2.50			Partial Cost Recovery		
	Adult Ticket Books								
	Book of 10	✓		45.00			Partial Cost Recovery		
	Book of 20	✓		80.00			Partial Cost Recovery		
	Child Ticket Books (under 16 years)								
	Book of 10	✓		25.00			Partial Cost Recovery		
	Book of 20	✓		40.00			Partial Cost Recovery		
	Aquatic Membership for:-								
	1 Month (child)	✓		35.00			Partial Cost Recovery		
3 Months (child)	✓		90.00			Partial Cost Recovery			
6 Months (child)	✓		126.00			Partial Cost Recovery			
12 Months (child)	✓		210.00			Partial Cost Recovery			
1 Month (adult)	✓		58.00			Partial Cost Recovery			
3 Months (adult)	✓		135.00			Partial Cost Recovery			
6 Months (adult)	✓		210.00			Partial Cost Recovery			
12 Months (adult)	✓		350.00			Partial Cost Recovery			

SHIRE OF WYNDHAM EAST KIMBERLEY

2016-17

Proposed Fees and Charges

GL	Charge Type Code (If Sundry Debtor invoicing permitted to approved account holders under policy CP FIN-3207)	COUNCIL CHARGE GST INCLUSIVE (WHERE INDICATED ✓)		COUNCIL CHARGE GST INCLUSIVE (WHERE INDICATED ✓)		STATUTORY CHARGE Per regulation as at 1 July 2016	PRICING BASIS REFERENCE (TARGET)	LEGISLATIVE REFERENCE
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PUBLIC EVENTS								
Public Events activities can require a mixture of approvals under varying legislation which can attract a range of fees and charges. These are referenced below for ease.								
	Health Refer to "Public Building Approvals" and/or "Temporary Food Stalls"							
	Other Law Order and Public Safety Refer to "Road Closure Approval for Public Events"							
	Facility and Equipment Hire Signage / Fencing Refer to "Other Law Order and Public Safety"							
	Facilities / Equipment Refer to "Community and Recreation Facilities and Services"							
Other Recreation and Sport								
Public Events - (Events that comply with a current Public Building Certificate of Approval will receive an Event Permit at no cost)								
	Public Event Permit - Low Risk	✓	15.00				Full Cost Recovery	Local Government Act 1995 , Part 6, Division 5, Sections 6.15, 6.16, 6.17, 6.18; Shire of Wyndham East Kimberley Local Government Property Local Law 2003
	Public Event Permit - Medium Risk	✓	195.00				Full Cost Recovery	
	Public Event Permit - High Risk	✓	335.00				Full Cost Recovery	
Consent to Consume Alcohol on Shire Properties								
	Administration Fee for Shire Owned Properties - Note that this does not apply to the Youth Hub	✓	60.00				Full Cost Recovery	Local Government Act 1995, Part 6, Division 5, Sections 6.15, 6.16, 6.17, 6.18; Shire of Wyndham East Kimberley Local Government Property Local Law 2003
SCHEDULE 12 - TRANSPORT								
Aerodromes								
Airport Meeting Room Hire								
1120721	1) Community Organisation - per hour. Note: minimum \$45 charge	✓	20.00				Partial Cost Recovery	
	2) Commercial / Government / Private - per hour. Note: minimum \$90 charge	✓	40.00				Full Cost Recovery	
	1) Community Organisation - per day	✓	160.00				Partial Cost Recovery	
	2) Commercial / Government / Private per day.	✓	320.00				Full Cost Recovery	
Airport Private Works								
1120716	Slashing - Per Hour (includes tractor, slasher & labour)	✓	308.70 + 15%				Full Cost Recovery + Possible Mark Up	Local Government Act 1995 , Part 6, Division 5, Sections 6.15, 6.16, 6.17, 6.18
	Weed control - Per Hour (includes truck, labour & poison)	✓	272.70 + 15%				Full Cost Recovery + Possible Mark Up	
	Crack sealing machine - Per Hour (includes 2 operators. Bitumen product not included)	✓	306.10 + 15%				Full Cost Recovery + Possible Mark Up	
	Towing (airside) per hour (includes truck & labour)	✓	213.50 + 15%				Full Cost Recovery + Possible Mark Up	

SHIRE OF WYNDHAM EAST KIMBERLEY

2016-17

Proposed Fees and Charges

GL	Charge Type Code (If Sundry Debtor invoicing permitted to approved account holders under policy CP FIN-3207)	COUNCIL CHARGE GST INCLUSIVE (WHERE INDICATED ✓)		COUNCIL CHARGE GST INCLUSIVE (WHERE INDICATED ✓)		STATUTORY CHARGE Per regulation as at 1 July 2016	PRICING BASIS REFERENCE (TARGET)	LEGISLATIVE REFERENCE	
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Aerodromes (continued)									
Aircraft Landing Fees									
<i>[MTOW = Maximum take off weight]</i>									
Fixed Wing Aircraft - Regular Public Transport (RPT)									
		All Fixed Wing Aircraft - Per tonne and part thereof <i>(Per landing)</i>	✓		29.00		Full Cost Recovery + Possible Future Consideration		
		All Fixed Wing Aircraft - One landing fee is applicable per one hour session of training circuits or one hour maintenance check flights	✓		29.00		Full Cost Recovery + Possible Future Consideration		
		Fixed Wing Aircraft - General Aviation (GA)							
		All Fixed Wing Aircraft - Per tonne and part thereof <i>(Per landing)</i>	✓		25.00		Full Cost Recovery + Possible Future Consideration		
Knx 1120710 Wyn 1120810		All Fixed Wing Aircraft - One landing fee is applicable per one hour session of training circuits or one hour maintenance check flights	✓		25.00		Full Cost Recovery + Possible Future Consideration	Local Government Act 1995, Part 6, Division 5, Sections 6.15, 6.16, 6.17, 6.18	
Rotary Wing Aircraft									
		All Rotary Aircraft - Per Tonne and part thereof <i>(Per landing)</i>	✓		15.00		Full Cost Recovery + Possible Future Consideration		
		All Rotary Aircraft - One landing fee is applicable per one hour session of training circuits or one hour maintenance check flights	✓		15.00		Full Cost Recovery + Possible Future Consideration		
Passenger Service Fees									
Knx 1120711	0061	Passenger Handling fee	✓		21.50		Full Cost Recovery + Possible Future Consideration		
Knx 1120712	0062	Passenger Screening fee	✓		22.20		Full Cost Recovery + Possible Future Consideration		

SHIRE OF WYNDHAM EAST KIMBERLEY

2016-17

Proposed Fees and Charges

GL	Charge Type Code (If Sundry Debtor invoicing permitted to approved account holders under policy CP FIN-3207)	COUNCIL CHARGE GST INCLUSIVE (WHERE INDICATED ✓)		COUNCIL CHARGE GST INCLUSIVE (WHERE INDICATED ✓)		STATUTORY CHARGE Per regulation as at 1 July 2016	PRICING BASIS REFERENCE (TARGET)	LEGISLATIVE REFERENCE
			GST	Effective 1 July 2016	Effective 1 January 2017			
Aerodromes (continued)								
Aircraft Parking Fees								
		Non Resident Operator Aircraft Parking Fees (per night, landing Fees NOT Included)	✓		25.30		Full Cost Recovery + Possible Future Consideration	
Knx 1120714		Non Resident Operator Aircraft Parking Fees (per night, landing Fees NOT Included) - Wyndham Hangar	✓		40.00		Full Cost Recovery + Possible Future Consideration	
		Non Resident Operator Aircraft Parking Fees (6 months - Landing Fees NOT Included)	✓		920.10		Full Cost Recovery + Possible Future Consideration	
		Non Resident Operator Aircraft Parking Fees (Per month - Landing Fees NOT Included)	✓		180.10		Full Cost Recovery + Possible Future Consideration	
Call Out Fees								
1120710		Kununurra Airport, after hours, per hour	✓		130.70		Full Cost Recovery + Possible Future Consideration	
1120810		Wyndham Airport, after hours, per hour	✓		130.70		Full Cost Recovery + Possible Future Consideration	
Digital Advertising								
1120721		Annual advertising on airport terminal digital display boards	✓		1,420.50		Full Cost Recovery + Possible Future Consideration	Local Government Act 1995 , Part 6, Division 5, Sections 6.15, 6.16, 6.17, 6.18
		Quarterly advertising on airport terminal digital display boards	✓		426.20		Full Cost Recovery + Possible Future Consideration	
		Monthly advertising on airport terminal digital display boards	✓		154.00		Full Cost Recovery + Possible Future Consideration	
Terminal Usage Fee								
1120711		Fee is calculated on number of seats in aircraft (per seat)	✓		21.80		Full Cost Recovery + Possible Future Consideration	
1120721		Kununurra Terminal Key Fee (per annum)	✓		136.40		Full Cost Recovery + Possible Future Consideration	
Trust Receipt Type 25 (9101119)		Kununurra Terminal Security Access Card Bond	×		120.00		Full Cost Recovery + Possible Future Consideration	

SHIRE OF WYNDHAM EAST KIMBERLEY

2016-17

Proposed Fees and Charges

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			GST	Effective 1 July 2016	Effective 1 January 2017			
SCHEDULE 13 - ECONOMIC SERVICES								
Building Control								
01130310	Building Permit Application Certified Class 1 -10 (0.19% of the estimated value of work - but not less than \$95)	x				Calculation (minimum fee \$95)	100% Regulatory Fee	Building Regulations 2012 Schedule 2 - Fees (reg 11) Division 1 & Building Act 2011 (s. 16(1))
	Building Permit Application Certified Class 1B, 2 -9 (0.09% of the estimated value of work - but not less than \$95)	x				Calculation (minimum fee \$95)	100% Regulatory Fee	
	Building Permit Application Uncertified Class 1A & 10 (0.32% of the estimated value of work - but not less than \$95)	x				Calculation (minimum fee \$95)	100% Regulatory Fee	
	Amended building License - (minimum of \$20). <i>Note: Fees calculated on amended value</i>	x				Calculation	100% Regulatory Fee	Building Regulations 1989 (part 6)
	Building Approval Certificate Application (for a building in respect of which unauthorised work has been carried out) (0.38% of the estimated value of work - but not less than \$95)	x				Calculation (minimum fee \$95)	100% Regulatory Fee	
	Building Approval Certificate Application (for existing building where unauthorised work has not been carried out)	x				95.00	100% Regulatory Fee	Building Regulations 2012 Schedule 2 - Fees (reg 11) Division 2 & Building Act 2011 (s. 52(2))
	Application for Hoarding , Road Closure & Permit to excavate/deposit materials on street. (\$1.00 per metre square per month)	x				Calculation		Building Regulations 2012 Part 9 Division 3 (r 64 (4))
	Demolition - per storey. <i>Note: applications made prior to 2/4/2012.</i>	x				Calculation		Building Regulations 1989 (part 6)
	Demolition Permit Application - Class 1 - 10	x				95.00		Building Regulations 2012 Schedule 2 - Fees (reg 11) Division 1 & Building Act 2011 (s. 16(1))
	Demolition Permit Application - Class 2 - 9 (\$95 for each storey of the building)	x				Calculation		
1130312	Application Extension of Time (Building or Demolition Permit)	x				95.00		Building Regulations 2012 Schedule 2 - Fees (reg 11) Division 1 & Building Act 2011 (s. 32(3)(f))
	Application for Occupancy Permit (completed building)	x				95.00		Building Regulations 2012 Schedule 2 - Fees (reg 11) Division 2 & Building Act 2011 (s. 46)
	Application for Temporary Occupancy Permit (incomplete building)	x				95.00		Building Regulations 2012 Schedule 2 - Fees (reg 11) Division 2 & Building Act 2011 (s. 47)
	Application for Modification of Occupancy Permit (additional use of building on a temporary basis)	x				95.00		Building Regulations 2012 Schedule 2 - Fees (reg 11) Division 2 & Building Act 2011 (s. 48)
	Application for Replacement Occupancy Permit (permanent change of use/classification)	x				95.00		Building Regulations 2012 Schedule 2 - Fees (reg 11) Division 2 & Building Act 2011 (s. 49)
	Application for Occupancy Permit or Building Approval Certificate (for registration of strata scheme, plan of re-subdivision) (\$10.50 for each strata unit, but not less than \$104.65)	x				Calculation (minimum fee \$104.65)		Building Regulations 2012 Schedule 2 - Fees (reg 11) Division 2 & Building Act 2011 (s. 50(1) and (2))

SHIRE OF WYNDHAM EAST KIMBERLEY

2016-17

Proposed Fees and Charges

GL	Charge Type Code (If Sundry Debtor invoicing permitted to approved account holders under policy CP FIN-3207)	COUNCIL CHARGE GST INCLUSIVE (WHERE INDICATED ✓)		COUNCIL CHARGE GST INCLUSIVE (WHERE INDICATED ✓)		STATUTORY CHARGE Per regulation as at 1 July 2016	PRICING BASIS REFERENCE (TARGET)	LEGISLATIVE REFERENCE
			GST	Effective 1 July 2016	Effective 1 January 2017			
Building Control (continued)								
	Application for Occupancy Permit (for building in respect of which unauthorised work has been done) (0.18% of estimated value of unauthorised work but not less than \$95.00)	x				Calculation (minimum fee \$95)		Building Regulations 2012 Schedule 2 - Fees (reg 11) Division 2 & Building Act 2011 (s. 51 (2))
1130312	Application to Replace Occupancy Permit (for an existing building)	x				95.00		Building Regulations 2012 Schedule 2 - Fees (reg 11) Division 2 & Building Act 2011 (s. 52 (1))
	Application to extend the time during which an Occupancy Permit or Building Approval Certificate has effect.	x				95.00		Building Regulations 2012 Schedule 2 - Fees (reg 11) Division 2 & Building Act 2011 (s. 65 (3)(a))
	Annual Swimming Pool Fee - \$57.45 every 4 years (charged pro-rata)	x				\$14.36 per annum		Building Regulations 1989 Part 10 Regulation 38F Building Regulations 2012 Part 8 Division 2 (r 53 (2))
1130310	Application for Approval of Battery Operated Smoke Alarm	x				174.40		Building Regulations 2012 Part 8 Division 3 (r 61 (3)(b))
	Application for Variation/Modification of Building Standards in which declaration is sought from Building Commissioner	x				\$2,100 per standard variation		Building Regulations 2012 Part 9 Division 3 (r 64 (4))
	Inspection Fees (for third party requests)	✓		247.60				Local Government Act 1995, Part 6, Division 5, Sections 6.15, 6.16, 6.17, 6.18
Building Receipts - Trust payment - Trust Type 16 - Trust No. 9952 (9101113)	Building Services Levy for Building Permit (Minimum \$61.65 and 0.137% of work value exceeding \$45,000)	x				Calculation (minimum fee \$61.65)		Set by Building (Services) Act 2011 and Building Services Commission
	Building Services Levy for Demolition Permit (Minimum \$61.65 and 0.137% of work value exceeding \$45,000)	x				Calculation (minimum fee \$61.65)		
	Building Services Levy for Occupancy Permit (Minimum)	x				61.65		
Building Receipts - Trust payment - Trust Type 17 - Trust No. 9953 (9101114)	Building Services Levy for Building Approval Certificate (Minimum)	x				61.65		Set by Building (Services) Act 2011 and Building Services Commission
	Building Services Levy for Unauthorised Building Work (Minimum \$123.30 and 0.274% of work value exceeding \$45,000)	x				Calculation (minimum fee \$123.30)		
	Construction Industry Training Fund (0.2% of construction value over \$20,000.)	x				Calculation		Set by Construction and Training Industry group.
1130311	Retrieval and research fee for building information / documentation (per hour - one hour minimum). <i>Note-freedom of information restrictions may apply (additional fees apply for copying)</i>	✓		65.80				
1130312	Change of Ownership Advices (via settlement agents) - Building - per lot	x		84.00				Local Government Act 1995, Part 6, Division 5, Sections 6.15, 6.16, 6.17, 6.18
1130311	Supply of Generic Engineering Footing Specification Detail Specifications (per set)	✓		65.00			Full Cost Recovery	

SHIRE OF WYNDHAM EAST KIMBERLEY

2016-17

Proposed Fees and Charges

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			GST	Effective 1 July 2016	Effective 1 January 2017			
Building Control (continued)								
Construction Security Deposit								
Building Receipts - Trust payment - Trust Type 05 (9101105)		Construction Security Deposit for Residential construction - per m street frontage, up to a maximum of \$1,500	x	25.00			Full Cost Recovery	Local Government Act 1995, Part 6, Division 5, Sections 6.15, 6.16, 6.17, 6.18
		Construction Security Deposit for Commercial and Industrial construction - per m street frontage, up to a maximum of \$3,000	x	50.00			Full Cost Recovery	
Water Supply/Reticulation Charges								
1111212	0021	Water supply/retic charges, per kilolitre	x	0.82			Full Cost Recovery	Local Government Act 1995, Part 6, Division 5, Sections 6.15, 6.16, 6.17, 6.18
SCHEDULE 14 - OTHER PROPERTIES AND SERVICES								
Private Works								
Road Closure Approval for Public Events								
01140210		Community groups as defined under "Community and Recreation Facilities and Services"	✓	94.80 + 15%			Partial Cost Recovery	Local Government Act 1995, Part 6, Division 5, Sections 6.15, 6.16, 6.17, 6.18
		Commercial / Government / Private user groups as defined under "Community and Recreation Facilities and Services"	✓	190.00 + 15%			Full Cost Recovery	
Traffic Management Signage and Temporary Fencing								
01140210		Short term Hire of SWEK Traffic Management Signs (per sign / per week). <i>Note: erection of Traffic Management Signage must be undertaken by qualified person(s) and is only available to approved public events</i>	✓	6.50 + 15%			Full Cost Recovery	Local Government Act 1995, Part 6, Division 5, Sections 6.15, 6.16, 6.17, 6.18
		Erection of Traffic Management Signage by qualified Shire employees per hour	✓	164.70 + 15%			Full Cost Recovery	
		Short term hire of SWEK temporary fencing (per panel / per week). <i>Note: only available to Community Groups as defined under "Community and Recreation Facilities and Services". Pick up and delivery is hirers responsibility.</i>	✓	6.50 + 15%			Partial Cost Recovery	
Trust Receipt Type 20 (9101109)		Bond	x	600.00			Full Cost Recovery	
Crossover Subsidy								
		Each application must be assessed for eligibility in accordance with Council Policy <i>CP/OPS-3653 Vehicle Crossover Subsidy</i> , prior to subsidy being provided	x	2,500.00				Local Government (Uniform Local Provisions) Regulations 1996, Regulation 15; GST Exempt: (A New Tax System (Goods and Services Tax) (Exempt Taxes, Fees and Charges) Determination 2011 (No. 1))

SHIRE OF WYNDHAM EAST KIMBERLEY

2016-17

Proposed Fees and Charges

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		GST	Effective 1 July 2016	Effective 1 January 2017				
Private Works (continued)								
	Directional Signage							
	Purchase of signs and installation	✓		Actual Costs + 15%			Full Cost Recovery	
	Assessment of Applications							
	eg. cattle grids, private works requests	✓		152.30 + 15%			Full Cost Recovery	
	Labour Rates							
	Supervisor (per hour)	✓		152.30 + 15%			Full Cost Recovery + Possible Mark Up	
	Labor (per hour)	✓		93.60 + 15%			Full Cost Recovery + Possible Mark Up	
	Labor T1.5 (as per Enterprise Agreement) - per hour	✓		140.50 + 15%			Full Cost Recovery + Possible Mark Up	
	Labor T2.0 (as per Enterprise Agreement) - per hour	✓		190.30 + 15%			Full Cost Recovery + Possible Mark Up	
	Inspection less than 1 hour	✓		152.30 + 15%			Full Cost Recovery + Possible Mark Up	
	Inspection for each additional hour pro-rata	✓		152.30 + 15%			Full Cost Recovery + Possible Mark Up	
	Public Events (Traffic Management Plan Review)	✓		205.10 + 15%			Full Cost Recovery + Possible Mark Up	
01140210	Public Events (Traffic Management Plan Review) - Community Organisations	✓		102.60 + 15%			Full Cost Recovery + Possible Mark Up	Local Government Act 1995, Part 6, Division 5, Sections 6.15, 6.16, 6.17, 6.18
	Plant Rates							
	WY26224 - John Deere 1565 Front Deck Ride On Mower With 72 Mulching Deck - Per Day	✓		92.30 + 15%			Full Cost Recovery + Possible Mark Up	
	WY26287 - 2013 John Deere 326D Skidsteer - wheeled model	✓		338.50 + 15%			Full Cost Recovery + Possible Mark Up	
	Skidster - tracked model	✓		543.60 + 15%			Full Cost Recovery + Possible Mark Up	
	WY26291- 2013 John Deere 1565 4WD Ride on Mower With72" Mulching Deck - Per Day	✓		92.30 + 15%			Full Cost Recovery + Possible Mark Up	
	WY11160 - Mitsubishi Tipper 10 Tonne Truck - Per Hour - Including Operator	✓		112.80 + 15%			Full Cost Recovery + Possible Mark Up	
	WY11160 - Mitsubishi Tipper 10 Tonne Truck - Per Month - Excluding Operator	✓		15,778.00 + 15%			Full Cost Recovery + Possible Mark Up	
	WY11719 - Kubota M6800 Loader Tractor - Per hour	✓		138.00 + 15%			Full Cost Recovery + Possible Mark Up	
	IDBW601 - Fuso 3 Tonne Tip Truck - Per hour	✓		103.00 + 15%			Full Cost Recovery + Possible Mark Up	
	WY14960 - Kubota M Series Tractor M9540DHC - Per day (with slasher)	✓		385.00 + 15%			Full Cost Recovery + Possible Mark Up	

SHIRE OF WYNDHAM EAST KIMBERLEY

2016-17

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		GST	Effective 1 July 2016	Effective 1 January 2017				
Private Works (continued)								
Plant Rates (continued)								
			✓	128.00 + 15%			Full Cost Recovery + Possible Mark Up	
			✓	128.00 + 15%			Full Cost Recovery + Possible Mark Up	
			✓	128.00 + 15%			Full Cost Recovery + Possible Mark Up	
			✓	128.00 + 15%			Full Cost Recovery + Possible Mark Up	
			✓	103.00 + 15%			Full Cost Recovery + Possible Mark Up	
			✓	190.00 + 15%			Full Cost Recovery + Possible Mark Up	
			✓	138.00 + 15%			Full Cost Recovery + Possible Mark Up	
			✓	193.00 + 15%			Full Cost Recovery + Possible Mark Up	
			✓	163.00 + 15%			Full Cost Recovery + Possible Mark Up	
01140210			✓	138.00 + 15%			Full Cost Recovery + Possible Mark Up	Local Government Act 1995, Part 6, Division 5, Sections 6.15, 6.16, 6.17, 6.18
			✓	92.00 + 15%			Full Cost Recovery + Possible Mark Up	
			✓	385.00 + 15%			Full Cost Recovery + Possible Mark Up	
			✓	113.00 + 15%			Full Cost Recovery + Possible Mark Up	
			✓	138.00 + 15%			Full Cost Recovery + Possible Mark Up	
			✓	138.00 + 15%			Full Cost Recovery + Possible Mark Up	
			✓	103.00 + 15%			Full Cost Recovery + Possible Mark Up	
			✓	103.00 + 15%			Full Cost Recovery + Possible Mark Up	
			✓	385.00 + 15%			Full Cost Recovery + Possible Mark Up	
			✓	138.00 + 15%			Full Cost Recovery + Possible Mark Up	
			✓	68.00 + 15%			Full Cost Recovery + Possible Mark Up	

SHIRE OF WYNDHAM EAST KIMBERLEY

2016-17

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		GST	Effective 1 July 2016	Effective 1 January 2017				
Private Works (continued)								
Plant Rates (continued)								
	Chain Saw - 12" model - Per day	✓	107.00 + 15%				Full Cost Recovery + Possible Mark Up	
	Chain Saw - 18" model - Per day	✓	139.00 + 15%				Full Cost Recovery + Possible Mark Up	
01140210	Car Trailers - Per day	✓	118.00 + 15%				Full Cost Recovery + Possible Mark Up	Local Government Act 1995, Part 6, Division 5, Sections 6.15, 6.16, 6.17, 6.18
	Cage Trailer (6x4) - Per day	✓	48.00 + 15%				Full Cost Recovery + Possible Mark Up	
	Cage Trailer (8x5) - Per day	✓	74.00 + 15%				Full Cost Recovery + Possible Mark Up	

13.04. COMMUNITY DEVELOPMENT

13.04.1. Request for Lease - Ord River Magpies Football Club

DATE:	29 March 2016
AUTHOR:	Wayne Richards, Manager Community Services
RESPONSIBLE OFFICER:	Louise Gee, Director Community Development
ASSESSMENT NO:	A7620
FILE NO:	CP.07.22
DISCLOSURE OF INTERESTS:	Nil

VOTING REQUIREMENT

Simple Majority

PURPOSE

For Council to endorse the commencement of negotiations with the Ord River Magpies Football Club for a lease of a portion of Lot 504 on Reserve 29799 Kununurra.

OFFICER'S RECOMMENDATION

That Council request the Chief Executive Officer to enter into negotiations with the Ord River Magpies for a lease over a portion of Lot 504 on Reserve 29799, Kununurra, subject to approval of the Minister of Lands.

COUNCIL DECISION

Minute No: 11303

**Moved: Cr B Robinson
Seconded: Cr A Petherick**

That Council request the Chief Executive Officer to enter into negotiations with the Ord River Magpies for a lease over a portion of Lot 504 on Reserve 29799, Kununurra, subject to approval of the Minister of Lands

Carried 7/0

NATURE OF COUNCIL'S ROLE IN THE MATTER

Provider - provide physical infrastructure and essential services.

BACKGROUND/ PREVIOUS CONSIDERATIONS BY COUNCIL/ COMMITTEE

Prior to 1 July 2015, Lot 504, 199 Coolibah Drive was leased to, or occupied as a tenant at will, by the Kununurra Agricultural Society. Under this lease, the Agricultural Society subleased a portion of this Lot to the Ord River Magpies Football Club.

The new Agricultural Society Lease commencing 1 July 2015 removed a portion of this lease. This has allowed the Shire to enter into a direct lease with the Ord River Magpies Football Club for their existing site. The site map identifying the lease sites is attached (Attachment 1).

Officers met with representatives from the Club on 23 February 2016 to discuss general terms. From this meeting the Ord River Magpies requested a lease over part Lot 504, 199 Coolibah Drive as depicted in Attachment 1. The Club is agreeable to the general terms of CP/PMG 3780 Leasing of Council Managed Reserve Land Community, pending review of the draft lease.

STATUTORY IMPLICATIONS

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

Local Government Act 1995

Under section 3.58 of the Local Government Act 1995 (LGA), the leasing of land is included as a form of disposal of property and is required to be undertaken in accordance with this section of the LGA.

However, there are exemptions from the requirements outlined in *regulation 30 of the Local Government (Functions & General) Regulations 1996*, which states that a disposition of land is an exempt disposition if –

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

As such, a lease to Ord River Magpies would be considered an exempt disposition and the Shire could directly enter into a lease negotiation

POLICY IMPLICATIONS

The draft lease will be developed in accordance with CP/PMG 3780 Leasing of Council Managed Reserve Land Community.

FINANCIAL IMPLICATIONS

The annual lease fee for this property will be set at \$500.00 per annum, excluding GST, indexed for CPI as per CP/PMG 3780 Leasing of Council Managed Reserve Land - Community.

All costs associated with the development of the lease will be the responsibility of the Lessee.

STRATEGIC IMPLICATIONS

Strategic Community Plan 2012-2022

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

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

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

RISK IMPLICATIONS

Non-compliance with procurement policy and procedures resulting in financial and/or reputation loss.

COMMUNITY ENGAGEMENT

Community consultation has not been required at this time.

COMMENTS

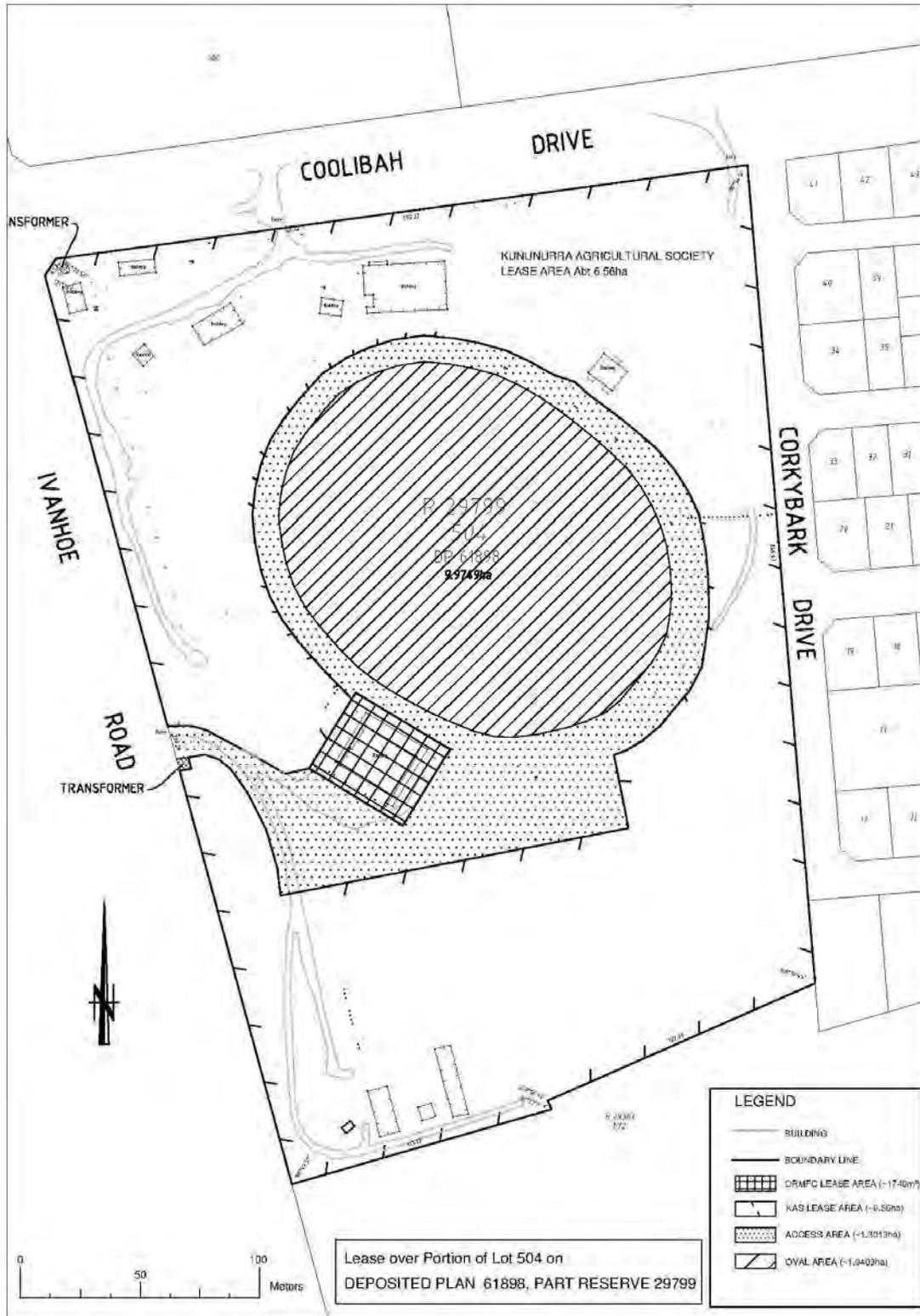
The Club has not determined whether they will seek a 21 year or 10 year lease at this time. It was advised that if the Club did want to seek a 21 year lease that they would need to supply a Business Plan providing a case for this 21 year term.

Should approval to negotiate be endorsed by Council, the next steps in this process are to review and agree upon the terms of a draft lease, forward the Draft Lease to the Department of Lands for in-principle consent. Once in-principle consent is received, the Lease will be finalised and forwarded to all parties for authorisation.

ATTACHMENTS

Attachment 1 - Proposed Lease Site

Attachment 2 - CP/PMG 3780 Leasing of Council Managed Reserve Land Community





POLICY NO	CP/PMG-3780	
POLICY	Leasing of Council Managed Reserve Land - Community	
RESPONSIBLE DIRECTORATE	Community Development	
RESPONSIBLE OFFICER	Manager Community Services	
COUNCIL ADOPTION	Date: 15/05/2012	Resolution No:
REVIEWED/MODIFIED	Date: 23/06/2015	Resolution No: 10990
	Date:	Resolution No:
REVIEW DATE	Date: June 2017	
LEGISLATION	<i>Local Government Act 1995</i> <i>Local Government (Functions and General) Regulations 1996</i> <i>Land Administration Act 1997</i>	
RELATED POLICIES	CP/PMG-3781 - Leasing of Council Managed/Owned Land - Commercial	
RELATED ORGANISATIONAL DIRECTIVES	N/A	

PURPOSE:

A community lease is an agreement between the Shire and an external organisation to manage a reserve or facility on behalf of the Shire and for the community. This agreement supports the organisation in conducting their activities/services, and in doing so, provides benefit to the wider community. In many cases this arrangement provides a service to the community that would otherwise not be available or would require significant Shire input.

The Shire of Wyndham East Kimberley seeks to support community groups in increasing capacity and improving facilities within the Shire that result in strengthening of the community helping to build vibrant, inclusive and healthy communities.

The objectives of this policy are to:

- Ensure Community leases maximise benefit to the community of the Shire of Wyndham East Kimberley by supporting community organisations in the provision of services, facilities and events.
- Ensure the economic and environmental impact of community leases on the Shire and the community is considered.
- Encourage clarity and consistency in the Shire's community leases and associated processes.
- Promote equity across all Shire community leases without favour or prejudice to individual organisations.
- Ensure assets leased to community organisations are well maintained to maximise sustainability, promote safety and maximise community benefit.
- Minimise risk to the Shire, financial or litigious, resulting from Community leases.

- Promote collocation and multipurpose development, where practicable, and strategic development of community facilities based on future requirements of the land and community needs.
- Ensure the value of community leases and Shire contribution to the community through community leases is recognised.

DEFINITIONS:

Community Group is an entity that carries on activities for a public purpose, or another entity whose primary object is not directed at making a profit.

Lease is a grant of interest in land.

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

POLICY STATEMENTS:

This policy provides the opportunity for the lessee to provide service(s) to the Community of the Shire of Wyndham East Kimberley. In some cases these services may not otherwise be provided or, would require funding from the Shire.

As community benefit is a key objective of this policy, Community leases should include mechanisms and terms that actively encourage benefit to the community. Lessees can promote community benefits through:

- Operating as per their permitted use and constitution
- Encouraging membership and participation
- Ensuring accessibility where appropriate.

Standard terms of Shire of Wyndham East Kimberley Community Leases are:

1. Permitted Use

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

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

2. Lease Term

The standard lease term will be 10 years.

A longer lease term may be granted at the discretion of Council if the lessee can demonstrate the need for this extended term, as well as the financial sustainability to meet this need, through the lodgement of a business plan.

3. Lease Rent

Commencement rental will be \$500 per annum, excluding GST.

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

4. Development

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

At the conclusion of a lease, any buildings or infrastructure not removed from the lease site will become the property of the Shire, for the disposal or retention at the Shire's discretion and associated costs may be recovered from the lessee.

5. Maintenance Requirements

The lessee will be responsible for all maintenance of buildings, infrastructure or fixtures on the lease site.

6. Commercial Activity

It is recognised that in certain circumstances it is appropriate for the leased community facility to be utilised to generate profit, where that profit is used to support the lessee.

Council shall determine when profit-generating uses are acceptable having regard for the following:

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

Generally acceptable uses include:

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

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

7. Business Plans

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

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

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

- Long term plans or strategic direction over the next 10 years or more
- Detail with respect to infrastructure (buildings and associated works) needs
- Long term objectives with regard to current and potential future land use, and
- Long term financial objectives – to promote financial sustainability.

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

8. General

- 8.1. Collocation arrangements will be actively encouraged to ensure maximum community utilisation and benefit is obtained from limited community facilities.
- 8.2. Leases will only be granted over areas required for exclusive use. Any areas that can be used jointly or by the general public i.e. for access, parking, ablutions etc., will only be licenced.
- 8.3. Lessees are required to comply with all laws and statutory requirements which are imposed throughout the term of the lease.
- 8.4. Cost of the lease preparation (including advertising costs, valuations, legal fees), stamping and registration are to be met by the Lessee.
- 8.5. Any utility charges, rates and taxes levied against the land are to be paid by the Lessee.
- 8.6. It is strongly advised that the Lessee take out and maintain contents insurance for the contents within the leased premises.
- 8.7. The Lessee will hold public liability insurance to a minimum of \$20 million indemnifying the Shire of Wyndham East Kimberley from any loss resulting from the Lessees activities conducted within the leased premises.
- 8.8. Sub-leasing in principal is not supported unless it is required to enable multipurpose use of facilities or collocation. Sub-leasing agreements are not to be entered into without prior permission from the Shire and Minister for Lands.
- 8.9. Final Ministerial Approval will be required for all Crown land leases.
- 8.10. Registration of the lease will apply where required.
- 8.11. The Lessee will be required to complete a report at the request of the Shire detailing club and building details.

- 8.12. The Lessee may be approved by the Lessor to remain in possession of the leased premises following the expiry of the lease. In such circumstances the lessee will be deemed to be a tenant at will on a month to month basis.
- 8.13. Should a lease expire, a holding over clause will apply. Where there is a period between the expiry of a lease and the commencement of a new lease, the commencement date of the subsequent lease will be the date of agreement to the final draft lease by the Shire of Wyndham East Kimberley and the lessee.
- 8.14. The Shire as the Lessor will insure all buildings and other improvements with the Lessee to reimburse the cost of this insurance to the Shire.

EXPLANATORY NOTES:

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

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

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

Leases provide exclusivity and security of tenure. Leases are in most cases viewed favourably, if not essential, by some funding providers for capital works grants. The security of tenure encourages Lessees to develop and maintain facilities and lease sites for the benefit of their members, an ultimately the wider community.

The exclusivity of a lease does have disadvantages. Leases generally do not encourage collocation or shared facility use and can discourage the development of multipurpose facilities. Such partnership and shared facilities promote more efficient use of space and facilities maximising community asset utilisation. In certain situations therefore, it may be more appropriate for an arrangement for a non-exclusive use of the land or buildings through a Licence. This would then allow and encourage greater use and access by a number of clubs/community groups and the general public, as practicable.

It is noted that all community leases that are located on a foreshore must have a 10 metre buffer. In such cases it is appropriate for the Shire to issue a License maintaining access for pedestrians and for passive recreational purposes.

RISK:

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

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

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13.04.2. Recreation Space Strategy

DATE:	29 March 2016
AUTHOR:	Wayne Richards, Manager Community Services
RESPONSIBLE OFFICER:	Louise Gee, Director Community Development
FILE NO:	PR.10.4
DISCLOSURE OF INTERESTS:	Nil

VOTING REQUIREMENT

Simple Majority

PURPOSE

For Council to endorse the Shire of Wyndham East Kimberley Recreation Space Strategy 2016-2020.

OFFICER'S RECOMMENDATION

That Council endorse the Shire of Wyndham East Kimberley Recreation Space Strategy 2016-2020

COUNCIL DECISION

Minute No: 11304

Moved: Cr S Cooke

Seconded: Cr D Spackman

That Council endorse the Shire of Wyndham East Kimberley Recreation Space Strategy 2016-2020

Carried 7/0

NATURE OF COUNCIL'S ROLE IN THE MATTER

Leader - plan and provide direction through policy and practices.

BACKGROUND/ PREVIOUS CONSIDERATIONS BY COUNCIL/ COMMITTEE

Initially titled the Shire of Wyndham East Kimberley "Play Space Plan", on advice from the WA Department of Sport and Recreation the title, and terminology within the document, has been changed to "Recreation Space Strategy".

The provision of Recreation Space is a priority for the Shire of Wyndham East Kimberley. A number of spaces are provided both in Wyndham and Kununurra at a significant cost, with this provision based on the recognition of the high level of benefit this space and its associated facilities provide.

The difficulty in providing recreation space is that despite the fact it would be nice to provide enough services and facilities to please everyone, the community's needs and wants, have to be balanced with the costs of constructing and maintaining this space. To do this effectively requires a strategy that considers the needs and wants of the community, the associated costs, and best practice for this service provision. This strategy should ensure that services are provided efficiently and the community gains maximum benefit for investment.

In July 2004 the Shire adopted a Park Plan that included a review of park provision and recommendations for actions to consolidate what was being provided. Clearly this plan is now outdated, a number of the actions within the plan are complete and guidelines on best practice have changed. In addition, there have also been changes to the Shire's recreation spaces since the adoption of this plan including the construction of two playgrounds in Lakeside, the construction of a playground at Celebrity Tree Park in Kununurra, as well as the construction of a playground adjacent to St Pauls Way in Wyndham.

The Shire commenced the development of an updated Strategy for the development and management of "Recreation Space" in June 2015. This Strategy was advertised publicly from 11 January 2016 requesting community feedback via a brief questionnaire. Feedback was accepted until 29 February 2016. Eight responses were received from local residents, a summary of this feedback is included in the Strategy document. Extensive comment was also received from the Kimberley Regional Manager, Department of Sport and Recreation. All responses received have been considered in the development of the Recreation Space Strategy.

This Shire of Wyndham East Kimberley Recreation Space Strategy 2016-2020 (Attachment 1) is now presented for Council endorsement.

STATUTORY IMPLICATIONS

There are no statutory implications associated with this report.

POLICY IMPLICATIONS

There are no policy implications associated with this report.

FINANCIAL IMPLICATIONS

\$200,000 is allocated in the 2015/16 budget to carry our recommendations from the action plans informed by this Strategy.

STRATEGIC IMPLICATIONS

Strategic Community Plan 2012-2022

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

Objective 3.4: Protection and enhancement of community facilities.

Strategy 3.4.1: Manage, maintain and upgrade public parks and amenities to ensure they meet community need and are accessible to people of all ages and abilities.

RISK IMPLICATIONS

Risk: Lack of a planned approach to project design and approvals resulting in increased costs and poor delivery.

Action: Development of a Recreation Space Strategy to provide this planned approach.

COMMUNITY ENGAGEMENT

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

The Draft Recreation Space Strategy was advertised on the Shire's website and Facebook page from 11 January 2016.

The Strategy was also forwarded to members of the East Kimberley Childrens Services Network (EKCSN) and discussed at the February 2016 EKCSN meeting.

Community engagement for the development of the action plans will involve the formation of two working groups, one in each town.

COMMENTS

Following the endorsement of this Recreation Space Strategy, the Strategy will inform the development of action plans in both Wyndham and Kununurra. These action plans will determine the works required to ensure that the Shire's recreation spaces meet the guidelines listed in the Strategy. The two documents have been separated for two reasons, firstly this ensures that action plans are not developed based on a Strategy that is not supported by Council and secondly, this will allow the action plans to be updated annually while the Strategy, which will be reviewed biennially, should remain largely unchanged.

Community engagement for the development of the action plans will involve the formation of two working groups, one in each town.

ATTACHMENTS

Attachment 1 - Draft Shire of Wyndham East Kimberley Recreation Space Strategy 2016-2020

DRAFT



RECREATION SPACE STRATEGY

2016 | 2020

Executive Summary

The recognition of the importance of public open space, parks and playgrounds is evident in the continued investment from the Shire of Wyndham East Kimberley in the development and maintenance of recreation spaces, including playgrounds.

It is essential in reading this document that it is understood that this strategy is specifically addressing designated recreation space. It is acknowledged that other public open space can be used for recreation and play and this has been considered in developing the guidelines however the recreation spaces addressed within the Plan are those that are serviced by the Shire for the specific purpose of recreation as per the definitions below.

This said, while focused on recreation spaces, in the absence of this Integrated Public Open Space Strategy, this Strategy does consider some elements of open public space in the broader sense.

The purpose of this Strategy is to:

- Identify key considerations in the provision of Recreation Space.
- Provide guidelines for Council and staff for the provision of Recreation Space, including levels of service, within the Shire of Wyndham East Kimberley.

This Strategy is to be viewed in the broader context of the Shire's Integrated Public Open Space Planning.

It should be noted that there are some Recreation spaces present within the Shire that are not included in this strategy. These include spaces at Schools, Child Care Facilities, and within Aboriginal Communities. The Shire also provides recreation space and playground equipment at both the Kununurra Leisure Centre and Wyndham Swimming Pool however these have not been included in this strategy as users must pay an entry fee to access the facility.

Vision:

A range of recreation spaces within the Shire of Wyndham East Kimberley that are accessible, meet the needs of the broad community, and provide a range of social and community benefits.

Principles:

The purpose of this strategy is to ensure that Recreation Spaces within the Shire of Wyndham East Kimberley are provided in a manner that:

- Ensures the community is consulted in the development and management of recreation spaces
- Meets the needs of the community
- Ensures access and opportunity for all residents to access and utilise recreation space that meets a range of needs including:
 - Access for people with disability
 - Access for a range of age groups and ability levels
 - Access to recreation spaces of varied hierarchical levels within reasonable proximity
- Uses resources efficiently and considers whole of life costs when developing recreation spaces



Definitions:

Recreation Space: A developed component within an area of Public Open Space provided for the whole community for the purpose of informal play and physical activity, relaxation and social interaction. (Department of Sport and Recreation) Recreation space recognises the entire space that can be used for recreation including playgrounds, parks, ovals and courts. Recreation spaces where a fee is charged (i.e. swimming pools and their associated facilities) are not included in this strategy as public recreation spaces.

Sport Space: A setting for formal structured sporting activities. (Department of Sport and Recreation).

Nature Space: A setting where people can enjoy nearby nature and protect local biodiversity and natural area values (Department of Sport and Recreation)

Playground: For the purpose of this strategy, a playground is a recreation space with play equipment provided, typically items such as swings, slides and climbing equipment.

Public Open Space: Public Open Space refers to green spaces: parklands, play areas, playing fields, bushland greenways used for the purpose of formal and informal sport and recreation.

Strategic Implications:

Public parks and amenities are addressed in the Shire of Wyndham East Kimberley's Strategic Community Plan 2012-2022:

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

Objective 3.4: Protection and enhancement of community facilities

Strategy 3.4.1: Manage and maintain and upgrade public Parks and amenities to ensure they meet community need and are accessible to people of all ages and abilities.

Background:

The Shire currently services and provides a range of public open spaces, categorized as Recreations Space, Sport Space and Nature Space. Eleven of these spaces are designated recreation spaces, seven in Kununurra and four in Wyndham.

A Shire Parks Plan was adopted in 2004. While the content is now outdated, the document set the direction for the planning and management of Shire Parks and Playgrounds and a number of recommended actions within the plan have been actioned. While a useful plan, this document did not address the construction of new playgrounds or the tipping points of where a new recreation space may be required. The absence of this information means there is little guidance for the development of new playgrounds with any new recreation spaces guided by opportunity rather than strategy. These opportunities have been through land developments in Lakeside and the result of a community initiatives (Celebrity Tree Park) and through grant funding (St Pauls Way in Wyndham).

This said, as explained further below, even without documented guidance the number and range of recreation spaces in both Wyndham and Kununurra does currently provide good coverage and access for residents.

Designated Recreation Spaces:

The following spaces are designated recreation spaces:

Kununurra

Celebrity Tree Park

Pindan Park

Swim Beach

Nicolson Park

Argentea St Park

White Gum Park

Kununurra Town Oval surrounds (including sports courts)

Wyndham

Bessie Wylie Park

Lions Park/Denman St

St Pauls Way

Clarrie Cassidy Oval surrounds (Wyndham Oval)

Spaces may be added or removed from this list as determined by Council.

Scope:

As identified within the Department of Sport and Recreation Framework for Open Space, Public Open Space *“is generally described as land set aside for the purpose of public enjoyment and protection of unique, environmental, social and cultural values for existing and future generations.”*

The functions of Public Open Space are divided into three categories by primary use and expected activities:

- Recreation Spaces
- Sport Spaces
- Nature Spaces

This Strategy is specifically providing guidance on the development and maintenance of Recreation Spaces. This said, while these spaces can be categorised there is a significant amount of cross over and impact of the POS categories on each other and need to be taken into account when assessing needs. As an example, the Shire of Wyndham East Kimberley has an abundance of “Nature Space” with bushland, trails and open space within close proximity of most residents. This nature space provides additional opportunities for recreation not typically available to residents of other locations. Access to “nature space” areas is increasingly recognised as an important element in childhood development to the point where specifically designed nature play areas are being designed and constructed in many urban areas.

The fact that such areas are available naturally within the Shire has two primary impacts. Firstly, these natural features can be more readily incorporated into designated recreation space. Secondly, while not designated as formal recreation space, the abundance of natural area must not be overlooked as an additional recreation space option (i.e. the PLAWA benchmarks would be set for communities without close proximity to walking trails, rivers, waterfalls, bushland).

With regard to “Sport Spaces”. While officially designated as sport spaces, the Shire of Wyndham East Kimberley sporting facilities are generally open for public recreational use, adding to the amount of “recreation space”. This is particularly important when recreation space can be located adjacent to sport space allowing dual use of services (such as amenities, drinking water, power supplies) and encouraging additional recreational use of this “Sport Space”.

Context:

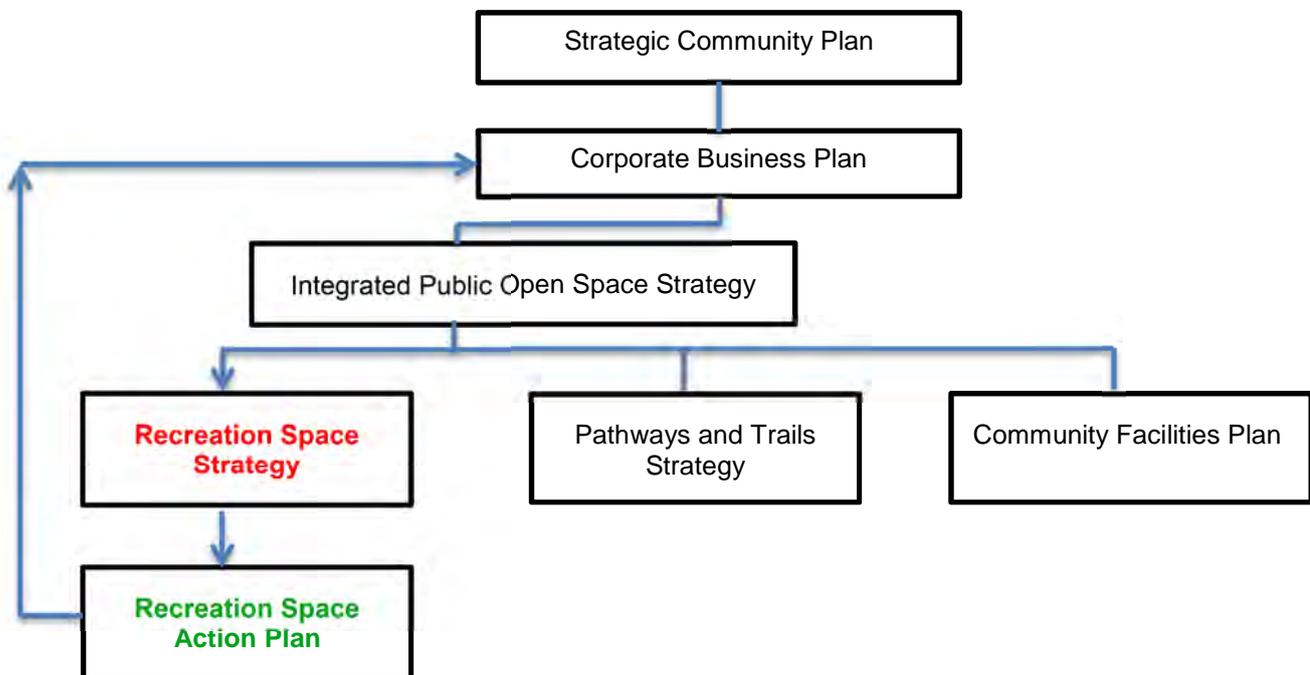
The Shire of Wyndham East Kimberley Recreation Space Strategy is an informing plan for the Shire’s integrated Planning framework. While several key linking documents are yet to be developed, the Recreation Space Strategy will link with a broader Integrated Public Open Space Strategy.

The Recreation Space Strategy provides overarching guidance for all Recreation space which will be used to develop a Recreation Space Action Plan that identifies specific actions required to meet the adopted guidelines.

These actions, in turn, will be incorporated into the Shire’s Corporate Business Plan.

It is recognised that for the Shire to comply with the guidelines of this Strategy works to a number of existing recreation spaces within the Shire may be required. As the financial implications may be significant, it should be understood that it will not be possible to carry out all works immediately.

Recommendations to allow the Shire to meet the guidelines will be developed within an action plan, prioritised and included in forward capital works programs.



Demographics:

In the 2011 Census, there were 1,003 people in Wyndham (WA) (State Suburbs) and 5,525 people in Kununurra (State Suburbs).

As recreation space is provided for all members of the community, it is important to consider the age ranges within the towns.

Age Range	Wyndham	Kununurra
0-4	104	489
5-9	101	432
10-14	70	387
15-19	50	285

<http://abs.gov.au/websitedbs/censushome.nsf/home/quickstats>

Population projections taken from the “East Kimberley @ 25K” indicate that while the population is projected to grow, it is the adult and older age range populations that are expected to increase while the population of young people is expected to remain relatively stagnant. These projections are below:

Table 2. Population Projections – ABS Unofficial Projections, Shire of Wyndham-East Kimberley

Age (years)	Year			
	2011	2016	2021	2026
0 to 4 years	728	721	720	720
5 to 9 years	594	675	676	677
10 to 14 years	552	522	577	580
15 to 19 years	458	427	409	441
20 to 24 years	611	587	565	549
25 to 29 years	712	707	686	660
30 to 34 years	588	642	638	622
35 to 39 years	603	563	618	614
40 to 44 years	598	588	569	614
45 to 49 years	583	572	567	556
50 to 54 years	455	491	486	492
55 to 59 years	369	402	416	429
60 to 64 years	319	362	393	411
65 to 69 years	204	261	297	326
70 to 74 years	96	142	187	209
75 to 79 years	58	67	105	141
80 to 84 years	14	26	34	62
85 years and over	24	24	30	34
TOTAL	7,566	7,779	7,973	8,137

Source: Australian Government Department of Health and Ageing – Unofficial ABS Projections (2010)

Note: The two population figures in these tables differ slightly as the “State Suburb” figures were used in table 1 encompassing surrounding areas rather than just the town sites.

Purpose of Recreation Space:

Recreation spaces enhance physical and mental health through activity that provides relaxation, amusement or stimulation.

Recreation spaces can be accessed by all to play, socialise, exercise, celebrate or participate in other activities that provide personal satisfaction or intrinsic reward.

Department of Sport and Recreation Framework for Open Space

Purpose of recreation space for children:

Playing outside is not just about letting off steam. It is a vital part of childhood that helps children develop physical strength, coordination and balance. It can also provide opportunities for children to learn and develop:

- Social Skills - when they play with other children they learn to communicate, share, collaborate and empathise with others.
- Imagination and creativity - outside play is often open-ended and children need to be creative about what and how games are played.
- Thinking and problem solving skills - as children assess risks and tackle new challenges they learn about having a go, persistence and perseverance and the success those attributes can bring.
- Sense of self - as they master new skills and play with other children they improve their competence and confidence in their own physical and social abilities.
- Sense of connection - to place, to peers and to their local community and environment.
- Self-care skills - managing physical and social challenges helps children to learn about keeping themselves safe.

Kidsafe WA



Community Engagement:

Strategy Development

The Draft Recreation Space Strategy was publically advertised on the Shire Website, Facebook site and Kimberley Echo from 11 January 2016 allowing feedback for a period of six weeks. During this period the draft was forwarded to a number of key stakeholders for feedback including the Early Years Network and Wyndham Interagency Network. Feedback was received from members of the community as well as the WA Department of Sport and Recreation.

What the Community said:

To the question "Would you prefer one well developed play space and fewer services in other spaces, or services spread across multiple play spaces?"

- *"One well developed in KNX & one in Wyndham"*
- *"Services spread around multiple play areas to stop local children being bored" (Wyndham resident)*
- *"2 or 3 play spaces with higher quality services. Possible water play area would be great."*
- *"Services spread across multiple spaces, or options for different play areas"*
- *"More services spread across multiple spaces – more in town and more creative playgrounds"*
- *"Services/funds should be spread out across multiple play spaces to ensure everyone equally has the opportunity to access play space. Some community members have transportation issues, if play spaces are too far then they will not be able to access them regularly."*
- *"One well developed play space. People in Kununurra rarely walk to anything so access isn't an issue"*
- *"I believe spread is good for use and supervision and parking and overcrowding"*

Other comments:

- *"need to integrate water into play spaces as they cannot be used for a good part of the year due to the weather conditions being too hot"*
- *"Some playground equipment was removed and not replaced in the area where I live. Local residents were not happy. We are happy that the playground is now at least open."*
- *"Drunks in parks children don't have to see"*
- *"Some play spaces in Wyndham are very limited, I think play space areas need to be maintained to a higher level to ensure equipment is safe, sanitary and clear of debris."*
- *"I feel given the climate more fitness equipment opportunities will be well utilised"*
- *"While there is much discussion about the need for more services and facilities, the existing spaces and facilities are underutilised. I think the existing facilities are maintained to a high standard and provide for a range of play experiences across ages. I find it hard to justify increasing facilities available given the maintenance costs associated while existing services are poorly utilised (in Kununurra)"*

- *“Kununurra is an ‘outdoors’ town. All playgrounds appear to be well utilised as well as bike/walking tracks, ovals, netball squash courts and gyms. I feel the Shire should be supporting fitness, health and less obesity with free spaces as suggested.”*
- *“Although I am not a parent I strongly support a water park/facility as there are hundreds of children in this town who would benefit. I believe you could even charge for this.”*
- *“Too many drunk and disorderly at white gum park”*
- *“Wyndham facilities are not maintained to the standard of Kununurra’s (i.e. Celebrity Tree Park vs St Pauls Way or Lions Park) they can be too unhygienic for myself and my children to use. Toilet facilities at Kununurra Oval can be extremely repulsive, would like to be able to use them when toilet facilities are unavailable at the Sporties”*

Respondents were asked to rank the importance of a range of features (see appendix 2). While the low number of responses means that it is not possible to draw any meaningful conclusions, there were two stand out features for which all respondents ranked between 8 and 10. These were “sufficient shade and “feels safe”.

Interestingly, of the thirteen other features listed, each received at least one score of three or below and one score of eight or higher. This highlights just varied individuals perceptions are of these different features.

Ongoing Engagement

This Strategy will inform the development of action plan that lists the works required to ensure the Shires existing recreation spaces meet the guidelines outlined within this document. The action plans will be developed and reviewed in collaboration with focus groups located within both Wyndham and Kununurra.

The Strategy will be reviewed biennially with action plans reviewed annually and the Shire is committed to ensuring community involvement in this process.

Benchmarks:

Number of recreation spaces per person:

The Parks and Leisure Australia Benchmarks for Community Infrastructure (March 2012) provides guidelines for the provision of a number for community services including playgrounds and recreation space.

Of note is the statement that “It is the objective of PLA WA to reduce the number of recreation spaces and increase the quality of provision in areas where they are to be provided.”

It is acknowledged within the document that rural and regional areas do not necessarily align to population benchmarks and recommends that the needs of the community are established on a case by case basis. This said, to provide a guide for the provision of recreation space within the Shire of Wyndham East Kimberley based on population, the PLAWA guidelines indicate that recreation spaces should be provided at a ratio of:

1:1,000	Local Open Space
1:2,000	Neighbourhood Space
1:8,000 to 10,000	District Space
1:50,000	Regional Space

	Local	Neighbourhood	District	Regional
Wyndham (benchmark)	1	0.5	0.1	0.02
Wyndham (provided)	2	2	0	0
Kununurra (benchmark)	5	2.5	0.5	0.1
Kununurra (provided)	4	4	0	0

Given the low populations of Kununurra and Wyndham (relative to urban areas) a number of the benchmarks against the population calculate at less than 1. This indicates that the benchmark has not reached the tipping point for the provision of that particular hierarchical category. Given the remoteness of each town however, the provision of this level Recreation space is discretionary for the Shire.

Catchment Hierarchy:

The Department of Sport and Recreation Classifications Framework for Public Open Space, November 2012 provides four levels of catchment hierarchy of public open space:

- Local open space
- Neighbourhood open space
- District open space
- Regional open space

Hierarchy	Purpose and Function (playground context)	Access	Typical size	Activities
Local	Services the needs of the immediate resident population	The majority of residents should live within 400 metres or 5 minute walk	0.4 to 1ha	May include: children's play, dog walking, picnics and family gatherings. Relaxation and rest spots, casual team activities, walking running or cycling.
Neighbourhood	Serve as the recreational and social focus of a community. Residents are attracted by the variety of features and facilities and the opportunities to socialise	Within 800 metres or 10 minute walk	1ha to 5ha	May include a combination of open parkland and bushland with activity spaces for casual play
District	Principally designed to provide organised formal sport. Will likely include substantial recreation space Serves neighbourhoods with players and visitors travelling from surrounding districts.	Within 2 kilometres or 5 minute drive. In regional areas may provide sporting facilities for the wider district.	5ha to 15+ha	May consist of sufficient space to accommodate a variety of concurrent uses including organised sports, children's play, picnicking, dog exercise, social gatherings and individual activities.
Regional	Primarily sporting rather than playground. May accommodate important recreation and organised sport spaces as well as significant conservation.	Serves one or more geographical or social regions and is likely to attract visitors from outside LGA. Users not living within close proximity	Variable dependant on function, should be 20ha+	Should be large enough to accommodate various concurrent uses, including organised sports, children's play, picnicking, bush walking, and protection of natural features.

Adapted from: Classifications framework for public open space, Department of Sport and Recreation November 2012

Benchmarks Summary:

The per person ratio benchmarks indicate that the Shire of Wyndham East Kimberley is slightly over serviced based on population alone. When viewing the catchment area map however, the recreation space provision catchment coverage is relatively thorough without over servicing one particular area.



Other Guiding Information:

Consideration of suitability of recreation space for age range:

There are no set definitions or requirements for the provision of equipment for specific age ranges. The ACT Government provides a Design Standard for Playgrounds and Play Equipment which guides a number of aspects of the provision of recreation spaces including age groups.

When providing recreation space, consideration should be given to ensuring suitable space and equipment is available within a locality for:

- Early Childhood (0-3): Restricted mobility would normally have full time supervision from an adult.
- Young children (4 to 9): Beginning to explore and test their motor abilities. Typically supervised by an adult.
- Older children (9 to 14): Test their motor abilities and work to master skills. Needs to be a challenge. Limited to no adult supervision.
- Teenagers (15 to 19): Generally utilise facilities such as bike paths, skate parks, sports facilities rather than playground equipment

Additional Services:

As well as the provision of play equipment or space, a number of additional services should be considered to make recreation spaces attractive to young people as well as their families:

Shade: In particular in the local climate, the provision of shade within near proximity to play equipment is an important factor.

Environmental factors: The local environment such as natural slopes and trees to climb can provide additional elements for children to explore and utilise.

Location: Next to busy roads, environmental hazards or water bodies and if so, consideration of mitigating factors to increase the safety and perception of safety.

Signage and rules: Consideration of the exclusion of animals including dogs and horses, smoking and drinking through signage increases the perception of safety within a recreation area.

Fencing: Bollards to designate the recreation area or full fencing to prevent young children wandering away as well as prevent access by dogs.

Lighting: Given the hot climate as well as the relatively early sun set times in the region, the provision of lighting at public recreation spaces should be considered. Lighting should also be considered from a crime prevention perspective.

Fitness Equipment: The inclusion of fitness equipment is a common and positive use of recreation space and should be considered in the development of Recreation Spaces.

Other amenities: Nearby access to drinking water, public toilets, barbecues, seating, accessible walking paths and cycle paths, access to power, space for temporary services such as coffee vans.

Other Considerations:

Cost:

The requirements of the Australian Standards mean that each additional item of playground equipment requires additional time, repairs and replacement costs. The type, size and construction of each item will impact on these costs. Factors such as susceptibility to vandalism including graffiti (how easy is it to clean) and destruction (fire, damage) should also be considered. These whole of life costs must be identified and included in the decision making process when planning any new recreation area or reviewing existing facilities. This includes:

- Construction and replacement
- General maintenance (i.e. inspections, minor repairs),
- Repairs of vandalism, major maintenance

Construction, development and replacement

Construction of recreation space may include:

- Development of land (clearing, reticulating)
- Installation of playground equipment
- Installation of services (toilet facilities, lighting, drinking water)

While construction can be a significant cost, anywhere from thousands to hundreds of thousands of dollars, construction and development often attract funding either through grants or community financial assistance. Unfortunately this funding is not as readily available for maintenance or replacement and therefore it is essential to consider the ongoing costs when accepting funding for recreation space development.

Maintenance and vandalism

Maintenance of recreation space is a significant cost to the Shire and may include:

- Playground repair (wear and tear or vandalism)
- Playground inspections
- Playground maintenance (removal of glass from soft fall, rubbish removal)
- Repairs of service (repairs of lights, toilets, drinking water)
- Maintenance of services (cleaning of toilets)
- Mowing, weed removal, works to trees
- Power and water to reticulation

When analysing these ongoing costs it is important to consider all of these factors. It is also important to recognise that the total services provided are more of a factor to total cost rather than the number of recreation spaces. The same space and number of services divided amongst more recreation spaces really only adds to travel time (for mowing, inspecting) and additional pack up and unpack of equipment (mowers etc.).

The location of the recreation spaces can also impact on the maintenance and vandalism costs. Absence of Crime Prevention Through Environmental Design (CPTED) factors can increase the amount of damage caused to equipment.

Considerations should also be given to how vandalism resistant and weather resistant items of equipment are. Playground equipment with small moving parts that can be broken off, items that are flammable or that may perish in high heat or moisture should be avoided.

Joint use (in particular of supporting services):

Development of recreation spaces where supporting services (toilets, drinking water) are shared with other purposes (sports, youth services, boating facilities) increases the community benefit of the investment.

Use of recreation space should be monitored:

The best designed or located recreation spaces are of no value if they are not used. Monitoring can assist in identifying where barriers prevent space or service use (no shade, too far to walk), or where space or services are not required (another space preferred, service simply not required). This can be done through seeking community feedback or planned observations.

Integration with Cycling and Walking Paths:

Recreation spaces should be accessible and where possible be located on or near designated cycle or walking paths. The Shire of Wyndham East Kimberley is seeking to develop a Trails and Paths Masterplan that will provide strategic direction for the provision of these pathways and better inform this component of the Recreation Space Plan.

Tourism:

While the guidelines are based around service provision to residents, it should also be acknowledged that the provision of recreation spaces at locations away from residential properties do have a function in providing a service for tourist or residents that visit these recreational areas.

Shire of Wyndham East Kimberley Guidelines:

With consideration to the information included above, the following guidelines have been developed for the provision of playground equipment within the Shire of Wyndham East Kimberley:

Guidelines:

1. Community Engagement: As community interest in recreation space provision is high, major changes to provision should not be undertaken unless a community engagement plan has been developed in accordance with the Shires Community Engagement Guidelines. This includes the removal of any equipment, design and purchase of any new equipment or features.
2. Playgrounds must be constructed to and maintained at the relevant Australian Standards:

AS/NZS 4486.1:1997 Playgrounds and playground equipment Part 1: Development, installation, inspection, maintenance and operation

This includes ensuring playground inspections are done within established timeframes and that staff conducting inspections are suitably qualified.
3. All major recreation space projects will consider Crime Prevention Through Environmental Design practices. All existing recreation spaces will be reviewed to maximise compliance with CPTED principles.
4. The Shire will maintain a register of dedicated recreation space to make clear to the community the areas that are intended for recreation, as opposed to general “public open space”.
5. There should be a variety of play equipment. The Shire will seek to provide a district level Public Open Space in Kununurra and a Neighbourhood level Public Open Space in Wyndham, ensuring that each town will have a minimum of one:
 - Accessible item of play equipment for people with disability;
 - Designated nature play area; and
 - Item of play equipment for each of the identified age ranges.

Variety should also be considered including:

- Equipment constructed of locally appropriate materials (in particular difficult to damage or burn and able to cope with temperatures and high rainfall periods);
- Variations in type (i.e. slide, swing, climbing frame); and
- Making use of natural features such as trees, ground slopes, boulders, natural water.

6. SWEK Hierarchy service level definitions: In the absence of a current Integrated Public Open Space Strategy (to be developed) this Recreation Space Strategy defines the hierarchy guidelines of all Public Open Spaces. It should be noted that to meet these guidelines, any combination of Public Open Spaces (Recreation, Sport or Nature) may be used.

A fifth category has been created to reflect community desire to ensure specific local spaces contain playground equipment:

	Minimum size	Minimum level of service (for defined Recreation Spaces)
Local	0.2 ha	0.2ha of designated maintained recreation space. Does not require equipment if there is access to reasonable open play area and natural features that encourage recreation.
Local Playground	0.2 ha	0.2ha of designated maintained recreation space identified by the community as requiring playground equipment.
Neighbourhood	0.8 ha	2 items of playground equipment servicing two different age ranges. Possible access to one or more additional amenities including public toilets, drinking water, seating, bins.
District	3.0 ha	One item servicing each age range identified. Additional amenities (within 100m), of access to public toilets, drinking water, rubbish bins, and significant shaded area. Consideration of timed lighting to allow evening use.
Regional	15+ ha	One item servicing each age range identified including at least one accessible item. Additional amenities on site of access to public toilets, drinking water, bbq, significant shaded area. Sporting facilities and amenities that may include ovals and sporting fields, sports courts and associated amenities (i.e. change rooms, viewing area).

7. Recreation space will be provided so that the majority of residents living within each town site:
 1. Live within 400 metres, or 5 minute walk from a recreation space.
 2. Live within 800 metres, or 10 minute walk from a neighbourhood (or higher) level public open space. This space is to include a recreation component.
 3. Have access to one district level public open space within the Shire. This space is to include a recreation component.

While it is acknowledged that according to both the PLA WA Guidelines the population of either Kununurra or Wyndham does not actuate the need for a district level Public Open Space, the Shire also aligns with the PLA WA objective to provide fewer, but higher quality recreation spaces. The provision of one space of district level (with recreation component), as opposed to two or more local recreation spaces will allow residents to essentially “spend a day at the park” by providing access to services essential to a “day out”:

- Toilet facilities
- Drinking water
- Cooking and eating facilities
- Play equipment and space for a range of age groups and abilities

8. Management Plans are to be in place and reviewed annually for all designated recreation spaces. Management plans will include:
 - Review of use of the recreation space and specific components of this space
 - Plans for future works
 - Community feedback
9. This Strategy is to be reviewed biennially.

References:

Benchmarks for Community Infrastructure, A PLA WA Working Document, March 2012.

Community Health and Wellbeing Position Paper, Parks and Leisure Australia (WA Region).

Department of Sport and Recreation Classifications Framework for Public Open Space, November 2012.

Design Standards for Urban Infrastructure: 15, Playgrounds and Playground Equipment ACT Government

East Kimberley @ 25K, November 2013.

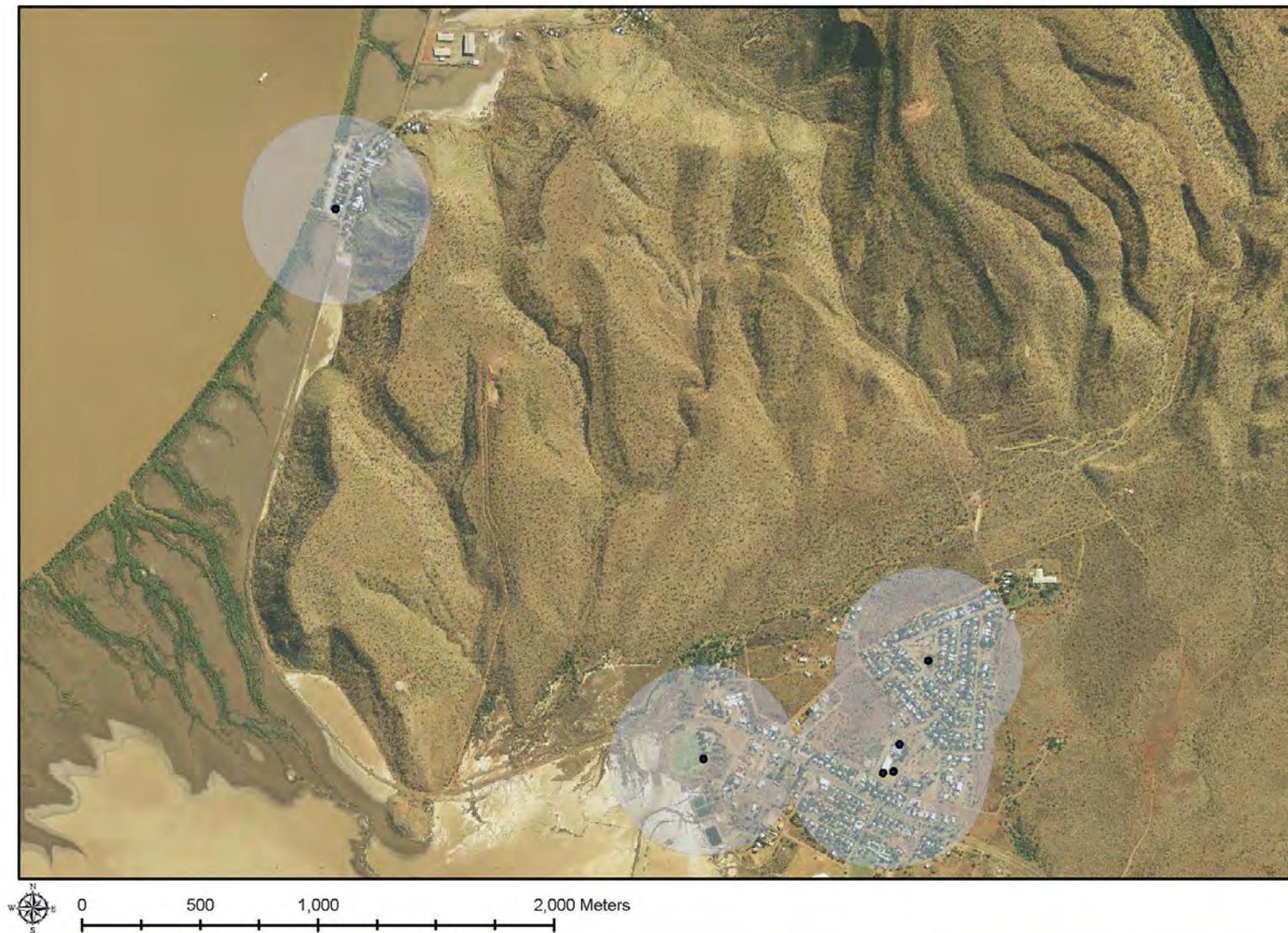
Kidsafe WA <http://www.kidsafewa.com.au/playgroundimportance.htm>



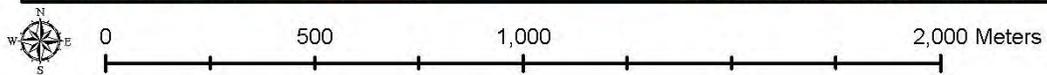
Existing Recreation Spaces:					
Name:	Size	Playground Context	Playground Age Range	Other facilities	Hierarchy
<u>Kununurra</u>					
Celebrity Tree Park	3.57ha	Well-equipped large playground within large open space park.	4-9	Public toilets, rubbish bins. Gazebo with access to power. No drinking water.	Neighbourhood
Pindan Park	0.47ha	Nil	Nil	Small recreation space, seating, pathways, some shade from trees.	Local
Swim Beach	2.46ha	Small recreation area	4-9	Public toilets, Barbeque, Undercover seating/gazebo	Local
Nicolson Park	2.28ha	Large range of playground equipment on medium sized open space park.	4-9 9-14	Half-court basketball, walking path (solar lights), undercover seating. Medium size recreation space, shade from trees	Neighbourhood
Argentea Street	0.22ha	Well-equipped medium sized playground	4-9 9-14	Drinking water, shaded table and chairs	Local
White Gum Park	0.71ha	Playground equipment was removed due to vandalism. Skate Park	9-14	Public toilets, rubbish bins, skate park,	Neighbourhood
Kununurra Town Oval	6.7ha	No playground equipment, Oval, sports courts.	-	Public toilets (not always open), access to power, sports courts.	Neighbourhood
Ag Oval	9.97ha	Nil	-	Nil	Local
Lakeside stage 6	0.18ha	Nil	-	Nil	-
Boobiulla Way	0.05ha	Nil	-	Cricket pitch	-
<u>Wyndham</u>					
Bessie Wylie Park	0.09ha	Medium playground equipment located at Wyndham Port	4-9	Public toilets 200m walk, seating, shade from trees	Local
Lions Park - Denman St	1ha	Medium sized playground.	4-9	Large recreation space, undercover shade, table and chairs, shade from trees.	Local
St Pauls Way	0.73ha	Well-equipped playground undercover. Skate Park.	4-9 9-14	Located near swimming pool, skate park, outdoor courts, Youth and recreation centre. Bench seating nearby. No public toilets, drinking water made available at Youth and Recreation Centre.	Neighbourhood
Clarrie Cassidy Oval	3.3ha	Small range of playground equipment	9-14	Public toilets, drinking water, undercover viewing area, large recreation space.	Neighbourhood

The maps below show the location of all existing designated recreation spaces with a 400 metre catchment zone.

Note: The maps include the swimming pools not classified as public recreation space due to entry fees.



Kununurra Playspace 400m Buffer



Appendix 2: Feedback Summary

Question/Topic	Feedback	Officer Response
Will this Plan impact on your use of play space?	No	This question was just intended to capture the difference between users of the play spaces and other stakeholders that don't use the space, but are able to offer valued input.
	Not my use but all the residents and their children that live around me	
	Yes, the children in the community need space outdoors to learn and explore	
	No	
	Don't know	
	No	
	Yes, given that this includes space for sport, I feel a better maintained walking/riding track is beneficial as well as adding to/creating a fitness aspect to it – bars, steps etc. along the fitness stations. Please use Cairns fitness stations as an example	
Would you prefer one well developed play space and fewer services in other spaces, or services spread across multiple play spaces?	One well developed in KNX & one in Wyndham	
	Services spread around multiple play areas to stop local children being bored	
	2 or 3 play spaces with higher quality services. Possible water play area would be great.	
	Services spread across multiple spaces, or options for different play areas	
	More services spread across multiple spaces – more in town and more creative playgrounds	
	Services/funds should be spread out across multiple play spaces to ensure everyone equally has the opportunity to access play space. Some community members have transportation issues, if play spaces are too far then they will not be able to access them regularly.	
	One well developed play space. People in Kununurra rarely walk to anything so access isn't an issue	
	I believe spread is good for use and supervision and parking and overcrowding	
Do you agree with the benchmarks within the guidelines? Why or why not?	Yes	
	The PLAWA guidelines may work in cities, however in small regional towns, with a large percentage of low income earners, there is little enough for children to do now	
	Yes	
	Yes	
	Again the guidelines may work in cities, but not small towns, with limited services available to youth and children.	

Do you agree with the hierarchy guidelines? Why or why not?	Yes	
	Yes	
Are you happy with the range of activities that can be undertaken at existing spaces?	No – need to integrate water into play spaces as they cannot be used for a good part of the year due to the weather conditions being too hot	Community desire for water play areas is noted. Ongoing financial cost to the Shire is the main concern. This can be investigated further
	Some playground equipment was removed and not replaced in the area where I live. Local residents were not happy. We are happy that the playground is now at least open.	Aware of this and will work maintenance/replacement schedules into Strategy and action plans
	Not really	
	No, drunks in parks children don't have to see. Somewhere peaceful	
	No	
	Some play spaces in Wyndham are very limited, I think play space areas need to be maintained to a higher level to ensure equipment is safe, sanitary and clear of debris.	Noted, and again will work maintenance/replacement schedules into Strategy and action plans
	I feel given the climate more fitness equipment opportunities will be well utilised	Noted, will amend strategy to reflect fitness components.
Any Further comments	No	
	The Lions Park in Wyndham is classified as a local space. Minimal level of service says that it does not require playground equipment. I disagree with this. There are many HomesWest tenants in the area with tiny yards and nowhere for children to play. They need climbing frames, swings, slides and somewhere they can have fun. Last year when the playground was fenced off they were using people's yards as play areas, private residents would come home to find kids in their yard, climbing trees and running amok.	The desire for equipment to be maintained at Lions Park is noted and agreed that the location and demographics of the park warrant amendment of the strategy to ensure similar parks provide a reasonable level of service.
	Water Play area would be fantastic	Feasibility study into water play area required
	Definitely need more options	
	More playground activities in town, ideally at White Gum Park and at Pindan	
	While there is much discussion about the need for more services and facilities, the existing spaces and facilities are underutilised. I think the existing facilities are maintained to a high standard and provide for a range of play experiences across ages. I find it hard to justify increasing facilities available given the maintenance costs associated while existing services are poorly utilised (in Kununurra)	

	<p>Kununurra is an “outdoors” town. All playgrounds appear to be well utilised as well as bike/walking tracks, ovals, netball squash courts and gyms. I feel the Shire should be supporting fitness, health and less obesity with free spaces as suggested.</p> <p>Although I am not a parent I strongly support a water park/facility as there are hundreds of children in this town who would benefit. I believe you could even charge for this.</p>	
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Question:	Feedback	Officer Comment
Which of the play spaces/playgrounds is your favourite and details of use	<p>Celebrity Tree Park – well equipped, access to toilets, beautiful location Distance from park 8 minute+ walk Attend with children, Kids play on play equipment, walk the dog, swim, meet up with other families</p>	
	<p>Lions Park Wyndham. It gives children in the area somewhere to go and play as many live in tiny yards with no trees to climb or any space to play. It keeps the kids occupied in the playground so the instances of children entering private property to play in trees and the garden are reduced to practically zero. Distance from park Less than 2 minute walk Children use the spaces unattended The kids use the climbing equipment, swing, grass area and all the playground equipment that is there.</p>	
	<p>Argentea St. not too crowded, room to run, trees to explore etc. 2 to 5 minute walk away Attend with children Climbing, running, exploring, making new friends</p>	
	<p>Celebrity Tree Park is nice and quiet, peaceful, good for kids to run around. A lot of space away from gambling and drinking 8+ minute walk away Attend with children Like: Let the kids run free, playground equipment, kick the footy</p>	
	<p>Celebrity Tree Park – Shady, more things for Kids to play on – on weekends 8+ minute walk Attend with children Like: Watch the kids play on equipment, push them on swings, talk with friends Dislike: It should be fenced</p>	

	<p>Bessie Wylie Park: It's always clean and safe for children to play on the equipment and the grass is always kept down and debris (branches are removed quickly). Kids love the swing, it's always cool and shady, good place for a picnic and there is seating available.</p> <p>8+ minute walk away</p> <p>Attend with children, attend by myself or with similar age friends</p> <p>Like: Playing with children, walking, jogging or other exercises, use play equipment. Watch local football matches and watch softball matches</p>	
	<p>Celebrity Tree Park: Variety of activities, wide open green space with outlook and access to the water</p> <p>5 to 8 minute walk</p> <p>Attend with children, attend by myself or with similar age friends</p> <p>Utilise the playground equipment, kick a ball, run across the grass, see what fish we can see in the lake</p> <p>I go to Celebrity Tree Park because there is rarely damage to the equipment or people around drinking or yelling</p> <p>I would like to see the path between the town and swim beach upgraded. I think the existing play spaces within Kununurra are underutilised so don't see the need for more spaces that require SWEK maintenance</p>	
	<p>With friends or family usually only Argentea St or Celebrity Tree. I use the netball courts, Swim Beach and Maggie's Oval</p> <p>Less than 2 minute walk to Argentea St 8+ Minute Walk to Celebrity Tree Park Attend with Children Attend by myself, or with similar age friends</p> <p>Walk, ride through, exercise at. Take children to play equipment, not regularly as not my children.</p>	
	<p>Maintenance of equipment, lack of drinking water, too hot most of the year Sometimes parks like celebrity tree park smells strange is not pleasant</p>	
	<p>Too many drunk and disorderly at white gum park</p>	

<p>What do you not like at these play spaces?</p>	<p>Wyndham facilities are not maintained to the standard of Kununurra's (i.e. Celebrity Tree Park vs St Pauls Way or Lions Park) they can be too unhygienic for myself and my children to use. Toilet facilities at Kununurra Oval can be extremely repulsive, would like to be able to use them when toilet facilities are unavailable at the Sporties</p>	
<p>Other suggestions</p>	<p>Coffee shop at Celebrity Tree Park. Water play at CTP. Drinking water at CTP and Swim Beach. Remove the equipment at Swim Beach. Add equipment to White Gum Park (swings) and fix social issues so it is not so filthy and stinky :)</p>	
	<p>Lions Park Playground equipment to be maintained and if possible improved to accommodate the many 0 to 10 year olds that live in the area and use the play space.</p>	
	<p>Water Play Area, Nature play area (see nature play WA)</p>	
	<p>St Pauls Way: The playground could be cleaned with a high pressure hose and disinfectant quarterly and the sand at the base of the playground turned through a couple of times a year and replace (add) sand yearly.</p> <p>Lions Park: Watered Regularly, trees and grass are important when selecting a safe play area for my children. The playground could be clean with a high pressure hose and disinfectant quarterly and the sand at the base of the playground turned through a couple of times a year and replace (add) sand yearly. Maintenance of the bike track could be done after the wet season to secure ground, replacing dirt, filling in holes etc. Trees could be better maintained (must be watered) and should be trimmed twice a year to ensure safety of community members, could be fenced off where the playground area is (for safety of unsupervised children)</p> <p>Kununurra town oval; Toilet facilities need to be upgraded, very little if any airflow, should be cleaned to a higher standard, and painted.</p>	
	<p>Fitness stations and water equipment at one location</p>	

Importance - 1 – not important to 10 – extremely important								
	Location of Recreation Spaces addressed							
	Kununurra	Wyndham	Kununurra	Kununurra	Kununurra	Wyndham /Kununurra	Kununurra	Kununurra
Close to home	8	10	7	6	9	1	3	10
Range of playground equipment	7	8	10	8	4	4	3	10
Disability access	5	6	9	10	0	5	6	10
Lighting for night use	6	3	4	10	0	4	1	0
Close to shops/food/drink/coffee etc.	8	1	5	5	7	3	2	0
Cooking facilities	6	1	3	8	6	5	3	5
Access to drinking water/seating	8	7	7	10	1	10	7	10
Dogs allowed	7	5	7	1	0	5	7	5
Dogs not allowed	0	5	0	10	2	5	3	5
Sufficient shade	9	9	10	10	8	10	8	10
Reticulated and mowed lawn	5	7	7	8	3	10	8	7
Fenced area	5	1	3	5	0	8	2	5
Close to public toilets	8	1	5	10	5	10	6	5
Access to power supply	1	1	3	5	3	5	2	5
Feels safe	8	10	10	10	10	10	8	10

DRAFT

Cr S Cooke declares an impartiality interest as her son attends Stepping Stones at Neighbourhood House.

13.04.3. Request for extension of Development Approval - Lot 507 Chestnut Ave

DATE:	29 March 2016
AUTHOR:	Wayne Richards, Manager Community Services
RESPONSIBLE OFFICER:	Louise Gee, Director Community Development
ASSESSMENT NO:	A6691
FILE NO:	LP.02.38
DISCLOSURE OF INTERESTS:	Wayne Richards; Children utilise Ewin Centre childcare service.

VOTING REQUIREMENT

Simple Majority

PURPOSE

For Council to consider the request for extension of a development approval from Kununurra Neighbourhood House for Lot 507 Chestnut Drive Kununurra.

OFFICER'S RECOMMENDATION

<p>The Council:</p> <ol style="list-style-type: none">1. Extend the Kununurra Neighbourhood House Development Approval (DA) 6/14 at Lot 507, Chestnut Drive Kununurra for a further two years.2. Request the Chief Executive Officer to enter into lease negotiations with Kununurra Neighbourhood House; the lease to include agreed development milestones and timeframes.3. Request the Chief Executive Officer to investigate alternate options for expansion of the Child Care facility on lot 506, Chestnut Drive; and4. Request the Chief Executive Officer to investigate alternate options for the construction of a new Kununurra Neighbourhood House facility.

Cr D Spackman moved an alternative motion:

That Council treat dot point 1 and 2 as one motion and dot point 3 and 4 as a second motion

Cr K Wright also proposed an additional part 5 to the recommendation that Council request the CEO to bring a report on future expansion of child care facilities to Council at a future briefing.

COUNCIL DECISION

Minute No: 11305

Moved: Cr D Spackman

Seconded: Cr K Wright

That Council treat dot point 1 and 2 as one motion and dot point 3 and 4 as a second motion

Carried 7/0

COUNCIL DECISION

Minute No: 11306

Moved: Cr D Spackman

Seconded: Cr K Wright

That Council:

1. Extend the Kununurra Neighbourhood House Development Approval (DA) 6/14 at Lot 507, Chestnut Drive Kununurra for a further two years.

2. Request the Chief Executive Officer to enter into lease negotiations with Kununurra Neighbourhood House; the lease to include agreed development milestones and timeframes.

Carried 7/0

COUNCIL DECISION

Minute No: 11307

Moved: Cr D Spackman

Seconded: Cr K Wright

That Council:

3. Request the Chief Executive Officer to investigate alternate options for expansion of the Child Care facility on lot 506, Chestnut Drive; and

4. Request the Chief Executive Officer to investigate alternate options for the construction of a new Kununurra Neighbourhood House facility.

5. Request the Chief Executive Officer to bring the report on future expansion of child care facilities to Council at a future Briefing Session.

Carried 7/0

REASON FOR VARYING THE OFFICER'S RECOMMENDATION

Council identified that the two items were better suited to be dealt with as two separate items as they related to two separate lots and community groups.

NATURE OF COUNCIL'S ROLE IN THE MATTER

Leader - plan and provide direction through policy and practices

BACKGROUND/ PREVIOUS CONSIDERATIONS BY COUNCIL/ COMMITTEE

On 5 March 2014 Kununurra Neighbourhood House were issued with a Development Approval for the construction of a new Neighbourhood House facility on Lot 507, Reserve 50121 Chestnut Drive Kununurra. This Approval had an expiration date of 5 March 2016. On 26 November 2015 a request was received from Neighbourhood House Inc. to extend this Approval, development approval extensions may be granted under delegation for a further two year period.

This extension could be granted under delegated authority, however as a second organisation, Ewin Early Learning Centre, has expressed interest in this site, this matter has been brought to Council.

Site Details:

Lot 507, Reserve 50121 is located on Chestnut Drive. The Reserve purpose is "Community Purposes" and the site is ideally located for community and children's services given the close proximity to the two Kununurra Schools as well as the Town Oval. The adjacent lot, 506, Reserve 50120 also has the purpose "Community Purposes" and is leased to Ewin Early Learning Centre Inc.

Interest in the site:

It is important to recognise that both organisations discussed in this item are highly valued and provide important services within the Shire. The extension of the Development Approval is not based on the value of the organisation, it is based on the most appropriate use of the site both now and into the future.

Neighbourhood House Proposal:

It is clear from Shire records that Lot 507 Chestnut Drive was earmarked for future development of a new Neighbourhood House facility a number of years ago. The services provided by Neighbourhood House align well with the reserve purpose and the close proximity to other children's and community services is ideal. The Shire has actively supported Neighbourhood House in planning for this development over many years. Neighbourhood House currently operate from a converted house with the size, age and layout limiting operations and future growth.

At the 19 October 2010 Ordinary Council Meeting an item was presented to seek direction on ongoing involvement in the development of a new facility. Minutes from that item are below.

COUNCIL DECISION

Minute No: 9319

Moved: Cr J Parker

Seconded: Cr K Wright

That Council provide the following contributions to the development of the new building for Kununurra Neighbourhood House and associated Services:

- 1. Retain reserve management order of Lot 507, and include the proposed community infrastructure, for the purposes of community use on behalf of the community;***
- 2. Seek funding for the construction of the new building for use by Kununurra Neighbourhood House and associated services;***
- 3. Provide project management of the building construction phase to hand over for occupancy and operation;***
- 4. At an appropriate future time, develop and negotiate mutually agreeable terms and conditions to establish lease arrangements between the Shire and Kununurra Neighbourhood House for use of the land and building for community purposes; and***
- 5. As the project evolves, assess any further types of involvement as the need arises.***

CARRIED UNANIMOUSLY: (8/0)

Since this resolution, the Shire has continued to support Kununurra Neighbourhood House in the progression of this project through:

- 2012/13 Annual Grant of \$30,000 for a contribution to detailed design drawings
- 2013/14 Allocation of \$8,530 of unspent Annual Grant budget, to cover the development application fee.

The Neighbourhood House construction project is shovel ready with detailed designs, tender documentation and other supporting documentation completed. A significant amount of resources, both money and time, has gone into getting this project to this point.

The estimated cost of construction of the facility is approximately \$3.5 million.

Ewin Early Learning Centre Inc. (Ewin Centre) Interest:

The child care facility on the adjacent Lot 506 was constructed in 2006 and has been leased to the Ewin Early Learning Centre Inc. providing long daycare for the residents of Kununurra. The Centre is currently licensed for 84 children but has a significant waiting list for the care of several age groups. Even with the opening of an additional long day care facility, the Children and Family Centre in 2013, this waiting list is still significant (approximately 85 children, 65 of which are under 2.5 years).

The Ewin Centre has explored options over a number of years for possible expansion of the facility to increase capacity. Most recently, in December 2015 the Ewin Centre completed an expansion report. Within this report, one of the options identified being to expand into lot 507. The report states that the maximum expansion possible on the existing site would be 20 places. It should be noted that Shire Officers assisted with the grant application to gain funding for the development of this expansion report.

This waiting list is seen as a barrier to economic growth within Kununurra. From the time a child is placed on the list to the time a position becomes available can be up to 6 months. This is clearly a barrier to families seeking to move to the region, and reduces the options for existing residents with young children. This has a flow on effect for employers making it more difficult to recruit and retain staff, in particular for positions that appeal to young parents.

There is another child care centre in Kununurra at the Children and Families Centre. It is understood that this centre does not have a waiting list. This said, the fact remains that the Ewin Centre has had a consistently high waiting list for many years.

Looking forward, should the population of Kununurra increase, so will the demand for child care places. Meeting this demand will obviously require an increase of places and to provide these additional places and expansion of the Ewin Centre is not the only option.

Summary:

Neighbourhood House have spent considerable time and money in getting the project to a shovel ready stage. The organisation has been supported along this path by a number of organisations including the Shire. Any changes to the Neighbourhood House project, including a change of site, would require additional planning resulting in additional costs.

Should the site be used by Neighbourhood House however, this will severely limit the ability of the Ewin Centre to expand. Given the service has a large waiting list, this reduced ability to expand may have a significant impact on the town both now and into the future as Kununurra grows.

Officers met with Neighbourhood House representatives regarding this matter on 28 October 2015 and ongoing discussions have taken place between the Shire, Neighbourhood House and the Ewin Centre since this date.

This matter was presented to the 9 February 2016 Council Briefing, following this Officers met with both organisations to discuss possible options. Both Neighbourhood House and the Ewin Centre were subsequently invited to discuss the matter at the 10 March 2016 Council Briefing.

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 Approval extension.

STRATEGIC IMPLICATIONS

Strategic Community Plan 2012-2022

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

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

Strategy 2.4.3: Support early childhood and family support services.

RISK IMPLICATIONS

Uncertainty is a barrier to Neighbourhood House securing funding for development.

Utilising Lot 507 will reduce options for expansion of the Lot 506 child care facility.

COMMUNITY ENGAGEMENT

Ongoing communication has been maintained with both organisations following the identification of this matter.

COMMENTS

Both Neighbourhood House and the Ewin Early Learning Centre are highly valued community organisations. This is not a matter of who provides the more valuable service, the key factors in the matter are:

- Neighbourhood House has spent considerable time and money to get their project to a shovel ready stage.
- Neighbourhood House has grant applications ready to submit however the uncertainty of a pending request for extension is seen as a barrier to the success of these applications.
- The Ewin Centre has already been constructed and any expansion onto Lot 507 would be more economically efficient than other expansion options, both for ongoing operations and capital works.

It is believed that there may be other sites that may be appropriate for either a Neighbourhood House development or Ewin Early Learning Centre Expansion however not enough information is currently available to make an informed decision on these options and more time would be required to adequately investigate these options. Given the urgency due to pending funding applications, it is considered that the highest priority is to ensure that land tenure is not a barrier to obtaining funding or commencing development of the Neighbourhood House and therefore the Officer's recommendation is that the development approval should be extended.

The officer's recommendation also includes direction to continue investigating possible alternate options. This has been included to allow for two scenarios;

1. Neighbourhood House is successful in obtaining funding and both Neighbourhood House and the funding body is amenable to the change of location.
2. Neighbourhood House is unable to secure funding prior to the expiry of the extended development approval (and is willing to change location).

Both scenarios rely on the identification of a site that is acceptable to Neighbourhood House, and that any work required to bring the project back to shovel ready can be done at no additional cost to Neighbourhood House.

ATTACHMENTS

There are no attachments associated with this report.

13.04.4. Renewal of Caravan Parks and Camping Grounds Licences

DATE:	29 March 2016
AUTHOR:	Chiquita dos Reis, Environmental Health Officer
RESPONSIBLE OFFICER:	Louise Gee, Director Community Development
FILE NO:	PH.12.5
DISCLOSURE OF INTERESTS:	Nil

VOTING REQUIREMENT

Simple Majority

PURPOSE

For Council to approve the renewal of licences issued under the Caravan Parks and Camping Grounds Act for:

- Digger's Rest Station
- Hidden Valley Caravan Park
- McGowan Island Beach Resort
- Parry Creek Farm Tourist Resort & Caravan Park

OFFICER'S RECOMMENDATION

That Council approve the renewal of licences under the Caravan Parks and Camping Grounds Act 1995 for: Digger's Rest Station, Hidden Valley Caravan Park, McGowan Island Beach Resort and Parry Creek Farm Tourist Resort & Caravan Park as shown in Attachment One.

COUNCIL DECISION

Minute No: 11308

**Moved: Cr S Cooke
Seconded: Cr B Robinson**

That Council approve the renewal of licences under the Caravan Parks and Camping Grounds Act 1995 for: Digger's Rest Station, Hidden Valley Caravan Park, McGowan Island Beach Resort and Parry Creek Farm Tourist Resort & Caravan Park as shown in Attachment One.

Carried 7/0

NATURE OF COUNCIL'S ROLE IN THE MATTER

Regulator - enforce state legislation and local laws

BACKGROUND/ PREVIOUS CONSIDERATIONS BY COUNCIL/ COMMITTEE

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

STATUTORY IMPLICATIONS

Caravan Parks and Camping Grounds Act 1995

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

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

Penalty: \$5 000.

(2) In subsection (1) —

appointed day means such day as is fixed by the Minister by notice published in the Government Gazette to be the appointed day for the purpose of that subsection 2.

7. Application for the grant or renewal of a licence

(1) An application for the grant or renewal of a licence for a facility is to be —

(a) made to the local government in the appropriate prescribed form;

(b) accompanied by the appropriate fee prescribed; and

(c) accompanied by any information that the local government reasonably requires for a proper consideration of the application.

(2) An applicant is to provide the local government with any further information that the local government by notice in writing requires the applicant to provide in respect of an application.

(3) An applicant must, if required to do so by the local government, verify by statutory declaration any information contained in, or given in connection with, an application.

(4) Subject to this section, a local government may grant or renew a licence and at any time may impose conditions on that licence.

(5) Before granting a licence a local government must ensure that —

- (a) the applicant has complied with the requirements of this Act;
- (b) the applicant is the owner of the land on which the facility is situated, or is to be situated, or has the written approval of the owner of that land to apply for a licence.

(6) A local government may refuse to renew a licence if —

- (a) the licence holder has been convicted of an offence against this Act or any other written law relating to caravanning or camping which, in the opinion of the local government, renders the licence holder an unsuitable person to hold a licence;
- (b) a condition imposed on the licence has been contravened; or
- (c) the licence was obtained by fraud or misrepresentation.

(7) Where a local government refuses to grant or renew a licence it must give notice in writing of that decision to the applicant.

(8) Notice of a decision under this section is to state that the applicant or licence holder is entitled to apply to the State Administrative Tribunal for a review of the decision.

8. Duration of licence

A licence remains in force for the prescribed period unless —

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

Caravan Parks and Camping Grounds Regulations 1997

52. Duration of licence

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

POLICY IMPLICATIONS

Overflow sites in caravan parks and camping grounds are approved in accordance with Council Policy CP/HTH-3761 Licensing of Overflow Sites in Caravan Parks and Camping Grounds. All licenses have been assessed and comply with this Policy.

FINANCIAL IMPLICATIONS

Licence renewal fees which have been paid for the facilities being considered total \$2,101.00

STRATEGIC IMPLICATIONS

Strategic Community Plan 2012-2022

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

Objective 2.4: Access to appropriate health, family and community services

Strategy 2.4.2 : Ensure community compliance with Environmental Health regulations

RISK IMPLICATIONS

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

COMMUNITY ENGAGEMENT

No community engagement is required.

COMMENTS

There are no new licences for approval, all are renewals for existing parks. All applications have been assessed and are recommended for renewal.

ATTACHMENTS

Attachment 1 - Caravan Park Licences 2016



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

SHIRE of WYNDHAM | EAST KIMBERLEY

Caravan Parks and Camping Grounds Act 1995, sec 7(4)**LICENCE**

Expiry Date	31 December 2016	
Local Government	Shire of Wyndham East Kimberley	
Type of Licence	Nature Based Park	
Facility Details	DIGGER'S REST STATION	
	Lot 590 King River Road, WYNDHAM WA 6740	
Licence Holder/s details	Name: Roderick & Alda Woodland	
	Postal address: PO Box 5 WYNDHAM WA 6740	
	Phone number: 08 9161 1029	
	Email: woodland@diggersreststation.com	
Licence Conditions	Conditions: Nil	
	Special conditions to which section 13 of the Act applies: Nil	
Details of sites authorised	Camp Sites <i>Sites which may be occupied by those camping (includes to camp in a vehicle but not a caravan)</i>	25
	Camp Sites <i>Sites which may be occupied by those camping (includes to camp in a vehicle but not a caravan)</i>	10
Overflow area details	Conditions: Overflow area to be open from 1 June to 31 August 2016 only	
	Issued by:	Date:
	Shire of Wyndham East Kimberley	

**Caravan Parks and Camping Grounds Act 1995, sec 7(4)****LICENCE**

Expiry Date	31 December 2016	
Local Government	Shire of Wyndham East Kimberley	
Type of Licence	Caravan Park & Camping Ground	
Facility Details	HIDDEN VALLEY CARAVAN PARK	
	110 Weaber Plain Road KUNUNURRA WA 6743	
Licence Holder/s details	Name: Richard Hewitt	
	Postal address: PO Box 729 KUNUNURRA WA 6743	
	Phone number: 9168 1790	
	Email: nhvtp@westnet.com.au	
Licence Conditions	Conditions: Nil	
	Special conditions to which section 13 of the Act applies: Nil	
Details of sites authorised	Long Stay Sites <i>To be occupied consecutively by the one person or group of persons for any period of time</i>	78
	Short Stay Sites <i>To be occupied consecutively by the one person or group of persons for no longer than 3 consecutive months</i>	87
	Camp Sites <i>Sites which may be occupied by those camping (includes to camp in a vehicle but not a caravan)</i>	125
Issued by:	Shire of Wyndham East Kimberley	Date:



SHIRE of WYNDHAM | EAST KIMBERLEY

Caravan Parks and Camping Grounds Act 1995, sec 7(4)

LICENCE

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

Expiry Date	31 December 2016	
Local Government	Shire of Wyndham East Kimberley	
Type of Licence	Nature Based Park	
Facility Details	MCGOWAN ISLAND BEACH RESORT	
	Gibb River – Kalumburu Road WYNDHAM WA 6740	
Licence Holder/s details	Name: Maraltadj Family Aboriginal Corporation	
	Postal address: PMB 15 WYNDHAM WA 6740	
	Phone number: 08 9161 4748	
	Email: paul.lindfield@msn.com	
Licence Conditions	Conditions: Nil	
	Special conditions to which section 13 of the Act applies: Nil	
Details of sites authorised	Short Stay Sites <i>To be occupied consecutively by the one person or group of persons for no longer than 3 consecutive months</i>	50
Issued by:	Shire of Wyndham East Kimberley	Date:

LICENCE

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

Expiry Date	31 December 2016	
Local Government	Shire of Wyndham East Kimberley	
Type of Licence	Nature Based Park	
Facility Details	PARRY CREEK FARM TOURIST RESORT & CARAVAN PARK	
	Lot 292 Parry Creek Road WYNDHAM WA 6740	
Licence Holder/s details	Name: Terence John White	
	Postal address: PO Box 420 WYNDHAM WA 6740	
	Phone number: 08 9161 1139	
	Email: info@parrycreekfarm.com.au	
Licence Conditions	Conditions: Nil	
	Special conditions to which section 13 of the Act applies: Nil	
Details of sites authorised	Short Stay Sites <i>To be occupied consecutively by the one person or group of persons for no longer than 3 consecutive months</i>	36
	Camp Sites <i>Sites which may be occupied by those camping (includes to camp in a vehicle but not a caravan)</i>	40
Overflow area details	Short Stay Sites <i>To be occupied consecutively by the one person or group of persons for no longer than 3 consecutive months</i>	7
	Conditions: 1. Overflow area to be open from 1 June to 31 August 2016 only.	
Issued by:	Shire of Wyndham East Kimberley	Date:

13.04.5. Development Application - Lot 316 Laine Jones Drive, Kununurra - Proposed Short-term Pilot Accommodation

DATE:	29 March 2016
AUTHOR:	Jennifer Ninnette, Senior Planning Officer
RESPONSIBLE OFFICER:	Louise Gee, Director Community Development
PROPONENT:	HeliSpirit
FILE NO:	A5832P
DISCLOSURE OF INTERESTS:	Nil

VOTING REQUIREMENT

Simple Majority

PURPOSE

For Council to consider a development application for Short-term Pilots' Accommodation at Lot 316 Laine Jones Drive, Kununurra.

OFFICER'S RECOMMENDATION

That Council grants development approval for Short-Term Pilot Accommodation at Lot 316 Laine Jones Drive, Kununurra, subject to the following conditions:

- 1. Use and development shall be in accordance with the attached approved plan(s) and subject to any modifications required as a consequence of any condition(s) of this approval. The endorsed plans shall not be modified or altered without the prior written approval of the Shire.**
- 2. The accommodation must only be used to accommodate pilots directly employed or enrolled in study in the aviation industry, where occupation by any person is limited to a maximum of three (3) months in any twelve month period. Any change of use will require consent from Council.**
- 3. The short term accommodation must be designed and constructed in accordance with *Australian Standard AS 2021-2000 Acoustics - Aircraft noise intrusion - Building siting and construction*.**
- 4. The short-term accommodation shall be limited to a maximum of 12 rooms, with 8 rooms to be developed in Stage 1.**
- 5. Prior to Stage 2 of the development being commenced, a revised site plan, along with floor plans and elevations of the additional 4 room unit will be required to be submitted and approved by the Shire. When approved the plans will be endorsed and form part of the approval.**

6. A minimum of 4 car parking bays shall be provided for Stage 1 (8 rooms) of the development, with an additional 2 car parking bays to be provided if Stage 2 (4 additional rooms) are developed.
7. All stormwater must be contained and disposed onsite at all times, to the satisfaction of the local government.
8. The crossover shall be designed and constructed to the specification and satisfaction of the Shire.
9. The carpark must:
 - a. Be designed in accordance with Australian/New Zealand Standard AS/NZS 2890.1:2004, *Parking Facilities, Part 1 - Off-Street Car Parking*;
 - b. Be constructed, drained and marked prior to the development being occupied and maintained thereafter to the satisfaction of the Shire's Director Infrastructure; and
 - c. Confine all illumination to the land in accordance with the requirements of Australian Standard AS 4282-1997, *Control of the Obtrusive effects of Outdoor Lighting*.
10. A landscaping plan must be prepared and include the following detail, to the satisfaction of the Shire, prior to applying for a Building Permit:
 - a. The location, number and type of existing and proposed trees and shrubs;
 - b. Any lawns to be established;
 - c. Any natural landscape areas to be retained;
 - d. Those areas to be reticulated or irrigated; and
 - e. Verge treatments.

The landscaping must be completed prior to occupation of the development and must be maintained at all times to the satisfaction of the Shire.

COUNCIL DECISION

Minute No: 11309

Moved: Cr B Robinson

Seconded: Cr S Cooke

That Council grants development approval for Short-Term Pilot Accommodation at Lot 316 Laine Jones Drive, Kununurra, subject to the following conditions:

- 1. Use and development shall be in accordance with the attached approved plan(s) and subject to any modifications required as a consequence of any condition(s) of this approval. The endorsed plans shall not be modified or altered without the prior written approval of the Shire.**
- 2. The accommodation must only be used to accommodate pilots directly employed or enrolled in study in the aviation industry, where occupation by any person is limited to a maximum of three (3) months in any twelve month period. Any change of use will require consent from Council.**
- 3. The short term accommodation must be designed and constructed in accordance with *Australian Standard AS 2021-2000 Acoustics - Aircraft noise intrusion - Building siting and construction*.**
- 4. The short-term accommodation shall be limited to a maximum of 12 rooms, with 8 rooms to be developed in Stage 1.**
- 5. Prior to Stage 2 of the development being commenced, a revised site plan, along with floor plans and elevations of the additional 4 room unit will be required to be submitted and approved by the Shire. When approved the plans will be endorsed and form part of the approval.**
- 6. A minimum of 4 car parking bays shall be provided for Stage 1 (8 rooms) of the development, with an additional 2 car parking bays to be provided if Stage 2 (4 additional rooms) are developed.**
- 7. All stormwater must be contained and disposed onsite from storm events of less than 0.2 AEP at all times, storm flows in excess of 0.2 AEP may be discharged to the Shire drainage system to the satisfaction of the local government.**
- 8. The crossover shall be designed and constructed to the specification and satisfaction of the Shire.**
- 9. The carpark must:**
 - a. Be designed in accordance with Australian/New Zealand Standard AS/NZS 2890.1:2004, *Parking Facilities, Part 1 - Off-Street Car Parking*;**
 - b. Be constructed, drained and marked prior to the development being occupied and maintained thereafter to the satisfaction of the Shire's Director Infrastructure; and**

- c. **Confine all illumination to the land in accordance with the requirements of Australian Standard AS 4282-1997, *Control of the Obtrusive effects of Outdoor Lighting*.**

10. A landscaping plan must be prepared and include the following detail, to the satisfaction of the Shire, prior to applying for a Building Permit:

- a. **The location, number and type of existing and proposed trees and shrubs;**
- b. **Any lawns to be established;**
- c. **Any natural landscape areas to be retained;**
- d. **Those areas to be reticulated or irrigated; and**
- e. **Verge treatments.**

The landscaping must be completed prior to occupation of the development and must be maintained at all times to the satisfaction of the Shire.

Carried 7/0

REASON FOR VARYING THE OFFICER'S RECOMMENDATION

Changed for clarification of proposed condition 7 in relation to volumes of water.

NATURE OF COUNCIL'S ROLE IN THE MATTER

Regulator - enforce state legislation and local laws

BACKGROUND/ PREVIOUS CONSIDERATIONS BY COUNCIL/ COMMITTEE

An application for development approval was lodged on 17 February 2016 for proposed pilots accommodation at Lot 316 Laine Jones Drive, Kununurra.

The property is a 'non-airside' lot located at the East Kimberley Regional Airport on the southern side of Laine Jones Drive and corner of Cyril Kleinig Drive, and has an area of 2621m². The lot is adjacent to a rental car depot, and is opposite airplane and helicopter charter company hangars and offices with airside access located on the northern side of Laine Jones Drive, and a helicopter hangar with transient accommodation, located to the west on the opposite side of Cyril Kleinig Drive.

The land is zoned Special Site - Airport under Town Planning Scheme No. 7 - Kununurra and Environs (TPS 7). A location plan is provided below.



Location Plan

Existing development on the site includes a small ticketing booth/office and ablution with septic system, which was approved for the use of car hire and vehicle storage. The proposal will require the demolition of the ticketing booth, however intends to retain the existing ablution and septic system.

Proposal

The proposal is for the development of accommodation to be used exclusively for housing itinerant and student pilots, working for or being trained at HeliSpirit, which is located at Lot 320 Laine Jones Drive, directly opposite on the northern side of the road.

The development is proposed to occur in two stages, with 8 single rooms, shared kitchen, lounge, ablution and laundry facilities, and covered outdoor living area to be established as the first stage, and the second stage to consist of an additional 4 bedroom unit, only to proceed if demand proves it is required.

The submission and plans submitted are provided at Attachment 1.

STATUTORY IMPLICATIONS

Town Planning Scheme No. 7 - Kununurra and Environs

The land is zoned Special Site - Airport under TPS 7. The objective of the Special Site Zone is to reflect those sites specifically established for a particular use.

Clause 5.23.2 of TPS 7 outlines that:

- (a) *Land within the Special Site Zone may be used for the purposes specified on the Scheme Map and the schedule in Appendix No 2 as applicable to that site and for no other purpose except for a use that Council deems is incidental to the predominant use; and*
- (b) *Council may apply such development standards to a proposal as it thinks fit providing such standards are not less than pertaining to similar uses permitted under the Scheme.*

Appendix 2, the Special Site Schedule, specifies that Council may permit other uses provided that they are incidental to the predominant use of the land and/or deemed to be dependent on the function of the Airport.

East Kimberley Regional Airport Master Plan

The East Kimberley Regional Airport (EKRA) Master Plan, through stakeholder consultation, identified a range of aviation activities as having potential for development at EKRA, and the potential to generate diverse revenue streams and produce economic generators, which resulted in the following five potential land-use types being proposed:

- Land-Use Type 1: Aviation-related commercial development with airside access
- Land-Use Type 2: Aviation-related commercial development with airside access
- Land-Use Type 3: Aircraft Maintenance/Engineering;
- Land-Use Type 4: Air Cargo/Freight; and
- Land-Use Type 5: Private hangars

The master plan also identifies the location of five specific precincts to accommodate the proposed land use types, and the subject site is identified within Precinct 2: Aviation-related commercial precinct without airside access.

Precinct 2 is proposed to accommodate aviation-related businesses that do not require airside access. A variety of potential business types have an aviation connection and will benefit from a location at the airport. These businesses will either support the aeronautical activities at the airport; support the aviation-related businesses that own, operate or deal with aircraft; or gain some benefit from the proximity to the air services offered at the airport to transport people, equipment or component parts being maintained.

The master plan also includes the Australian Noise Exposure Forecast (ANEF) contour map for the EKRA, which is the principal means of assessment of aircraft noise exposure. The ANEF provided in the master plan is based on the forecast of the number of aircraft movements to 2036-37 and has been developed to represent a worst case scenario. The ANEF system is also the basis of Australian Standard AS 2021-2000 Acoustics - Aircraft noise intrusion - Building siting and construction (AS2021-2000) which provides guidance on the protection of new buildings against aircraft noise intrusion and on the acoustical adequacy of existing buildings in aerodromes.

The subject site is within the 25 to 30 ANEF, between which a hotel, motel or hostel is classified as conditionally acceptable under AS2021-2000. 'Conditionally Acceptable' means

that the relevant aircraft and the required noise reduction should be determined and the aircraft noise attenuation to be expected from the proposed construction should be in accordance with the construction guidelines set out in the standard.

Planning and Development (Local Planning Schemes) Regulations 2015

The definition of short-term accommodation, as defined in the *Planning and Development (Local Planning Schemes) Regulations 2015*, is as follows:

means temporary accommodation provided either continuously from time to time with no guest accommodated for periods totalling more than 3 months in any 12 month period

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

The applicant has paid the required application fee.

STRATEGIC IMPLICATIONS

Strategic Community Plan 2012-2022

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

Objective 2.2: Maintenance of economic diversity and greater community returns from investment in the region

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

Strategy 2.2.6 : Support local initiatives that promote entrepreneurial activities and a greater diversity of industries in the East Kimberley

Strategy 2.2.8 : Support and advocate for further development of the East Kimberley regional airport to attract more aircraft and greater competition

RISK IMPLICATIONS

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

COMMUNITY ENGAGEMENT

No community engagement is required.

COMMENTS

The applicant, HeliSpirit, is proposing to establish short-term accommodation for pilots to be used either by existing remotely based pilots, when in town for training or passing through town, or for student pilots undertaking training at their newly established helicopter training school.

It is considered that the proposed accommodation is an appropriate land use in Precinct 2, on the basis that it will support aviation-related businesses that own, operate or deal with aircraft. The site is located directly opposite HeliSpirit's town based hangar, offices and proposed training school, and therefore will also gain some benefit from the proximity to the air services.

It is understood that each individual pilot will be accommodated for periods totalling less than three months in any 12 month period, which is in line with the definition for short-term accommodation in the LPS regulations..

It is also noted that the development of similar short term accommodation within the 25 to 30 ANEF contour is classified as 'conditionally acceptable' under AS2021-2000, which should be taken into consideration with the construction design of the proposed accommodation. However, it is acknowledged that the accommodation will solely be used by pilots, who are likely to be more accustomed to ,or tolerant of, the potential noise impacts. The proposed development consists of relocatable structures, primarily due to the site being leased by HeliSpirit, however is proposed to be designed and landscaped to provide for aesthetic and amenity for the pilots. It is also due to the leasing arrangement that the applicant is proposing to use cracker dust for the parking area.

A building permit application, along with an application to construct or install an apparatus for treatment of sewage in order to upgrade the existing septic system, will also be required in relation to this development. The accommodation will also be required to be registered as a lodging house with the Shire.

ATTACHMENTS

Attachment 1 - Submission and Plans



ABN 88 076 712 831

Lot 320 Laine Jones Drive, Kununurra Airport

PO Box 165, Kununurra Western Australia 6743

Freecall 1800 180 085 Tel +61 8 9168 1101 Fax +61 8 9168 3399

www.helispirit.com.au



09 February 2016

Jennifer Ninnette
Senior Planning Officer
Shire of Wyndham East Kimberley
20 Coolibah Drive
Kununurra WA 6743

Dear Jennifer,

RE: Short Term Pilot Accommodation - 316 Laine Jones Drive

Helicopter Film Services Pty Ltd T/a HeliSpirit proposes to build relocatable pilot accommodation on Lot 316 Laine Jones Drive, opposite HeliSpirit's existing hangar and main administration site, located at 320 Laine Jones Road, Kununurra Airport. The accommodation will be for the exclusive purpose of housing itinerant HeliSpirit pilots and student pilots.

HeliSpirit has the requirement for short-term accommodation for two reasons;

1. Existing pilots that work for the company during the tourist season at our remote helicopter bases require accommodation as they transition through town for their training and leave. Typically, our pilots work for a six week period at the remote base and then they have a week off where they either spend the week in Kununurra, or more often, they transit through Kununurra whilst travelling to their permanent place of residence. The pilots also have regular town based training where they are required to be based in Kununurra for periods of up to a week.
2. Student pilots undertaking pilot training with the newly formed helicopter training school will require temporary accommodation for periods of between one night and up to three months whilst undertaking pilot training.

HeliSpirit is in the process of setting up an associated helicopter flight training school which is planned to start operations from the 1st April, 2016. The majority of the students will be from regions other than the East Kimberley, so the ability for HeliSpirit to provide a cost effective accommodation option for the students will be critical to the viability of the flight school. Once the flight school is fully operational, it is anticipated to have a minimum of 4 students undertaking their CPL helicopter training at any one time with a minimum of three intakes per year (minimum of 12 commercial students per annum).

Currently the HeliSpirit business leases a 4 bedroom house in town to meet the seasonal accommodation requirements of the remote based Company pilots. The rental house in town has created a number of challenges for the Company based around the cost of the required accommodation; security due to extended periods of vacancy (we have had 3 break-ins to the house in town over the past 18 months); the difficulty in our remote pilots travelling to and from the town based accommodation from the airport (due to the fact they do not have personal vehicle transport in Kununurra); and the inappropriate nature of the standard house type of accommodation for single itinerant and student pilots.

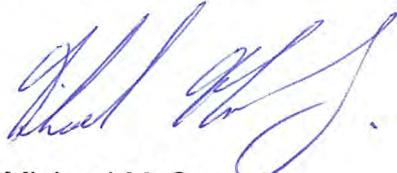
It is proposed that the development be built in two stages, with stage two only proceeding if demand proves it is required. The enclosed stage one draft plans include 2 x four-bedroom accommodation blocks (with a total of 8 bedrooms), an ablutions/laundry block and living/kitchen block, with an undercover outdoor living area. The complex will be neat and tidy, aesthetically attractive, and will include awnings and advanced landscaping. The second stage of the development will involve one additional four-bedroom block to be constructed (as shown on the plans).

The purpose of the flight school is to improve the quality of the pilots for HeliSpirit, the region and the helicopter industry as a whole, and will certainly benefit the economy of Kununurra and the region due to flow on effects of additional employment and students in the town.

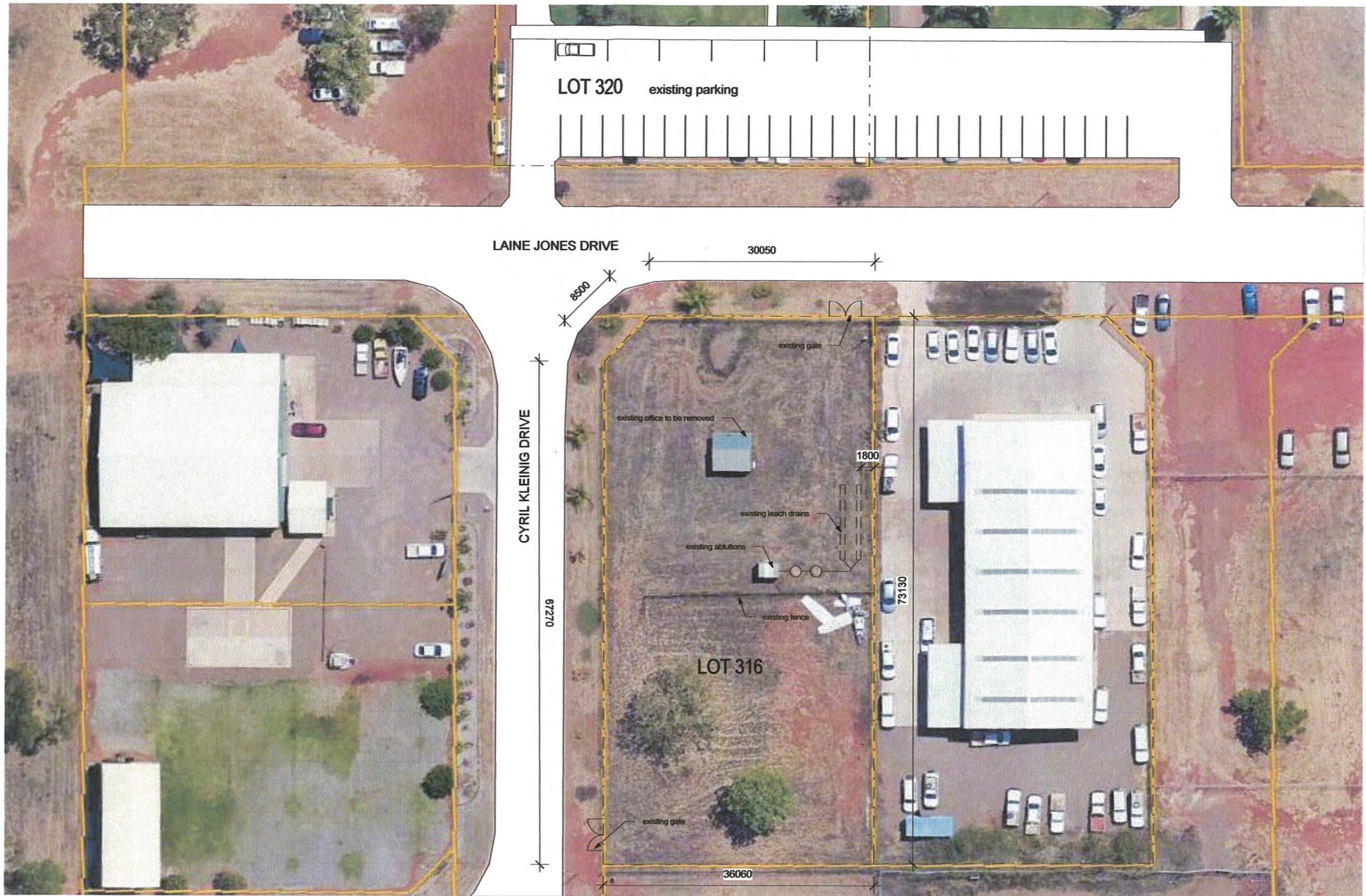
As discussed at our recent meeting, helicopter pilots are required to be able bodied and undergo regular medical exams to retain the privilege of a pilot's licence (student or otherwise). As the proposed accommodation will be for the exclusive use of itinerant and students pilots, we believe it will be a disadvantage for the development to include the normal disabled requirements for a typical accommodation development of this kind. Therefore, if the Shire supports the accommodation development with the predicted restriction on itinerant pilot short-stay use, I would request that the development is not required to meet the usual building code requirements regarding disabled access and facilities. These requirements will decrease the suitability of the accommodation and will in no way discriminate against disabled people as it is highly unlikely that they would be able to gain the necessary medical approval by the regulator (CASA) to gain a helicopter pilots license.

Thank you for your consideration of this planning application and please advise if you require any further information in support of it. I trust that the benefits of this temporary accommodation facility for both HeliSpirit and the local economy will be taken into consideration when reviewing this application.

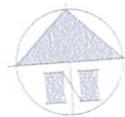
Yours sincerely



Michael McConachy
Managing Director - HeliSpirit



concept design



1
SS03

Plan - Existing Site

1 : 500



mark phillips architect

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mob 0417 317 241
markphillips@westnet.com.au

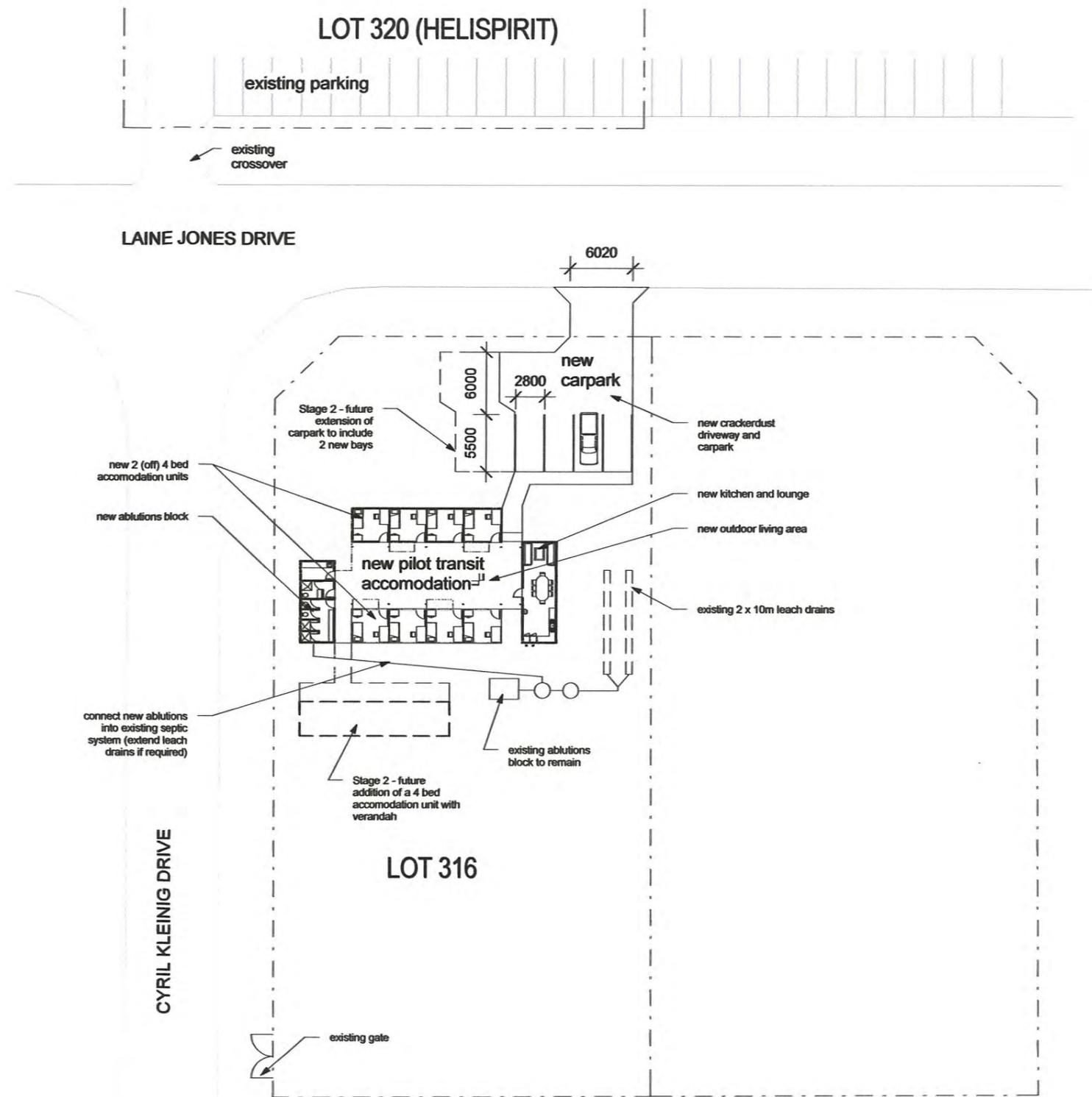
29 March 2016

Client
Helispirit - Pilot Transit Accomodation

Dwg Title
Existing Site Plan

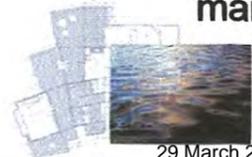
Revision
1C
Page 238 of 339

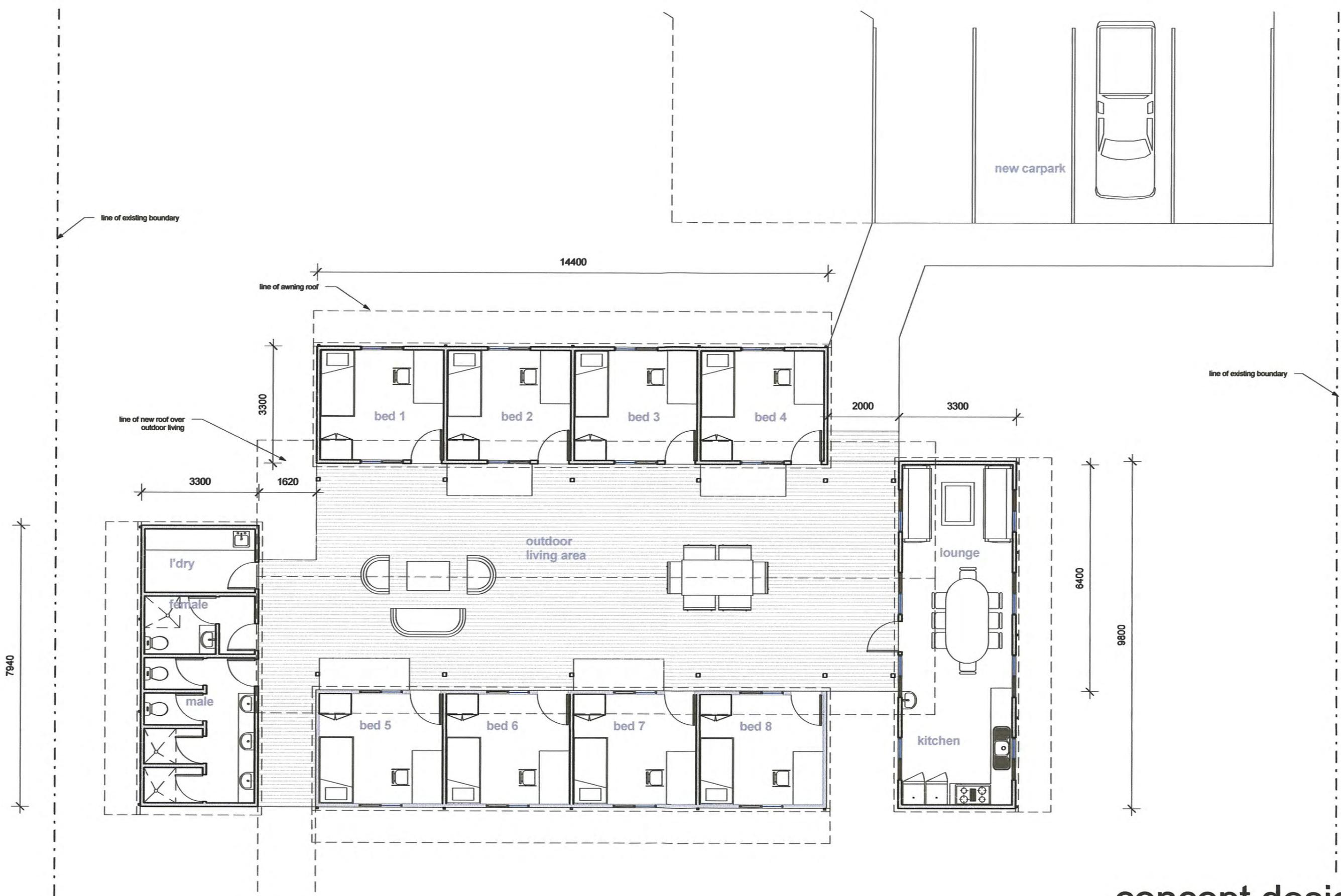
Dwg No.
A01



1 Plan - New Site
 SS03 1 : 500

concept design

 <p>mark phillips architect p.o. box 1873 kununurra WA 6743 ph (08) 91 691 206 mob 0417 317 241 markphillips@westnet.com.au 29 March 2016</p>	Client Helispirit - Pilot Transit Accomodation		
	Dwg Title New Site Plan	Revision 1C Page 239 of 339	Dwg No. A02

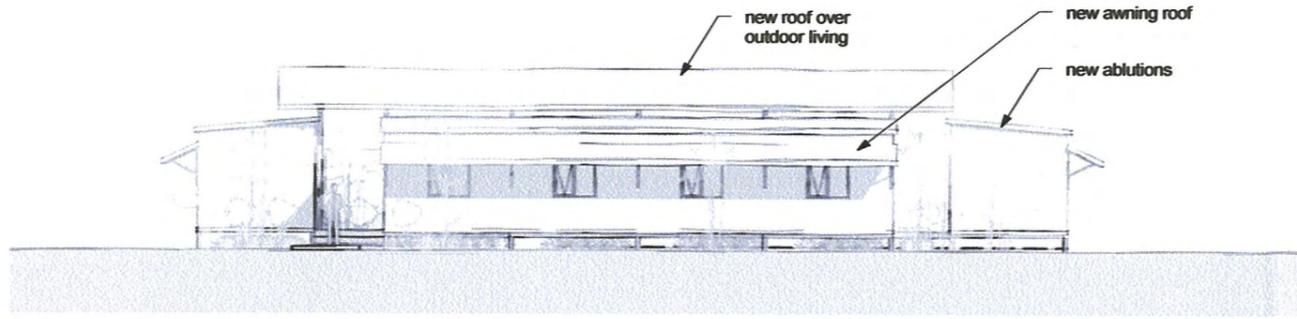


concept design

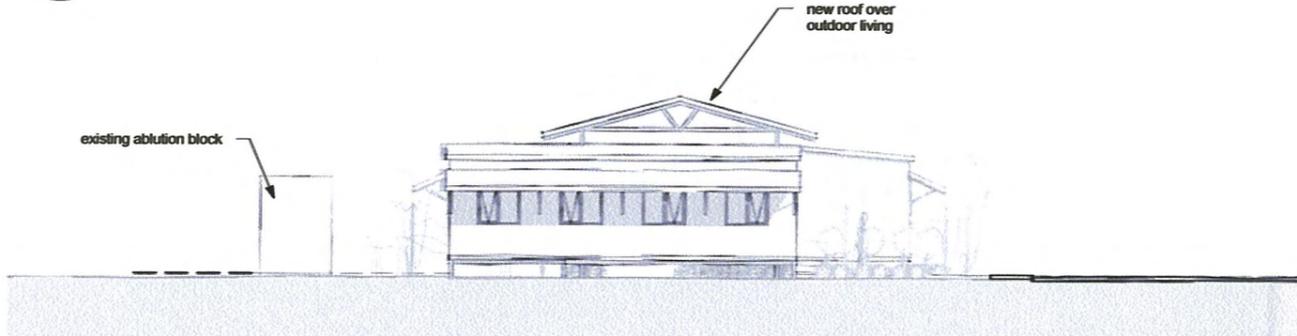
1 Plan - New Ground level
SS03 1:100

mark phillips architect
 p.o. box 1873 kununurra
 WA 6743
 ph (08) 91 691 206
 mob 0417 317 241
 markphillips@westnet.com.au
 29 March 2016

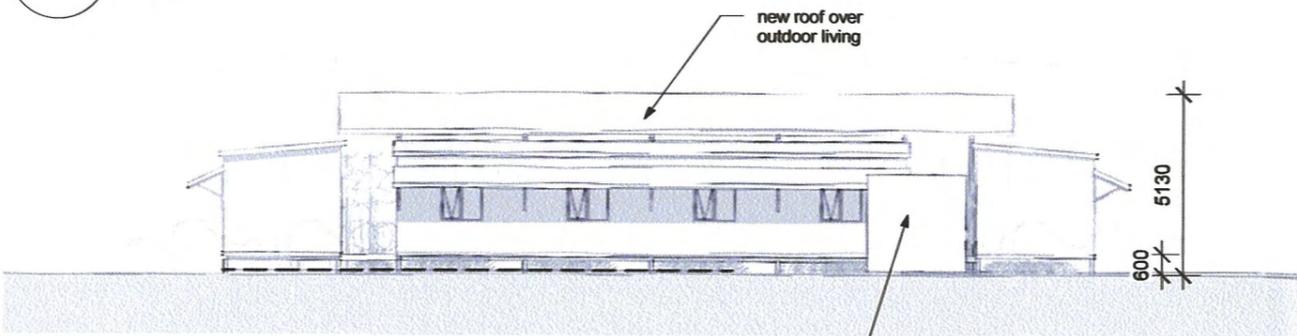
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Dwg Title	Revision	Dwg No.	
New Floor Plan	1C	A03	
Page 240 of 339			



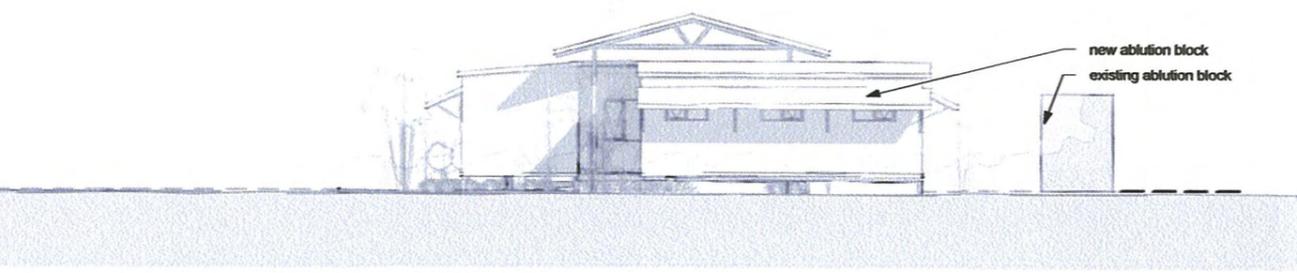
1 **New Elevation - North**
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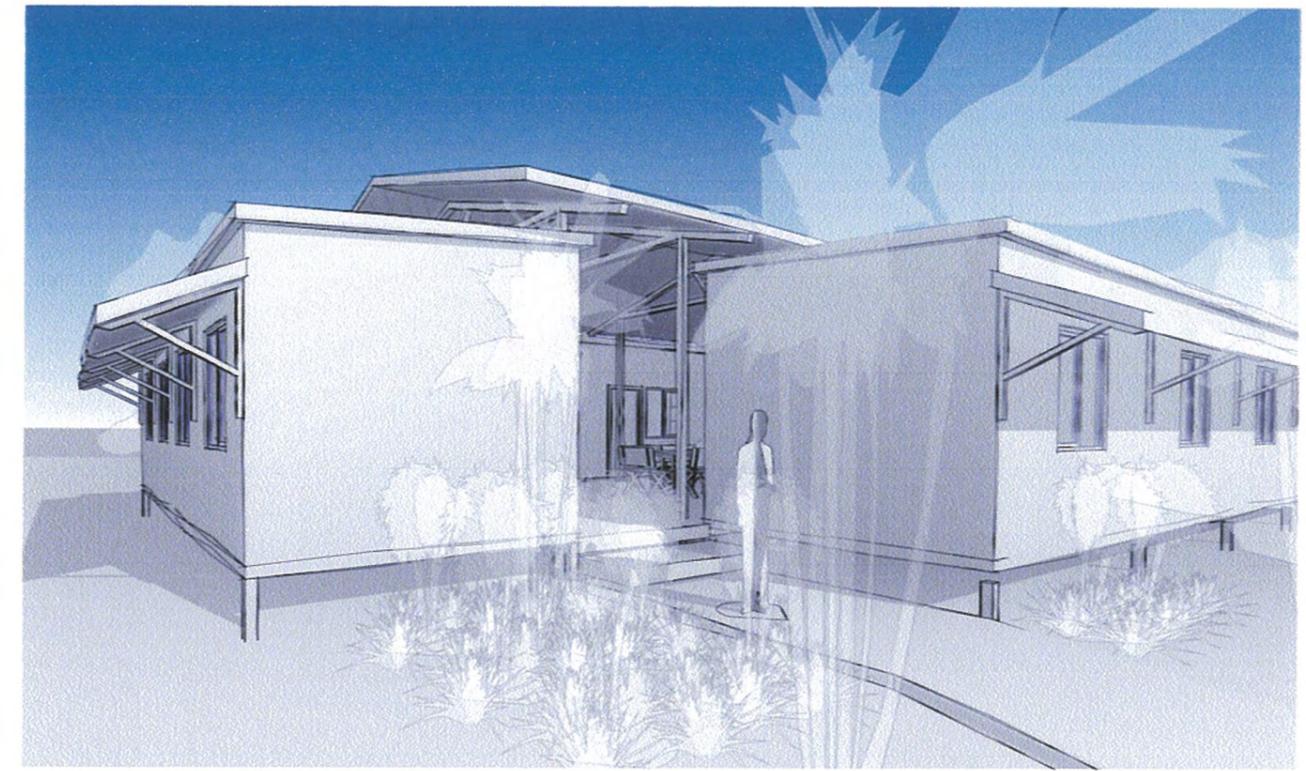
2 **New Elevation - East**
1 : 200



3 **New Elevation - South**
1 : 200



4 **New Elevation - West**
1 : 200



concept design

mark phillips architect
 p.o. box 1873 kununurra
 WA 6743
 ph (08) 91 691 206
 mob 0417 317 241
 markphillips@westnet.com.au
 29 March 2016

Client	
Helispirit - Pilot Transit Accomodation	
Dwg Title	Revision
New Elevations	1C
Dwg No.	Page 241 of 339
A04	

13.04.6. Proposed Road Dedication - Mirima Community

DATE:	29 March 2016
AUTHOR:	Jennifer Ninnette, Senior Planning Officer
RESPONSIBLE OFFICER:	David Klye, Director Infrastructure
ASSESSMENT NO:	A1507, A1660, A2020 & A5496
FILE NO:	A1507P, A1660P, A2020P & A5496
DISCLOSURE OF INTERESTS:	Nil.

VOTING REQUIREMENT

Simple Majority

PURPOSE

For Council to consider a proposal for the proposed dedication of roads within the Mirima Community and associated reserve actions.

OFFICER'S RECOMMENDATION

That Council advises the Department of Lands that:

- 1. Council has no objection in principle to the proposed amendment to reserve boundaries to:**
 - a. Excise portions of Reserve 42441, Reserve 31504, and Unallocated Crown land, to be included into Reserve 26600, being portion of the Mirima Community, as shown on Deposited Plans 69584, 69584 and 217412;**
 - b. Excise portion of Reserve 31221 and Reserve 39128, to create a new Reserve over proposed Lot 2314 on Deposited Plan 189549 for the purpose of "Sewerage and Access" to be managed by the Water Corporation; and**
 - c. The proposed creation of easements over existing Water Corporation infrastructure within Reserve 31221 and expanded Reserve 26600.**

- 2. Council has no objection in principle to the proposed dedication of roads within the Mirima Community as shown on Deposited Plans 217412 and 217795, subject to the State government committing to:**
 - a. Either providing the Shire with access to a consulting engineer at no cost to the Shire or alternatively engaging a consulting engineer to verify construction standards, current condition of the roads, and to identify any works required to be undertaken to bring the roads up to an acceptable standard to support dedication; and**

- b. Funding required works, including contract and project management costs, to bring the roads up to an acceptable standard, prior to dedication of the roads; and
- c. Providing the Shire with access to a perpetual, guaranteed funding source, comparable to rates, to provide for the ongoing maintenance of the roads.

COUNCIL DECISION

Minute No: 11310

Moved: Cr K Wright

Seconded: Cr D Spackman

That Council advises the Department of Lands that:

1. Council has no objection in principle to the proposed amendment to reserve boundaries to:
 - a. Excise portions of Reserve 42441, Reserve 31504, and Unallocated Crown land, to be included into Reserve 26600, being portion of the Mirima Community, as shown on Deposited Plans 69584, 69584 and 217412;
 - b. Excise portion of Reserve 31221 and Reserve 39128, to create a new Reserve over proposed Lot 2314 on Deposited Plan 189549 for the purpose of "Sewerage and Access" to be managed by the Water Corporation; and
 - c. The proposed creation of easements over existing Water Corporation infrastructure within Reserve 31221 and expanded Reserve 26600.
2. Council has no objection in principle to the proposed dedication of roads within the Mirima Community as shown on Deposited Plans 217412 and 217795, subject to the State government committing to:
 - a. Either providing the Shire with access to a consulting engineer at no cost to the Shire or alternatively engaging a consulting engineer to verify construction standards, current condition of the roads, and to identify any works required to be undertaken to bring the roads up to an acceptable standard to support dedication; and
 - b. Funding required works, including contract and project management costs, to bring the roads up to an acceptable standard, prior to dedication of the roads; and
 - c. Providing the Shire with access to a perpetual "deed of guarantee", guaranteeing this funding source, comparable to rates, to provide for the ongoing maintenance of the roads.
3. Should the perpetual "deed of guarantee" and associated funding not be ongoing then the Shire will not continue to maintain the above roads

Carried 7/0

REASON FOR VARYING OFFICER'S RECOMMENDATION

There was no real way that the funding source could be guaranteed and this was a way to ensure Council's responsibilities and commitments were more watertight.

NATURE OF COUNCIL'S ROLE IN THE MATTER

Provider - provide physical infrastructure and essential services

BACKGROUND/ PREVIOUS CONSIDERATIONS BY COUNCIL/ COMMITTEE

The Department of Lands (DoL) has written to the Shire of Wyndham East Kimberley in relation to a proposal, previously initiated in the 1980's, to rationalise reserve land within the Mirima and Nulleywah Communities which would result in:

- The adjustment of boundaries of reserves (subdivision)
- Road dedication of roads within Aboriginal Lands Trust (ALT) managed reserves; and
- Excision of portion of reserve land to support the creation of a 'Sewerage and Access' Reserve managed by the Water Corporation.

The correspondence received from the Department of Lands (Attachment 1) includes a copy of a letter from the Shire in 1989 confirming that some of the roads within Reserve 31221, as shown on Drawing 6351/C020A, had been constructed in accordance with the Shire's requirements and at the Ordinary Council Meeting held on 16 April 1992, Council resolved to accept dedication of these roads.

Officers have been unable to find an electronic or bound copy of the Council Minutes from 1990 – 1992, however from the correspondence provided by DoL it appears that the subdivision approval and agreed road dedications relates solely for Stage A, which is the only portion of the Mirima Community within Reserve 31221.

However, although the relevant deposited plans were lodged they have not been finalised and therefore dedication of the roads has not occurred to date. Given the lapse in time since the Shire's initial advice, the DoL are seeking updated advice from the Shire.

A plan showing the proposed cadastral boundaries, as per the lodged deposited plans is provided at Attachment 2.

The various deposited plans have been prepared in a way that they are subject to 'simultaneous approval' with one or more of the other deposited plans. This means that the creation of lots and dedication of roads within the Mirima Community as shown on Deposited Plans 217795 and 217412 is holding up all of the proposed actions.

The Department of Aboriginal Affairs has advised the DoL that the Mirima Council has agreed to the proposed subdivision actions, and that the matter will be considered by the Aboriginal Lands Trust at their board meeting in April 2016.

STATUTORY IMPLICATIONS

Land Administration Act 1997

The proposed reserve and subdivision actions are intended to be undertaken under the Land Administration Act 1997 (LAA).

Under Section 27 of the LAA, the Minister for Lands may subdivide Crown land in accordance with the whole or any part of a plan of survey or sketch plan; and under Section 28, any land delineated and shown on that plan as a new road, or extension or widening of a road is dedicated as a road reserve and placed under the care, control and management of the local government, once the plan of survey is approved by an authorised land officer.

Under Section 41 of the LAA the Minister may by order reserve Crown land to the Crown for one or more purposes in the public interest, and under section 46 the Minister may place with any one person or jointly with two or more persons, the care, control and management of a reserve.

Under Section 51, the Minister also has the ability to, by order, cancel, change the purpose of or amend the boundaries of, or the locations or lots comprising, a reserve.

Section 56 of the LAA outlines the process for a local government to request the dedication of a road.

Local Government Act 1995

Section 6.26(2) of the *Local Government Act 1995* (LGA) defines what land is not rateable land which includes land which is the property of the Crown and is being used or held for a public purpose, land which is exempt from rates under any other written law, and land declared by the Minister as being exempt from rates.

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

Funding would be required in order to undertake a physical assessment of the current condition of the roads to determine what works would be required, if any, in order for the roads to meet an acceptable standard.

If the Council supports dedication of the roads, then the Shire will be responsible for the ongoing care, control and maintenance of the dedicated portions of road, which will require ongoing availability of adequate funds.

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

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

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

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

Strategy 1.3.2 : Actively participate in the review and implementation of municipal services to remote and Aboriginal communities

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

Strategy 2.3.2 : Plan, design and budget for sustainable infrastructure

RISK IMPLICATIONS

Inability to deliver levels of services expected in the community.

Inability to fund the infrastructure gap.

Inability to provide Municipal service delivery to Aboriginal settlements within available funding.

Lack of funding to maintain sealed and unsealed road network.

COMMUNITY ENGAGEMENT

No community engagement is required.

COMMENTS

The Shire has no objection to:

1. The proposed amendment to reserve boundaries which will essentially:
 - a. Excise portions of Reserve 42441 (Kelly's Knob, management order held by Shire) ALT Reserve 31504 and Unallocated Crown Land (UCL) to be included into ALT Reserve 26600, being portion of the Mirima Community.
 - b. Excise portion of ALT Reserve 31221 (being portion of the Nulleywah Community) and portion of Reserve 39128, to create a new Reserve over proposed Lot 2314 on Deposited Plan 189549 for the purpose of "Sewerage and Access" to be managed by the Water Corporation;
2. The proposed creation of easements over existing Water Corporation infrastructure.

The Shire also has no objection in principle to the proposed dedication of roads within the Mirima community, as it is part of the larger community and therefore should be provided with similar services and infrastructure as the rest of the community.

However, as with all subdivisions, the Shire would require that the roads are constructed to an acceptable standard, and considers that the Shire's previous advice has lapsed and needs to be reviewed in relation to the current condition of the roads.

In order for the current condition of the roads to be assessed, the State would need to provide funding and access to a consulting engineer to verify construction standards, which will require physical assessments to be undertaken and is likely to cost between \$20,000 - \$30,000.

The Shire's support would also be subject to the State government:

1. Funding required works to bring the roads up to an acceptable standard, prior to dedication of the roads; and
2. Committing to providing the Shire with access to a perpetual, guaranteed funding source to provide for the ongoing maintenance of the roads.

The Shire does not receive any rateable income from ALT landholdings and is unlikely to be able to do so in future unless lots are created that are used predominantly for commercial uses. Therefore, an alternative form of revenue, comparable to the payment of rates, would be required in relation to the ongoing management of the roads within the community.

ATTACHMENTS

- Attachment 1 - DoL Correspondence
- Attachment 2 - Proposed Cadastral Plan
- Attachment 3 - Aerial Plan



Government of **Western Australia**
Department of **Lands**

COMTBC
I-28518
14 MAY 2015

Your ref: TP 3/0.117/r31221
Our ref: 03760-1970-03 Prompt Job No: 102118
Enquiries: Carmen O'Hehir
Ph: 9166 7807 Fax: 6552 4417
Email: carmen.o'hehir@lands.wa.gov.au

11 May 2015

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

Dear Sir/Madam

**PROPOSED RATIONALISATION OF RESERVES – MIRIMA AND NULLEYWAH
COMMUNITY – SHIRE OF WYNDHAM-EAST KIMBERLEY**

I refer to previous correspondence from the Shire of Wyndham-East Kimberley (Shire) dated 2 May 1989 regarding the proposed rationalisation of Reserves 31221, 42441, 26600, 31504, 39128 and unallocated Crown land for the Mirima and Nulleywah communities (copy of correspondence enclosed).

This proposal was initiated in the 1980's at the behest of the Department of Indigenous Affairs to accord with the Community Layout Plans.

It is proposed to rationalise the above reserves and UCL as per Deposited Plans 189549, 69584, 217795, 69585, 217412 & 66850 (copies enclosed). This will result in:

- Adjustment to boundary of Reserves (subdivision);
- Road dedications over ALT managed Reserves 26600, 31504 and 31221;
- Excision of portion of ALT managed Reserve 31221 and Shire managed Reserve 39128 to support the creation of a "Sewerage and Access" Reserve managed by Water Corporation.

On completion of the above, it is proposed to grant an easement over Water Corporation's existing sewerage infrastructure located within Reserve 31221, 26600 and 31504. Plans provided by Water Corporation are enclosed for your information.

DoL is in receipt of approval dated 2 May 1989 from the Shire to the proposed subdivision and road dedications (copy enclosed); however due to the lapse in time, DoL is seeking an updated approval from the Shire to the proposed subdivision and road dedication as per the enclosed Deposited Plans. Shire approval is also sought for the excision of portion Reserve 39128 to support the creation of a "Sewerage and Access" Reserve with management in favour of Water Corporation and approval to the registration of the Water Corporation Easements to protect existing sewerage infrastructure.

Should the Shire agree to the excision of portion Reserve 39128, a statutory declaration is required from the Shire (as the management body of Reserve 39128) advising that the portion of Reserve 39128 to be excised (as depicted on Deposited Plan 189549) has not been transferred, granted or reserved in a registerable form in favour of any other person other than the management body. In order to comply with the *Contaminated Sites Act 2003*, a Statutory Declaration with regard to any

Corner of Messmate Way and Bandicoot Drive, Kununurra, Western Australia 6743
PO Box 630, Kununurra, Western Australia 6743
Tel: (08) 9166 7802 Fax: (08) 9168 0600 FREECALL: 1800 735 784 (Country Only)

possible contamination of this portion of Reserve 39128 is also required. I have enclosed copies of two sample declarations to assist you. You may combine the contents of the statutory declarations into one document.

For your information, DoL is awaiting comment from the Aboriginal Lands Trust (ALT) in regards to the proposed excision of portion Shire managed "Parks and Community Purposes" Reserve 39128 for inclusion into adjoining ALT managed "Use and Benefit of Aborigines" Reserve 31221 to rectify encroachments of the Nulleywah community buildings.

I have also enclosed a copy of a SmartPlan identifying the current boundaries of the Reserves and UCL and a second SmartPlan with the proposed outcomes.

It would be greatly appreciated if a response to the above be provided within 45 days from the date of this letter.

For further inquiries please don't hesitate to contact me on any of the details above.

Yours sincerely



Carmen O'Hehir
Senior State Land Officer
Kimberley

Encl.

47
159

HALPERN GLICK PTY. LTD.
CONSULTING CHARTERED ENGINEERS

10000th Street, West Perth W.A. 6005
Telephone (09) 321 4844 P.O. Box 524 West Perth
Fax: (09) 324 1079

Prinsep House, 11 Prinsep Street, Bunbury 6230
Telephone (097) 21 9676 P.O. Box 1363 Bunbury
Fax: (097) 21 9611

1st Floor, Cultural Trust Buildings,
19 Durtacher Street, Geraldton 6530
Telephone (099) 21 8299 P.O. Box 263 Geraldton
Fax: (099) 21 7265



Our Ref: C6351 RGS/Lp
Date: 10th April 1989

Shire Clerk
Shire of Wyndham-East Kimberley
P.O. Box 614
KUNUNURRA W.A. 6743

Dear Sir,

MIRIMA ABORIGINAL COMMUNITY

We have been commissioned by the Aboriginal Affairs Authority (A.A.P.A) to liaise with the Department of Land Administration (D.O.L.A.) and in consultation with Mirima Council to prepare a rationalisation of the existing Mirima Community. Stage 1 of the redevelopment north of Speargrass Road was completed in 1988 and the current proposal is to rationalise servicing of the land and dwellings west of Speargrass Road.

The planning layout shown as Stage 2A on the attached Drawing 6351/C020A depicts the proposed layout requested by Mirima Council. The road pattern is a modified version of the D.O.L.A.'s original layout and this new proposal has received general acceptance from A.A.P.A. and D.O.L.A. The rationale of the proposal is to incorporate the existing 5 houses, with provision for possible future housing needs within a normalised residential subdivision.

The standard of the existing road and drainage improvements that serve the 5 dwellings are unsatisfactory to cope during the wet season experienced in Kununurra and upgrading is urgently required.

Cont...2

Directors: P. A. Blockley, B.E., M.I.E.Aust., M.I.C.E.; K. N. Baker, B.Sc., B.E., M.Eng.Sc., M.I.E.Aust.; K. T. Hamilton, A.I.T.(WA), M.I.E.Aust.;
Associates: C.C.E. Candy, B.Sc. (Eng), M.I.E.Aust.; J. S. Scott, M.I.E.Aust.; P. J. Blake, C.Eng., M.I.Struct.E., M.I.Aust.; J. D. Jeffreys, B.E., M.I.E.Aust.;
R. B. Lamont-Smith, B.E.Hons., M.I.E.Aust.; R. J. Menzies, A.I.T.(WA), M.I.E.Aust.; D. R. Meager, B.E.Hons., M.I.E.Aust.

46
158

An existing gravity sewer traverses the land and the proposed road and lot layout is such to ensure that the sewer route lies within the standard service corridor with provision for future house connections. It is proposed that the Water Authority will takeover the existing gravity sewer and pump station - pressure main system as part of the first stage development and negotiations are continuing.

A development programme showing the proposed sequence of events is enclosed and subject to receipt of the necessary approvals at the dates shown it is intended that construction will be completed prior to the 1989/90 wet season. Upon completion of the works it is proposed to create Kununurra Town lots of the existing residences with Council takeover of the roads and drainage improvements.

We see Council's endorsement of the proposed Stage 2A redevelopment of the existing Mirima Community west of Speargrass Road in accordance with the layout shown on Drawing 6351/C020A. Subject to a favourable response from Council the proposal will be submitted to the State Planning Commission (S.P.C.) for their assessment.

Upon acceptance from the S.P.C. detailed engineering drawings including road and drainage designs will be forwarded to Council for approval.

If you require any further detail or other information concerning the proposal please contact Mr Roland Staniforth or the undersigned at our office.

Yours faithfully,
HALPERN GLICK PTY LTD



K. T. HAMILTON
DIRECTOR

Encl.

MIRIMA STAGE 2A

Prepared by: Halpern Glick Pty Ltd

Date: 28 March 1989

Job No: C6351

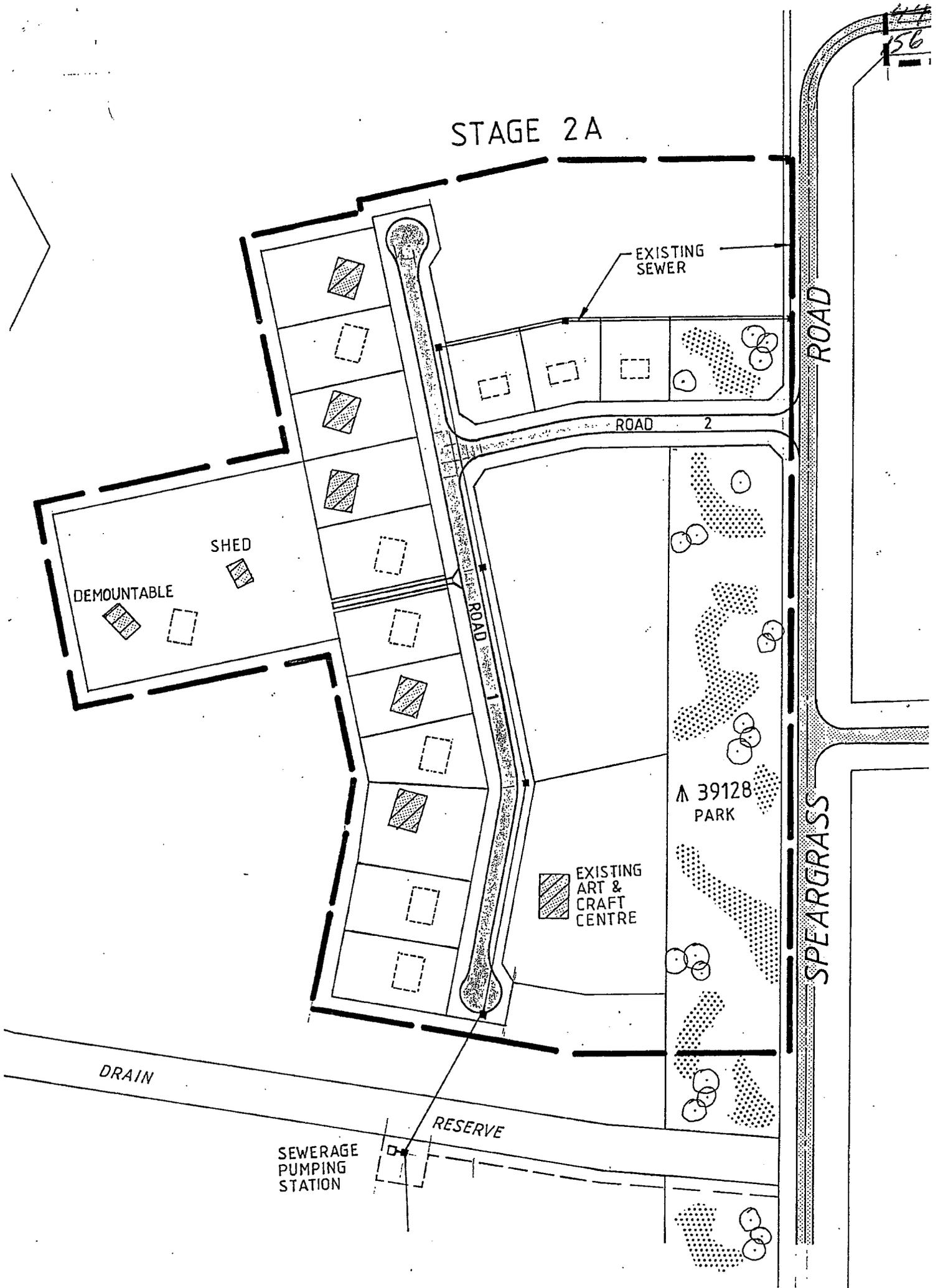
PROBABLE TIME FRAME

	MARCH MONTH 1	APRIL MONTH 2	MAY MONTH 3	JUNE MONTH 4	JULY MONTH 5	AUGUST MONTH 6	SEPT MONTH 7	OCTOBER MONTH 8	NOV MONTH 9	DEC MONTH 10	MONTH 11	MONTH 12
DOLA Finalise Planning layout												
Submission to Council for Approval		1 2 3										
Submission to SPC for approval												
Field Survey			4									
Precal Plan for construction												
Roads and Drainage Design												
Council Approval												
Water Authority Approval												
Call Tenders												
Tender Acceptance												
Construction of Roads & Drainage												
Final Lot Pegging												
Clearance by Local Authority												

- Notes:
1. Deadline for agenda for Council Meeting 7th-11th April
 2. Council Committee meeting 18th April
 3. Full Council meeting 26th April
 4. Proposed site visit with survey team

43
157

STAGE 2A





3760/70'2

244

SHIRE OF WYNDHAM - EAST KIMBERLEY

ALL COMMUNICATIONS TO BE ADDRESSED TO THE SHIRE CLERK

P.O. BOX 614 KUNUNURRA, W.A. 6743 PHONE (091) 68 1767

FAX: KUNUNURRA (091) 68 1798
FAX: WYNDHAM (091) 61 1295

RECORDS
ATTACH TO FILE
AND RETURN TO
ASSESSOR LANDTRAC

Your Ref:

Our Ref:

Enquiries:

117/R31221 and 117/R26600 PR:ddc
PATRICK ROSE

Chief Executive Officer
Department of Land Administration
Cathedral Avenue
PERTH WA 6000

3 - 4 MAY 1992
RECORDS

**ATTENTION: Act.Mngr: Acquisition Roads and Reserves
Mr. Ron Pumphrey**

Dear Sir

Copy on 29/25/984

GAZETTAL OF PUBLIC ROADS - MIRIMA RESERVE, KUNUNURRA

Subdivision within **Reserves 31221** and 39128 in accordance with the layout shown on Drawing 6351/C020A (copies enclosed) was carried out between 1988 and 1990. Road and lot precal plans have been submitted to DOLA previously. We confirm that the roads and drainage have been constructed in accordance with our requirements. It has been brought to our attention that dedication of the roads as 'public roads' has not been formalised.

Council, at its meeting on 16th April 1992 resolved to accept dedication of these roads.

In accordance with the original intentions of the 'normalisation' of the community roads and services, we request that they be gazetted.

Yours faithfully

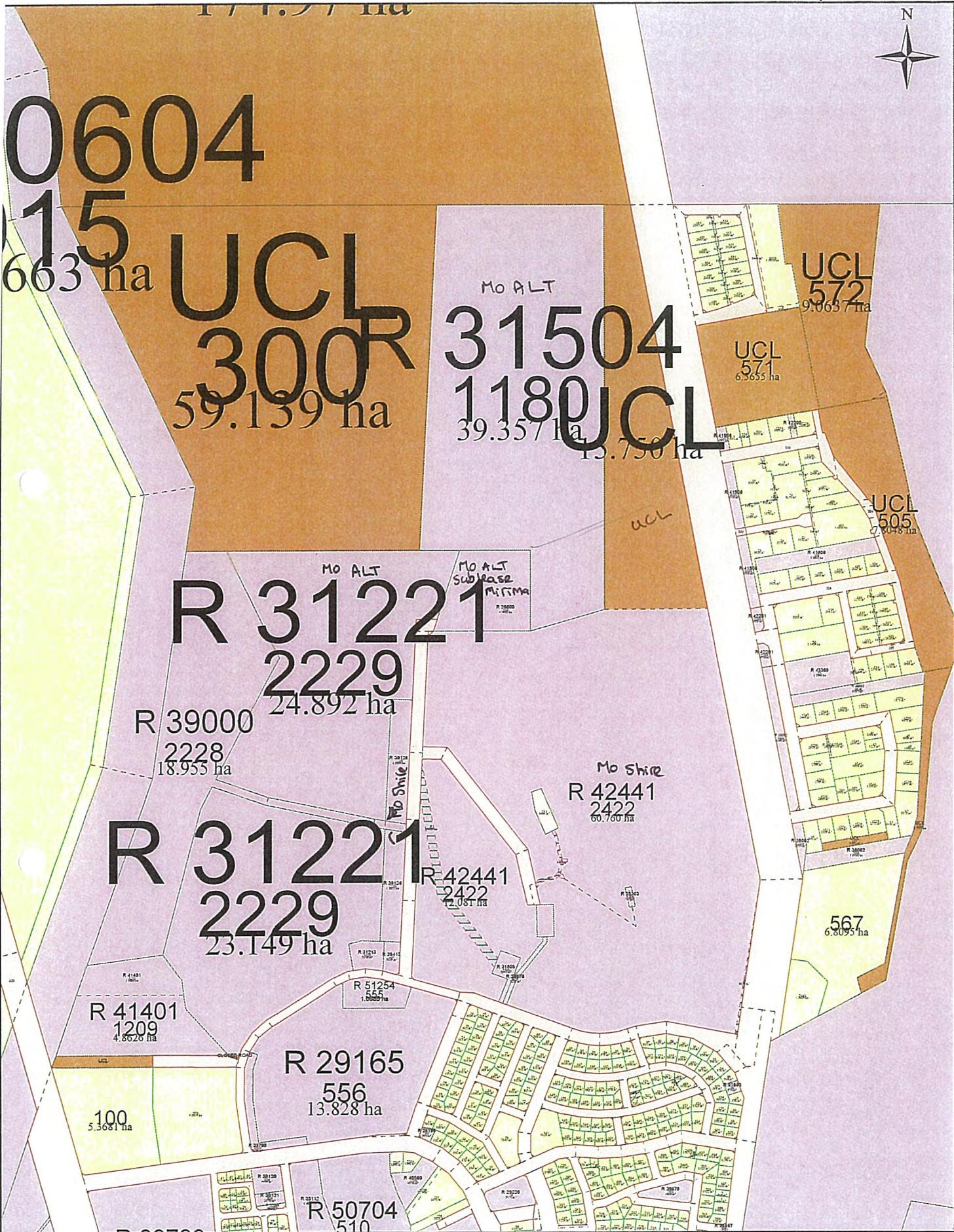
M. G. CHEVERTON
SHIRE CLERK

27th April 1992.

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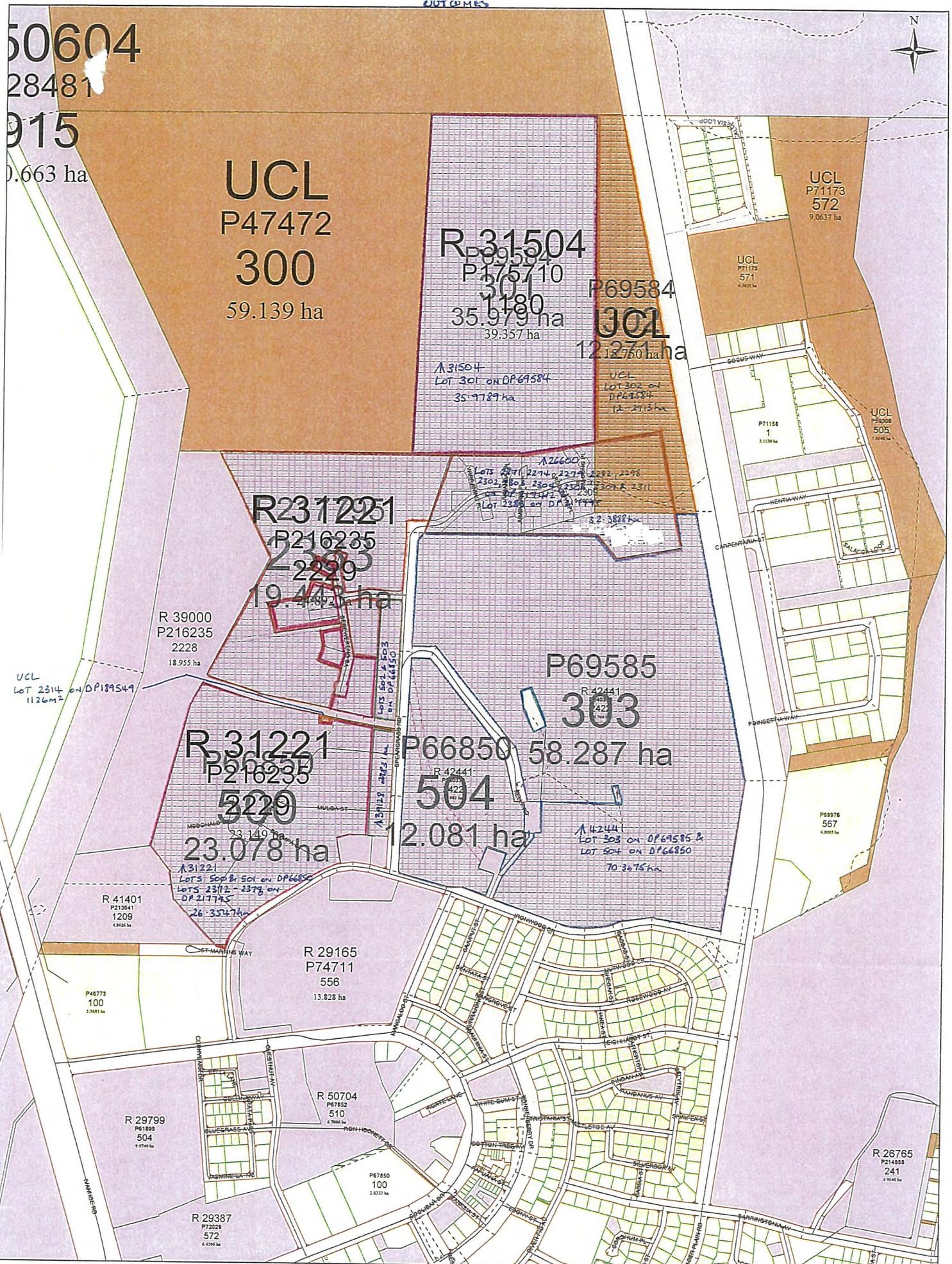
cc K. T. Hamilton - Director, Halpern, Glick, Maunsell
cc Aboriginal Lands Trust, 35 Havelock Street, West Perth

Manager Acq. Rds & Res (AR1)
4-63



Scale : 1:10891 (Geographical)
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 Lat/Long : 128°43'42.538", -15°46'21.342" / 128°44'59.334", -15°44'42.056" H 271mm by W 210mm

Printed : 11:35 Tue 21/Apr/2015
 © Western Australian Land Information Authority 2015



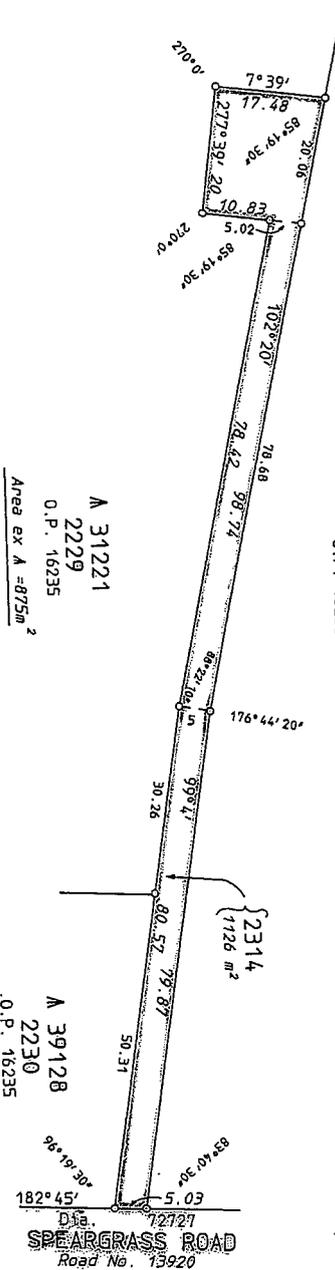
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Printed : 08:20 Wed 23/Jan/2013
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AMENDMENTS

TOWNSITE

KUNUNURRA



A 39000
2228
O.P. 16235

A 31221
2229
O.P. 16235
Area ex A = 875m²

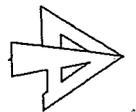
A 39128
2230
O.P. 16235
Area ex A = 251m²

IN ORDER FOR DEALINGS
SUBJECT TO: Reserve Action
Simultaneous Approval of DPs
66850 & 217795
[Signature] 12.5.2011
FOR AUTHORISED LAND OFFICER DATE

APPROVED

AUTHORISED LAND OFFICER DATE

FORMERLY PT LOTS 2229 & 2230
SUPERSEDES PT O.P. 16235



DP 189549



CD 89549

LAND DISTRICT KING	KUNUNURRA LOT 2314		FILE No. 3760/970
SURVEYOR'S CERTIFICATE I hereby certify that this survey was performed by me personally (or under my personal supervision, inspection and field check), in strict accordance with the Licensed Surveyors (Guidance of Surveyors) Regulations. Licensed Surveyor. Date	Azimuth observed at	Calc. Bk. No. N.KITIS 1 Fol	SCALE 1:750 All measurements in metres
	or assumed from D.P. 16235	Compared with F.B. <i>[Signature]</i>	DIAGRAM CERTIFIED CORRECT
	Surveyor W.F. JOHNSON	Examined. <i>[Signature]</i> 1-4-10	Authorized Land Officer Date
	Field Book No. 75	In order for certification.	Recorded on Public Plan
Page 1	Public Plan KUNUNURRA 2000 23.18	Registered R.F.P. 4-4-90 On Key Plan KUNUNURRA 2000 23.18	DEPT. OF LAND ADMINISTRATION
Reference	Index Plan	DIAGRAM 89549	

HELD BY LANDGATE
IN DIGITAL FORM ONLY

FORMER TENURE
SEE TABLE

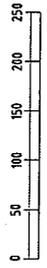
LOTS 301 AND 302

TYPE	CROWN
PURPOSE	SUBDIVISION
PLAN OF	

DISTRICT KING
TOWNSITE KUNUNURRA
FILE 03760-1970/03
LOCAL AUTHORITY SHIRE OF WYNDHAM-EAST KIMBERLEY
LOCALITY KUNUNURRA

REFERENCE
FILE 03760-1970/03 p. 461 & 459

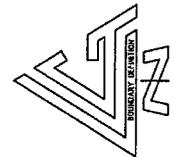
INDEX
DH79 (2) 23.19
DECEPTION RANGE (25) NE



SUBJECT TO SURVEY
NOT FOR ALIENATION PURPOSES

LOGGED DATE: 19/10/2010
TYPE OF VALIDATION: P.W.K.
FULL AUDIT:
LEGAL COMPONENT:
CERTIFIED CORRECT:
ASSESS NO.: N/A
ASSESS NO.: N/A

SURVEY FIRM
LANDGATE - RBRANDIS
DATE 19-10-2010



DEPOSITED PLAN
69584

SHEET 1 OF 1 VERSION 1

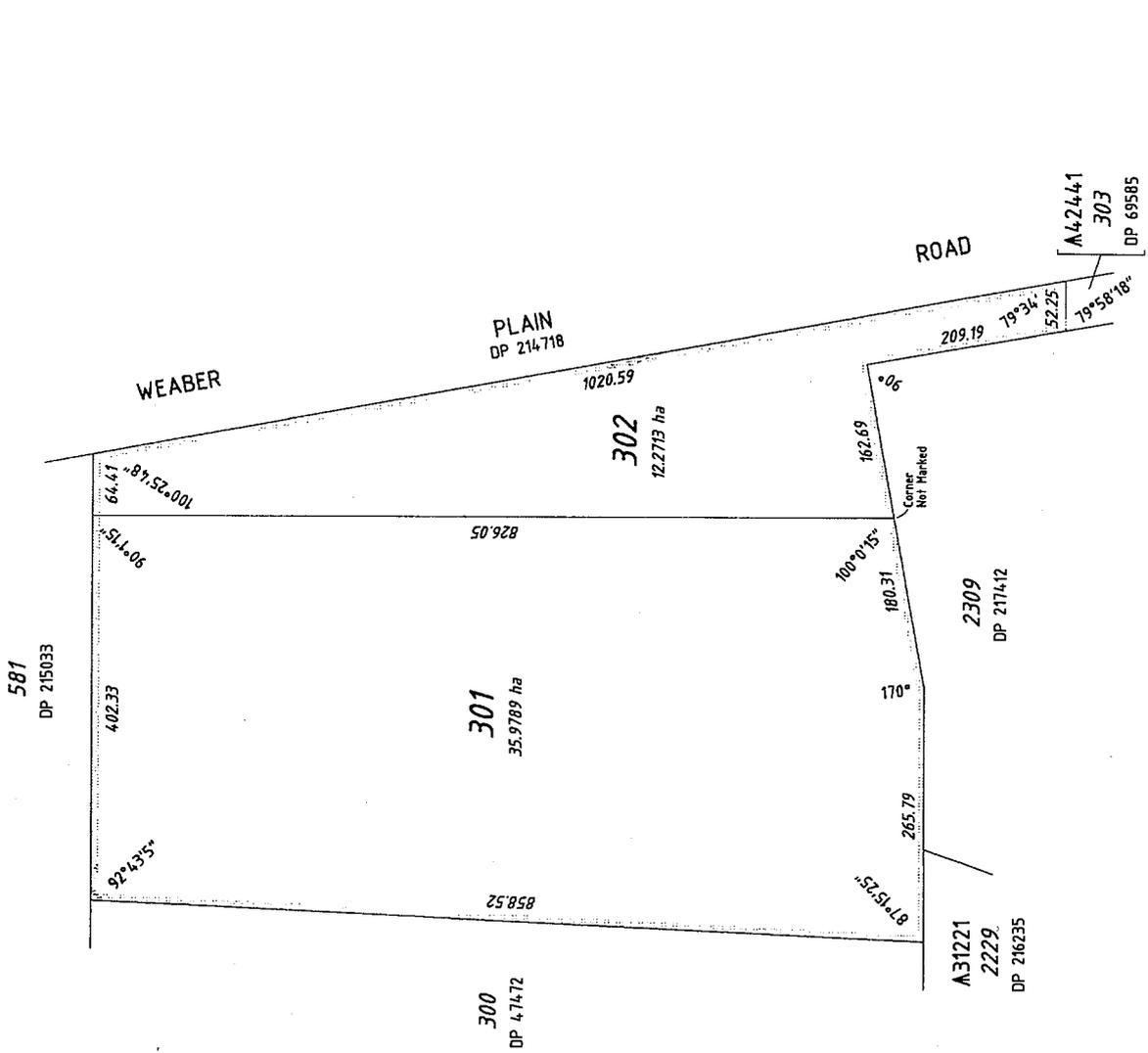
IN ORDER FOR DEALINGS
SUBJECT TO:
1. RESERVE ACTION
2. SIMULTANEOUS APPROVAL OF DP 217412

APPROVED
FOR AUTHORISED LAND OFFICER DATE 19/10/2010
DATE

FORMER TENURE TABLE

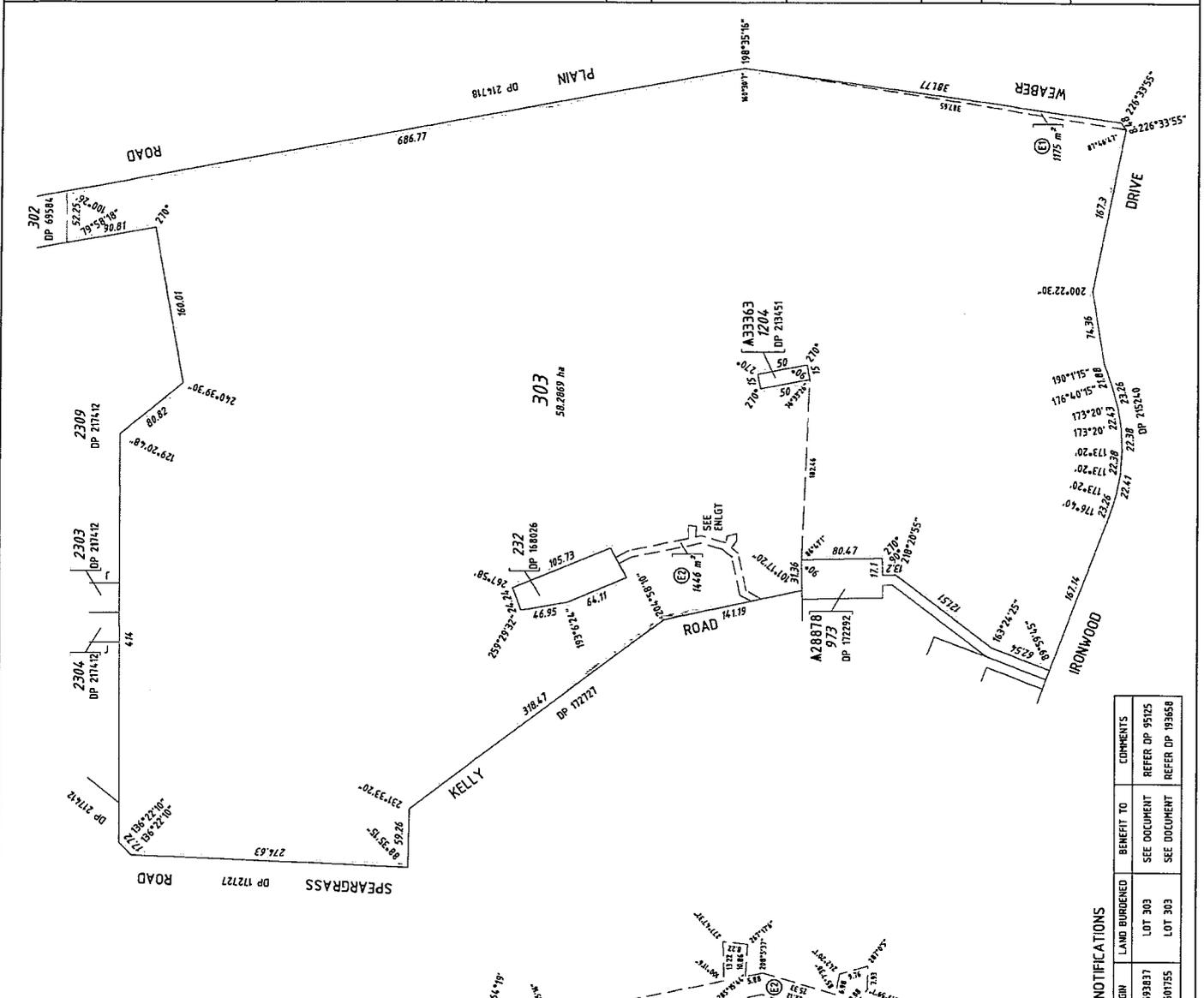
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301	PART LOT 1180	DP 175710	LR 3052/35
302	U.C.L.	-	-

AMENDMENT	AUTHORISED BY	DATE



LANDGATE USE ONLY, COPY ORIGINAL, NOT TO SCALE

TYPE	CROWN
PURPOSE	SUBDIVISION
PLAN OF	LOT 303
DISTRICT	KING
TOWNSITE	KUNURRA
FILE	03760-1970/03
LOCAL AUTHORITY	SITE OF WINDHAM-EAST RIVERLEY KUNURRA
FORMER TENURE	PART LOT 2424 ON DP 240378 LR 3066/59
DATE	18/10/2010
SCALE	1:3000
ALL DISTANCES ARE IN METRES	
SUBJECT TO SURVEY NOT FOR ALIENATION PURPOSES	
LOGGED	DATE
DATE	18/10/2010
TYPE OF VALIDATION	LANDGATE - BRANDS DATE 18/10/2010
FULL AUTE. P.V.M.A.	19/10/2010
LEGAL CORPORATE	
ASSESS. No.	
IN ORDER FOR DEALINGS	
SUBJECT TO	
1. RESERVE ACTION	
2. SIMULTANEOUS APPROVAL OF DP's 66850 & 21712	
FOR AUTHORIZED LAND OFFICER	APPROVED
DATE	19/10/2010
FOR AUTHORIZED LAND OFFICER	DATE
APPROVED	
DATE	
 Landgate <small>WESTERN AUSTRALIAN LAND INFORMATION AUTHORITY</small>	
DEPOSITED PLAN	
69585	
SHEET 1 OF 1 VERSION 1	



VER	AMENDMENT	AUTHORISED BY	DATE

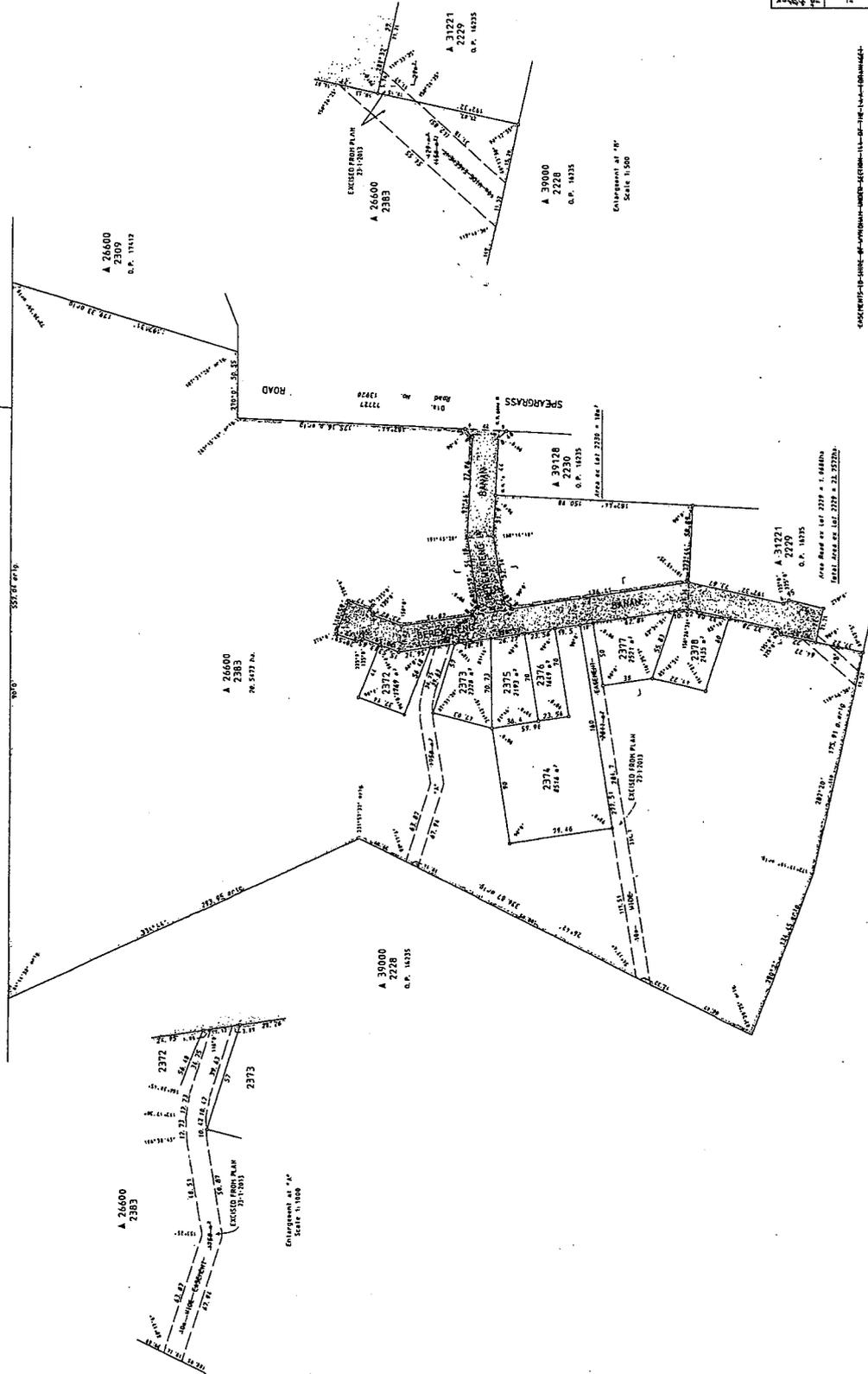
INTERESTS AND NOTIFICATIONS			
SUBJECT	PURPOSE	STATUTORY REFERENCE	ORIGIN
(E)	EASEMENT	SEC 194B OF THE LAND ACT	DDC H593837
(E)	EASEMENT	SEC 114.4 OF THE LAA	DDC H40755
		BENEFIT TO	LAND BURDENED
		SEE DOCUMENT	LOT 303
		REFER DP	LOT 303
		SEE DOCUMENT	REFER DP
		REFER DP	REFER DP

HELD BY LANDGATE
IN DIGITAL FORM ONLY

DP 217795

MEASUREMENTS

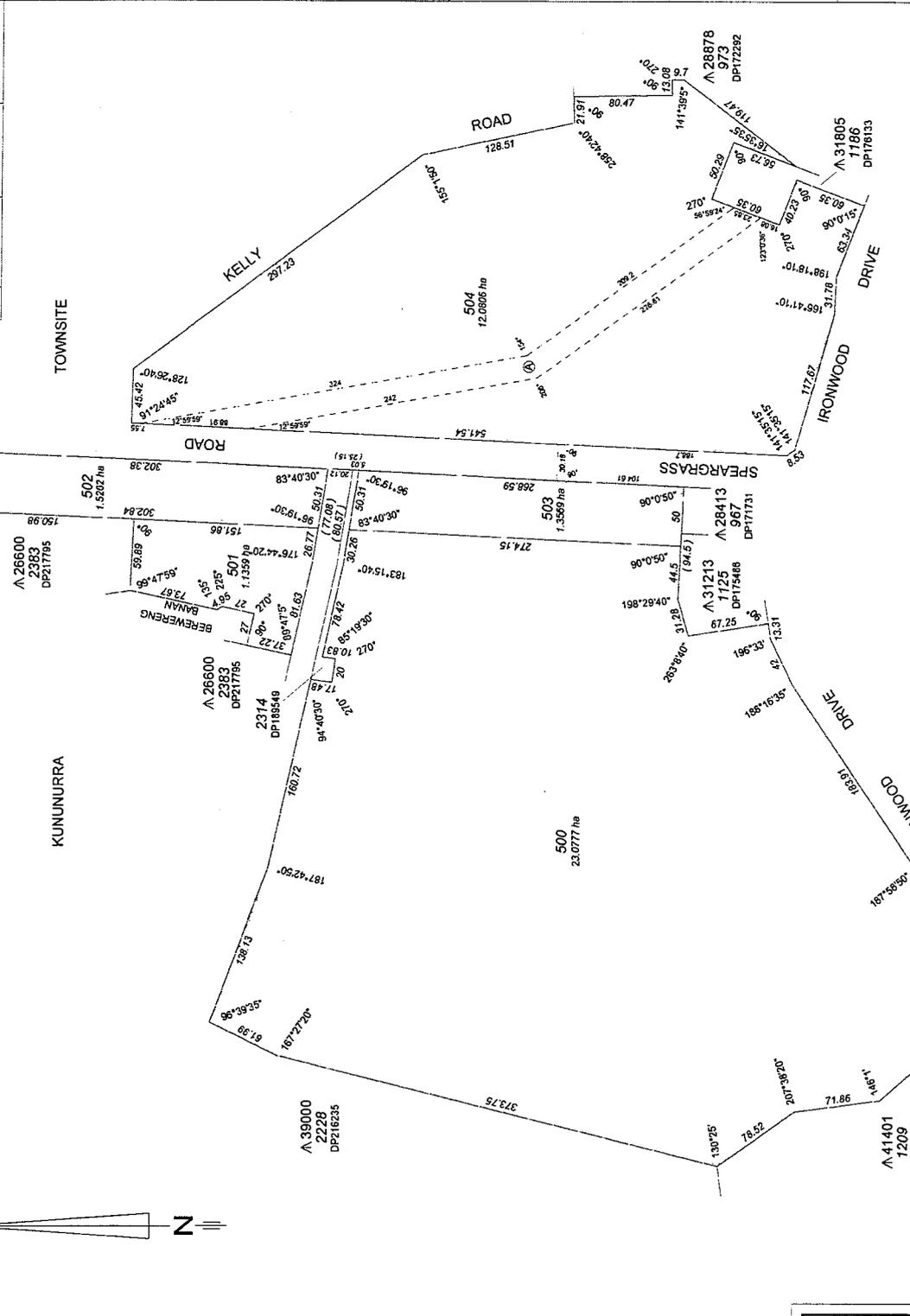
INCLUDES PT LOT 2219
SURVEYORS PT O.P. 14235



DEPT. OF LAND ADMINISTRATION PLAN 17795	
FILE NO. 882/981 V3 SCALE 1:1500 PLAN CERTIFIED CORRECT	DEPARTMENT OF LAND ADMINISTRATION PLAN 17795
KINDURRA LOTS 2372-2378 (incl) & 2383 ROAD WIDENING EX LOT 2220 EXEMPTION 2	
Date of issue: 11/11/15 Surveyor: J. J. J. J. Plan No.: 17795 Scale: 1:1500 Date of issue: 11/11/15 Surveyor: J. J. J. J. Plan No.: 17795 Scale: 1:1500	Date of issue: 11/11/15 Surveyor: J. J. J. J. Plan No.: 17795 Scale: 1:1500 Date of issue: 11/11/15 Surveyor: J. J. J. J. Plan No.: 17795 Scale: 1:1500
LAND DISTRICT KING SURVEYOR'S CERTIFICATE I hereby certify that this survey and plan have been made in accordance with the provisions of the Survey Act, 1978, and that the boundaries of the parcels shown on this plan are correct.	

TYPE CROWN	SA 103/10
PURPOSE SUBDIVISION	
PLAN OF LOTS 500 - 504	
DISTRICT KING	
TOWNSITE KUNUNURRA	
FILE 03760 - 1970 - 03	
LOCAL AUTHORITY SHIRE OF WYNDHAM - EAST KIMBERLEY	
LOCALITY KUNUNURRA	
FORMER TENURE SEE TABLE	
INDEX DH79 (2) 23.17 DH79 (2) 23.18	
FIELD BOOK COMPILED	
SCALE 1:2500 @ A2	
AREA IN METRES 0 50 100	
SURVEYOR'S CERTIFICATE - REG 54 I. K. H. PIPER	
APPROVED BY WESTERN AUSTRALIAN PLANNING COMMISSION	
FEE EXEMPT FROM WAPC APPROVAL	
DELEGATED UNDER S 10 OF THE P.L.D. ACT 2005	
DATE	
LOGGED 7-Dec-10	
TYPE OF VALIDATION N/A	
REMARKS N/A	
NUMBER OF COPIES N/A	
SUBJECT TO Reserve Action Simultaneous Approval of DPs: 217412 18955, 189549 & 217795	
FOR INSPECTOR OF PLANS & SURVEYS DATE	
AUTHORIZED LAND OFFICER	
APPROVED	
INSPECTOR OF PLANS & SURVEYS DATE	
AUTHORIZED LAND OFFICER	

LOT	FORMER TENURE	OUR PLANS/DRAWN	FILE
500	PT LOT 2229 CLOSED ROAD	DP16235 DP18235	LR313 - 532
501	PT LOT 2229	DP16235	LR313 - 532
502	PT LOT 2230	DP16235	LR362 - 172
503	PT LOT 2230	DP16235	LR362 - 172
504	PT LOT 2422	DP24078	LR309 - 59



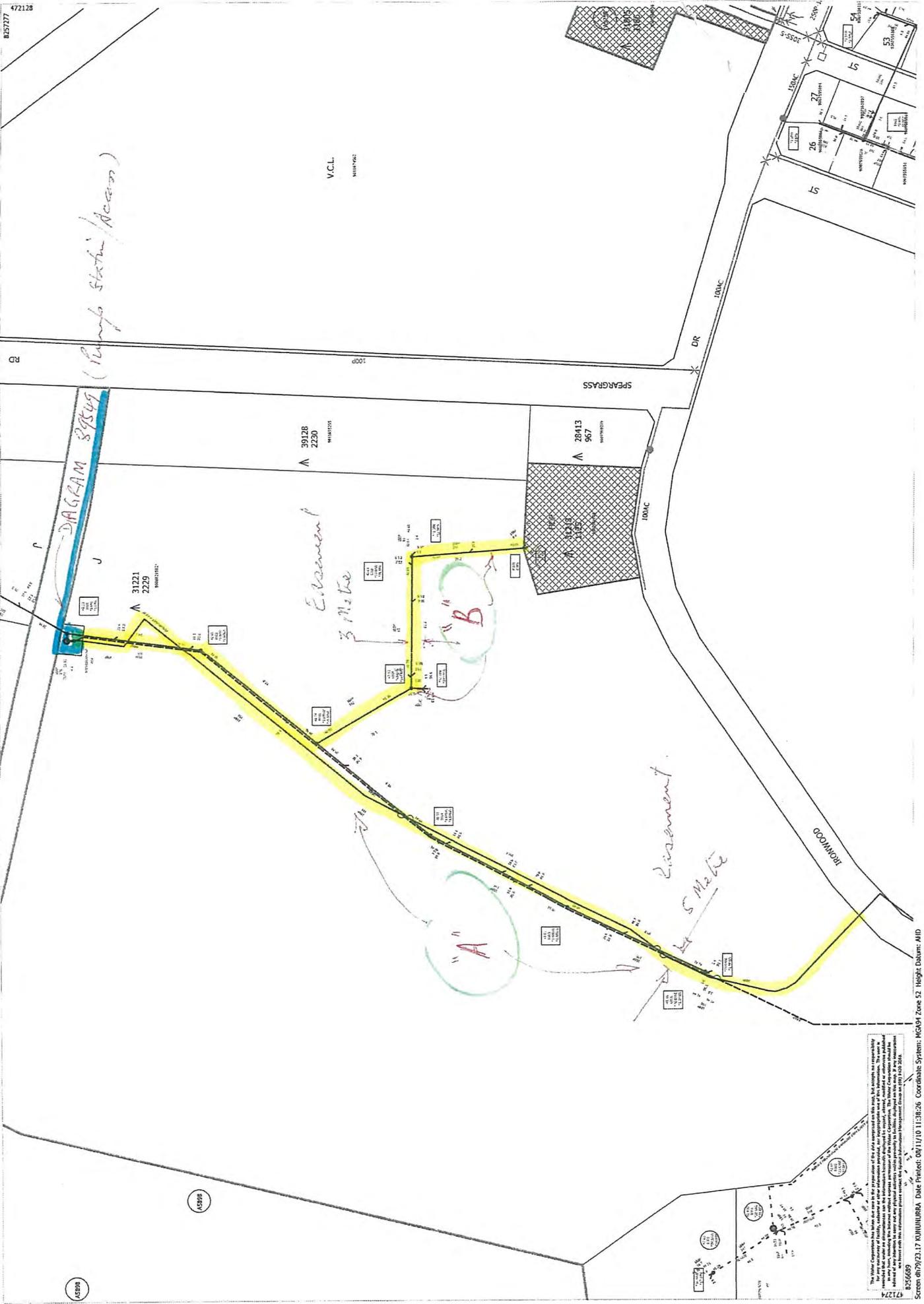
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500	EASEMENT	SEC 148 OF THE LAND ACT	ORIGIN DOC F22072 LOT 504	SEE DOCUMENT	REFER DP95686

COMPILED FROM DPs 172292, 172727, 176133, 182135, 189549, 215240, 216235 & 217795

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IN DIGITAL FORM ONLY.**

VERSION 2	AMENDMENT REMOVAL OF EASEMENT	AUTHORISED BY K. H. PIPER	DATE 24.01.2013
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5/1



Screen: 08/29/23.17 MUNIBURRA Date Printed: 08/11/10 11:38:26 Coordinate System: MGA84 Zone 52 Height Datum: AHD

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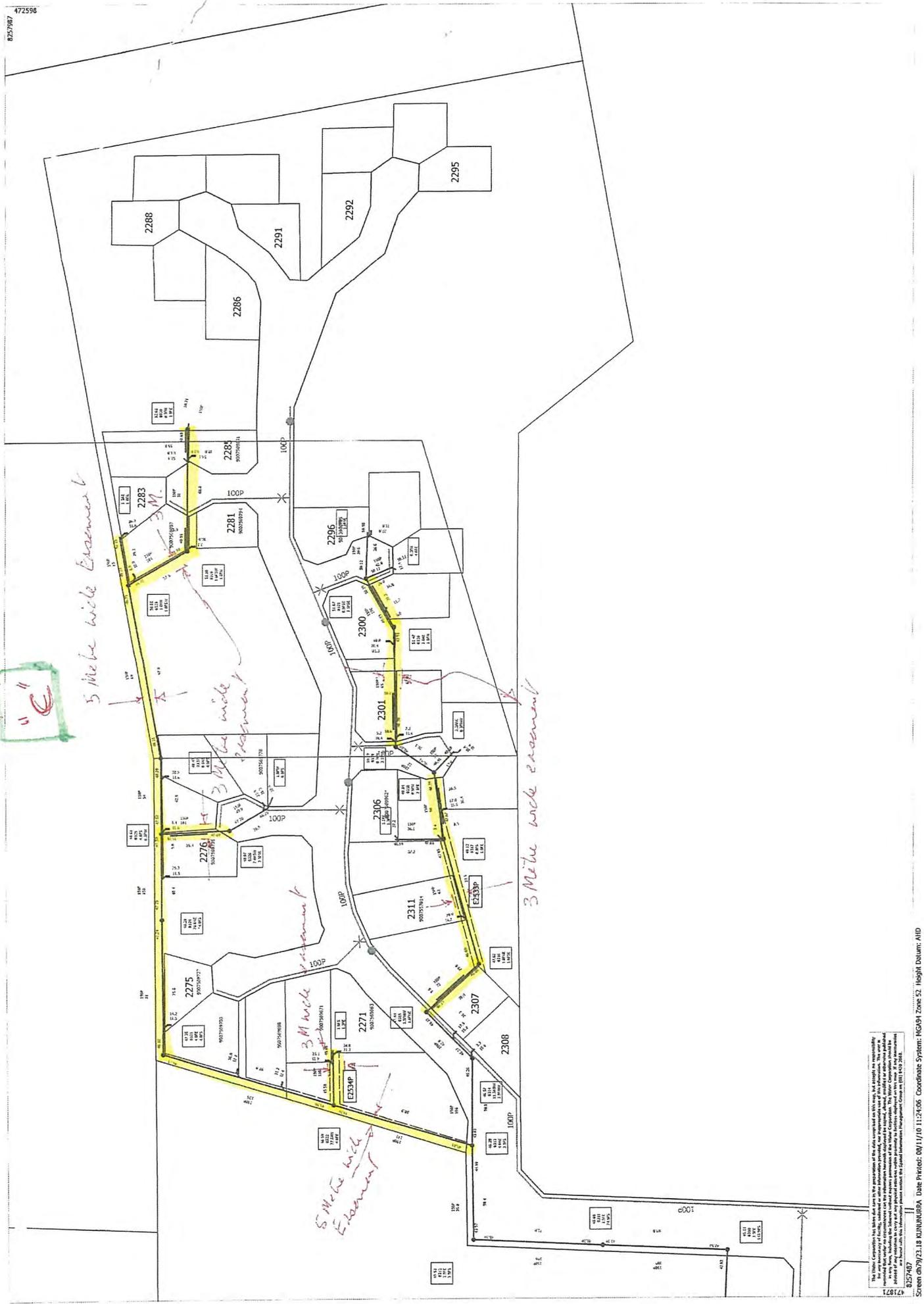
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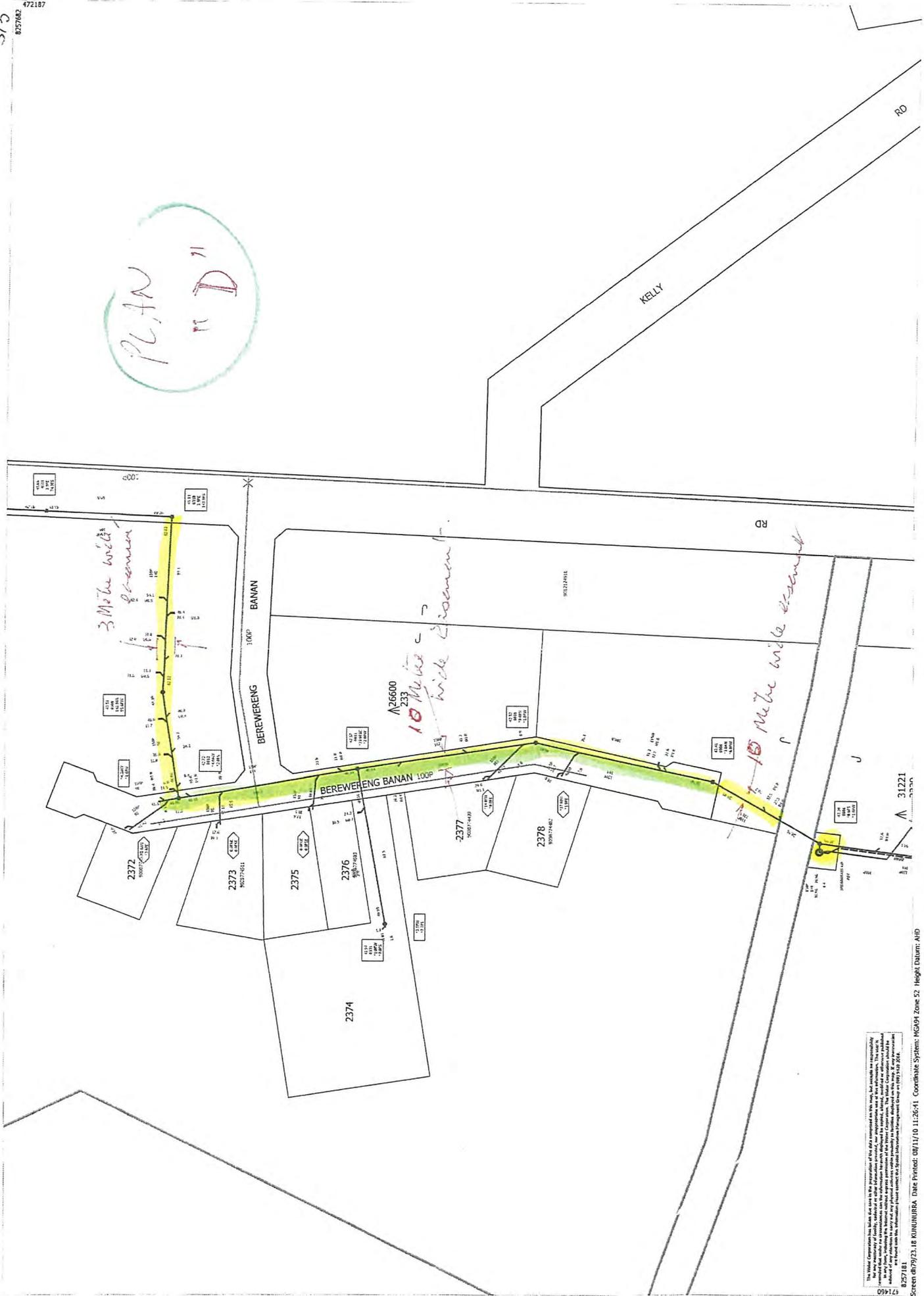
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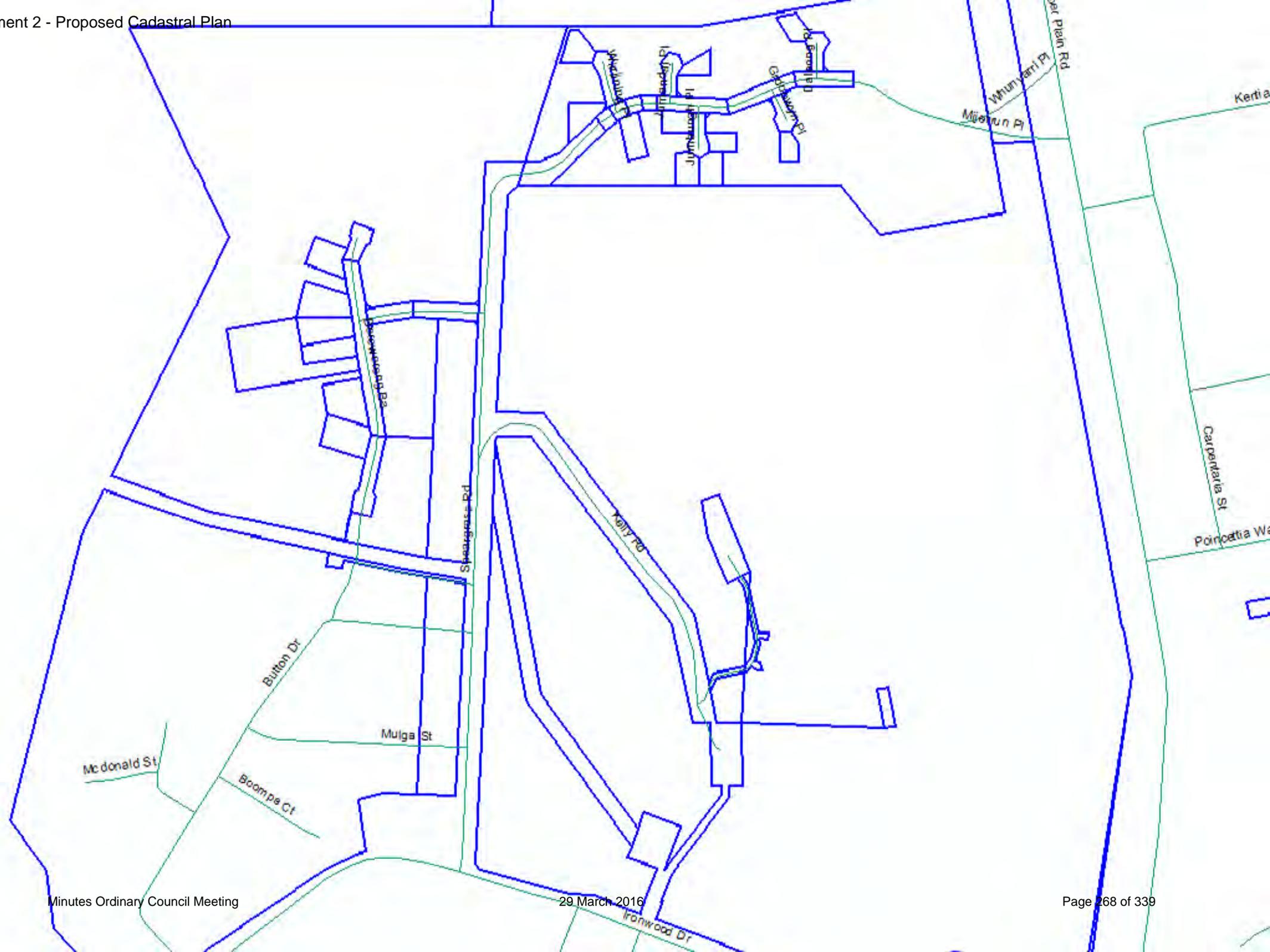
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PLAN "D"



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171450



13.04.7. Review of CP/COM - 3580 Community Services Policy

DATE:	29 March 2016
AUTHOR:	Wayne Richards, Manager Community Services
RESPONSIBLE OFFICER:	Louise Gee, Director Community Development
FILE NO:	CM.11.2
DISCLOSURE OF INTERESTS:	Nil

VOTING REQUIREMENT

Simple Majority

PURPOSE

For Council to review the draft reviewed *CP/COM 3580 - Community Development Policy* (attachment 1) for public advertising.

OFFICER'S RECOMMENDATION

That Council endorse the draft reviewed *CP/COM - 3580 Community Development Policy* for public advertising for a period of 28 days.

COUNCIL DECISION

Minute No: 11311

Moved: Cr S Cooke

Seconded: Cr S Rushby

That Council endorse the draft reviewed *CP/COM - 3580 Community Development Policy* for public advertising for a period of 28 days.

Carried 7/0

NATURE OF COUNCIL'S ROLE IN THE MATTER

Leader - plan and provide direction through policy and practices.

BACKGROUND/ PREVIOUS CONSIDERATIONS BY COUNCIL/ COMMITTEE

The Shire's Community Services Policy was first adopted in June 2010. The policy sets out broad objectives and strategic direction for the Shire's provision of community services. The Policy was last reviewed in April of 2012 (attachment 2).

STATUTORY IMPLICATIONS

Local Government Act 1995

2.7 Role of council

(1) The council –

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

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

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

POLICY IMPLICATIONS

Feedback received during the endorsed advertising period will be considered in finalising the reviewed Policy.

FINANCIAL IMPLICATIONS

There are no financial implications associated with this report.

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

Non-compliance with the DLG advisory standards and regulations

COMMUNITY ENGAGEMENT

The draft reviewed Policy will be publically advertised for a period of 28 days with feedback considered in finalising the Policy.

COMMENTS

A number of changes have been made to the existing policy, in particular a change in title from Services to Development. The amendments reflect the changing perception of Local Government from the “primary provider of needs not met” to a partner in building the capacity and strength of the community, and supporting the community to meet the needs of all its members.

This review, and resultant reviewed Policy, was influenced by the August 2015 document produced by the Department of Local Government and Communities “Community Development: A Guide for Local Government Elected Members” (attachment 3)

ATTACHMENTS

Attachment 1: Draft reviewed *CP/COM 3580 Community Development Policy*

Attachment 2: Existing *CP/COM 3580 Community Services Policy*

Attachment 3: Community Development: A Guide for Elected Members



POLICY NO	CP/COM - 3580	
POLICY	Community Development Policy	
RESPONSIBLE DIRECTORATE	Community Development	
RESPONSIBLE OFFICER	Director Community Development	
COUNCIL ADOPTION	Date: 22 June 2010	Resolution No: Insert Here
REVIEWED/MODIFIED	Date: 17 April 2012	Resolution No:
	Date:	Resolution No:
REVIEW DUE	Date:	
LEGISLATION	<i>Local Government Act 1995, Sections 3.1 and 3.18</i>	
RELATED POLICIES	Disability Access and Inclusion Plan Community Grant Scheme Community Engagement Policy Strategic Rating Policy	
RELATED ORGANISATIONAL DIRECTIVES		

PURPOSE:

To implement a Community Development approach which empowers and strengthens the Community, encourages collaborative practices and celebrates the diversity of our Community.

DEFINITIONS:

Community: There are many definitions of the term community. For the purpose of this Policy, 'Community' refers to the people living, working, and visiting within the spatial boundaries of the Shire of Wyndham East Kimberley.

Community Services Community services and facilities targeted to support the general community, or particular groups within the community including but not limited to:

- children and youth
- older people
- people from culturally and linguistically diverse backgrounds
- Aboriginal people
- people with disability

Community Resilience: The ability of a community to bounce back from adversity.

Strong Community: A community that is able to meet the needs of its members.

Capacity Building: Increasing the ability of the community to self-support, for the community to have the capability to meet its own needs.

Community empowerment: enabling the community to increase control over their lives. Community involvement in the provision of infrastructure and services that leads to a sense of ownership.

POLICY STATEMENTS:

The Shire of Wyndham East Kimberley will:

- Effectively engage with the community to establish wants and needs.
- Thoroughly explore the wants and needs of the community including:
 - Identifying the appropriate Shire role in addressing these wants and needs;
 - Identifying any gaps or duplication in service provision;
 - Prioritising these wants and needs;
 - Identifying best practice for addressing community needs and service provision; and
 - Scrutinising and documenting the financial and resource implications of the provision of community services, facilities and initiatives including whole of life costs
- Document these wants and needs via the Strategic Community Plan and more broadly, through the Shire's Integrated Planning Framework
- Develop and maintain strategies for key aspects of Community Services that are incorporated as informing strategies in the Shire's Integrated Planning Framework. These Strategies include:
 - Youth Services
 - Disability Access and Inclusion
 - Community Safety
 - Recreation and Leisure
 - Public Open Space
 - Arts and Culture
- Ensure the development, management and operation of community facilities is strategic and planned with continuous improvement sought
- Build the capacity of the community and support the development and/or maintenance of a diverse range of external services delivered by the community-based sector through:
 - facilitating community leases;
 - providing financial support through the Community Grant Scheme;
 - providing community facilities
 - assisting external organisations to build resilience and good governance; and
 - reducing barriers to organisations being able to carry out their community functions where possible.
- Collaborate with other agencies, organisations and groups promoting partnership approaches to service delivery

Outcomes

- A wide variety of high quality services available within the Shire
- Increased community strength and resilience
- Effective and efficient Shire community service delivery

EXPLANATORY NOTES:

Local Government responsibility for Community Services is very broadly given by the Local Government Act 1995:

3.18 (2) *In performing its essential functions, a local government may provide services and facilities*

3.18 (3) *A local government is to satisfy itself that services and facilities that it provides –*

(a) integrate and coordinate, so far as practicable, with any provided by the Commonwealth, the State or any public body;

(b) do not duplicate, to an extent that the local government considers inappropriate, services or facilities provided by the Commonwealth, the State any other body or person, whether public or private; and

(c) are managed efficiently and effectively.

In a broad sense, the Shire of Wyndham East Kimberley is not legislatively bound to provide specific community services. It is therefore at Councils' discretion which services are provided and the level of service offered.

It is important for the Community, and Shire to have a wide range of high quality services available within the Community. These services can improve the quality of life for residents through:

- Improving health and wellbeing
- Increasing general happiness and enjoyment
- Improving the local economy
- Increasing community safety.

The needs (and wants) of any community are often varied and extensive. In addition, community needs are often complex. Given that resources are finite it is typically not possible to meet everyone's wants and needs.

With such complexity, it is essential that the Shire has a strategic approach and clear procedures for delivering community services. This Policy provides strategic direction for Council and Shire staff on the manner in which the Shire will approach Community Development for the community of the Shire of Wyndham East Kimberley.

A key component of this Policy is the recognition that the Shire does not need to provide all of these services; it is the Shire's role to create an environment where these services are present within the Community. This is done through building the capacity of the Community.

As detailed within the Department for Local Government and Communities document "Community Development: A Guide for Local Members" (August 2015):

Community Development needs to:

- *Allow for the identification of local needs;*
- *Support the voicing of local concerns;*
- *Facilitate flexibility, autonomy and local control of community groups ; and*
- *Enable people to 'do things' at a local level to improve their communities.*

RISK:

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

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



Council Policy Number: CP/COM - 3580 Community Services Policy

OBJECTIVE:

Council aims to enhance and support communities through the provision of adequate, equitable and accessible services and facilities, and to ensure that these services and facilities are managed efficiently and effectively.

This policy supports Council's objectives:

- To foster a cohesive social and cultural life for residents by allocating resources in a fair, socially inclusive and sustainable way.
- To provide facilities and services for the benefit of the region, its residents and visitors.
- To plan for future local government service requirements of the region.

The policy and associated procedures are designed to provide guidance on circumstances under which Council will develop and operate community services.

POLICY:

Scope & Limitations

For the purposes of this policy, Community Services can be defined as services and facilities targeted to support the general community, or particular groups within the community including but not limited to:

- children and youth
- older people
- women
- people with disabilities
- people from culturally and linguistically diverse backgrounds
- Aboriginal people

Services and facilities include but are not limited to child care centres, youth services, community care services, cultural programs, libraries, sport/recreation and leisure facilities as well as social planning, community consultation and community development activities.

The priority for the provision of services and facilities will be established in the administrative policies and procedures referenced to this policy.

Background

Responsibilities and community expectations of Council's Community Development division have grown significantly in recent years with further demands on services and facilities anticipated in line with regional expansion and community diversification.

This policy establishes links between the planning processes required of Council to meet community needs and expectations, and the actual delivery of services or facilities.

The Director Community Development is responsible for the implementation, planning and development components of this policy; the Community Development team is responsible for the direct service provision components.

Guiding Statement

The following principles reflect Council’s commitment to the development of social and community infrastructure:

- To research and document the social needs of the community.
- To directly deliver selected community services when Council resolves to do so.
- To ensure an appropriate range of facilities exist to enable community services to develop and operate effectively.
- To support the development and/or maintenance of a diverse range of external services delivered by the community-based sector.

Outcomes

To improve community access and inclusion through the delivery of a range of effective Community Services guided by:

- Community and social planning.
- Collaboration with other government agencies.
- Direct service or facility provision and management.
- Provision of community buildings.
- Community development and support networks.
- Support for community-managed groups and services.

GOVERNANCE REFERENCES

Statutory Compliance	Local Government Act 1995, Sections 3.1 and 3.18.
Industry Compliance	
Organisational Compliance	Guidelines for policy development and review of the Council Policy Manual (adopted by Council 17 November 2009, Minute 8910).
Process Links	Administrative Policies and Procedures/Work Instructions

POLICY ADMINISTRATION

Directorate		Officer Title		Contact:	
Community Development		Director Community Development		Ext: 141	
Date Effective	22 June 2010				
Date Adopted	22 June 2010	Last Reviewed	17/4/2012		
Risk Rating	Low	Review Cycle	Annual	Next Due	April 2013

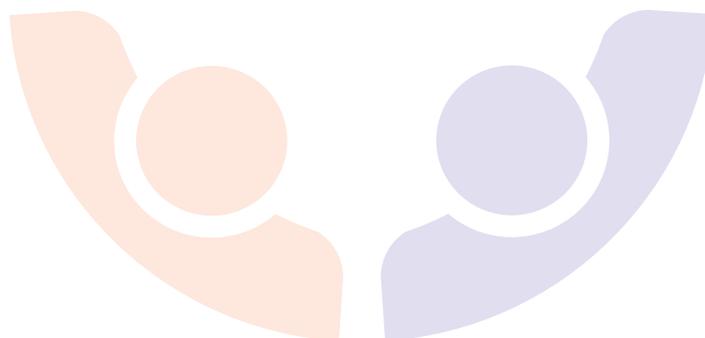


Government of **Western Australia**
Department of **Local Government and Communities**

Community Development

A Guide for Local Government Elected Members

August 2015



Contents

Foreword	4
<hr/>	
The Community Development Roundtable	5
<hr/>	
Community development	6
What is community development?	6
Community development progression	6
The role of local government in community development	6
<hr/>	
Community development in the IPR process	7
Links to Strategic Community Plan	8
<hr/>	
Community development examples	9
The Social Connector Program:	
Taking the loneliness out of living	9
Implementation	9
Outcomes	10
Project Robin Hood	11
Successful community projects	11
Wadjak Northside — Mooro Country Tours	12
Camp Kulin	13
Collaborative partnerships across local government areas	14
South East Corridor Youth Partnership Project	14
South West Metropolitan Partnership Forum	14
<hr/>	
More information	15
<hr/>	

Foreword



Strong, vibrant and successful communities are built by people who live in them. They are underpinned by networks of social and economic connections, involving all levels of government, and a broad range of local interest groups and community service providers.

Local government, as the closest form of government to the community, has a key role to play in bringing organisations together to facilitate community development.

By working effectively with individuals and community organisations, local governments can add value to existing programs, create new opportunities and deliver ongoing benefits for communities.

This guide, developed by the Community Development Roundtable, provides elected council members with information about the benefits to the community of establishing and having community development as core business. In addition it provides practical examples of effective collaborative partnerships between local governments and community organisations that directly benefit Western Australians.

I thank the members of the Community Development Roundtable – the Department of Local Government and Communities, the Western Australian Council of Social Service, the Western Australian Local Government Association and Local Government Managers Australia (WA) – for their strategic guidance and work in delivering this important resource.

I encourage local governments to make use of this guide to assist in forming new partnerships and new ways of delivering improved outcomes for local communities.

A handwritten signature in black ink that reads "Tony Simpson". The signature is written in a cursive, slightly slanted style.

Hon Tony Simpson MLA

Minister for Local Government; Community Services;
Seniors and Volunteering; Youth

The Community Development Roundtable



This publication has been developed by the *Community Development Roundtable*, established in 2014 as a forum to:

- connect State Government, local governments and the community sector;
- identify and champion opportunities for innovation and strategic alliances;
- oversee strategies to achieve place-based outcomes, including partnerships and community capacity building;
- use data and evidence to inform discussions of trends and scenarios and establish joint priorities and a common agenda; and
- review results of evaluation of initiatives undertaken by members of the partnership.

The Roundtable comprises the Chief Executive Officers from:

- Department of Local Government and Communities (DLGC);
- Western Australia Local Government Association (WALGA);
- Local Government Managers Australia (LGMA WA); and
- Western Australian Council of Social Service (WACOSS).



Left to right: Irina Catallini (WACOSS), Ricky Burges (WALGA), Jennifer Mathews (DLGC) and Warren Pearce (LGMA WA)

Community development

What is community development?

Community development is a process in which community members come together to take collective action and develop solutions to common problems. It involves engaging communities in policy making, planning, program development and evaluation. It is about government providing the opportunity for community initiatives in a 'bottom up' approach.

Building resilient communities that can support themselves is a crucial factor in today's modern society where local governments deal with increasingly complex social issues, as well as the need for modern facilities and services.

Facilitating a community development process and a partnership approach with communities, community organisations, local businesses and all levels of government can help local governments meet these challenges. Cooperation and collaboration are valuable tools in achieving shared objectives and outcomes.

Many local governments have embraced community development as part of their core business and built strong and effective partnerships with the community sector to enhance their communities.

They are continuing to realise the benefits of working together with local people and community organisations to create better outcomes for their communities.

Community development needs to:

- allow for the identification of local needs;
- support the voicing of local concerns;
- facilitate flexibility, autonomy and local control of community groups; and
- enable people to 'do things' at a local level to improve their communities.



The role of local government in community development

As the closest of the three levels of government to the community, local government plays a key role in facilitating community development to help meet the needs of their community.

Local governments can implement a community development approach to empower and strengthen communities, encourage collaborative practices and celebrate the diversity of our communities.

In doing so, they can take on a leadership, planning and coordination role to facilitate the best outcomes for their communities. By engaging effectively with the community and considering demographic trends, local governments can assess community aspirations and develop a strategic direction.

Providing funding or grants for community programs and events is one of the ways in which local governments can support community organisations. Others include providing access to venues and facilities, administrative support and assistance with marketing and publicity.

Elected members also have a key role in community development. They represent the interests of all electors and residents and, as members of the community, play a crucial role in facilitating communication between the community and the council.

Their close interaction with the community through their work, family, social, sporting or other activities, gives them first-hand knowledge of ongoing issues and concerns and an understanding of community aspirations. This leads to much better awareness of community needs and enhanced community planning.

Community development in the IPR process

Under the *Local Government Act 1995*, all local governments have to comply with the requirements of the Integrated Planning and Reporting (IPR) Framework.

As part of this, local governments must engage with their communities in developing their 10-year Strategic Community Plan.

The Strategic Community Plan outlines the community's long-term vision, values, aspirations and priorities, with reference to other local government plans, information and resourcing capabilities.

The IPR process supports community development by integrating community objectives and outcomes in the local government's planning and resourcing processes.

Many local governments have embedded community development in their strategic planning processes. This means community development becomes part of the engagement process and that funding is allocated in the annual budget process for the community development initiatives.

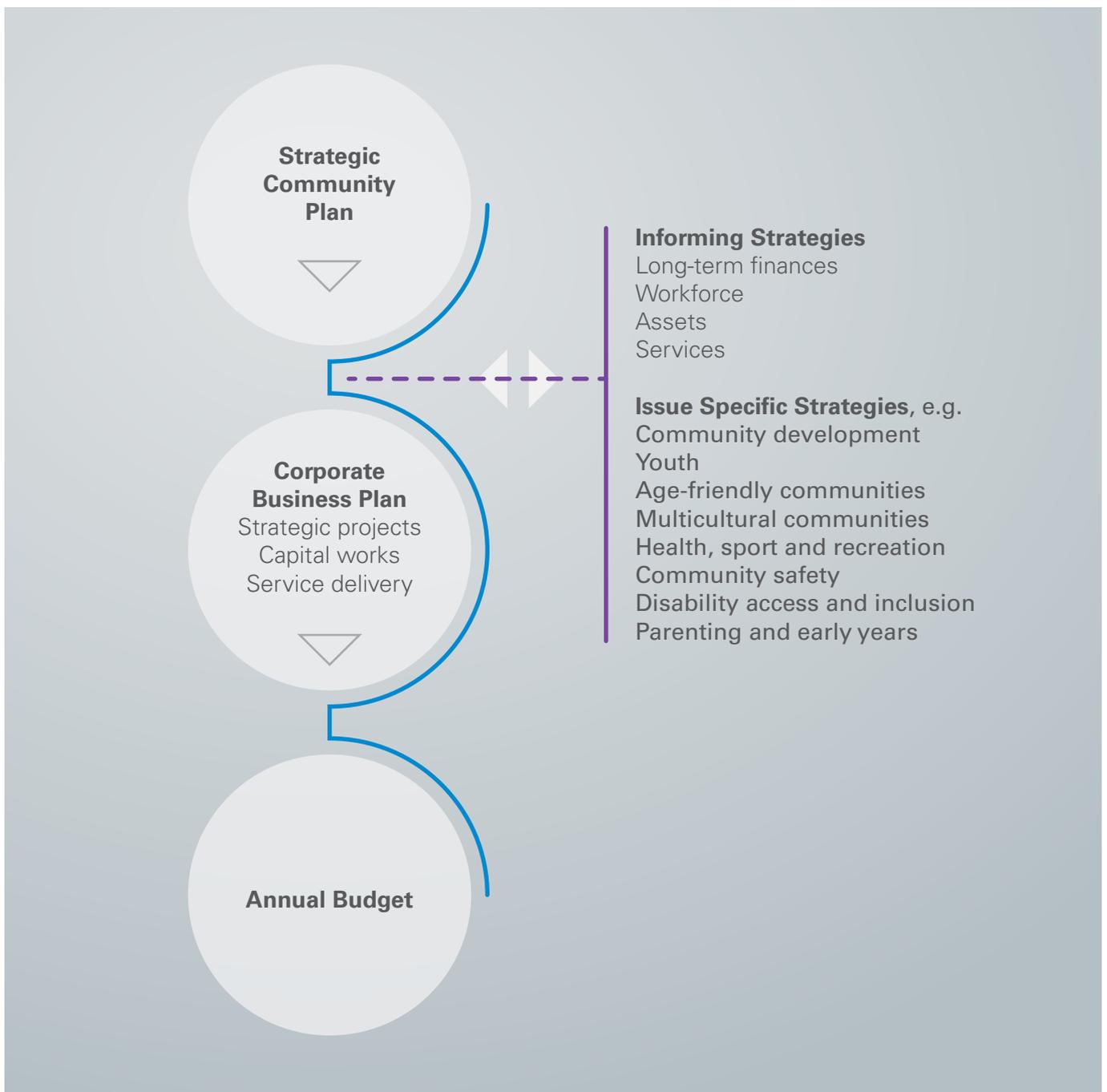
Adopting community development principles strengthens local government commitment to consultation processes and facilitates planning by the community for the community.

As more complex demands are placed on local governments, a collaborative approach between local governments and community sector organisations will be required to deliver community programs and services.

Links to Strategic Community Plan

By reflecting their approach to community development in the Corporate Business Plan, and providing funding in the annual budget, local governments can broaden their role from allocating grants and providing services, to being active participants in the community development process.

The Department of Local Government and Communities has published a range of resources relating to the IPR Framework to assist local governments. These include FAQs, manuals and case studies and are on the department's website at www.dlgc.wa.gov.au



Community development examples

There are many examples of communities working with local governments to build capacity and improve outcomes for their communities.

The following examples are a glimpse of the many activities that are currently taking place in our communities. People are working together with government, community organisations and the business sector to build communities that are inclusive, connected and sustainable.

The Social Connector Program: Taking the loneliness out of living

The City of Rockingham developed this program in response to the issue of social isolation. Social isolation was identified, through talking with the community, as a significant issue in building a strong, resilient and connected community.

It has long been recognised that loneliness has significant impacts on individuals and communities in terms of health and the development of strong connected communities. Loneliness can affect people's mental, physical, emotional and spiritual health with associated costs to the community.

Social isolation affects people from the following groups in Rockingham:

- seniors;
- people with disability;
- FIFO families;
- Navy families;
- independent living residents; and
- people living in the wider community, as a result of changes in their personal circumstances, such as the loss of a partner.

There was a shared concern across the community services sector, particularly in the aged care and the disability services areas, that many people were not connected to their community.

It was agreed that, as a group, it would be possible to develop a pilot to reconnect such people. The group identified that the social connector approach was the most appropriate.

Bethanie Group Inc. was identified as the lead agency, with support provided by the City of Rockingham.

Implementation

The program was funded through the State Government's Social Innovation Fund and the Disability Services Commission. It was managed by Bethanie Group Inc. with support from the City of Rockingham and the Social Connector Steering Group.

Social connectors work one-on-one with a participant to map their history and then connect them to activities and interest groups in their local neighbourhood, aiming to build their confidence to maintain the connections independently.

Each referred participant is matched to a social connector who, as part of the process:

- considers age, gender, interests, personality type, availability of groups, activities, spaces, places in the local area;
- maps their individual connections by being part of their journey and helping them to identify barriers to future connections; and
- accompanies the person to identified activities or events until comfortable and confident and then undertakes a graduated withdrawal (transition to independent connections).

The program is demonstrating a different way of approaching the strengthening of community ties. By focusing on individuals and small groups and by building connections to and between people, activities, groups, spaces and places, the threads that bind communities together and strengthen their ability to thrive are enhanced. Individual members feel a part of their community, feel 'counted in' and respond by valuing and contributing to that community.

Outcomes

The program has achieved positive outcomes for individual participants, improved independent sustainability for a number of groups and respect from the sector.

Communities with a good stock of connections among individuals are more likely to benefit from better health, higher educational achievement, better economic growth and lower crime figures.

There is also more evidence of altruism, such as volunteering, which leads to stronger groups and organisations able to respond to community needs, which leads to greater community resilience.

Strong, inclusive communities also better appreciate diversity and welcome differences, leading to greater social trust and membership.

Project Robin Hood

In 2013 the City of Melville ran a pilot project, Project Robin Hood, in which they provided \$100,000 in grants of up to \$20,000, to projects developed by the community.

The project explored the concept of 'participatory budgeting' for community-driven projects. The community voted on the projects using an on-line budget allocator tool to distribute the \$100,000 for 12 projects they selected for funding.

City of Melville Mayor Russell Aubrey said the objective of Project Robin Hood had been to encourage community participation, support the creativity of community-owned project ideas and build a greater relationship between the community and the City of Melville.

"In using a 'participatory budgeting' approach we are actively seeking to return the decision-making authority and responsibility to the community and, assuming the project applications meet some simple funding criteria, they are then open to the public, who can vote for the projects they want to see implemented in their community," he said.

"While the City of Melville Youth Advisory Council is facilitating the project, we as a local government have no influence over the projects that are submitted by the public or finally voted for. We simply provide the funds and the framework, and the community decides on the

outcome. Ultimately the community will also implement the projects, once again with some support from the city."

Following an overwhelming response from the community, Project Robin Hood is continuing in 2015 with \$50,000 of small grants to community groups, individuals and local businesses for community projects.

Successful community projects

- In 2014, Willagee residents turned their local park into one of their favourite places with the installation of a community nature-based adventure park.
- The Riseley Centre shopkeepers installed community seating.
- The Murdoch Community Garden added a shed and bought a cargo bike.
- The Roy Neal community installed community picnic tables, new trees and a drink fountain in their favourite park.

All these projects were built by the community, for the community, using Project Robin Hood funding.

More information can be found at: www.werelisteningmelville.com.au/projectrobinhood

Wadjak Northside — Mooro Country Tours

The City of Stirling, in partnership with Wadjak Northside, won the Premier's Award in 2014 for the Mooro Country Tours initiative.

The City of Stirling is one of the most diverse local governments in Australia and this has created many challenges. As a result of community consultation, the city identified that conflict between Aboriginal community members and culturally and linguistically diverse (CaLD) community members was becoming an issue. This tension was considered to be due, in part, to a lack of cultural understanding and awareness.

With the support of government funding, the city initiated Cultural Orientation Tours which had a focus on educating and raising awareness of Aboriginal culture to CaLD communities. By involving local Aboriginal Elders, the tours were able to break down barriers and allow open discussions and sharing of stories.

Based on the success of these tours, the city has developed Mooro Country Tours which are focused solely on participants learning about Aboriginal culture and history.

The free tours are positive promotions of Aboriginal people and their contribution to the community. The tours provide an opportunity for local Aboriginal people to gain skills and develop educational opportunities for the wider community.

The long-term benefits of the tours are enhanced understanding and respect for Aboriginality. By educating the public, instances of racism and discrimination are expected to decrease.

To maintain the sustainability of the tours, the city is working with local Aboriginal people to involve them in delivering the tours with the city's support.

Face-to-face education and engaging local Aboriginal people to conduct the tours ensures that participants are impacted and affected more directly than they would be if they were given printed information.

Visiting sites of significance and hearing the stories and history of Aboriginal people makes the experience more tangible. Participants are part of the journey and are free to ask questions. The tours challenge negative stereotypical views and provide an alternative way of thinking.

The tours have been particularly positive for newly arrived migrants who have little or no understanding of Australia's history and origins.

Because of the relationship between Aboriginal people and the land, the tours also challenge participants' thoughts and views on environmental conservation. The tours offer a greater appreciation for the natural environment and sustainability practices.

Employment and skill development of Aboriginal people is another positive impact of the tours. The Aboriginal people involved in the tours are from the local area. Elders and younger Aboriginal people are invited to contribute by way of a Welcome to Country, history talks, artefact demonstrations and guided tours through Star Swamp. Professional external contractors conduct part of the tours and provide opportunities for local Aboriginal people to build their capacity in delivering some sections to participants. All of the presenters are paid.

Through a link with Balga Senior High School, young Aboriginal people are involved in the tours. Traditional dance, music and dress are exhibited as part of the tour.

Aboriginal Elders and the City of Stirling have been able to capture historical stories and preserve significant sites in the city. By recording and sharing the heritage of Aboriginal people, the community's stories are not lost and Elders can be confident their stories will not be forgotten.

More information can be found at:
www.wadjaknorthside.com

Camp Kulin

The Shire of Kulin has recently been recognised for its Camp Kulin program, becoming the only Western Australian local government to take out a category win at the 2015 National Awards for Local Government. The awards celebrate local government projects that demonstrate leading practice, deliver better outcomes for communities, have the capacity to be rolled out across the country and make a meaningful difference.

The Camp Kulin program, established in 2013, has grown rapidly and has been nationally and internationally recognised.

The program provides local area activities for children across the Wheatbelt region, as well as general camps open to any child in Western Australia, and specialised scholarship camps for children affected by childhood trauma, including domestic violence, sexual assault, child abuse and torture/trauma situations in their home countries.

The Camp Kulin program is run with the support of a team of volunteers from across the state and interstate, who contribute in excess of \$250,000 of their time each year. The program is also supported by generous individual, organisation and corporate sponsors who donate towards the costs of scholarship campers attending a week at camp.

The Camp Kulin program is an excellent example of local government working with local businesses, volunteers and the community to develop an exciting, innovative and successful program which benefits not only the local community but the region and young people throughout the state.

www.campkulin.com.au

Collaborative partnerships across local government areas

The following examples show effective partnerships between State Government, local government, community groups and the private sector that are making a difference at the local level.

South East Corridor Youth Partnership Project

The South East Corridor Youth Partnership Project (YPP) is an innovative two-year project focused on supporting the community's most vulnerable children and young people. The project aims to improve collaboration between State and Commonwealth agencies, non-government organisations, local governments and the community in delivering local responses for at-risk young people in the South East Corridor of Perth.

The City of Gosnells, City of Armadale and City of Belmont are participating in the partnership.

The YPP Executive Committee has overseen and managed the direction the project has taken since its inception in June 2013. The Executive Committee comprises representatives from key government departments, community sector organisations and community members.

Youth Collaborative Action Networks (Youth CANs) have been established to build stronger relationships between local service providers to ensure programs are complementary and mutually beneficial while also reducing duplication and identifying where there are critical gaps.

More information can be found at: www.youthpartnershipproject.org.au

South West Metropolitan Partnership Forum

The South West Metropolitan Partnership Forum brings together individuals, groups and organisations concerned about social disadvantage in the local government areas of Cockburn, Fremantle and Melville.

The forum's objective is to embed a culture of collaboration among all human service providers in the Cockburn, Fremantle and Melville region in order to maximise their collective social impact.

Membership includes community sector and government (local, State and Commonwealth) providers of community services, as well as community members, businesses and philanthropists.

The cities of Melville, Cockburn and Fremantle are active members of the partnership.

The South West Metropolitan Partnership Forum is undertaking the following four collaborative, place-based projects over the next three years:

- a collective, coordinated strategy to address a common social issue in the region (starting with vulnerable and at risk young people);
- a collaborative approach to addressing a 'hotspot' community area that has urgent and complex human service issues (starting with Davis Park, Beaconsfield);
- a coordinated wrap-around service for individuals with multiple needs; and
- the development of improved tools for social planning.

All of the projects include the identification of shared outcomes, indicators and measures.

More information about the partnership forum can be found at: www.SWMPPF.org.au

More information

Community Development Network Committee

Local Government Managers Australia (Western Australia)

Unit 21, 168 Guildford Road, Maylands, WA 6051

Telephone: (08) 9271 1136 Fax: (08) 9271 1197

Website: www.lgmawa.org.au

Department of Local Government and Communities

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Translating and Interpreting Service (TIS) – Telephone: 13 14 50

13.05. CHIEF EXECUTIVE OFFICER

13.05.1. Elected Member Representation on External Committees

DATE:	29 March 2016
AUTHOR:	Lisa Hannagan, Senior Governance & Risk Officer
REPORTING OFFICER:	Carl Askew, Chief Executive Officer
DECLARATION OF INTERESTS:	Nil

VOTING REQUIREMENT

Simple Majority.

PURPOSE

To provide guidance for a consistent approach and to ensure that Council appointed delegates to external committees do not compromise or commit Council on issues of mutual interest to both organisations where it is known Council has, or may in the future have, a formal position on a matter under consideration by the external committee. The intention is also to provide clarity on the reporting requirements of delegates to Council.

OFFICER'S RECOMMENDATION

That Council adopt the new Policy titled Elected Member Representation on External Committees.

COUNCIL DECISION

Minute No: 11312

**Moved: Cr B Robinson
Seconded: Cr S Rushby**

That Council adopt the new Policy titled Elected Member Representation on External Committees.

Carried 7/0

NATURE OF COUNCIL'S ROLE IN THE MATTER

Leader - plan and provide direction through policy and practices.

BACKGROUND

Following Council elections every two years, Elected Members are appointed to both Internal Committees and as Council representatives to externally based organisations and committees as a means of conducting two way communication between Council and external organisations.

The Code of Conduct for Council Members, Committee Members and Employees refers (at 4.7) to Appointments to Committees but contains limited guidance in relation to the responsibility of Elected Members who are representing Council.

STATUTORY IMPLICATIONS

Local Government Act 1995 – Section 5.9

5.9. Committees, types of

(1) *In this section —*

other person means a person who is not a council member or an employee.

(2) *A committee is to comprise —*

- (a) *council members only; or*
- (b) *council members and employees; or*
- (c) *council members, employees and other persons; or*
- (d) *council members and other persons; or*
- (e) *employees and other persons; or*
- (f) *other persons only.*

POLICY IMPLICATIONS

Code of Conduct will need to be aligned with this Policy at its next review.

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 1.2: 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

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

Risk Control: Review policies and procedures are required..

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 in relation to this new policy, but the policy will achieve the outcome of increasing community awareness of Councillor activities that are seen as additional to regular Council duties.

COMMENT

This policy has been developed to provide greater detail than what is currently provided in the Code of Conduct for Council Members, Committee Members and Employees. Appointments to Committees is dealt with at 4.7 in the Code of Conduct with two dot points and this is deemed to be insufficient. The draft policy is designed to provide more comprehensive detail to all concerned in relation to the requirements.

The reporting requirements of this policy allow for Councillors to keep each other informed and also provide the opportunity to inform the community of external activities.

ATTACHMENT

Attachment 1 - Elected Member Representation on External Committees Policy



POLICY NO	*** To be supplied by Governance once adopted by Council	
POLICY	ELECTED MEMBER REPRESENTATION ON EXTERNAL COMMITTEES	
RESPONSIBLE DIRECTORATE	Governance	
RESPONSIBLE OFFICER	Senior Governance and Risk Officer	
COUNCIL ADOPTION	Date: Insert Date Adopted	Resolution No: Insert Here
REVIEWED/MODIFIED	Date:	Resolution No:
	Date:	Resolution No:
REVIEW DUE	Date: Insert Month and Year for next review – 4 years maximum, only make yearly review if deemed absolutely necessary, best practice is 2 years	
LEGISLATION	<i>Local Government Act 1995</i>	
RELATED POLICIES	Code of Conduct for Council Members, Committee Members and Employees	
RELATED ORGANISATIONAL DIRECTIVES	Nil	

PURPOSE:

To provide guidance for a consistent approach and to ensure that Council appointed delegates to external committees do not compromise or commit Council on issues of mutual interest to both organisations where it is known Council has, or may in the future have, a formal position on a matter under consideration by the external committee. To provide clarity on the reporting requirements of external committee delegates to Council.

DEFINITIONS:

None required.

POLICY STATEMENTS:

Council recognises that it is important for it to be represented on various external committees to ensure that the interests of the community are able to be considered.

1. Council will formally appoint delegates to external organisations at the same meeting as it appoints memberships to its internal Committees following each Council election.
2. Council appointed delegates to external committees or organisations may provide input and vote on matters under consideration, provided that their input is not, or could be, in conflict with a position of Council and is otherwise considered by the delegate to be in the best interest of the Shire of Wyndham East Kimberley.
3. Where an issue, or issues, under consideration by an external committee or organisation is known to be, or could be, in conflict with a formal position of Council, it is the responsibility of the Council appointed delegate to present the formal Council position to the committee or organisation at which he or she is representing Council.
4. In cases where a matter under consideration by the external committee or organisation is known in advance and is likely to be of specific interest to Council, the Council appointed delegate should notify the Chief Executive Officer (CEO) of

the matter immediately, and prior to the meeting at which the matter is to be discussed, for advice.

5. Where, in the opinion of the CEO, the matter is of a politically sensitive nature, the CEO shall refer the matter to the Shire President to, if appropriate, make a statement on behalf of the Council.
6. Where the Shire President speaks on behalf of Council on an issue pursuant to sub-clause (4) above, this position shall be made known to the Council appointed delegate to convey to the relevant meeting at which the issue is to be considered.
7. Should an issue arise at or during a meeting of which no previous indication or notice was given, and which is, or could be, of interest to the Council, the Council appointed delegate should inform the meeting of the fact and refrain from formally participating in any outcome associated with the issue or committing Council, or presenting an opinion on the matter, on behalf of Council.
8. Where a Council appointed delegate to an external committee or organisation is uncertain whether an item or issue raised at a meeting of the committee or organisation is, or is likely to be, an issue of interest to Council, the delegate should preface any remarks or action taken in the role of Council delegate that, in the absence of any formal position adopted by the Council in relation to the matter, the comments or other participatory action by the delegate are provided to the best of the delegate's knowledge as being in the best interests of the Shire of Wyndham East Kimberley, but may be subject to being amended or overruled in the future, by decision of Council.
9. Any issues of significance will be brought to the attention of fellow Councillors as soon as is practical following a meeting.
10. In addition to reporting on issues as they arise, the Council appointed delegate will provide a least one summary status report over a 12 month period in relation to the external committee. A template document will be provided.
11. The summary status report should contain, at least, the following items:
 - a. The purpose of the committee/organisation
 - b. The activities undertaken over the previous 12 months
 - c. The relevance of the committee/organisation to Council
 - d. Any major issues which Council needs to be aware of in relation to the activities of the committee/organisation.
12. The summary status report is to be published in the Councillor Communique and on the Shire website under the heading "Councillor Representation".

EXPLANATORY NOTES:

Legislative reference: Local Government Act 1995 s2.8, 1(d) in respect to the Role of the President being able to speak on behalf of the local government.

RISK:

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

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

13.05.2. Standing Item - Outstanding Actions from Council Resolutions

DATE:	29 March 2016
AUTHOR:	Meagan Le Riche, Executive Assistant
RESPONSIBLE OFFICER:	Carl Askew, Chief Executive Officer
DISCLOSURE OF INTERESTS:	NIL

VOTING REQUIREMENT

Simple Majority

PURPOSE

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

OFFICER'S RECOMMENDATION

That Council Notes the report - Outstanding actions from Council Resolutions

COUNCIL DECISION

Minute No: 11313

Moved: Cr N Perry

Seconded: Cr D Spackman

That Council Notes the report - Outstanding actions from Council Resolutions

Carried 7/0

NATURE OF COUNCIL'S ROLE IN THE MATTER

Leader - plan and provide direction through policy and practices

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 February resolutions (Attachment 1). Attachment 2 summarises all actions that are outstanding from previous Council resolutions (before February 2016)

ATTACHMENTS

Attachment 1 - Actions from February Resolutions

Attachment 2 - Outstanding Actions from Previous Council Resolutions

Attachment 1 - Actions from February Resolutions

Meeting	Responsible Officer	Item	Resolution	Progress Comment	Date Actioned	Completed
OCM 23/02/16	David Klye	Road Construction Specification Policy - Workshop	That Council: A) Defer a decision on the reviewed policy E5 Road Construction Specifications, renamed to CP-OPS 3655 - Road Construction as attached to a Councillor workshop and, B) Invite a Main Roads WA expert on road hierarchy to present at the workshop.	Workshop held on 8 March 2016	25-Feb-16	completed
OCM 23/02/16	David Klye	Directional Signage Policy	That Council 1. Repeal Council Policy E9 - Traffic Signs - Directional Signage 2. Adopt draft Policy CP/OPS-3655 - Directional Signage 3. Request the CEO to investigate options for the Shire to charge an annual fee for the provision of Business Directional signage.	Policy updated. Investigation/research underway.	24-Feb-16	In progress
OCM 23/02/16	Louise Gee	Dual Naming - Barnett River Gorge	That Council resolve to undertake community consultation in relation to the proposal for dual naming or renaming of the Barnett River Gorge.	Community Consultation to be undertaken	23-Mar-16	In progress
OCM 23/02/16	Louise Gee	Scheme Amendment No. 20 - Town Planning Scheme No. 6 - Wyndham Town Site	That Council, 1. In pursuance of Section 75 of the Planning and Development Act 2005, resolves to amend Town Planning Scheme No. 6 (Wyndham Townsite) by: (a) Deleting the following clauses from the Scheme Text, as they have been superseded by the deemed provisions set out in the Planning and Development (Local Planning Scheme) Regulations 2015 Schedule 2: 2.2, 3.3 (3.3.1, 3.3.2, 3.3.3, 3.3.4, 3.3.5), 5.1.1, 5.1.2(c), 5.1.2(e), 5.1.2(f), 5.1.2(g), 5.4.1, 5.4.3, 5.5.3, 8.1 (8.1.1 - 8.1.2), 8.2, 8.3, 8.5, 8.6, 8.7 (8.7.1, 8.7.2, 8.7.3), 9.1, 9.2, 9.3, 9.4, 9.5, 9.6, 9.7, 9.8, 9.9, 10.1 (10.1.1 - 10.1.2), 10.2 (10.2.1, 10.2.2, 10.2.3), 10.2.4, 10.2.5, 10.3 (10.3.1, 10.3.2, 10.3.3, 10.3.4), 10.4 (10.4.1, 10.4.2, 10.4.3), 11.1, 11.2.1, Appendix V, Appendix VI, Appendix VII, Appendix VIII (b) Deleting the following clauses from the Scheme Text, as they are covered by provisions set out in the Planning and Development Act 2005: 2.3 (2.3.1, 2.3.2, 2.3.3), 5.1.2(a), 5.1.2(b), 8.9, 11.2.2, 11.3 (11.3.1, 11.3.2), 11.4, 11.5 (c) Removing the following clauses from the Scheme Text and inserting them into Schedule A – Supplemental Provisions: 5.1.2(d) (d) Inserting the provisions as outlined in the minutes into Schedule A – Supplemental Provisions in the following clauses: 5.1.2(f), 5.1.2(g) (e) Deleting the following definitions from Schedule 1, as they have been superseded by the definitions in the deemed provisions set out in the Planning and Development (Local Planning Scheme) Regulations 2015 Schedule 2: Absolute Majority, Act, Advertisement, Owner, Residential Planning Codes, Zone (f) Amending the following clauses by removing the cross reference to the clause deleted by the amendment and replace them with cross reference to deemed provisions set out in the Planning and Development (Local Planning Scheme) Regulations 2015 Schedule 2: 3.2.2, 3.2.5 (b), 6.4, 6.7 (g) Amending the following clauses by removing the cross reference to the clause deleted by the amendment and replace them with cross reference to the Planning and Development Act 2005: 6.1 (h) Deleting reference to the following terms and replace them with the corresponding term throughout the scheme: Aged and Dependent Persons, Building Code of Australia (BCA), Residential Planning Codes, Planning Consent (i) Updating the following clauses and definitions as follows: 1.8.2, 5.5.2 (j) Modifying the zoning table to make Ancillary Accommodation a 'P' use in the Residential zone; (k) Removing Clause 8.8 on the basis that Council has previously repealed the Signs, Hoarding and Bill Posting Bylaws. (l) Renumbering the remaining scheme provisions and schedules sequentially and update any cross referencing to the new clause numbers as required. 2. Forward Amendment No. 20 to Town Planning Scheme No. 6 – Wyndham Townsite to the Environmental Protection Authority for review, pursuant to Section 81 of the Planning and Development Act (2005) and the Western Australian Planning Commission for assessment and recommendation to the Minister for Planning.	Amendment Documents executed on behalf of the Shire by the CEO and Shire President, and copise sent to the Environmental Protection Authority (EPA) for assessment and Western Australian Planning Commission (WAPC) for assessment.	08-Mar-16	Completed
OCM 23/02/16	Louise Gee	Kununurra and Wyndham Liquor Restrictions	That Council: A) requests the CEO to write a Letter of Support to accompany Senior Sergeant Steve Principe's submission to the Director of Liquor Licensing requesting consideration to halve the current daily allowance of takeaway alcohol for a 12 month trial period due to the amount of community harm caused by alcohol consumption. B) that the letter request that the restrictions not come into effect until (a minimum) six months into the trial of the cashless debit card to ensure accuracy of data from both trials	Letter of support forwarded in Senior Sergeant Principe.	21-Mar-16	Completed
OCM 23/02/16	Louise Gee	Scheme Amendment 41 - Town Planning Scheme No. 7 - Kununurra and Environs	That Council, 1. In pursuance of Section 75 of the Planning and Development Act 2005, resolves to amend Town Planning Scheme No. 7 (Kununurra and Environs) by: (a) Deleting the following clauses from the Scheme Text, as they have been superseded by the deemed provisions set out in the Planning and Development (Local Planning Scheme) Regulations 2015 Schedule 2: 2.2 (2.2.1), 5.1 (5.1.1), 5.2.1(c), 5.2.1(e), 5.2.1(f), 5.2.1(g), 5.2.1(h), 5.7.6, 6.7.3, 6.7.4, 6.7.5, 6.7.6, 6.8, 9.1 (9.1.1 - 9.1.2), 9.2, 9.3, 9.5, 9.6, 9.7 (9.7.1), 10.1 (10.1.1, 10.1.2, 10.1.3, 10.1.4, 10.1.5, 10.1.6, 10.1.7), 11.1 (11.1.1 - 11.1.2), 11.2 (11.2.1, 11.2.2, 11.2.3), 11.2.4, 11.3 (11.3.1, 11.3.2, 11.3.3, 11.3.4), 11.4 (11.4.1, 11.4.2, 11.4.3), 11.5 (11.5.1, 11.5.2), 11.6 (11.6.1, 11.6.2), 11.7.1, 12.1, 12.2.1, 12.6 (12.6.1, 12.6.2, 12.6.3, 12.6.4, 12.6.5), 12.7 (12.7.1, 12.7.2, 12.7.3, 12.7.4, 12.7.5), Appendix 3, Appendix 4, Appendix 5, Appendix 6 (b) Deleting the following clauses from the Scheme Text, as they are covered by provisions set out in the Planning and Development Act 2005: 2.3 (2.3.1, 2.3.2, 2.3.3), 5.2.1(a), 5.2.1(b), 9.9, 12.2.2, 12.3 (12.3.1, 12.3.2), 12.4, 12.5 (c) Removing the following clauses from the Scheme Text and inserting them into Schedule A – Supplemental Provisions: 5.2.1(d) (d) Inserting the provisions as outlined in the Minutes into the following clauses in Schedule A – Supplemental Provisions: 5.2.1(f), 5.2.1(e) (e) Deleting the following definitions from Schedule 1, as they have been superseded by the definitions in the deemed provisions set out in the Planning and Development (Local Planning Scheme) Regulations 2015 Schedule 2: Absolute Majority, Act, Advertisement, Amenity, Building Code of Australia, Cultural Heritage Significance, Heritage Area, Heritage List, Local Planning Strategy, Owner, Residential Planning Codes, Structure Plan, Substantial Commencement, Substantially Commenced, Zone (f) Amending the following clauses by removing the cross reference to the clause deleted by the amendment and replace them with cross reference to deemed provisions set out in the Planning and Development (Local Planning Scheme) Regulations 2015 Schedule 2: 3.1.2, 5.5.2(a), 6.4, 6.5.5, 3 – condition 1 (g) Amending the following clauses by removing the cross reference to the clause deleted by the amendment and replace them with cross reference to the Planning and Development Act 2005: 3.1.4, 7.1 (h) Deleting reference to the following terms and replace them with the corresponding term throughout the scheme: Aged and Dependent Persons Dwelling, Building Code of Australia (BCA), Residential Planning Codes, Planning Approval, Water and Rivers Commission (i) Updating the following clauses and definitions as follows: 1.8.2, 5.9.1(b), 5.11.2, 6.1, 6.6 (j) Modifying the zoning table to make Ancillary Accommodation a 'P' use in the Residential zone; (k) Removing Clause 9.8 on the basis that Council has previously repealed the Signs, Hoarding and Bill Posting Bylaws. (l) Renumbering the remaining scheme provisions and schedules sequentially and update any cross referencing to the new clause numbers as required. 2. Forward Amendment No. 41 to Town Planning Scheme No. 7 – Kununurra and Environs to the Environmental Protection Authority for review, pursuant to Section 81 of the Planning and Development Act (2005) and the Western Australian Planning Commission for assessment and recommendation to the Minister for Planning.	Amendment Documents executed on behalf of the Shire by the CEO and Shire President, and copise sent to the Environmental Protection Authority (EPA) for assessment and Western Australian Planning Commission (WAPC) for assessment.	08-Mar-16	Completed

Meeting	Responsible Officer	Item	Resolution	Progress Comment	Date Actioned	Completed
OCM 23/02/16	David Klye	Ivanhoe Crossing - Safety audit	That a desktop safety audit be requested of Ivanhoe Crossing and any findings be included in the community information	Desk top review commenced	04-Mar-16	In progress
OCM 23/02/16	David Klye	Ivanhoe Crossing Community Consultation	That Council: 1. Immediately initiates community consultation in the form of both public survey (published on Facebook and in the Kimberley Echo), and a community forum, to ascertain the primary use of Ivanhoe Crossing from a community perspective. The results of both to be brought back to Council for consideration at a near future Briefing Session,	Planning for community consultation commenced	04-Mar-16	In progress
OCM 23/02/16	Carl Askew	Kununurra Visitor Centre - repairs	That Council, subject to receiving three acceptable quotes, funds security fittings to the front doors and windows of the Kununurra Visitors Centre from the East Kimberley Tourism Reserve and that the Shire President and CEO be authorised to accept the most suitable quote in order to allow fitting of security measures as soon as possible.	Three quotes have been received. Assessment to take place.	24-Mar-16	In progress
OCM 23/02/16	David Klye	Wyndham Reticulation	That Council request the Chief Executive Officer to provide a report to Council on the Wyndham reticulation system for inclusion in the 2016/17 budget considerations. The report shall include details on the cost to replace the aging public open space reticulation system with an integrated, automatic system. The report should provide budget estimates for the project to be undertaken in stages of between approximately \$100,000 and \$150,000 per annum for consideration in the forthcoming budget deliberations	Background research for the report has commenced	24-Feb-16	In progress
OCM 23/02/16	Louise Gee	Renewal of Caravan Parks and Camping Grounds Licences	That Council approve the renewal of licences under the Caravan Parks and Camping Grounds Act 1995 for: Ivanhoe Village Caravan Resort, El Questro Station Township, Wyndham Town Caravan Park, Bachsten Creek Bush Camp, Kimberleyland Holiday Park, Home Valley Station - Pentecost Camp, Home Valley Station, Drysdale River Station, Ellenbrae Station, Kalumburu Mission Camping Ground, Kununurra Lakeside Resort, Town Caravan Park, Discovery Holiday Park - Lake Kununurra, Lake Argyle Resort and Mount Elizabeth Station as shown in Attachment One.	Licences have been sent to the caravan parks	29-Feb-16	Completed
OCM 23/02/16	Louise Gee	Taylor's Carnival Temporary Caravan Park Licence	That Council grant a temporary caravan park licence to Taylor's Carnival for 2 short stay sites in Wyndham and Kununurra from 27 April to 1 May 2016 and from 4 May to 8 May 2016 respectively, subject to the following conditions: 1. Only event participants and staff associated with the Carnival are to be accommodated in the park. 2. Taylors Carnival will utilise the existing ablution facilities at the Wyndham and Kununurra Town Ovals. 3. All wastewater (including sullage water) is to be collected and removed from site to be disposed of at an approved wastewater dump point. 4. Rubbish bins are to be sealed and provided within 90 metres of every site. All rubbish is to be removed from site and disposed at an approved waste facility. 5. Fire extinguisher/s are to be located within 90 metres of every site.	A Temporary Caravan Park Licence has been issued and sent to Taylor's Carnival	29-Feb-16	Completed

Attachment 2 - Outstanding Actions from Precious Council Resolutions

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	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 a future 2016 briefing session.	20-Nov-15	In progress
OCM 24/03/15	Louise Gee	Unnamed Creek Crossing - Victoria	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. Correspondence received from MG Corporation dated 1 March 2016 advising that the board does not support the formal naming of 'Philchowski Crossing', and have nominated an alternative name. The matter	09-Mar-16	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 mention on 18th May 2016	26-Jun-15	In Progress
OCM 28/04/15	Louise Gee	Confidential - Disposal of Shire 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, Shire has received a request to lease premises.	18-Nov-15	In progress
OCM 23/06/15	David Klye	East Kimberley Regional Airport	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

Meeting	Responsible Officer	Item	Resolution	Progress Comment	Date Actioned	Completed
OCM 23/06/15	Louise Gee	Draft Shire of Wyndham East Kim	That Council endorse the Draft Shire of Wyndham East Kimberley Play Space Plan for community consultation	Community Engagement Commenced (8/1/16) Feedback period closed 12/2/16 Being presented to Council for adoption March 29 2016	13-Nov-15	In progress
OCM 28/07/15	Louise Gee	Draft East Lily Creek and Kununu	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. Separate discussion with MG	27-Jan-16	In progress
OCM 28/07/15	Louise Gee	Request for Lease – Kimberley A	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. Draft Lease sent to Kimberley Action Sports 10/2/16	17-Aug-15	In progress
OCM 28/07/15	Louise Gee	Request for Lease – Kununurra L	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. Draft Lease sent to Dragon Boat Club 10/2/16	17-Aug-15	In progress
OCM 28/07/15	Carl Askew	Mediterranean Fruit Fly Eradicati	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	12-Oct-15	In progress
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 I837493, 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. d. that the estimated total survey costs be acknowledged as \$19,600.	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. The Senior Planning Officer and Director Infrastructure met again with representatives of the Darwulah Aboriginal Corporation on 18 March 2016.	18-Mar-16	In progress

Meeting	Responsible Officer	Item	Resolution	Progress Comment	Date Actioned	Completed
OCM 25/08/15	Louise Gee	Transient Accommodation - Lot 4	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 –	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. Draft Lease sent to KBRA 10/2/16	01-Oct-15	In progress
OCM 22/09/15	Louise Gee	Request for Community Lease –	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. Draft Lease has been sent to the Pistol Club (18/1/16).	01-Oct-15	In progress
OCM 24/11/15	David Klye	Road Construction Specification	That Council defer item 13.3.1 Road Construction Specification Policy to a briefing session.	Review of draft policy to be considered at the February OCM.	25-Nov-15	In progress
OCM 15/12/15	Louise Gee	Draft Alcohol Management Policy	That Council <ul style="list-style-type: none"> • 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.	Defered until budget considerations		Not Complete
OCM 27/01/16	Louise Gee	Western Australian Housing Authority Utilisation of Wyndham Administration Centre	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.	Draft MoU forwarded to WA Housing Authority. Letter and MoU forwarded to WA Housing for execution.	12-Feb-16	In progress

Meeting	Responsible Officer	Item	Resolution	Progress Comment	Date Actioned	Completed
OCM 27/01/16	David Klye	Ivanhoe Crossing	That Council reinstate the oversize rocks in front of the open culverts at Ivanhoe Crossing	Under instruction from the CEO, action has been halted pending the outcome of a related item to be considered at the February OCM.	Item on hold	On hold
OCM 23/02/16	David Klye	Directional Signage Policy	That Council 1. Repeal Council Policy E9 - Traffic Signs - Directional Signage 2. Adopt draft Policy CP/OPS-3655 - Directional Signage 3. Request the CEO to investigate options for the Shire to charge an annual fee for the provision of Business Directional signage.	Policy updated. Investigation/research underway.	24-Feb-16	In progress
OCM 23/02/16	Louise Gee	Dual Naming - Barnett River Gorge	That Council resolve to undertake community consultation in relation to the proposal for dual naming or renaming of the Barnett River Gorge.	Community Consultation to be undertaken	23-Mar-16	In progress
OCM 23/02/16	David Klye	Ivanhoe Crossing - Safety audit	That a desktop safety audit be requested of Ivanhoe Crossing and any findings be included in the community information	Desk top review commenced	04-Mar-16	In progress
OCM 23/02/16	David Klye	Ivanhoe Crossing Community Consultation	That Council: 1. Immediately initiates community consultation in the form of both public survey (published on Facebook and in the Kimberley Echo), and a community forum, to ascertain the primary use of Ivanhoe Crossing from a community perspective. The results of both to be brought back to Council for consideration at a near future Briefing Session,	Planning for community consultation commenced	04-Mar-16	In progress
OCM 23/02/16	Carl Askew	Kununurra Visitor Centre - repairs	That Council, subject to receiving three acceptable quotes, funds security fittings to the front doors and windows of the Kununurra Visitors Centre from the East Kimberley Tourism Reserve and that the Shire President and CEO be authorised to accept the most suitable quote in order to allow fitting of security measures as soon as possible.	Three quotes have been received. Assessment to take place.	24-Mar-16	In progress
OCM 23/02/16	David Klye	Wyndham Reticulation	That Council request the Chief Executive Officer to provide a report to Council on the Wyndham reticulation system for inclusion in the 2016/17 budget considerations. The report shall include details on the cost to replace the aging public open space reticulation system with an integrated, automatic system. The report should provide budget estimates for the project to be undertaken in stages of between approximately \$100,000 and \$150,000 per annum for consideration in the forthcoming budget deliberations	Background research for the report has commenced	24-Feb-16	In progress

C Askew, Chief Executive Officer, declared an impartiality interest as he is required to action the delegations.

13.05.3. Minor Changes to Delegations 8 and 11

DATE:	16 March 2016
AUTHOR:	Lisa Hannagan, Senior Governance & Risk Officer
RESPONSIBLE OFFICER:	Carl Askew, Chief Executive Officer
FILE NO:	PL.02.1
DISCLOSURE OF INTERESTS:	The Reporting Officer declares an impartiality interest in this item as he is the delegate for these two delegations.

VOTING REQUIREMENT

Absolute Majority

PURPOSE

For Council to consider minor changes in Delegation 8 (Disposal of Property) and Delegation 11 (Waive, Grant Concessions or write off debts) in order to allow the CEO to deal more efficiently with these matters.

OFFICER'S RECOMMENDATION

That Council adopts the minor amendments to Delegations 8 and 11 from the 2015/16 Delegations Register as follows:

- 1. Delegation 8, Disposal of Property, increase delegation value from \$500 to \$1,000 in respect to the value of property the CEO is allowed to dispose of, gift or donate; and**
- 2. Delegation 11 would allow the CEO to waive individual debts not exceeding \$1,000 (current delegation allows for \$500) and write off rates and service charges not exceeding \$500 (current delegation allows for \$200).**

Alternative Officer's Recommendation:

That Council adopts the minor amendments to Delegations 8 and 11 from the 2015/16 Delegations Register as follows:

1. Delegation 8, Disposal of Property, increase delegation value from \$500 to \$1,000 in respect to the value of property the CEO is allowed to dispose of, gift or donate; and
2. Delegation 11 would allow the CEO to waive individual debts not exceeding \$1,000 (current delegation allows for \$500) and write off rates and service charges not exceeding \$500 (current delegation allows for \$200).

3. Delegation 11 has the words “exceptional circumstances” removed from the first sentence of the Function to be performed paragraph.

COUNCIL DECISION

Minute No: 11314

Moved: Cr B Robinson

Seconded: Cr S Cooke

That Council adopts the minor amendments to Delegations 8 and 11 from the 2015/16 Delegations Register as follows:

1. Delegation 8, Disposal of Property, increase delegation value from \$500 to \$1,000 in respect to the value of property the CEO is allowed to dispose of, gift or donate; and
2. Delegation 11 would allow the CEO to waive individual debts not exceeding \$1,000 (current delegation allows for \$500) and write off rates and service charges not exceeding \$500 (current delegation allows for \$200).
3. Delegation 11 has the words “exceptional circumstances” removed from the first sentence of the Function to be performed paragraph.

**Carried 4/3, however Absolute Majority not achieved
For: Cr S Cooke, Cr N Perry, Cr B Robinson, Cr K Wright
Against: Cr S Rushby, Cr D Spackman, Cr A Petherick**

NATURE OF COUNCIL'S ROLE IN THE MATTER

Leader - plan and provide direction through policy and practices

BACKGROUND/ PREVIOUS CONSIDERATIONS BY COUNCIL/ COMMITTEE

Council reviews the Shire of Wyndham East Kimberley Delegations Register in its entirety on an annual basis as per the legislation. The next scheduled review is August 2016, some six months away and therefore two minor changes are being recommended to Council now. The aim of delegated authority is to assist with improving time taken to make decisions within the constraints allowed by the relevant legislation.

The change to Delegation 8, Disposal of Property, sees an increase from \$500 to \$1,000 in the value of property the CEO is allowed to dispose of, gift or donate.

The changes to Delegation 11 would allow the CEO to waive individual debts not exceeding \$1,000 (current delegation allows for \$500) and write off rates and service charges not exceeding \$500 (current delegation allows for \$200). Removal of the words “in exceptional circumstances” from the in the first paragraph. The use of this delegation will still be required to be reported to the Audit (Finance & Risk) Committee.

STATUTORY IMPLICATIONS

Local Government Act 1995

5.42. Delegation of some powers and duties to CEO

- (1) A local government may delegate* to the CEO the exercise of any of its powers or the discharge of any of its duties under —
- (a) this Act other than those referred to in section 5.43; or
 - (b) the Planning and Development Act 2005 section 214(2), (3) or (5).

* Absolute majority required.

- (2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.

5.43. Limits on delegations to CEO

A local government cannot delegate to a CEO any of the following powers or duties —

- (a) any power or duty that requires a decision of an absolute majority or a 75% majority of the local government;
- (b) accepting a tender which exceeds an amount determined by the local government for the purpose of this paragraph;
- (c) appointing an auditor;
- (d) acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government for the purpose of this paragraph;
- (e) any of the local government's powers under section 5.98, 5.98A, 5.99, 5.99A or 5.100;
- (f) borrowing money on behalf of the local government;
- (g) hearing or determining an objection of a kind referred to in section 9.5;
- (ha) the power under section 9.49A(4) to authorise a person to sign documents on behalf of the local government;
- (h) any power or duty that requires the approval of the Minister or the Governor; (i) such other powers or duties as may be prescribed.

5.44. CEO may delegate powers and duties to other employees

- (1) A CEO may delegate to any employee of the local government the exercise of any of the CEO's powers or the discharge of any of the CEO's duties under this Act other than this power of delegation.
- (2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.
- (3) This section extends to a power or duty the exercise or discharge of which has been delegated by a local government to the CEO under section 5.42, but in the case of such a power or duty —
- (a) the CEO's power under this section to delegate the exercise of that power or the discharge of that duty; and
 - (b) the exercise of that power or the discharge of that duty by the CEO's delegate, are subject to any conditions imposed by the local government on its delegation to the CEO.

- (4) *Subsection (3)(b) does not limit the CEO's power to impose conditions or further conditions on a delegation under this section.*
- (5) *In subsections (3) and (4) —*

"conditions" includes qualifications, limitations or exceptions.

5.45. Other matters relevant to delegations under this Division

- (1) *Without limiting the application of sections 58 and 59 of the Interpretation Act 1984 —*
 - (a) *a delegation made under this Division has effect for the period of time specified in the delegation or where no period has been specified, indefinitely; and*
 - (b) *any decision to amend or revoke a delegation by a local government under this Division is to be by an absolute majority.*
- (2) *Nothing in this Division is to be read as preventing —*
 - (a) *a local government from performing any of its functions by acting through a person other than the CEO; or*
 - (b) *a CEO from performing any of his or her functions by acting through another person.*

5.46. Register of, and records relevant to, delegations to CEO and employees

- (1) *The CEO is to keep a register of the delegations made under this Division to the CEO and to employees.*
- (2) *At least once every financial year, delegations made under this Division are to be reviewed by the delegator.*
- (3) *A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty.*

POLICY IMPLICATIONS

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

RISK IMPLICATIONS

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

Risk Control: Review policies and procedures as required.

COMMUNITY ENGAGEMENT

No community engagement is required.

COMMENTS

The next scheduled review of the SWEK Delegations Register is August 2016, some six months away and therefore two minor changes are being recommended to Council now.

The aim of delegated authority is to assist with improving time taken to make decisions within the constraints allowed by the relevant legislation. These minor changes will streamline process and reduce the number of very minor issues requiring Council consideration.

ATTACHMENTS

Attachment 1 - Delegations 8 and 11 showing highlighted areas of change.

8. DISPOSAL OF PROPERTY

LEGISLATIVE POWER *Local Government Act 1995 Section 3.58 and Local Government (Functions and General) Regulations 1996, Regulation 30*

DELEGATE Chief Executive Officer

FUNCTION TO BE PERFORMED

The Council delegates its authority and power to the Chief Executive Officer to dispose of property by public tender or public auction where the individual value of the property disposal is greater than \$20,000 but less than \$100,000 per item or land valued at an amount not exceeding \$500,000, provided that appropriate provision is made in the Council's Adopted Budget.

Property can be disposed of by other means than public tender or public auction, if before agreeing to dispose of the property, local public notice is given of the proposed disposition and submissions are considered, or if the market value is less than \$20,000.

That the Council delegate authority to the Chief Executive Officer to dispose, gift or donate property with a maximum written down value of \$1,000.

In this delegation:

Dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not.

Property includes the whole or any part of the interest of a local government in property, but does not include money.

11. WAIVE, GRANT CONCESSIONS OR WRITE OFF DEBTS

LEGISLATIVE POWER *Local Government Act 1995, Section 6.12(1)(b) and (c)*

DELEGATE Chief Executive Officer

FUNCTION TO BE PERFORMED

The Council delegates its authority and power to the Chief Executive Officer in exceptional circumstances to:

1. Waive or grant concessions in relation to sundry debts owed to the Shire (other than rates and services charges)
2. Write off money owed to the Shire
3. Determine the conditions to be applied to waive, grant a concession or write off money owed to the Shire

Conditions:-

- a) Limited to individual debts not exceeding \$1,000
- b) Write-off rates and service charges not exceeding \$500
- c) Report to the Audit (Finance and Risk) Committee on the exercise of this delegation

In this delegation:-

Waive means to provide a special concession to a person or organisation that extinguishes a debt that would have been owed to the Shire. A waiver may be provided prior to, or subsequent to the date that the debt is incurred.

Write Off occurs following the realisation that the asset can no longer be converted into cash (eg. a bad debt), can provide no further use to the Shire, or has no market value.

13.05.4. Annual General Electors Meeting 9 February 2016

DATE:	29 March 2016
AUTHOR:	Meagan Le Riche, Executive Assistant
RESPONSIBLE OFFICER:	Carl Askew, Chief Executive Officer
DISCLOSURE OF INTERESTS:	NIL

VOTING REQUIREMENT

Simple Majority

PURPOSE

To present for Council consideration the motions carried at the Annual General Electors Meeting held on 9 February 2016.

Council only makes a decision in response to a motion made at an electors' meeting, if it is moved, seconded, put to the vote and carried by a majority of Electors.

OFFICER'S RECOMMENDATION 1 - Electors Motion 1

That Council:

- 1. Note that the WA Department of Health will be scheduling a public information session for Kununurra prior to the fluoridation of the town's water supply.**
- 2. Requests the Chief Executive Officer write to the Minister for Health requesting that public information sessions be held to ensure information is disseminated to the community of Kununurra in regards to the introduction of fluoride into the town's water supply.**

Cr S Cooke moved an alternative motion for Elector Motion 1

That Council:

1. Notes that the WA Department of Health will be scheduling a public information session for Kununurra prior to the proposed implementation of fluoridation of the town's water supply.
2. Request that Chief Executive Officer write to the Minister for Health requesting that public consultation sessions be conducted in Kununurra to determine community support for the fluoridation of the water supply. These sessions must be conducted prior to a determined implementation date to ensure there is sufficient time for the community to make an informed decision about the fluoridation or otherwise of their drinking water supply.

Cr S Rushby foreshadowed a motion to write to the minister advising against the fluoridation of the town water.

COUNCIL DECISION

Minute No: 11315

**Moved: Cr S Cooke
Seconded: Cr N Perry**

That Council:

- 1. Notes that the WA Department of Health will be scheduling a public information session for Kununurra prior to the proposed implementation of fluoridation of the town's water supply.**
- 2. Request that Chief Executive Officer write to the Minister for Health requesting that public consultation sessions be conducted in Kununurra to determine community support for the fluoridation of the water supply. These sessions must be conducted prior to a determined implementation date to ensure there is sufficient time for the community to make an informed decision about the fluoridation or otherwise of their drinking water supply.**

Carried 6/1

**For: Cr S Cooke, Cr N Perry, Cr K Wright, Cr S Rushby, Cr B Robinson, Cr A Petherick
Against: Cr D Spackman**

REASON FOR VARYING OFFICER'S RECOMMENDATION

Council wished the community to be involved in two-way engagement to determine their view on fluoridation of town water supply.

OFFICER'S RECOMMENDATION 2 - Electors Motion 2

That Council note that a Regional Price Preference Policy is currently being prepared for consideration by Council.

COUNCIL DECISION

Minute No: 11316

**Moved: Cr N Perry
Seconded: Cr S Rushby**

That Council note that a Regional Price Preference Policy is currently being prepared for consideration by Council.

Carried 7/0

OFFICER'S RECOMMENDATION 3 - Electors Motion 3

That Council request the development of a Community Facilities Strategy to assess the use of existing community facilities and the opportunities for collocated facilities to meet the needs of existing and future community groups, and this be included in the Shire's 2016/17 Corporate Business Plan.

COUNCIL DECISION

Minute No: 11317

Moved: Cr S Cooke
Seconded: Cr B Robinson

That Council request the development of a Community Facilities Strategy to assess the use of existing community facilities and the opportunities for collocated facilities to meet the needs of existing and future community groups, and this be included in the Shire's 2016/17 Corporate Business Plan.

Carried 7/0

OFFICER'S RECOMMENDATION 4 - Electors Motion 4

That Council note that an Indigenous Employment Organisational Directive will be drafted.

COUNCIL DECISION

Minute No: 11318

Moved: Cr S Cooke
Seconded: Cr S Rushby

That Council note that an Indigenous Employment Organisational Directive will be drafted.

Carried 7/0

NATURE OF COUNCIL'S ROLE IN THE MATTER

Leader - plan and provide direction through policy and practices

BACKGROUND/ PREVIOUS CONSIDERATIONS BY COUNCIL/ COMMITTEE

A number of questions were presented at the meeting with eight (8) motions being voted on by the electors present, of which four (4) motions were carried.

STATUTORY IMPLICATIONS

5.32. Minutes of electors' meetings

The CEO is to —

(a) cause minutes of the proceedings at an electors' meeting to be kept and preserved; and

(b) ensure that copies of the minutes are made available for inspection by members of the public before the council meeting at which decisions made at the electors' meeting are first considered.

5.33. Decisions made at electors' meetings

(1) All decisions made at an electors' meeting are to be considered at the next ordinary council meeting or, if that is not practicable —

(a) at the first ordinary council meeting after that meeting; or

(b) at a special meeting called for that purpose,

whichever happens first.

(2) If at a meeting of the council a local government makes a decision in response to a decision made at an electors' meeting, the reasons for the decision are to be recorded in the minutes of the council meeting

POLICY IMPLICATIONS

NIL

FINANCIAL IMPLICATIONS

Financial implications are contingent upon Council's consideration of the motions as presented.

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

Objective 1.4: Business innovation, efficiency and improved services

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

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

RISK IMPLICATIONS

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

COMMUNITY ENGAGEMENT

The Annual General Meeting of Electors was advertised on 18 December 2015 and all electors were invited to attend.

COMMENTS

Questions tabled and answered at the meeting appear in the attached Minutes.

One question and one statement were taken on notice and not read out as the electors were not present at the meeting. A response under separate cover has been sent to both residents.

There were four (4) Elector Motions carried at the Annual General Meeting of electors. The motions are responded to individually below:

ELECTOR MOTION 1

**Moved: Danny Carter
Seconded Jenny Spragg**

That Council:

- 1) Write to the Minister of Health requesting that he immediately put on hold the decision to proceed with the addition of fluoride into the Kununurra town site water supply. This is in light of recent research and reviews of existing evidence questioning the efficiency of this initiative as well as the pending outcome by the National Health and Medical Research Council review and recommendations of the water fluoridation practice and the National Toxicology Program report on the neurotoxicity of fluoride.**
- 2) That because of the complex nature of this subject; the Health Department of Western Australia and Water Corporation WA be requested by Council to provide an open forum to the public with balanced and unbiased information on the pro's and cons of water fluoridation for the residents of Kununurra.**

Carried 30/10

Officer's Comment on Motion provided by Director Community Development

The Department of Health has confirmed that the forthcoming NHMRC review will be given full consideration when it is available. The decision to extend fluoridation in Western Australia was made in light of all recent evidence on the subject and The Department of Health have

advised that there is no sound recent research and reviews of existing evidence questioning the efficiency of this initiative.

The Department of Health Water Unit has confirmed that a public information session will be held in Kununurra prior to fluoridation of the town water supply. The Department of Health acknowledges that it is important that people in communities should be provided with information so that they can understand the implications of fluoridation and have an opportunity to raise any concerns they may have.

ELECTOR MOTION 2

Moved: Cr D Spackman

Seconded: Cr N Perry

That Council put forward a regional price preference policy

Carried 23/1

Officer's Comment on Motion provided by Director Corporate Services

A Regional Price Preference Policy is currently been drafted. This will be presented to a future Council briefing session where the process and impacts of implementing such a Policy can be worked through.

ELECTOR MOTION 3

Moved: Natika Hawes-Wright

Seconded: Cr K Wright

That Council consider the options, partnerships and outcomes a dedicated community hub would foster within the community, with a view to working with stakeholders such as the Community Resource Centre, Visitors Centre and Progress Association (Picture Gardens) to develop such a facility.

Carried Unanimously

Officer's Comment on Motion provided by Director Community Development

This motion is consistent with the Shire's *Strategic Community Plan: Strategy 1.2.3 Promote the colocation of community facilities and sharing of resources among community groups.*

It is recommended that the Shire develop a Community Facilities Strategy to assess the use of existing community facilities and the opportunities for collocated facilities, i.e. a community hub, to meet the needs of existing and future community groups. This action be included in the Shire's 2016/17 Corporate Business Plan.

ELECTOR MOTION 4

Moved: Jim Lewis

Seconded: Cr J Parker

That Council develop an Indigenous Employment Policy that looks at culturally appropriate ways to promote Indigenous Employment.

Carried 28/7

Officer's Comment on Motion provided by Coordinator Organisational Development

A Indigenous Employment Organisational Directive will be drafted. This will be presented to a future Council briefing session to advise of the progress of this process.

ATTACHMENTS

Attachment 1 - Unconfirmed Minutes Annual General Electors Meeting 9 February 2016



MINUTES
ANNUAL GENERAL MEETING OF ELECTORS
HELD ON 9 FEBRUARY 2016

I hereby certify that the Minutes of the Annual General Meeting of Electors are a true and accurate record of the proceedings contained therein.

Shire President Confirmed

Date: _____

Item No	Description	Page No
1.	DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS.....	3
2.	RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE PREVIOUSLY APPROVED.....	3
3.	CONFIRMATION OF MINUTES.....	4
3.1	CONFIRMATION OF MINUTES OF ANNUAL GENERAL MEETING OF ELECTORS 28 April 2015.....	4
4.	PRESENTATION OF THE 2014-2015 ANNUAL REPORT	4
4.1	SHIRE PRESIDENTS REPORT	4
4.2	CHIEF EXECUTIVE OFFICERS REPORT.....	4
4.3	ANNUAL FINANCIAL STATEMENTS	4
4.4	AUDITORS REPORT	4
5.	PUBLIC QUESTION TIME / OTHER GENERAL BUSINESS.....	5
6.	CLOSURE	12

**SHIRE OF WYNDHAM EAST KIMBERLEY
MINUTES
OF THE ANNUAL GENERAL MEETING OF ELECTORS
HELD ON TUESDAY, 9 FEBRUARY 2016 AT 5:00 PM**

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Shire President declared the meeting open at 5.00pm.

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

ATTENDANCE

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

GALLERY

Rhonda Guerinoni	Michelle Pucci
Richard Bianco	Silke Becke
Chris Magnay	Dennis Pert
Maria Bolten Magnay	Jim Lewis
Robert Boshammer	Paul Cavanagh
Tony Chafer	Jenny Spragg
Peter Cottle	Mark Northover
Laine Ellis	Robert Storey
Danny Carter	Peter Stubbs
Benedict Smith	Rex Townsend
Jan McLean	Natika Hawes-Wright
A McLean	Vivienne McEvoy
M Long	Rene Harbers
M Douglas	Chantal Adams
U Macdonald	Paul Bawden
J Doherty	Lincoln Heading
Mick Guerinoni	Tricia Handisyde
Julie Kimpton	John Moulden
Shelley Marcos	R B Dessert

Lloyd Morley
Cally Dupe
Roslyn Hegarty
Graham Gould
Ebony Daniell

Chiquita Dos Reis
Roy Adam
Wayne Richards
Jesse Johnson
Lisa Hannagan

APOLOGIES

NIL

LEAVE OF ABSENCE PREVIOUSLY APPROVED

NIL

3. CONFIRMATION OF MINUTES

3.1 CONFIRMATION OF MINUTES OF ANNUAL GENERAL MEETING OF ELECTORS 28 APRIL 2015

RECOMMENDATION

That Council confirms the Minutes of the Annual General Meeting of Electors 28 April 2015

DECISION

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

That Council confirms the Minutes of the Annual General Meeting of Electors 28 April 2015.

Carried Unanimously

4. PRESENTATION OF THE 2014-2015 ANNUAL REPORT

4.1 SHIRE PRESIDENTS REPORT

4.2 CHIEF EXECUTIVE OFFICERS REPORT

4.3 ANNUAL FINANCIAL STATEMENTS

4.4 AUDITORS REPORT

DECISION

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

That the 2014-2015 Annual Report, including the President's Report, CEO's Report, Annual Financial Statements and Auditor's Report be received

Carried Unanimously

5. PUBLIC QUESTION TIME / OTHER GENERAL BUSINESS

Question from Leigh Pedler – taken on notice and responded to by separate correspondence

Letter from Andrew Mock – taken on notice and responded to by separate correspondence

Question from Rhonda Guerinoni, Kununurra

Question 1 – Why are employees entitled to a vehicle in their contracts, provided with 4 wheel drives that cost more to buy, insure, repair and licence, when most of these employees are only driving from home to the Shire Offices?

Cr Jane Parker, Shire President provides the following response:

Some senior staff are provided with a vehicle as part of their contract. This is standard practice within government and assists with recruitment and retention.

Question 2 – What is the local business percentage when the Shire is Tendering?

Carl Askew, Chief Executive Officer provides the following response:

There is no local business percentage when the Shire is tendering.

Question 3 – How much is the Shire spending on new vehicles coming from Broome, and why hasn't it gone before Council?

Carl Askew, Chief Executive Officer provides the following response:

This matter has gone before Council via its annual budget process. I am not in a position to provide details tonight however a number of vehicle have been "traded" for new vehicles as part of our fleet management and these were assessed and approved within the budget adopted by Council.

Question 4 – Why does the Shire have more staff now than at the end of 2014 when staff were culled to save costs?

Carl Askew, Chief Executive Officer provides the following response:

The Shire's current staffing levels (2015/16) are marginally less than that the figures recorded for 2014/15.

Question from Natika Hawes Wright, Kununurra

Question 1 – Where can Council identify opportunities to work with existing community development programs, such as the Department of Regional Development contracted Community Resource Centres and Visitors Centres with a view to saving rate payers and value adding to other projects?

Cr Keith Wright provides the following response:

Perhaps Ms Hawes-Wright would like to consider proposing a motion for the members to consider.

Ms Hawes-Wright agreed to provide later in the meeting.

Question 2 – What are Council's visions for a community hub/space to support the variety of social development activities in the town of Kununurra?

Cr Jane Parker, Shire President provides the following response:

Council is generally supportive of initiatives that demonstrate agencies working together to support social development with the Shire and would like to partner or support where appropriate.

Danny Carter moved the following motion:

ELECTOR MOTION

**Moved: Danny Carter
Seconded Jenny Spragg**

That Council:

- 1) Write to the Minister of Health requesting that he immediately put on hold the decision to proceed with the addition of fluoride into the Kununurra town site water supply. This is in light of recent research and reviews of existing evidence questioning the efficiency of this initiative as well as the pending outcome by the National Health and Medical Research Council review and recommendations of the water fluoridation practice and the National Toxicology Program report on the neurotoxicity of fluoride.**
- 2) That because of the complex nature of this subject; the Health Department of Western Australia and Water Corporation WA be requested by Council to provide an open forum to the public with balanced and unbiased information on the pro's and cons of water fluoridation for the residents of Kununurra.**

Carried 30/10

Question from Paul Cavanagh, Wyndham

Question 1: Currently there are only 2 people in Wyndham working on Parks & Gardens. What is being done to about this?

Carl Askew, Chief Executive Officer provides the following response:

Recruitment is presently underway to fill the vacant position of Leading Hand. Resources from Kununurra are being sent to Wyndham to assist in the form of backfilling staff. There have been some issues with the bore pumps but both have been fixed and should be operational soon.

Question 2 – Can the Shire utilise the Wyndham work camp to help with the maintenance of Wyndham?

Cr Jane Parker, Shire President provides the following response:

The role of the work camp workers is not meant to impede on real jobs that businesses need staff for, however it is a conversation which could be had to fill the gap whilst the recruitment process is underway.

Question from Dennis Peart, Bell Springs

Question 1 – There is 45% indigenous population in the Shire but only 5% representation in Shire workforce. What is the reason for this?

Cr Jane Parker, Shire President provides the following response:

In the past the Shire has competed with mining and other initiatives in the region and have been unable to match the salaries provided. We certainly encourage indigenous members of the community to apply for positions. Vacant positions are advertised locally and open to all suitably qualified and/or experienced applicants

Question 2 – Why was the Racial Discrimination Policy withdrawn?

Carl Askew, Chief Executive Officer provides the following response:

As part of a review of its Policies, Council determined that some, which have a relevant higher level legislation (State and Federal) have been superceded, or are no longer required.

Cr D Spackman moves the following motion:

ELECTOR MOTION

Moved: Cr D Spackman

Seconded: Cr N Perry

That Council put forward a regional price preference policy

Carried 23/1

Cr D Spackman moves the following motion:

ELECTOR MOTION

Moved: Cr D Spackman

Seconded: Cr S Rushby

That Council not accept any applications from Glenn Taylor or his associated businesses for future Shire grant funding

Lost 7/17

Question from Lincoln Heading, Kununurra

Question 1 – Some new councillors ran an election campaign to curb “corruption”, reduce council costs and oversee a movement toward a more open, transparent and credible SWEK council. In light of these electoral platforms:

Did councillors identify or indeed reach a point of prosecution to any councillors or SWEK staff as a result of numerous “code of Conduct” breaches?

Carl Askew, Chief Executive Officer provides the following response:

To date, no complaints have resulted in prosecution.

Question 2 – What services will be cut by councillors and how many staff will go to further reduce costs to ratepayers?

Carl Askew, Chief Executive Officer provides the following response:

The issue of Shire services and staffing levels will be considered by Council as part of the 2016/17 Budget process.

Question 3 - In light of difficult SWEK financial and budgetary positions can council justify the cost \$35,000 for a Fly in – Fly out CEO?

Cr Jane Parker, Shire President provides the following response:

The Council agreed that it was important to employ an acting CEO for four weeks (while our CEO was on Annual Leave). The three Directors are all very busy with their own departments and to ask one of them to take on the acting CEO role was not in the best interest of the departments or the Shire. An acting CEO would also be looking at the Shire as a whole over the month and make recommendations to the CEO and Council regarding any improvements that could be made to improve our services.

Question from Jenny Spragg, Kununurra

Question 1 – What was the outcome of the investigation into Amanda Nella from Nella Global Solutions for interfering with and mishandling a number of formal complaints including three of mine?

Carl Askew, Chief Executive Officer provides the following response:

All complaints into or by Nella Global Solutions have been completed and finalised. It is not appropriate in a public forum to comment on individual cases or circumstances.

Question 2 – As the complaint was first brought to the CEO's attention on 11/7/2015 and has not been resolved, who do I contact now?

Carl Askew, Chief Executive Officer provides the following response:

As indicated in the previous question all complaints have been addressed and finalised. Should you wish to complain about the CEO's handling of a specific matter a complaint could be lodged with the Public Sector Commission.

Question from John Moulden, Kununurra

Question 1 - Considering the considerable ambassadorial significance of the SWEK delegation's approaching visit to China, will the President assure the East Kimberley community that all delegates, staff and Councillors, will be required to wear suitable attire, as advised by Department of Foreign Affairs and T, when attending any function at which they are representing the Shire, in order to avoid embarrassing our hosts and bringing the Shire into disrepute?

Cr Jane Parker, Shire President provides the following response:

All five Councillors attending the China Forum are very aware of the fact they are representing our Shire and will behave and dress appropriately at all times. They will adhere to the customs of China and will honour our shire and themselves. I would like to confirm that all five Councillors are paying the full cost of this trip themselves and they all understand the considerable ambassadorial significance to SWEK.

Question from Tony Chafer, Kununurra

Question 1 - Can I present to Council at a Briefing Session on the Crossing Falls green waste.

Cr Jane Parker, Shire President provides the following response:

You are welcome to give a presentation to Council at a Briefing Session. Please liaise with the Shire Administration.

Question from Mark Northover, Kununurra

Question 1 (a) – SWEK is charging \$1282 per man, woman and child and is considered by the DLGC to be in the high end of town. (out of the 139 councils -54 are charging in excess of \$1000.00/ person, noting 50 of these 54 shires have populations less than 2000) That is a quoted direct from the website. To make it perfectly clear, we are one of 4 shires that are under scrutiny for excessive rates, so going forward, can we have some clarity on the importance of the FTE ratios and the changing circumstances that we face in 2016?

Cr Sophie Cooke sought clarification from Mr Northover on the statistics that were quoted.

Cr Jane Parker, Shire President provides the following response:

Thank you for your question. We are not in a position to give you a specific answer now, but we will take the question on notice and a response will be provided.

Question 1 (b) – Are we using the management FTE forecasting tools for determining the staffing levels?

Carl Askew, Chief Executive Officer provides the following response:

I am not aware of the Management forecasting tool you are referring to, however staffing levels are determined by Council service levels and the budget process.

Question 2 – Are we continuing to use the services of Nella Global from the "university of hard knocks" (sic) for SWEK's complaint handling when all the complaints were unfairly obfuscated and dismissed in bulk?

Carl Askew, Chief Executive Officer provides the following response:

We are not currently using the services of Nella Global Solutions.

Question 3 – As the Crossing Falls resident (Tony Chaffer) was just now (tonight) asked to speak at a briefing session to advocate and collaborate for his colleagues on the continuation of an illegal dumping site at Crossing Falls, would I be able to have an invite also please?

Cr Jane Parker, Shire President provides the following response:

The Briefing Sessions are not open to the public as per Council Policy. Members of the public can request to make relevant presentation on matters before Council.

Question 4 – Why are the Council Briefing Sessions not open to the public.

Cr Jane Parker, Shire President provides the following response:

As advised, the Briefing Sessions are not open to the public as per Council Policy. Briefings give the community, government departments and investors an opportunity to talk to Council regarding potentially confidential items and/or investment opportunities in the region. Briefings also give councillors the opportunity to talk to officers and each other in a less formal setting.

Question 5 – Why can't the briefing sessions be treated like the OCM where confidential matters are addressed separately, as the guidance or support from the CEO's experience in Cottesloe to the briefing sessions being open to the public?

Carl Askew, Chief Executive Officer provides the following response:

To clarify, the Town of Cottesloe does not have Briefing sessions per se but operates a number of Standing Committees which are open to the public, similar to Council's Audit (Finance & Risk) Committee. The Town of Cottesloe did conduct separate briefing sessions, as required, with elected members which were not open to the public.

Mark Northover moved the following motion:

ELECTOR MOTION

**Moved: Mark Northover
Seconded: Jenny Spragg**

That Council Briefing Sessions be opened to the Public

Lost 16/19

Dennis Peart moved the following motion:

ELECTOR MOTION

**Moved: Dennis Peart
Seconded: Graham Gould**

That Council develop a Racial Discrimination Policy, Sexual Harassment Policy and Harassment Policy

Lost 8/19

Natika Hawes-Wright moved the following motion:

ELECTOR MOTION

**Moved: Natika Hawes-Wright
Seconded: Cr K Wright**

That Council consider the options, partnerships and outcomes a dedicated community hub would foster within the community, with a view to working with stakeholders such as the Community Resource Centre, Visitors Centre and Progress Association (Picture Gardens) to develop such a facility.

Carried Unanimously

Question from Jim Lewis, Wyndham

Question 1 – Does Council have an Indigenous Employment Policy?

Carl Askew, Chief Executive Officer provides the following response:

No, the Shire does not have an Indigenous Employment Policy

Jim Lewis moved the following motion:

ELECTOR MOTION

**Moved: Jim Lewis
Seconded: Cr J Parker**

That Council develop an Indigenous Employment Policy that looks at culturally appropriate ways to promote Indigenous Employment

Carried 28/7

Jenny Spragg moved the following motion:

ELECTOR MOTION

**Moved: Jenny Spragg
Seconded: Mark Northover**

That Council:

- 1) Recommends to management that rates are to remain static or reduced for the next budget period,**
- 2) Advise management that Council makes rate setting decisions after it has received the budget,**
- 3) Notes that management are to present a five year budget as a matter of urgency for clarity and transparency for the electorate prior to adopting the rate in the dollar on the Valuer General's assessment,**
- 4) Adopt a policy that caps rate rises to the CPI during the projected period of budgetary planning,**
- 5) Align all fees and charges based on a cost benefit analysis of needs versus wants.**

Lost 15/19

6. CLOSURE

The Shire President declares the meeting closed at 6:14pm

14. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

14.01. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

14.01.1. Request Review of Shire of Wyndham East Kimberley Membership to WA Local Government Association (WALGA)

From Cr Simone Rushby

That Council requests the Chief Executive Officer to provide a report to Council by May 2016 reviewing the costs, benefits, advantages and disadvantages of the Shire continuing to be a member of the Western Australian Local Government Association (WALGA).

COUNCIL DECISION

Minute No: 11319

**Moved: Cr S Rushby
Seconded: Cr N Perry**

That Council requests the Chief Executive Officer to provide a report to Council by June 2016 reviewing the costs, benefits, advantages and disadvantages of the Shire continuing to be a member of the Western Australian Local Government Association (WALGA).

Carried 7/0

Reason for varying motion

The Deputy Shire President recommended that the date for report to be returned be amended to June 2016, which the mover and seconder agreed to.

Reason for motion:

The local economy is currently experiencing a downturn and there is grave concern amongst local businesses that SWEK is not encouraging local content. If the involvement of WALGA, is affecting the viability of local businesses, a review is required to ensure that the operations of the Shire are being conducted with the best efficiency possible and getting value for money. Recent enquiry to myself from multiple parties and local groups give an indication that the involvement of WALGA within SWEK, is not inline with the opinion of the electorate

Officer Comment

The WA Local Government Association (WALGA) is the voice of Local Government in Western Australia. As the peak industry body WALGA advocates on behalf of the State's 139 Local Governments and negotiates service agreements for the sector. WALGA is not a

government department or agency and its mission is to *provide strong representation, strong leadership, enhance the capacity of and build a positive public profile for, Local Government.*

The Shire of Wyndham East Kimberley is a member of WALGA. Member Local Governments are grouped into regional bodies called Zones (a geographically based subdivision containing Ordinary Members) and is incorporated within a country or metropolitan constituency. The Kimberley Country Zone Membership is made up of the Shire of Wyndham/East Kimberley, Shire of Halls Creek, Shire of Broome, Shire of Derby/West Kimberley, Shire of Cocos (Keeling) Islands and the Shire of Christmas Island. The Zone is represented at the WALGA State Council.

WALGA membership provides a range of programs and services that the Shire subscribes to. While we do not subscribe to every program offered, SWEK do make use of several critical areas as described below:

Subscription Area	What it offers
E Quotes	Streamlines and simplifies the RFQ process, providing transparency and compliance. Linkages to the WALGA Preferred Suppliers and tendering support and advice.
Local Laws	Best practice, current Local Law templates, phone and email guidance & support and access to the Advisory Service.
Tax Service	Used extensively by Corporate Services – provides specialist (Local Government) taxation support, including reference materials and online enquiry services.
Procurement Consultancy	Includes end to end tendering, strategic sourcing and probity reviews. This service ensures full compliance, risk mitigation and optimal outcomes in a complex area.
Councils Connect	Provides the SWEK fully hosted website service and includes secure hosting, content management licences and upgrades, data storage, full help desk support.
Employee Relations (Workplace Solutions)	Used extensively by Organisational Development for advise and support in relation to staff related matters. Ensuring compliance with contracts, disputes/issues.
Roman II	All SWEK Asset Management uses this software which is particular to Local Governments, subscription includes the software, central hosting & upgrades, local support, access to training, interface with Main Roads data centre.

WALGA Annual Subscription	Association Membership, Online Guides to the LGA, including Practice Notes, Councillor's Manual, Forms & Proformas. Advocacy and sector support. Training, both in person and online and networking opportunities. Discounts on advertising through Marketforce.
Complimentary Services	Complete Guide to LGA, Hard and electronic copies of the Local Government Directory, Local Government Convention & Trade Exhibition (discounts for members).

The Shire sees excellent value in these subscriptions with significant discounts being provided to subscribers due to the fact that WALGA is able to negotiate costs for each service because of having nearly all Local Governments as members (139) – with the resultant economies of scale savings returned to subscribers.

WALGA also adds value to the Shire's subscriptions because it is a specialist Local Government provider and fully understand the requirements and needs of the sector. Information provided to ensure compliance is timely and accurate.

From a compliance and risk perspective, there is also no other single provider who could supply the same level service to a Local Government for the price we currently pay in a “one stop shop” format. In some instances – for example with legal and accounting assistance, there are other suppliers, but the costs could not compete with the Walga subscription offering.

The reason for the motion is noted and the above information is provided to assist Councillors in understanding that quotes and tenders and the involvement of local businesses is just one area where WALGA provides assistance to Local Governments, including our Shire.

What may be of more relevance to this particular motion is that with the appointment of a Senior Procurement and Contracts Officer, a full review of the Shire Procurement procedures and policies is being undertaken. The Shire is also currently developing a Regional Price Preference Policy for Council consideration and, if adopted, will also benefit local business. As part of this work, development of other policies, such as for Panel Supply Tenders and use of specialist procurement software such as Tenderlink will also be considered and brought to Council if seen as being able to add efficiency and value to Shire procurement processes.

The requested report will take time and resources to research and prepare and the timeframes will necessarily take officers away from other important work currently being undertaken by the Shire.

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

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

17. MATTERS BEHIND CLOSED DOORS

COUNCIL DECISION

Minute No: 11320

**Moved: Cr S Rushby
Seconded: Cr S Cooke**

That Council move behind closed doors with Officers to remain

Carried 7/0

Council moved behind closed doors at 7:45pm

Meeting adjourned at 7:46pm to allow Cr S Rushby time to read the Confidential Item 17.2.

Cr S Rushby subsequently tabled a signed declaration of impartiality interest.

Cr S Rushby left the room and could not be located prior to recommencement of the meeting.

Meeting resumed at 8:02pm.

17.1. TENDER ASSESSMENT - T05 1516 VARIOUS GRADING WORKS

Item withdrawn by Chief Executive Officer

Cr S Rushby declared an Impartiality Interest as she was previously an employee of the claimant, she was previously a representative of the case claimant and she has a long term association with a closely associated person.

17.2. MINOR CASE CLAIM UPDATE

DATE:	29 March 2016
AUTHOR:	Natalie Octoman, Director Corporate Services
RESPONSIBLE OFFICER:	Natalie Octoman, Director Corporate Services
FILE NO:	LS.05.3
DISCLOSURE OF INTERESTS:	Nil

This item is to be considered behind closed doors as per the *Local Government Act 1995*:

5.23. Meetings generally open to public

(2) *If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following —*

- (b) *the personal affairs of any person; and*
- (e) *a matter that if disclosed, would reveal —*
 - (iii) *information about the business, professional, commercial or financial affairs of a person, where the trade secret or information is held by, or is about, a person other than the local government; and*
- (f) *a matter that if disclosed, could be reasonably expected to —*
 - (i) *impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law*

(3) *A decision to close a meeting or part of a meeting and the reason for the decision are to be recorded in the minutes of the meeting.*

VOTING REQUIREMENT

Simple Majority

PURPOSE

To update Council in relation to the status of the Minor Case Claim lodged against the Shire in relation to information provided by the Shire to the Australian Taxation Office.

OFFICER'S RECOMMENDATION

That Council notes the outcome of the Minor Case Claim being:

- 1. that the Shire was not responsible for the costs claimed by the Claimant;**
- 2. there was no legal basis for the claim; and**
- 3. the case was dismissed.**

COUNCIL DECISION

Minute No: 11321

Moved: Cr S Cooke

Seconded: Cr B Robinson

That Council notes the outcome of the Minor Case Claim being:

- 1. that the Shire was not responsible for the costs claimed by the Claimant;**
- 2. there was no legal basis for the claim; and**
- 3. the case was dismissed.**

Carried 4/2

**For: Cr K Wright, Cr S Cooke, Cr B Robinson, Cr N Perry
Against: Cr D Spackman, Cr A Petherick**

COUNCIL DECISION

Minute No: 11322

Moved: Cr B Robinson

Seconded: Cr D Spackman

That Council move out from behind closed doors

Carried 6/0

Council moved out from behind closed doors at 8:10pm

Cr S Rushby returned to Council Chambers at 8:12pm along with members of the gallery.

All resolutions of items considered behind closed doors were read out to the members of the public.

18. CLOSURE

The Deputy Shire President declared the meeting closed at 8:20pm