

I hereby certify that the Minutes of the Ordinary Council Meeting held are a true and accurate record of the proceedings contained therein.

Commissioner

Date



SHIRE OF WYNDHAM | EAST KIMBERLEY

MINUTES ORDINARY COUNCIL MEETING

25 October 2016

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**SHIRE OF WYNDHAM EAST KIMBERLEY
ORDINARY COUNCIL MEETING MINUTES
KUNUNURRA COUNCIL CHAMBERS
HELD ON 25 OCTOBER 2016 AT 5:00PM**

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Commissioner declared the meeting open at 5:00pm.

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

ATTENDANCE

| | |
|-------------|---------------------------------------|
| R Yuryevich | Commissioner |
| C Askew | Chief Executive Officer |
| N Te Pohe | Director Corporate Services |
| D Klye | Director Infrastructure |
| J Ninnette | Acting Director Community Development |
| M Le Riche | Executive Assistant (Minute Taker) |

GALLERY

| | |
|--------------|----------------|
| R Bianco | SWEK |
| P Bawden | SWEK |
| S McLachlan | SWEK |
| L Hannagan | SWEK |
| D Aladin | |
| RB Dessert | |
| D Carter | |
| M Northover | |
| K Wright | |
| A Wedderburn | Ratepayer |
| P Kerp | SWEK |
| J Ellis | |
| R Storey | |
| L Pedler | President, RPA |
| E Lousick | SWEK |
| D Spackman | |
| S Becke | |

APOLOGIES

| | |
|-------|--------------------------------|
| L Gee | Director Community Development |
|-------|--------------------------------|

3. DECLARATION OF INTEREST

- Financial Interest
Nil
- Impartiality Interest
Nil
- Proximity Interest
Nil

The Commissioner read aloud the Shire disclaimer as printed in the Council Agenda for the benefit of the gallery:

Members of the Public are advised that recommendations to Council contained within this Agenda and decisions arising from the Council meeting can be subject to alteration.

Applicants and other interested parties should refrain from taking any action until such time as written advice is received confirming Council's decision with respect to any particular issue.

4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

5. PUBLIC QUESTION TIME

Danny Carter, 14 Nutwood Crescent, Kununurra

Question - Can the local council help in any way against stopping water fluoridation continuing in Kununurra

Commissioner – *As advised at our meeting yesterday, for the Council to have any support it would need to go to a poll as it affects all. It is a state issue I suggest you request the local member present the petition to parliament on your behalf, however, should that not be possible I would be happy to forward the petition on your behalf to parliament with a covering letter from myself as Commissioner of the Shire*

Allan Wedderburn, 10 Cycas Close, Kununurra

Question - Can the Council please confirm what further action is being taken to ensure Ingle Pty Ltd comply with their lease agreement dated 1 July 2015 for Reserve 41812 that was executed in October 2015 to ensure the public has access between 5am and 7pm as Ingle has ignored the Shires reminder letter sent April 2016.

Commissioner – *we will take the question on notice*

6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

7. PETITIONS

Nil

8. CONFIRMATION OF MINUTES

OFFICER'S RECOMMENDATION 1

That Council confirms the Minutes of the Ordinary Council Meeting held on 5 October 2016

COUNCIL DECISION

Minute No: 25/11/16-11518

Commissioner resolved:

That Council confirms the Minutes of the Ordinary Council Meeting held on 5 October 2016

Carried 1/0

OFFICER'S RECOMMENDATION 2

That Council confirms the Minutes of the Special Council Meeting held on 7 October 2016

COUNCIL DECISION

Minute No: 25/11/16-11519

Commissioner resolved:

That Council confirms the Minutes of the Special Council Meeting held on 7 October 2016

Carried 1/0

Note: The Minutes of the Council Meetings held on 5 and 7 October 2016 are provided under separate cover via www.swek.wa.gov.au

9. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

Nil

10. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

Nil

11. DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

Each year the Shire of Wyndham East Kimberley offer the opportunity for not-for-profit community, sporting, cultural, environmental, service groups and associations to apply for financial assistance. This funding enables these organisations to deliver high quality programs, community events, facilities and services that provide benefit to the community of the Shire of Wyndham East Kimberley.

In 2016/17, 14 applications were received requesting a total of \$367,000. Of these, nine were successful in receiving either part or full funding for a total contribution of \$87,250.

The successful applications were:

- Kimberley Action Sports Inc. \$5,000 for the 2017 Lake Argyle Adventure Race
- Lake Argyle Swim Inc \$10,000 for the 2017 Lake Argyle Swim
- Ord Valley Events \$20,000 for the 2017 Ord Valley Muster
- Wyndham Historical Society, \$10,000 for their Roof Restoration Project
- Wyndham Community Events \$10,000 for 2017 Stars on the Bastion
- Kununurra Water Ski Club, \$10,000 for the 2017 Dam to Dam
- Kununurra Motocross, \$8,000 for Spectator Shade Construction
- Kimberley Girl Guides, \$1,750 for 2017 State Award Ceremony Attendance
- East Kimberley Chamber of Commerce and Industry, \$12,500 for the 2017 East Kimberley Development Forum

Jackie Ellis received certificates from the Commissioner on behalf Kimberley Action Sports Inc and Lake Argyle Swim Inc.

12. REPORTS

12.1. MATTERS ARISING FROM COMMITTEES OF COUNCIL

Nil

12.2. CHIEF EXECUTIVE OFFICER

12.2.1. Standing Item - Outstanding Actions from Previous Council Resolutions

| | |
|---------------------------------|---|
| DATE: | 25 October 2016 |
| AUTHOR: | Debbie McCallum, Acting Executive Assistant |
| REPORTING OFFICER: | Carl Askew, Chief Executive Officer |
| DISCLOSURE OF INTERESTS: | Nil |

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council notes the report - Outstanding Actions from Council Resolutions.

COUNCIL DECISION

Minute No: 25/11/16-11520

Commissioner resolved:

That Council notes the report - Outstanding Actions from Council Resolutions.

Carried 1/0

PURPOSE

To report to the Council on the progress, and provide comment on outstanding actions from Council resolutions.

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

Not applicable as referenced in individual reports presented to the Council.

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 5 October OCM and 7 October SCM (Attachment 1). Attachment 2 summarises all other actions that are outstanding from previous Council resolutions.

ATTACHMENTS

Attachment 1 - Council Actions Register - September / October
Attachment 2 - Outstanding Actions from Previous Council Resolutions

| Meeting | Responsible Officer | Item | Resolution | Progress Comment | Date Actioned | Completed |
|-------------|---------------------|---|---|---|---------------|-------------|
| OCM 5/10/16 | Louise Gee | 12.3.2 Community Lease - Lake Kununurra Golf Club | <p>COUNCIL DECISION:</p> <p>Minute No: 5/10/16-11504</p> <p>Commissioner resolved that the matter of lease and licence for the Lake Kununurra Gold Club Inc. be referred to a future council meeting to allow for additional information to be provided.</p> | Additional follow up being conducted. | | In Progress |
| OCM 5/10/16 | Louise Gee | 12.3.3. Community Lease - Kununurra Neighbourhood House Inc | <p>Minute No: 5/10/16-11505</p> <p>Commissioner resolved:</p> <p>That Council authorise the Chief Executive Officer to:</p> <ol style="list-style-type: none"> 1. Offer Kununurra Neighbourhood House Inc. an Agreement for Lease for Lot 507, Chestnut Avenue Kununurra, for a period of two (2) years. 2. If the Condition Precedents required as outlined in clause 3.2 of the Agreement for Lease are met by the Lessee, offer Kununurra Neighbourhood House Inc. the 21 year lease for Lot 507, Chestnut Avenue Kununurra at the conclusion of the Agreement for Lease. <p>Carried 1/0</p> | Lawyers notified to finalise lease and Agreement for Lease documents. | | In Progress |

| Meeting | Responsible Officer | Item | Resolution | Progress Comment | Date Actioned | Completed |
|--------------|---------------------|-----------------------------------|--|--|---------------|-------------|
| 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. | The Claimant has filed a Notice of Discontinuance of Claim with the Court. | 26-Jun-15 | 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. | Report being prepared. | 24-Feb-16 | In progress |
| OCM 29/03/16 | David Klye | Airport Sculpture | That Council; 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. | The sculpture has been installed airside. The artist has been contacted with a request to supply the sign. | 26-May-16 | In progress |
| OCM 31/05/16 | David Klye | Weero Road Speed Limit Review | That Council request the CEO to contact Main Roads Western Australia seeking a change in road speed limits as follows: 1) Change the speed limit to 60 km/h for approximately the first 850 m of Weero Road from Victoria Highway; 2) Change the speed limit to 80 km/h for the remainder of the sealed section of Weero Road; 3) The unsealed section of Weero Road to remain unchanged at 110 km/h (drive as per the conditions of the road); 4) Change the speed limit to 80 km/h for Chamberlain Drive from Weero Road almost to the intersection of Berkeley Court; and 5) Change the speed limit to 60 km/h for the remainder of Chamberlain Drive, Pentecost Elbow, Berkeley Crescent and Drysdale Approach. | An order has been placed for the signs. Awaiting delivery. | 08-Jun-16 | In progress |
| OCM 28/06/16 | David Klye | Ivanhoe Crossing | That Council; 1. Request a regulatory review of the crossing by Main Roads Western Australia with a view to implementing; a. A speed limit of 10 km/h on the crossing, b. The Installation of "Give Way" signs on the crossing. c. Prohibition of stopping on the crossing other than for stopping at the passing bay to allow the passage of oncoming vehicles. 2. Notes that establishment of the speed limit referred to in the decision above may necessitate the establishment of step down limits on both sides of Ivanhoe Crossing. 3. Prohibit the use of the crossing by pedestrians. 4. Prohibit the public from alighting from vehicles on the crossing. 5. Designate Ivanhoe crossing as a single lane crossing. 6. Install signage advising of risks associated with, fast flowing water and strong currents, a slippery or slippery when wet road surface, unprotected edges and drop offs and to drive into the water slowly. 7. Erect appropriate signage to advise and manage the implementation of decisions 1, 3, 4, 5, 6 and 7 above including the meaning and use of the depth markers on the crossing, at an estimated cost of \$6,500 which shall be charged to the Ivanhoe Crossing Reconstruct account. 8. Notes that the additional signage referred to in decisions 1, 3, 4, 5, 6 and 7 above will cost an estimated \$6,500 which shall be funded from the 2015/16 forecast budget surplus. 9. Request the CEO to formally acknowledge and thank the representatives from Water Corporation, Department of Parks and Wildlife and Main Roads Western Australia for their attendance at the public forum and for assisting the Shire in its community consultation. | Awaiting Main Roads Western Australia response to a request for speed limit assessment of the crossing. Acknowledgement and thank you letters sent to representatives from Water Corporation, Department of Parks and Wildlife and Main Roads Western Australia for their attendance at the public forum and for assisting the Shire in its community consultation. | 29-Jun-16 | In progress |
| OCM 28/06/16 | David Klye | Disposal of Asset; Weed Harvester | That Council authorise the disposal of the Shire's Weed Harvester (Boat Licence C1471, Plant Number P485) by tender in accordance with the Local Government Act 1995 Section 3.58 with the funds going into the Foreshore Reserve. | Disposal documentation being prepared. Currently awaiting the outcome of an insurance claim for replacement of missing parts. | 29-Jun-16 | In progress |
| OCM 28/06/16 | David Klye | Roadwise | That Council; 1. Approve the installation of two (2) Headlights Save Lives signs on each of the following roads: <ul style="list-style-type: none">• Kalumburu Road,• Parry Creek Road, and• Duncan Road. 2. Note that the cost of the sign boards will be met by the Roadwise program. 3. Note that the cost of the posts, hardware, installation and ongoing maintenance of the signs will be funded by the Shire from the appropriate maintenance accounts. 4. Elects not to install Roadwise Entry signage at this time. | Roadwise coordinator notified of Council's decision. Awaiting delivery of signs for installation. | 29-Jun-16 | In progress |

| Meeting | Responsible Officer | Item | Resolution | Progress Comment | Date Actioned | Completed |
|--------------|---------------------|---|--|---|---------------|-------------|
| OCM 26/07/16 | David Klye | Directional Signage | <p>That Council;</p> <ol style="list-style-type: none"> 1. Establish and maintain a business directional signage register to; <ul style="list-style-type: none"> • ensure that business directional signage is up to date and accurate. • ensure that business directional signage is maintained in an acceptable and safe condition in accordance with the Shire's policy CP/OPS-3655 Directional Signage. 2. In accordance with section 6.19 of the Local Government Act 1995, give local public notice of its intention to apply a fee to process an application, purchase and install business directional signage. 3. In accordance with section 6.16 of the Local Government Act 1995, apply an annual fee to cover the cost of managing signage and maintaining the business directional signage register; <ul style="list-style-type: none"> • The annual fee to cover the cost of managing signage and maintaining the register shall be included in the Shire's 2016/17 Fees and Charges schedule at \$85.00 per annum per sign. 4. Note that the fee to process an application, purchase and install directional signage is identified in the Shire's 2016/17 Fees and Charges schedule as a "Full Cost Recovery" item. 5. Accept existing business directional signs onto the business directional signage register and accept an annual fee for the signage. | Establishment of database commenced | 15-Aug-16 | In progress |
| OCM 30/08/16 | David Klye | East Kimberley Regional Airport - Runway Extension Prefeasibility Study | <p>That Council:</p> <ol style="list-style-type: none"> 1. Requests the CEO, or their delegate to include the appropriate revisions required to the Business Case and Prefeasibility Study dated August 2016 to incorporate the provision of lighting to Taxiway B including the associated financial implications. 2. Endorses the Business Case and Prefeasibility Study dated August 2016 and therefore the extension of East Kimberley Regional Airport Runway 12/30 project in accordance with the recommended Option 4 contained in this Study subject to Part 1 of this resolution being finalised, noting in particular that Option 4 contains the following: <ol style="list-style-type: none"> a. Western End extension - 540m pavement extension b. Eastern End extension - 61m pavement extension c. Total new 12/30 Runway length - 2430m d. Runway width - 30m e. runway shoulders - 3m each side f. runway strip width - 300m (150m without land acquisition) g. Taxiway width - 15m 3. Provides an in-principle commitment of \$1 million from the Airport Reserve and requests the CEO, or their delegate to pursue external funding opportunities with other levels of government and the private sector. 4. Request the CEO to initiate discussions with the landholders of Lot 876 on Plan 28266 and Lot 1 on Plan 41419 for the acquisition of the required land to the north east and north west of the Airport Runway that will improve operations. | Resolution parts two and three do not require action. Resolution part 1 is complete. Resolution and 4 has not been commenced. | 08-Sep-16 | In progress |

12.2.2. Standing Item - Use of the Common Seal

| | |
|---------------------------------|---|
| DATE: | 25 October 2016 |
| AUTHOR: | Debbie McCallum, Acting Executive Assistant |
| RESPONSIBLE OFFICER: | Carl Askew, Chief Executive Officer |
| DISCLOSURE OF INTERESTS: | Nil |

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council receives the report on the application of the Shire of Wyndham East Kimberley Common Seal for the period 27 September to 20 October 2016.

COUNCIL DECISION

Minute No: 25/11/16-11521

Commissioner resolved:

That Council receives the report on the application of the Shire of Wyndham East Kimberley Common Seal for the period 27 September to 20 October 2016.

Carried 1/0

PURPOSE

For Council to receive this report on the application of the Shire of East Kimberley Common Seal for the period 27 September to 20 October 2016.

NATURE OF COUNCIL'S ROLE IN THE MATTER

Regulator - enforce state legislation and local laws

STATUTORY IMPLICATIONS

Local Government Act 1995

9.49A. Execution of documents

- (1) A document is duly executed by a local government if —
 - (a) the common seal of the local government is affixed to it in accordance with subsections (2) and (3); or*
 - (b) it is signed on behalf of the local government by a person or persons authorised under subsection (4) to do so.**
- (2) The common seal of a local government is not to be affixed to any document except as authorised by the local government.*
- (3) The common seal of the local government is to be affixed to a document in the presence of —
 - (a) the mayor or president; and*
 - (b) the chief executive officer or a senior employee authorised by the chief executive officer, each of whom is to sign the document to attest that the common seal was so affixed.**
- (4) A local government may, by resolution, authorise the chief executive officer, another employee or an agent of the local government to sign documents on behalf of the local government, either generally or subject to conditions or restrictions specified in the authorisation.*
- (5) A document executed by a person under an authority under subsection (4) is not to be regarded as a deed unless the person executes it as a deed and is permitted to do so by the authorisation.*
- (6) A document purporting to be executed in accordance with this section is to be presumed to be duly executed unless the contrary is shown.*
- (7) When a document is produced bearing a seal purporting to be the common seal of the local government, it is to be presumed that the seal is the common seal of the local government unless the contrary is shown.*

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

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

| Date of Use | Document |
|--------------------|--|
| 07/10/16 | Sublease of Wyndham Childcare Centre - Lot 826 (No. 44) Koolama Street, Wyndham |
| 07/10/16 | Sublease of Wyndham Childcare Centre: Lot 827 (No. 46) Koolama Street, Wyndham |
| 07/10/16 | Deed of Variation to Lease – Wyndham Childcare Centre: Lot 826 (No. 44) & Lot 827 (No. 46) Koolama Street, Wyndham |

ATTACHMENTS

Nil

12.2.3. 2017 Ordinary Council Meeting Dates

| | |
|---------------------------------|-------------------------------------|
| DATE: | 25 October 2016 |
| AUTHOR: | Senior Governance and Risk Officer |
| RESPONSIBLE OFFICER: | Carl Askew, Chief Executive Officer |
| DISCLOSURE OF INTERESTS: | Nil |

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council adopt the proposed meeting dates/times and locations for 2017:

| Month | Ordinary Council Meeting | Location of OCM |
|--------------|---------------------------------|------------------------|
| January | 24 January | Kununurra |
| February | 28 February | Wyndham |
| March | 28 March | Kununurra |
| April | 26 April | Kununurra |
| May | 23 May | Wyndham |
| June | 27 June | Kununurra |
| July | 25 July | Kununurra |
| August | 22 August | Wyndham |
| September | 26 September | Kununurra |
| October | 24 October | Kununurra |
| November | 28 November | Wyndham |
| December | 19 December | Kununurra |

Note: All meetings will commence at 5.00pm.

COUNCIL DECISION

Minute No: 25/11/16-11522

Commissioner resolved:

That Council adopt the proposed meeting dates/times and locations for 2017:

| Month | Ordinary Council Meeting | Location of OCM |
|-----------|--------------------------|-----------------|
| January | 24 January | Kununurra |
| February | 28 February | Wyndham |
| March | 28 March | Kununurra |
| April | 26 April | Kununurra |
| May | 23 May | Wyndham |
| June | 20 June | Kununurra |
| July | 18 July | Kununurra |
| August | 22 August | Wyndham |
| September | 26 September | Kununurra |
| October* | 22 October – SCM* | Kununurra* |
| October | 31 October | Kununurra |
| November | 28 November | Wyndham |
| December | 19 December | Kununurra |

Note: All meetings will commence at 5.00pm.

* Note: Special Council Meeting following Council Elections on Saturday 21 October 2017 to swear in new Council.

Carried 1/0

REASON FOR VARYING OFFICER'S RECOMMENDATION

To allow for commitments of the Commissioner and the swearing in of the new Council.

PURPOSE

For Council to consider the 2017 Ordinary Council Meeting dates, times and locations.

NATURE OF COUNCIL'S ROLE IN THE MATTER

Leader - plan and provide direction through policy and practices

BACKGROUND/ PREVIOUS CONSIDERATIONS BY COUNCIL/ COMMITTEE

At the October 2015 Ordinary Council Meeting, Council resolved unanimously (Minute No. 11150) to accept the following dates, time and locations for Councillor Briefing Sessions and Ordinary Council Meetings for 2016.

All meetings/sessions will commence at 5.00pm.

| Month | Briefing Session | Ordinary Council Meeting | Location of OCM (all Briefing Sessions to be held in Kununurra) |
|--------------|-------------------------|---------------------------------|--|
| January | No briefing | 27 January | Kununurra |
| February | 9 February | 23 February | Wyndham |
| March | 8 March | 29 March | Kununurra |
| April | 12 April | 26 April | Kununurra |
| May | 10 May | 31 May | Wyndham |
| June | 14 June | 28 June | Kununurra |
| July | 12 July | 26 July | Kununurra |
| August | 9 August | 30 August | Wyndham |
| September | 13 September | 27 September | Kununurra |
| October | 11 October | 25 October | Kununurra |
| November | 8 November | 29 November | Wyndham |
| December | 13 December | 20 December | Kununurra |

The Audit (Finance & Risk) Committee meetings will be advised separately.

STATUTORY IMPLICATIONS

In accordance with the *Local Government Act 1995*:

5.3. Ordinary and special council meetings

(1) A Council is to hold Ordinary Meetings and may hold special meetings

(2) Ordinary meetings are to be held not more than three months apart.

5.5. Convening council meetings

(1) The CEO is to convene an ordinary meeting by giving each Council member at least 72 hours notice of the date, time and place of the meeting and an agenda for the meeting

In accordance with the *Local Government (Administration) Regulations 1996, Section 2*:

12 Meetings, public notice of

(1) At least once each year a local government is to give local public notice of the dates on which and the time and place at which —

(a) the ordinary council meetings;

are to be held in the next 12 months.

POLICY IMPLICATIONS

Council Policy CP/CNC-3140 Council Briefing Sessions

FINANCIAL IMPLICATIONS

Minor expenditure will be incurred to ensure the appropriate statutory advertising occurs. This is provided for in the 2016/17 Annual Budget.

STRATEGIC IMPLICATIONS

Strategic Community Plan 2012-2022

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

Objective 1.4: Business innovation, efficiency and improved services

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

RISK IMPLICATIONS

Nil.

COMMUNITY ENGAGEMENT

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

Local public notice of the Ordinary Council Meeting dates, times and locations will be given in accordance with the legislative requirements.

COMMENTS

The proposed schedule has taken into account the following events:

- Meetings are generally on the fourth (4th) Tuesday of the month
- Easter 14 - 17 April 2017
- Ord Valley Muster 19 – 28 May 2017
- Local Government Week – usually first week of August (dates have not been confirmed)
- WA Public Holidays.

The proposed meeting dates/times and locations for the 2017 Audit (Finance & Risk) Committee will be considered by the Committee at the 8 November 2016 meeting and will take into consideration the adopted Ordinary Council Meeting dates, times and locations for 2017.

Regular Briefing Sessions will continue during the period Commissioner Yuryevich is in place (28 September 2016 - 21 October 2017, the dates and times of which will be agreed between the Commissioner and the CEO.

ATTACHMENTS

Attachment 1 - CP/CNC-3140 Council Briefing Sessions



| | | |
|-----------------------------------|--|----------------------|
| POLICY NO | CP/CNC-3140 | |
| POLICY | Council Briefing Sessions | |
| RESPONSIBLE DIRECTORATE | Governance | |
| RESPONSIBLE OFFICER | Chief Executive Officer | |
| COUNCIL ADOPTION | Date: 27/10/15 | Resolution No: 11150 |
| REVIEWED/MODIFIED | Date: | Resolution No: |
| | Date: | Resolution No: |
| REVIEW DUE | Date: October 2017 | |
| LEGISLATION | <i>Local Government Act 1995, Part 5</i> | |
| RELATED POLICIES | Nil | |
| RELATED ORGANISATIONAL DIRECTIVES | Councillor Induction Package | |

PURPOSE:

The purpose of this policy is to provide a clear process for the operation of Council Briefing Sessions.

POLICY STATEMENTS:

1. Council holds monthly Briefing Sessions between Elected Members and staff, on the second Tuesday of each month.
2. Council Briefing Sessions are closed to the public, so as to facilitate full disclosure and build trust between the Elected Members and between Elected Members and staff.
3. Other parties may attend the meeting to make a presentation if approved by the Chief Executive Officer or Shire President and included on the agenda.
4. The purpose of Council Briefing Sessions are to:
 - a. Provide an informal exchange of information between Elected members and staff on issues.
 - b. Enable Elected Members to receive information in advance of the Council meetings, and thereby to assist Elected Members make informed decisions related to that information at subsequent Council meetings.
 - c. To enable Elected Members to inform themselves before having to make decisions on issues.
 - d. To facilitate strategic considerations of issue in advance.
5. Staff will prepare Agenda's for Council Briefing Sessions.
6. Elected Members are encouraged to submit agenda items and details related to those items to the Chief Executive Officer at least 10 working days before the Council Briefing Session for it to be included on the agenda.
7. The Shire President, Deputy Shire President and Chief Executive Officer will jointly review submitted agenda items from Elected Members and will determine if it is to be included or not on the agenda.

8. Council Briefing Session Agenda's will be distributed by close of business on the Friday before the meeting day.
9. No delegated authority from Council exists at the Council Briefing Sessions.
10. Standing Orders of Council do not apply at Briefing Sessions.
11. The Shire President, Deputy President or nominated delegate will chair Council Briefing Sessions. All discussion and questions are to be directed through the Chair.
12. No debate or vigorous discussion between Elected Members that could be interpreted as debate is to be conducted.
13. No decisions or implied decisions that bind the Local Government are to be made.
14. Elected Members and staff will be respectful of each other and not interrupt the speaker.
15. Elected Members and staff will make written declarations of interest in any matters being discussed and the Chief Executive Officer will keep records of these declarations. Where a financial interest is declared, the Elected Member will depart the Session and not take part in any discussion relating to the matter.

EXPLANATORY NOTES:

This policy ensures that Council meets the requirements of accountability, openness and transparency, probity and integrity, authority for the chair and meeting notification.

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.

12.2.4. Committee Representation

| | |
|---------------------------------|----------------------------------|
| DATE: | 25 October 2016 |
| AUTHOR: | Senior Governance & Risk Officer |
| RESPONSIBLE OFFICER: | Chief Executive Officer |
| FILE NO: | GN.07.5 |
| DISCLOSURE OF INTERESTS: | N/A |

VOTING REQUIREMENT

Absolute Majority

OFFICER'S RECOMMENDATION

That Council endorses the following representation on Committees:

Audit (Finance and Risk) Committee

Representative - Commissioner

Proxy - Nil

CEO Review and Selection Panel

Representative - Commissioner

Proxy - Nil

Local Emergency Management Committee (LEMC)

Representative - Director Infrastructure

Proxy - Senior Ranger & Emergency Services Coordinator

Bush Fire Advisory Committee (BFAC)

Representative - Director Infrastructure

Representative - Senior Ranger & Emergency Services Coordinator

Proxy - Nil

Development Assessment Panels

Representative - Commissioner

Proxy - Nil

WALGA Kimberley Zone / Regional Collaborative Group

Representative - Commissioner

Representative - Chief Executive Officer

Proxy - Nil

Kimberley Regional Road Group
Representative - Director Infrastructure
Proxy - Manager Engineering Services

North Kimberley Land Care District Council (LCDC)
Representative - Director Infrastructure
Proxy - Manager Engineering Services

Kununurra Community Library
Representative - Director Community Development
Proxy - Manager Community Services

Community and Civic Events
Representative - Commissioner
Representative - Chief Executive Officer
Proxy - Nil

Disability Access and Inclusion Planning
Representative - Commissioner
Representative - Director Community Development
Proxy - Manager Community Services

SWEK Roadwise Committee
Representative - Director Infrastructure
Proxy - Manager Engineering Services

Kununurra Visitor Centre
Representative - Nil
Proxy - Nil
No attendance - grant funding provided

Kununurra and Wyndham Alcohol Accord
Representative - Commissioner
Representative - Director Community Development
Proxy - Manager Community Services

Community Resource Centre
Representative - Nil
Proxy - Nil

Lake Kununurra Foreshore Reference Committee
Representative - Commissioner
Representative - Director Community Development
Proxy - Senior Planning Officer

East Kimberley Marketing Group
Representative - Chief Executive Officer
Proxy - Nil

Australian Airports Association (AAA)
Representative - Commissioner
Proxy - Manager East Kimberley Regional Airport

Ord Valley Events Board
Representative - Nil
Proxy - Nil
No attendance - grant funding provided

COUNCIL DECISION

Minute No: 25/11/16-11523

Commissioner resolved:

That Council endorses the following representation on Committees:

Audit (Finance and Risk) Committee
Representative - Commissioner
Proxy - Nil

CEO Review and Selection Panel
Representative - Commissioner
Proxy - Nil

Local Emergency Management Committee (LEMC)
Representative - Director Infrastructure
Proxy - Senior Ranger & Emergency Services Coordinator

Bush Fire Advisory Committee (BFAC)
Representative - Director Infrastructure
Representative - Senior Ranger & Emergency Services Coordinator
Proxy - Nil

Development Assessment Panels
Representative - Commissioner
Proxy - Nil

WALGA Kimberley Zone / Regional Collaborative Group
Representative - Commissioner
Representative - Chief Executive Officer
Proxy - Nil

Kimberley Regional Road Group
Representative - Director Infrastructure
Proxy - Manager Engineering Services

North Kimberley Land Care District Council (LCDC)
Representative - Director Infrastructure
Proxy - Manager Engineering Services

Kununurra Community Library
Representative - Director Community Development
Proxy - Manager Community Services

Community and Civic Events
Representative - Commissioner
Representative - Chief Executive Officer
Proxy - Nil

Disability Access and Inclusion Planning
Representative - Commissioner
Representative - Director Community Development
Proxy - Manager Community Services

SWEK Roadwise Committee
Representative - Director Infrastructure
Proxy - Manager Engineering Services

Kununurra Visitor Centre
Representative - Nil
Proxy - Nil
No attendance - grant funding provided

Kununurra and Wyndham Alcohol Accord
Representative - Commissioner
Representative - Director Community Development
Proxy - Manager Community Services

Community Resource Centre
Representative - Nil
Proxy - Nil

Lake Kununurra Foreshore Reference Committee
Representative - Commissioner
Representative - Director Community Development
Proxy - Senior Planning Officer

East Kimberley Marketing Group
Representative - Chief Executive Officer
Proxy - Nil

Australian Airports Association (AAA)
Representative - Commissioner
Proxy - Manager East Kimberley Regional Airport

Ord Valley Events Board
Representative - Nil
Proxy - Nil
No attendance - grant funding provided

Carried 1/0

PURPOSE

The purpose of this report is for Council to consider its delegates and representatives to various committees of Council as well as representation on external committees.

NATURE OF COUNCIL'S ROLE IN THE MATTER

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

BACKGROUND/ PREVIOUS CONSIDERATIONS BY COUNCIL/ COMMITTEE

Council is involved with 17 committees, some of which are statutory requirements, others are in-house and assist with the decision-making of Council and other committees relate to external stakeholders.

In accordance with the *Local Government Act 1995*;

- The Shire President is entitled to be a member of any Council appointed committee.
- Each committee must be comprised of at least three elected members and can consist of as many as nine elected members (i.e. the Council).
- In terms of meeting efficiency and effectiveness, previous committee numbers have been 3 (CEO Review Panel) and 5 (Audit) elected members. By convention, *at least one* deputy member *should* be appointed to assist each committee so that quorums can be easily maintained.
- These arrangements can be changed at any time by absolute majority decision – subject to the requirements of the *Local Government Act 1995*.
- Advice from the Department of Local Government and Communities is that in circumstances when a Commissioner has been appointed the Commissioner acts as the Council and as such can represent Council on any or all Committees and the requirement for 3 members is not required.

Committee Information:

LEGISLATED

Audit (Finance and Risk) Committee

s7.1A (1) of the *Local Government Act* stipulates that a local government is to establish an audit committee of three or more persons to exercise the powers and discharge the duties conferred on it.

s7.1A (2) of the *Local Government Act* stipulates that the members of the audit committee of a local government are to be appointed by the local government and at least three of the members, and a majority of the members, are to be Council members.

S7.1A (3) and (4) stipulates that the Audit (Finance and Risk) Committee is primarily responsible for the overview of the financial and risk management of the Council.

| | | |
|-------------------------|---|-----------------------------|
| Number of Councillors | - | 5 |
| Frequency of meetings | - | Quarterly |
| Location of meetings | - | Kununurra |
| Responsible officer | - | Director Corporate Services |
| Committee administrator | - | SWEK |

CEO Review and Selection Panel

The CEO is employed by the Council and the performance of the CEO is to be reviewed at least once in relation to every year of employment. Division 4 of the *Local Government Act 1995* s5.36 gives guidance to Councillors on the employment of a CEO and s5.38 indicates that an annual review must take place.

| | | |
|-------------------------|---|------------------------------------|
| Number of Councillors | - | 3 |
| Frequency of meetings | - | As required (at least once a year) |
| Location of meetings | - | Kununurra |
| Responsible officer | - | Chief Executive Officer |
| Committee administrator | - | SWEK |

Local Emergency Management Committee (LEMC)

The LEMC is established by the respective local government and operates under the provision of the *Emergency Management Act 2005* to plan on behalf of the community. This is a representative committee to provide a network of skills, knowledge and advice to assist the local government in ensuring that the local emergency management arrangements are established for its area.

The LEMC is not an operational response committee and is often confused with the functions of an Incident Management Group or at a larger emergency, the operations Area Management Group. Members of the LEMC may well be involved with the operational management of an incident as a member of the Incident Management Group or the Local Recovery Coordinating Committee due to the roles they hold in their parent agency. Local government has an important part to play in that it has a legislative responsibility to prepare, plan and have linking arrangements with the appointed agencies.

| | | |
|-------------------------|---|---|
| Number of Councillors | - | 1 |
| Frequency of meetings | - | Quarterly and as required during times of emergency |
| Location of meetings | - | Alternates between Wyndham and Kununurra |
| Responsible officer | - | Director of Infrastructure (Chairperson) |
| Committee administrator | - | SWEK |

Bush Fire Advisory Committee (BFAC)

The function of the Bush Fire Advisory Committee (BFAC) is to provide support and guidance to Bush Fire Brigades in the Shire. It does this in collaboration with DFES and the Department of Parks & Wildlife. The BFAC meets to discuss operational and command and control issues, advise on matters relating to prosecutions under the *Bush Fires Act 1954*, and generally ensure coordination and cooperation between the brigades, agencies and the Shire in relation to the preparation of firebreaks and other preventative measures, and in the preparedness of each organisation to deal with bush fire incidents.

Chief Bush Fire Control Officer - DFES

Other members include Department of Parks and Wildlife and each of the Captains from the Crossing Falls, Ivanhoe and Packsaddle brigades.

| | | |
|-------------------------|---|---------------------------------------|
| Number of Councillors | - | 2 |
| Frequency of meetings | - | Bi-monthly |
| Location of meetings | - | Kununurra |
| Responsible officer | - | Director Infrastructure (Chairperson) |
| Committee administrator | - | SWEK |

Development Assessment Panels (DAP's)

Council is obliged to nominate members and alternate members for the Kimberley/Pilbara/Gascoyne (Northern) Joint Development Assessment Panel (DAP). The Northern DAP was established in line with Part 11A of the *Planning and Development Act 2005*, and administered under the Planning and Development (Development Assessment Panels) Regulations 2011. Its principal purpose is to deal with major planning proposals - all proposals valued over \$7 million, and subject to the applicant nominating (i.e. a voluntary application), optional proposals valued over \$3 million. The DAP only becomes operational once an application has been lodged. All current representatives were appointed in July 2015 by the Minister for Planning. These appointments expire on 26 April 2017, however with the results of the recent election, 1 position for proxy needs to be filled and the remaining 3 positions are to be confirmed.

| | | |
|-------------------------|---|--------------------------------|
| Number of Councillors | - | 2 |
| Number of proxies | - | 2 |
| Frequency of meetings | - | As required |
| Location of meetings | - | Kununurra |
| Responsible officer | - | Director Community Development |
| Committee administrator | - | Department of Planning |

REGIONAL REPRESENTATION

WALGA Kimberley Zone

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.

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 roles/functions of a Zone are primarily as follows:

- select a State Council representative;
- consider the State Council agenda;
- provide direction/feedback to their State Councillor;
- develop/advocate positions on regional issues affecting Local Government;
- progress regional Local Government initiatives;
- identify relevant issues for action by WALGA;
- networking and sharing information; and
- contributing to policy development through Policy Units and Policy Forums.

Zones:

- have an integral role in shaping the political and strategic direction of Local Government as a tier of government;
- are responsible for bringing relevant local and regional issues to the State decision making table;
- are a key player in developing policy and legislative initiatives for Local Government; and
- have direct relationships with the State Council of the Association, Policy Units and Policy Forums and the Secretariat of the Association.

Every Zone has at least one representative on State Council (the Kimberley Zone has 2 – the Zone Chair who is also the State Council representative and the Deputy Zone Chair who is the Deputy State Council Representative). Each representative is primarily responsible for ensuring that the Association is governed in the best interests of all member Local Governments. Representatives are also required to advocate the viewpoints and interests of their Zone on issues under consideration by State Council.

Regional Collaborative Group (RCG)

In September 2010 as part of the Western Australian State Government's Local Government reform agenda, the four Kimberley Shires (Shire of Wyndham/East Kimberley, Shire of Halls Creek, Shire of Broome and the Shire of Derby/West Kimberley) formed the Kimberley Regional Collaborative Group (RCG), formalised with the signing of an agreement with the State Government. The Group was formed with a view to adopting a regional approach to strategic and community planning and facilitating the harmonisation of core functions and services across participating local governments.

The RCG was due to terminate on the 30 June 2015. In preparation of this, the Kimberley Shires formed a Kimberley Regional Group (KRG) for the purpose of governing and undertaking shared regional initiatives. The KRG has a Kimberley Local Government Governance Agreement between the four Kimberley Shires, which provides the legal framework for the establishment, membership and operation of the Kimberley Regional Group. This agreement was signed on 24 February 2014 and will expire in 4 years. Under the RCG, the Department of Local Government and Communities tasked the group with developing and implementing a Kimberley Strategic Community Plan and Kimberley Regional Business Plan. The contents of the Kimberley Strategic Community Plan 2014-2024 and Kimberley Regional Business Plan 2014-2018 include but are not limited to the following:

Community and Strategic Plan:

- social economic and environmental planning processes including consultation and priority assessment
- demonstration of productivity and service improvements
- Infrastructure renewal schedule for a minimum of 4 years
- new infrastructure schedule for a minimum of 4 years
- Financial information including capital works budget, borrowings, other funding received and the rationale for using Country Local Government Fund funding
- maintenance schedule for renewal/proposed assets
- evaluation and review processes
- conduct due diligence of each participant's' financial assets and liabilities, contracts, leases and other legal agreements

Infrastructure System Improvements:

- IT systems
- record management systems
- archive facilities
- libraries community facilities
- depots
- financial systems
- asset management systems
- data systems
- human resources management systems
- communications

The RCG and Kimberley Zone meetings are held at the same time and the committee representatives are the same. Travel is required to each of the zones for the quarterly meetings as well as to Darwin and Perth for conferences at least once a year.

| | | |
|-------------------------|---|--|
| Number of Councillors | - | 2 |
| Number of proxies | - | 2 |
| Frequency of meetings | - | Quarterly |
| Meeting location | - | Alternates between zone locations |
| Responsible officer | - | Chief Executive Officer |
| Committee administrator | - | Zone secretariat (currently Derby/West Kimberley(transferred at the December 2015 meeting)) |

Kimberley Regional Road Group

Is a regional grouping of the Shires of Broome, Wyndham East Kimberley, Halls Creek and Derby-West Kimberley to work on regional road issues. Funding is made from the state Government towards regionally significant projects which Councils must make submissions for funding. Funding submissions cover Black Spot funding, Aboriginal Access Roads funding, direct funding towards administrative costs and Regional Projects funding.

| | | |
|---------------------------|---|---------------------------------|
| Councillor representation | - | 1 |
| Number of proxies | - | 1 |
| Frequency of meetings | - | Bi-annually |
| Meeting location | - | Rotated through Shire locations |
| Responsible officer | - | Director Infrastructure |
| Committee administrator | - | Main Roads WA |

North Kimberley Land Care District Council (LCDC)

Land Conservation District Committees (LCDCs) are statutory bodies formed under section 23 of the *Soil and Land Conservation Act 1945*. LCDCs operate within land conservation districts defined by an Order of the Governor in Council on the advice of the Minister for Agriculture and Food. Since LCDCs were first established in 1982, their roles and functions have evolved with some becoming incorporated groups focusing on issues wider than land degradation and soil conservation. Others have maintained their strong traditional land care focus.

| | | |
|-------------------------|---|------------------------------------|
| Number of Councillors | - | 1 |
| Frequency of meetings | - | Bi-annually |
| Location of meetings | - | Kununurra |
| Responsible officer | - | Director Infrastructure |
| Committee administrator | - | Department of Agriculture and Food |

LOCAL REPRESENTATION

Kununurra Community Library

The Kununurra Community Library Committee facilitates the management and control of the library in accordance with the requirements of the Minister for Education and the Shire.

| | | |
|-------------------------|---|--------------------------------|
| Number of Councillors | - | 1 |
| Frequency of meetings | - | Quarterly |
| Location of meetings | - | Kununurra |
| Responsible officer | - | Director Community Development |
| Committee administrator | - | SWEK |

Community and Civic Events

The Community and Civic Events Committee has the role of overseeing Shire community and civic events within the municipality such as Australia Day and Australian Citizenship ceremonies. There are several other significant events that occur in the Shire such as the Ord Valley Muster, Stars on the Bastion and Anzac Day that may require council support or may have community and civic impacts. It is recommended that there be three Councillors on this committee, comprising of the Shire President, as well as both Wyndham and Kununurra representatives.

| | | |
|-------------------------|---|-------------------------|
| Number of Councillors | - | 3 |
| Frequency of meetings | - | As required |
| Location of meetings | - | Kununurra |
| Responsible officer | - | Chief Executive Officer |
| Committee administrator | - | SWEK |

Disability Access and Inclusion Planning

Under the Disability Services Act 1993 the Shire must have and maintain a Disability Access and Inclusion Plan. The objective of the Committee is to oversee and advise on the implementation, review and evaluation of this plan. The committee meets annually to conduct this internal evaluation. The Plan must be formally reviewed and revised every five years with the most recent review taking place in 2014.

| | | |
|-------------------------|---|--------------------------------|
| Number of Councillors | - | 2 |
| Frequency of meetings | - | Annually |
| Location of meetings | - | Kununurra |
| Responsible officer | - | Director Community Development |
| Committee administrator | - | SWEK |

SWEK RoadWise Committee

The WALGA RoadWise Program supports Local Governments, community groups, private businesses and individuals to become involved in local road safety issues. RoadWise achieves this by supporting local road safety committees, providing access to resources and training, and increasing knowledge, which all contribute to building the capacity of local committees to make an effective contribution to improving road safety in their own areas.

| | | |
|-------------------------|---|-------------------------|
| Number of Councillors | - | 2 |
| Proxy | - | 1 |
| Frequency of meetings | - | Quarterly |
| Location of meetings | - | Kununurra |
| Responsible officer | - | Director Infrastructure |
| Committee administrator | - | WALGA RoadWise |

Kununurra Visitor Centre

Tourism is a major economic sector for the Shire and it is important that Council understands the needs and requirements of the sector that impact many areas of Council's work. Council provides ongoing direct financial support to the Visitor Centre and SWEK is also the owner of Tourism House and therefore has a financial interest in the building.

| | | |
|-------------------------|---|--------------------------|
| Number of Councillors | - | 1 |
| Frequency of meetings | - | Monthly |
| Location of meetings | - | Kununurra |
| Responsible officer | - | Chief Executive Officer |
| Committee administrator | - | Kununurra Visitor Centre |

Kununurra and Wyndham Alcohol Accord

The Kununurra and Wyndham Alcohol Accord is a voluntary group comprising representatives from Industry, Local and State Government and WA Police. The Accord's aim is to address issues associated with the sale and consumption of alcohol. Over the last couple of years the Accord's primary focus has been in relation to liquor restrictions and the installation of a Take Away Management System (TAMS).

| | | |
|-------------------------|---|--------------------------------------|
| Number of Councillors | - | 2 |
| Frequency of meetings | - | Bi-monthly |
| Location of meetings | - | Kununurra |
| Responsible officer | - | Director Community Development |
| Committee administrator | - | Kununurra and Wyndham Alcohol Accord |

Kununurra Community Resource Centre

The Kununurra Community Resource Centre was established in 1992 to service the community of Kununurra. The Centre provides a number of services to the Kununurra community and the WA Community Resource Network (WACRN) across the state, ranging from training and support to Women's Health and Family services, to Video Conferencing and support for other not for profit and community groups in our community.

| | | |
|-------------------------|---|--------------------------------|
| Number of Councillors | - | 1 |
| Frequency of meetings | - | Monthly |
| Location of meetings | - | Kununurra |
| Responsible officer | - | Director Community Development |
| Committee administrator | - | Community Resource Centre |

Lake Kununurra Foreshore Reference Committee

The Lake Kununurra Foreshore Reference Committee was endorsed at the 21 February 2012 Ordinary Council Meeting. The purpose of the committee is to implement the Lake Kununurra Foreshore and Aquatic Use Plan (adopted by Council on 16 August 2011) to ensure a coordinated approach to the management of Lake Kununurra and its foreshore.

| | | |
|-------------------------|---|--------------------------------|
| Number of Councillors | - | 2 |
| Frequency of meetings | - | Quarterly |
| Location of meetings | - | Kununurra |
| Responsible officer | - | Director Community Development |
| Committee administrator | - | SWEK |

East Kimberley Marketing Group

The East Kimberley Marketing Group was formed as a result of industry forums held in Kununurra during late 2013 and early 2014 when tourism operators came together to try and work out the best way of giving tourism a boost in the region. The East Kimberley Marketing Group's focus is on delivering actions aligned with the SWEK East Kimberley Tourism Action Plan 2022 and more specifically Part B – Operational Marketing Plan.

| | | |
|-------------------------|---|--------------------------------|
| Number of Councillors | - | 1 |
| Frequency of meetings | - | Monthly |
| Location of meetings | - | Kununurra |
| Responsible officer | - | Chief Executive Officer |
| Committee administrator | - | East Kimberley Marketing Group |

OFFICER REPRESENTATION

Australian Airport Association (AAA)

The AAA is the national voice that represents the interests of over 250 airports and aerodromes Australia wide - from the local country community landing strip to major international gateway airports. Airport members represent vital infrastructure crucial to the communities in which they operate and for the overall national economy.

The AAA facilitates cooperation among airport members and their many and varied partners in Australian aviation, whilst contributing to an air transport system that is safe, secure, environmentally responsible and efficient for the benefit of all Australians and visitors.

| | | |
|-----------------------|---|--|
| Officer | - | Director Infrastructure |
| Frequency of meetings | - | Annual |
| Location of meetings | - | Various locations throughout Australia |
| Responsible officer | - | Chief Executive Officer |

Ord Valley Events Board

The Ord Valley Muster highlights the East Kimberley's extraordinary cultural diversity, stunning primeval landscape and warm country hospitality. It is an all embracing community celebration of the talent found in the East Kimberley region, while showcasing some nationally and internationally acclaimed musicians and culinary personalities.

The Ord Valley Events Board is made up of 10 local members who represent the wider community and work with Mellen Events to bring this 10 day event to Kununurra. The Board aims to engage the community through sponsorship, volunteering, attendance and feedback/suggestions for over 30 events that take place throughout the Muster. Council provides ongoing direct financial support to the Event.

The Boards objectives are to:

- Bring the tourism season forward (extending) to May each year
- Run a community event by the community for the community
- Showcase what the area has to offer both nationally and internationally

A SWEK representative is invited to join the Ord Valley Events Board to ensure a strong relationship between the Ord Valley Muster Board and the Shire of Wyndham East Kimberley is maintained.

| | | |
|-------------------------|---|-------------------------|
| Officer | - | Chief Executive Officer |
| Frequency of meetings | - | Monthly |
| Location of meetings | - | Kununurra |
| Responsible officer | - | Chief Executive Officer |
| Committee administrator | - | Ord Valley Muster Board |

STATUTORY IMPLICATIONS

Local Government Act 1995

5.8. Establishment of committees

A local government may establish committees of 3 or more persons to assist the council and to exercise the powers and discharge the duties of the local government that can be delegated to committees.*

** Absolute majority required.*

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.*

5.10. Committee members, appointment of

- (1) *A committee is to have as its members —*
- (a) *persons appointed* by the local government to be members of the committee (other than those referred to in paragraph (b)); and*
 - (b) *persons who are appointed to be members of the committee under subsection (4) or (5).*

** Absolute majority required.*

(2) *At any given time each council member is entitled to be a member of at least one committee referred to in section 5.9(2)(a) or (b) and if a council member nominates himself or herself to be a member of such a committee or committees, the local government is to include that council member in the persons appointed under subsection (1)(a) to at least one of those committees as the local government decides.*

(3) *Section 52 of the Interpretation Act 1984 applies to appointments of committee members other than those appointed under subsection (4) or (5) but any power exercised under section 52(1) of that Act can only be exercised on the decision of an absolute majority of the local government.*

(4) *If at a meeting of the council a local government is to make an appointment to a committee that has or could have a council member as a member and the mayor or president informs the local government of his or her wish to be a member of the committee, the local government is to appoint the mayor or president to be a member of the committee.*

(5) *If at a meeting of the council a local government is to make an appointment to a committee that has or will have an employee as a member and the CEO informs the local government of his or her wish —*

- (a) *to be a member of the committee; or*
- (b) *that a representative of the CEO be a member of the committee,*

the local government is to appoint the CEO or the CEO's representative, as the case may be, to be a member of the committee.

5.11A. Deputy committee members

(1) *The local government may appoint* a person to be a deputy of a member of a committee and may terminate such an appointment* at any time.*

** Absolute majority required.*

(2) *A person who is appointed as a deputy of a member of a committee is to be —*

- (a) *if the member of the committee is a council member — a council member; or*
- (b) *if the member of the committee is an employee — an employee; or*
- (c) *if the member of the committee is not a council member or an employee — a person who is not a council member or an employee; or*
- (d) *if the member of the committee is a person appointed under section 5.10(5) — a person nominated by the CEO.*

(3) *A deputy of a member of a committee may perform the functions of the member when the member is unable to do so by reason of illness, absence or other cause.*

(4) *A deputy of a member of a committee, while acting as a member, has all the functions of and all the protection given to a member.*

[Section 5.11A inserted by No. 17 of 2009 s. 20.]

5.11. Committee membership, tenure of

(1) *Where a person is appointed as a member of a committee under section 5.10(4) or (5), the person's membership of the committee continues until —*

- (a) *the person no longer holds the office by virtue of which the person became a member, or is no longer the CEO, or the CEO's representative, as the case may be; or*
 - (b) *the person resigns from membership of the committee;*
- or*
- (c) *the committee is disbanded; or*
 - (d) *the next ordinary elections day,*

whichever happens first.

(2) *Where a person is appointed as a member of a committee other than under section 5.10(4) or (5), the person's membership of the committee continues until —*

- (a) *the term of the person's appointment as a committee member expires; or*
 - (b) *the local government removes the person from the office of committee member or the office of committee member otherwise becomes vacant; or*
 - (c) *the committee is disbanded; or*
 - (d) *the next ordinary elections day,*
- whichever happens first.*

5.12. Presiding members and deputies, election of

(1) *The members of a committee are to elect a presiding member from amongst themselves in accordance with Schedule 2.3, Division 1 as if the references in that Schedule —*

- (a) *to "office" were references to "office of presiding member"; and*
- (b) *to "council" were references to "committee"; and*
- (c) *to "councillors" were references to "committee members".*

(2) *The members of a committee may elect a deputy presiding member from amongst themselves but any such election is to be in accordance with Schedule 2.3, Division 2 as if the references in that Schedule —*

- (a) *to "office" were references to "office of deputy presiding member"; and*
- (b) *to "council" were references to "committee"; and*
- (c) *to "councillors" were references to "committee members"; and*
- (d) *to "mayor or president" were references to "presiding member".*

Membership to the Kimberley Development Assessment Panel is done in line with the *Planning and Development Act 2005*.

POLICY IMPLICATIONS

There are no policy implications associated with this report.

FINANCIAL IMPLICATIONS

There are no financial implications associated with this item other than the commitment of human resources and time to attend/administer the respective committees.

STRATEGIC IMPLICATIONS

Strategic Community Plan 2012-2022

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

Objective 1.1: Strong community engagement

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

RISK IMPLICATIONS

Nil.

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

The endorsement of committees is an operational function of the organisation and a requirement of the *Local Government Act 1995*.

ATTACHMENTS

Nil

12.2.5. Public Question Time

| | |
|---------------------------------|----------------------------------|
| DATE: | 25 October 2016 |
| AUTHOR: | Senior Governance & Risk Officer |
| RESPONSIBLE OFFICER: | Chief Executive Officer |
| DISCLOSURE OF INTERESTS: | Nil |

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council adopt the attached Policy CP/GOV 3105 Public Question Time - Management

COUNCIL DECISION

Minute No: 25/11/16-11524

Commissioner resolved:

That Council adopt the attached Policy CP/GOV 3105 Public Question Time - Management with the amendment at point 3.3 to state that "Written questions submitted by a person not present at the meeting will be read into the record, and answered at that meeting where possible. Where an answer cannot be provided at the meeting, the answer will be supplied to the person asking the question in writing after the meeting and the response will be included in the agenda of the next meeting."

Carried 1/0

REASON FOR VARYING OFFICER'S RECOMMENDATION

To ensure questions from those members of the community unable to attend at the time of a meeting can be effectively dealt with.

PURPOSE

Public Question Time is a means by which the public can seek responses from Council about issues affecting the local government that are of concern to them. It assists the public to be better informed about the governing of their district and it provides the local government with a mechanism to identify issues of importance in their community.

NATURE OF COUNCIL'S ROLE IN THE MATTER

Leader - plan and provide direction through policy and practices

BACKGROUND/ PREVIOUS CONSIDERATIONS BY COUNCIL/ COMMITTEE

Council have not considered this matter previously.

Question Time is referenced in the Shire's Meeting Procedures Local Law 2016 (Part 6 - Public participation) and is also dealt with in the *Local Government Act 1995* and *Local Government (Administration) Regulations 1996*.

A draft policy has been provided due to the fact that while some limited guidance is provided to Presiding Members via the Act, Regulations and Shire of Wyndham East Kimberley Meeting Procedures Local Law 2016, these documents do not provide clearly stated procedures that have been included in the attached policy.

STATUTORY IMPLICATIONS

Under section 5.24 of the *Local Government Act 1995* (the Act) and the *Local Government (Administration) Regulations 1996* (the Regulations) time must be made at every Council meeting (whether ordinary or special) and every meeting of a committee with delegated powers or duties, for members of the public to ask questions and have them responded to.

Local Government Act 1995

5.24 . Question time for public

- (1) *Time is to be allocated for questions to be raised by members of the public and responded to at —*
 - (a) *every ordinary meeting of a council; and*
 - (b) *such other meetings of councils or committees as may be prescribed.*
- (2) *Procedures and the minimum time to be allocated for the asking of and responding to questions raised by members of the public at council or committee meetings are to be in accordance with regulations.*

Local Government (Administration) Regulations 1996

7 . Question time for public, procedure for (Act s. 5.24(2))

- (1) *Procedures for the asking of and responding to questions raised by members of the public at a meeting referred to in [regulation 6\(1\)](#) are to be determined —*
 - (a) *by the person presiding at the meeting; or*
 - (b) *in the case where the majority of members of the council or committee present at the meeting disagree with the person presiding, by the*

majority of those members, having regard to the requirements of sub regulations (2), (3) and (5).

POLICY IMPLICATIONS

Draft Council Policy CP/GOV XXX has been prepared in relation to Public Question Time - Management.

FINANCIAL IMPLICATIONS

There are no financial implications in relation to this item.

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

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 *Local Government (Administration) Regulations 1996* 7.1(a) states that the procedures for the asking of and responding to questions raised by members of the public at a meeting are to be determined by the person presiding at the meeting.

The procedure recommended in this item has been written referencing Local Government Operational Guideline No 3 "Managing Public Question Time".

It is considered best practice that all questions be submitted in writing noting that the submission of questions 24 hours prior to the meeting will allow for more questions to be answered at the meeting.

ATTACHMENTS

Attachment 1 - CP/GOV 3105 - Public Question Time - Management.



| | | |
|-----------------------------------|---|----------------------------|
| POLICY NO | CP/GOV 3105 | |
| POLICY | Public Question Time – Management | |
| RESPONSIBLE DIRECTORATE | Governance | |
| RESPONSIBLE OFFICER | Senior Governance & 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 – Section 5.24 Local Government (Administration) Regulations 1996 r5, 6 & 7 Meeting Procedures Local Law 2016 cl 6.7</i> | |
| RELATED POLICIES | N/A | |
| RELATED ORGANISATIONAL DIRECTIVES | N/A | |

PURPOSE:

The purpose of this policy is to clearly state Council's management of Public Question Time.

DEFINITIONS:

Public Question Time: Under section 5.24 of the *Local Government Act 1995* (the Act) and the *Local Government (Administration) Regulations 1996* (the Regulations) time must be made at every Council meeting (whether ordinary or special) and every meeting of a committee with delegated powers or duties, for members of the public to ask questions and have them responded to.

Question: A question is a sentence worded or expressed so as to elicit information, it is not a Statement.

Statement: A statement is a single sentence or assertion setting forth facts or particulars. It is not a question.

POLICY STATEMENTS:

Procedure for Public Question Time

Public Question Time is early in the meeting as required by the Act. This allows questions to be asked before business is dealt with and also smooth running of the business part of the meeting. The procedure for asking questions is outlined below.

1. Presenting a Question

- 1.1. Questions should be addressed to the Presiding Member – not to any other person – and submitted in writing to the Chief Executive Officer by 4.00pm the business day prior to the meeting.

- 1.2. Priority will be given to those questions relating to a matter on the Agenda before the meeting. Other questions will only be addressed if time permits.
- 1.3. The length of the question, including any background information, must not exceed 150 words.
- 1.4. Questions are limited to two (2) per person, and with a total time limit of two (2) minutes per question. Multiple parts to a question are considered separate questions.
- 1.5. Questions must be regarding issues pertaining to the Shire.
- 1.6. Questions regarding personal affairs, opinions, information or perceptions not relating directly to Shire business will be refused.
- 1.7. Retain your own copy of the question/s to be read aloud at the meeting.
- 1.8. No late documentation or item is to be brought into the meeting for distribution without prior arrangement with the CEO.

2. Managing the Questions

- 2.1 The CEO is to compile the same or similar questions submitted with notice, and provide a single response.
- 2.2 A question without notice at the meeting is to be written on the form available at the meeting so that the exact wording of the question is recorded in the minutes of the meeting. Staff will be made available to assist in wording of the question if desired.
- 2.3 A timer may be activated at the beginning of each person's time period and the Presiding Member will require the person to conclude after two (2) minutes.
- 2.4 Those asking questions are to move to the lectern and state their name, address and the item number to which they are referring, and then read the question. Staff will have prepared brief notes to enable an informed response to be given at the meeting, where possible.
- 2.5 Questions without notice or multiple parts to a question will be answered in the order they are asked to a maximum of two (2).
- 2.6 Should time permit, after all present have had an opportunity to ask a question, additional questions may be considered.
- 2.7 Where a question raises a significant issue not addressed in an officer's report, or which cannot be adequately responded to, the Presiding Member will need to consider whether the item should be held over or referred back for further consideration. In making this decision, the Presiding Member will take account of statutory deadlines and other implications, if appropriate.

3. Responding to the Questions

- 3.1 The order in which questions are to be addressed is:
 - a. questions with notice relating to matters within that meeting's agenda;
 - b. questions with notice relating to other matters;
 - c. questions without notice relating to matters within that meeting's agenda;

- d. questions without notice relating to other matters.
- 3.2 Matters considered confidential under section 5.23 of the Act will not be addressed other than to advise of such.
- 3.3 Written questions submitted by a person not present at the meeting will be declined, and dealt with as correspondence.
- 3.4 Responses will be provided in reasonable detail where possible, however in order to permit as many questions as possible, will be concise and to the point. Should greater detail be required, this should be requested of the Shire after the meeting.
- 3.5 Questions without notice will only be considered if they are simple. Otherwise they will be taken on notice and will be answered in writing after the meeting and the response included in the agenda of the next Council meeting.
- 3.6 The provision of an answer is the end of the matter. The Council, nor Shire Officers will not debate or discuss the question raised with the questioner. Discussion or debate directly with an elected member or Shire Officer, or within the gallery, is not permitted.

Please note: Members or the public should note that no action should be taken on any item discussed at a Council meeting prior to written advice on the resolution of Council being received.

EXPLANATORY NOTES:

Public Question Time is a means by which the public can seek responses from Council about issues affecting the local government that are of concern to them. It assists the public to be better informed about the governing of their district and it provides the local government with a mechanism to identify issues of importance in their community.

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.

12.3. COMMUNITY DEVELOPMENT

12.3.1. Establishment of a Stakeholder Advisory Group

| | |
|---------------------------------|--|
| DATE: | 25 October 2016 |
| AUTHOR: | Louise Gee, Director Community Development |
| RESPONSIBLE OFFICER: | Louise Gee, Director Community Development |
| DISCLOSURE OF INTERESTS: | Nil |

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council endorse the establishment of a Stakeholder Advisory Group in accordance with the Stakeholder Advisory Group Guidelines provided in Attachment 1.

COUNCIL DECISION

Minute No: 25/11/16-11525

Commissioner resolved:

That Council endorse the establishment of a Stakeholder Advisory Group in accordance with the Stakeholder Advisory Group Guidelines provided in Attachment 1 with the addition to part 5 of the Stakeholder Advisory Group Membership to invite the immediate past Shire President and Deputy Shire President.

Carried 1/0

REASON FOR VARYING OFFICER'S RECOMMENDATION

The addition of the previous Shire President and Deputy Shire President would add value to the group.

In speaking to this item, the Commissioner recognised the need for local community engagement and referred members of the public to the proposed guidelines. Whilst it was not intended to replace the Council and was not a decision making body, it was an opportunity to provide feedback and receive input from the community and could be a great tool if used properly. In referring to the role and objectives of the group, the Commissioner indicated that if there was limited support or if the process did not work as intended the group may not continue.

PURPOSE

For Council to consider the establishment of a Stakeholder Advisory Group to increase the flow of information between the Shire and the community, and to provide key stakeholders with an opportunity to be more actively involved in the decision-making process.

NATURE OF COUNCIL'S ROLE IN THE MATTER

Facilitator - bring stakeholders together

BACKGROUND/ PREVIOUS CONSIDERATIONS BY COUNCIL/ COMMITTEE

Community engagement is crucial to effective, transparent and accountable governance by ensuring that decision makers are informed of key community interests. The Shire's approach to community engagement is based on the International Association of Public Participation's (IAP2) Spectrum. The level of engagement should be determined by considering the issue, problem or opportunity requiring community engagement, the objectives to be achieved by engaging and the extent that the community can assist Council to make decisions.

STATUTORY IMPLICATIONS

Nil

POLICY IMPLICATIONS

The establishment of a Stakeholder Advisory Group is consistent with the purpose and policy statements of Council's Policy - CP GOV-3100 - Community Engagement.

FINANCIAL IMPLICATIONS

There will be an additional staff resourcing impact as a result of providing administrative support to the proposed Stakeholder Advisory Group. The extent of this impact is unknown at this stage, however it is envisaged that administrative support can be provided utilising existing Shire resources.

STRATEGIC IMPLICATIONS

Strategic Community Plan 2012-2022

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

Objective 1.1: Strong community engagement

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

RISK IMPLICATIONS

Issue: In order to be effective, the Stakeholder Advisory Group will rely on the goodwill of all who attend meetings.

Risk: Attempts by an action group or political party to dominate a Stakeholder Advisory Group meeting reducing the effectiveness and credibility of its outcomes.

COMMUNITY ENGAGEMENT

The proposed Stakeholder Advisory Group will provide a forum for the Shire to engage with key stakeholders.

COMMENTS

A Stakeholder Advisory Group can be utilised to:-

- Ensure that the Shire and Council are informed of key community interests
- Help key stakeholders understand the range of perspectives and viewpoints amongst members
- Provide a forum for dialogue in a constructive and informed manner.

Stakeholder Advisory Group Guidelines (refer Attachment 1) have been developed to clearly outline the objectives, roles and responsibilities of the Group. The proposed Stakeholder Advisory Group is not a decision-making body, but it acts as a conduit moving issues and opinions between the community, the Council and the Shire. The Stakeholder Advisory Group is not intended to be a substitute for broader public participation; and where appropriate broader community engagement will be undertaken in accordance with Council's Community Engagement Policy and Community Engagement Guidelines.

It is proposed that the Stakeholder Advisory Group membership consists of a nominated representative from the following key stakeholder groups:-

- MG Corporation
- Wunun
- Waringarri Aboriginal Corporation
- Gelganyem Aboriginal Corporation
- Balangarra Aboriginal Corporation
- Ngnowar-Aerwah Aboriginal Corporation
- Joongari House
- Wyndham Early Learning Activity Centre
- Kununurra Neighbourhood House
- Save the Children Australia
- Kununurra Chamber of Commerce and Industry
- Apex Club of Kununurra
- Ord River Lions Club
- Rotary Club of Kununurra
- Community Resource Centre - Kununurra
- Shire of Wyndham East Kimberley Ratepayers Association
- East Kimberley Marketing Group

- Ord River District Co-operative Ltd (ORDCO)
- East Kimberley Sports Association.

Stakeholder Advisory Group meetings are proposed to be held every two (2) months, alternating between Kununurra and Wyndham.

ATTACHMENTS

Attachment 1 - Stakeholder Advisory Group Guidelines



SHIRE of WYNDHAM | EAST KIMBERLEY

STAKEHOLDER ADVISORY GROUP GUIDELINES

2016

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1 INTRODUCTION

Community engagement is a key part of the Shire's decision making process. Stakeholder Advisory Group meetings are convened with key community groups and supported by the Shire. They play a vital role in ensuring that future changes in the Shire take community member's views into account.

The Stakeholder Advisory Group has been established to increase the flow of information between the Shire and the community and to provide key stakeholders with an opportunity to contribute to the local decision-making process.

The Stakeholder Advisory Group is not a decision-making body, but it acts as a conduit moving issues and opinions between the community, the Council and the Shire.

In order to be effective, the Stakeholder Advisory Group will rely on the goodwill of all who attend meetings. The Stakeholder Advisory Group is not to function as a community action group and attempts by an action group or political party to dominate a Stakeholder Advisory Group meeting will ultimately reduce the effectiveness and credibility of its outcomes.

2 STAKEHOLDER ADVISORY GROUP OBJECTIVES

The objectives of the Stakeholder Advisory Group are:

- To facilitate continuous, clear two-way communication between the Council, Shire and the community.
- To provide a formal system of information transfer between key stakeholders and the Council and Shire.
- To encourage key stakeholders' contribution to the Shire's and Council's decision making process.

3 STAKEHOLDER ADVISORY GROUP ROLE

The Stakeholder Advisory Group is an independent recommending body and one of several sources of community opinion for the Shire and Council. They do not constitute a committee of Council as set out under the *Local Government Act 1995, Subdivision 2, Section 5.8*. The Shire and Council value the Stakeholder Advisory Group's contribution to community debate. The Stakeholder Advisory Group does not represent the Shire and/or Council, or make decisions or policy for Council. Recommendations made by the Stakeholder Advisory Group are not binding on Council, but will be taken into account, where applicable, before decisions are made.

Representatives of the Shire may be invited by the Stakeholder Advisory Group to be involved in discussions relating to any proposed documents/policies/plans.

4 MATTERS REFERRED BY THE SHIRE TO THE STAKEHOLDER ADVISORY GROUP

The following matters may be forwarded, in electronic and/or in hard copy, to Stakeholder Advisory Group members for comment and recommendations back to the Shire:

- Draft strategic planning proposals/documents
- Draft corporate planning documents
- Major draft policies or policy changes which directly affect the whole community
- Major public works.

In order to meet legislative timeframe commitments, it may not be possible for all documents/proposals to be forwarded to the Stakeholder Advisory Group, however documents/proposals will still be available for review and comment by Stakeholder Advisory Group members through the public notice process.

Council cannot be responsible for, nor will Council necessarily endorse, the decisions, motions or views expressed by the Stakeholder Advisory Group.

5 STAKEHOLDER ADVISORY GROUP MEMBERSHIP

A nominated representative from the following key stakeholder groups are invited to be a member of the Stakeholder Advisory Group:

- MG Corporation
- Wunan
- Waringarri Aboriginal Corporation
- Gelganyem Aboriginal Corporation
- Balangarra Aboriginal Corporation
- Ngnowar-Aerwah Aboriginal Corporation
- Joongari House
- Kununurra Neighbourhood House
- Save the Children Australia
- Wyndham Early Learning Activity Centre
- Kununurra Chamber of Commerce and Industry
- Apex Club of Kununurra
- Ord River Lions Club
- Rotary Club of Kununurra
- Community Resource Centre – Kununurra

- Shire of Wyndham East Kimberley Ratepayers Association
- East Kimberley Marketing Group
- Ord River District Co-operative Ltd (ORDCO)
- East Kimberley Sports Association.

The representative will be able to speak and make recommendations on behalf of their organisation i.e. the Chief Executive Office, Chairperson or President.

A member of the Stakeholder Advisory Group is elected as the Chairperson.

6 STAKEHOLDER ADVISORY GROUP MEETINGS

Stakeholder Advisory Group meetings are held every two (2) months, alternating between Kununurra and Wyndham.

It is the responsibility of the Shire, in consultation with the Stakeholder Advisory Group Chairperson to inform Group members of the time, date and agenda for each meeting. This may be done by way of letter and/or email.

Each Stakeholder Advisory Group Meeting requires a quorum of 10 members. The number of members set for a quorum is to ensure that meetings remain as representative as possible. If a quorum is not reached, the meeting may still proceed, however the Shire and/or Council will note the vote count and take this into consideration when responding to meeting recommendations.

The Chairperson is responsible for guiding and controlling the meeting and ensuring that debate is conducted in accordance with standard meeting practice. It may be necessary to limit the number and length of time a particular person can discuss a matter, to ensure that no one individual dominates the meeting.

Matters to be discussed and voted on should be formulated as a motion. When sufficient discussion has occurred, members should be asked to vote on the motion and the number of people voting for, against and abstaining, will be recorded in the minutes.

7 VOTING AT A STAKEHOLDER ADVISORY GROUP MEETING

Only the nominated representative is eligible to vote at Stakeholder Advisory Group meetings.

The Chairperson is permitted to vote and will also exercise a casting vote in the event that a vote is tied.

Visitors and guest speakers are NOT eligible to vote.

8 THE CHAIRPERSON

The Chairperson is responsible for approving the Agenda for each meeting. The Chairperson should follow this Agenda, however if the meeting wishes to bring forward special items such as a guest speaker, the order of items can be voted on to be adjusted accordingly.

The Chairperson is responsible for guiding and controlling the meeting and ensuring that decisions made, are achieved after fair and reasonable debate has taken place.

The Chairperson's role is to focus the meeting on the issues, ensure that everyone gets a chance to speak and be heard, discourage repetition and irrelevance and guide the meeting to consensus if necessary.

The Chairperson's role is to ensure that all those in attendance are treated with courtesy and respect.

It is the role of the Chairperson to ensure that the meeting is conducted within a two-hour period.

It is appropriate to allow some discussion on each item prior to moving a motion and voting. However, if the discussion takes too long, it may lead to a particular item dominating at the expense of other agenda items or the length of the meeting will be extended.

9 THE ROLE OF THE SHIRE

The Shire is responsible for: -

- Coordinating and providing administrative support to the Stakeholder Advisory Group
- Assisting the Stakeholder Advisory Group to obtain the necessary information to make informed recommendations on Shire matters
- Liaising with Shire officers to ensure that all relevant Shire matters are referred to the Stakeholder Advisory Group
- Ensuring that Stakeholder Advisory Group comments and recommendations are forwarded to relevant Shire officers
- Collating information and responding to Stakeholder Advisory Group Meeting minutes
- Assisting the Chairperson with the preparation of the Agenda for the meeting including the setting of meeting dates
- Taking the Minutes and ensuring any proposed resolution is clearly articulated to the meeting before it is voted upon
- Managing the attendance book.

10 THE AGENDA

The Chairperson, in consultation with the Shire, should prepare an Agenda for each meeting. The Agenda sets out the order of business for the Chairperson to follow and should be circulated prior to the meeting.

The attendance register is to be signed on arrival and verified by the Shire prior to the end of the meeting.

The order of business is as follows: -

- Welcome by the Chairperson
- Apologies
- Declaration of Interest
- Ratification of previous minutes
- Business arising from the minutes (and matter/s that were raised at the previous meeting which required action to be followed-up)
- General business
- Next meeting date
- Meeting close.

11 THE MINUTES

Minutes of the Stakeholder Advisory Group meeting should contain the following information:

- The name and number of attendees at the meeting, with the name and number of apologies
- Any declarations of interest
- Any motions that have been passed, including the number of votes for and against the motion, as well as any abstentions.

Minutes are ratified at the following Stakeholder Advisory Group meeting by two people who can verify the accuracy of those minutes. The minutes of a Stakeholder Advisory Group Meeting are a public record of a community meeting, and as such will be made available to the community via the Shire's website.

Disputes as to the accuracy of the minutes are to be put to a vote and changes if agreed to by the majority of members in attendance.

The Shire is to keep an attendance book which must include the date, name, address and signature of all attendees.

12 DISCLOSURE OF CONFLICTS OF INTEREST

12.1 What is a conflict of Interest?

Conflicts of interest can be pecuniary (involving financial gain or loss) or non-pecuniary (based on animosity, friendship, membership of an association or family connections). A conflict of interest can also arise from avoiding personal losses, as well as gaining personal advantage, financial or otherwise.

Types of conflicts of interest are defined below: -

| Types | Definitions |
|--------------------|--|
| Actual Conflict | Actual conflict involves a direct conflict between the Stakeholder Advisory Group member's private interests with a matter being considered by the Stakeholder Advisory Group. |
| Potential Conflict | Potential conflict arises where the Stakeholder Advisory Group member's private interests could conflict with matters being considered by the Stakeholder Advisory Group. |
| Perceived Conflict | Perceived conflict exists where it could be perceived, or appears, that the Stakeholder Advisory Group member's private interests could improperly influence the matters being considered by the Stakeholder Advisory Group – whether or not this is in fact the case. |

12.2 What to do if there is a conflict of Interest?

In managing a conflict of interest, the first responsibility is to the Stakeholder Advisory Group meeting. It is important that if an actual, potential or perceived conflict of interest exists the situation is managed effectively. It is also important that both the community and Shire are confident that conflicts of interest can be managed and resolved by the Stakeholder Advisory Group.

In the cases of conflicts of interest, the proper procedure is for the person concerned to:

- Declare any actual, potential or perceived interest
- Make known the way in which those interests may conflict
- Abstain from taking part in the discussion and decision making process if there is a financial (both loss or gain) interest. If considered appropriate, leave the room while the issue is discussed.
- Ensure that the declaration of an actual, potential or perceived conflict is recorded in the minutes of the Stakeholder Advisory Group Meeting minutes.

When considering whether or not an actual, potential or perceived conflict of interest exists the Stakeholder Advisory Group should always err on the side of caution.

13 STAKEHOLDER ADVISORY GROUP REQUESTS AND MOTIONS

During the course of a Stakeholder Advisory Group meeting, certain issues or requests may arise which the Group would like the Shire to consider or to look into. These may be presented in the form of: -

- A general request/action
- A request/motion
- A motion that is put to the meeting and endorsed for Council consideration.

13.1 General request/action items

Stakeholder Advisory Group members are requested to record requests for Shire information/action in meeting Minutes. However, the most effective way to have a general request (such as general maintenance, road works, etc.) attended to is for members to log their request with the Shire via telephone, email or website.

When recording requests for action at Stakeholder Advisory Group meetings, it is important to provide as much information about the request as possible (that is, the exact nature of the problem, exact location, etc.).

13.2 Stakeholder Advisory Group Motions requiring Shire attention

From time to time the Stakeholder Advisory Group may endorse motions requesting the Shire to take certain action. Such actions will be reported to the Chief Executive Officer or their delegate for consideration. The Chief Executive Officer or their delegate will provide a response to the Stakeholder Advisory Group regarding actions taken in respect of the motion.

13.3 Stakeholder Advisory Group Motions requiring Council consideration

Where the issue raised by a Stakeholder Advisory Group meeting is not a straight forward request and requires Council to consider policy/resource allocation, the Stakeholder Advisory Group will submit motions for Council consideration.

Motions will be reported to Council by the Chief Executive Officer or their delegate.

14 HOW TO FRAME A MOTION

A motion is a formal way of placing a request for action to a meeting. Motions are worded to clearly state the recommended or suggested methods of resolving the matter. The subject matter contained within a motion also needs to be carefully considered, as there may be a simpler way to deal with the matter. The issue may be dealt with in other ways as outlined above in section 13.

A motion should start with the word “That”, for example, “I move that the Stakeholder Advisory Group request no-parking signs in X Street between A and B Street on the eastern side only”.

Motions are usually written in a positive sense so that a “yes” vote indicates support for action and a “no” vote indicates that no action should be taken. A motion needs to be as detailed and succinct as possible so that its intention is clear and it can be acted upon. Numbered points should be used to make the motion easier to understand.

A brief rationale can be included after the motion to further explain the context/issue the motion is referring to.

15 PROCEDURES DURING STAKEHOLDER ADVISORY GROUP MEETINGS – DEVELOPING A MOTION

A member of the Stakeholder Advisory Group needs to move the motion (“I move that”)

- The motion needs to be seconded by another Stakeholder Advisory Group member for further discussion to occur
- If no one seconds, the motion it will lapse and no further discussion on the motion needs to occur
- The member who moved the motion is always allowed to speak first
- Each member may speak once to the motion (usually alternating between one for the motion and one against) or the meeting may move directly to vote on the motion
- All comments and debate must be directed to the Chairperson
- It is the Chairperson’s responsibility to keep each speaker to a time limit
- The member who moved the motion has a Right of Reply after all other speakers have finished, but may not introduce any new matter
- This ends the debate unless an amendment is moved
- Amendments must be moved and seconded and the discussion confined to the section of the original motion that it proposes to alter (i.e. the whole motion can no longer be discussed)
- A vote is taken on the amendment only. If the amendment is carried it becomes a part of the original (substantive) motion

- The Chair reads out the full amended motion
- The substantive motion is now open for discussion
- When discussion is complete a vote is taken on the motion as a whole
- The Chair announces the results (Carried or Lost)
- The result of the voting is recorded in the minutes.
-

16 STAKEHOLDER ADVISORY GROUP AND THE MEDIA

The media may contact Stakeholder Advisory Group members for information or comment. If the Stakeholder Advisory Group has determined a matter, individual members can speak on behalf of the Stakeholder Advisory Group, if authorised to do so by the Chair or Stakeholder Advisory Group meeting.

If a matter has only been discussed and no resolution passed, an individual member can only express personal views, but not the views of the Stakeholder Advisory Group unless the Stakeholder Advisory Group has resolved to permit comment on matters where the general view of the Group on the matter or related matters has been minuted in a meeting.

Stakeholder Advisory Group members cannot make statements to the media or at public events that would lead someone to believe that they are speaking on behalf of the Shire or expressing Shire views or policies.

Media comments by the Shire are made through the Commissioner; the Commissioner may delegate this responsibility to the Shire's Chief Executive Officer.

16.1 Social Media

Social media is a complement to the traditional tools of community engagement, including the Stakeholder Advisory Group. As a government agency, the Shire is not connected to or associated with any resident driven social media forums or email groups, and these groups and websites should not include the Shire's logo.

The Shire of Wyndham East Kimberley does not publish information that is posted on these sites. The Shire has no responsibility for moderating these sites.

If any such site is set up by the Stakeholder Advisory Group, the Shire requires they contain a disclaimer stating that the Shire of Wyndham East Kimberley is not involved with the site or associated email group. The following disclaimer is to be used on such sites:

"This group is run by residents, ratepayers and other interested parties for their benefit. It is not administered by the Shire of Wyndham East Kimberley and the Shire of Wyndham East Kimberley in no way endorses or is responsible for any material published on this website."

Email groups must not use Stakeholder Advisory Group meeting attendance sheets to source members for these sites.

12.4. CORPORATE SERVICES

12.4.1. Interim Monthly Statement of Financial Activity for the Period Ended 30 September 2016

| | |
|---------------------------------|--|
| DATE: | 25 October 2016 |
| AUTHOR: | Niroshini Nandasiri, Asset Management Accountant |
| RESPONSIBLE OFFICER: | Natalie Te Pohe, Director Corporate Services |
| FILE NO: | FM.09.5 |
| DISCLOSURE OF INTERESTS: | Nil |

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council receives the interim monthly financial report as at 30 September 2016.

COUNCIL DECISION

Minute No: 25/11/16-11526

Commissioner resolved:

That Council receives the interim monthly financial report as at 30 September 2016.

Carried 1/0

PURPOSE

For Council to receive the interim monthly financial report for the period ended 30 September 2016.

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*.

At the 15 September 2016 Ordinary Council Meeting, the Council resolved the following:

COUNCIL DECISION

Minute No: 11491

Moved: Cr B Robinson

Seconded: Cr N Perry

That the Council, in accordance with Regulation 34(5) of the Local Government (Financial Management) Regulations 1996, approves the materiality level for monthly reporting to be set at +/- 10% and +/- \$20,000 at account level and +/- 10% and +/- \$100,000 at financial statement level.

Carried 9/0

These materiality levels have been applied in the preparation of this report.

STATUTORY IMPLICATIONS

Local Government Act 1995, Section 6.4.

Local Government (Financial Management) Regulations 1996, Regulation 34.

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 services

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.

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.

ATTACHMENTS

Attachment 1 - Interim Monthly Financial Report as at 30 September 2016.



Shire of Wyndham East Kimberley

Interim Monthly Financial Report 2016/2017

As at 30 September 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 (Interim Report)

Year to Date Actual v Year to Date Budget
as at 30 September 2016

| | YTD Actual 2016/17 \$ | YTD Budget 2016/17 \$ | YTD Variance 2016/17 \$ | % | |
|--|--------------------------------|--------------------------------|----------------------------------|------------|----------|
| Estimated Surplus/(Deficit) July 1 B/Fwd | 2,939,845 | 2,939,845 | 0 | 0% | ▲ |
| Revenue | | | | | |
| General Purpose Funding | 1,003,936 | 1,006,534 | (2,598) | 0% | ▼ |
| Governance | 7,379 | 5,855 | 1,524 | 26% | ▲ |
| Law, Order, Public Safety | 376,013 | 376,013 | 0 | 0% | ▼ |
| Health | 26,266 | 26,267 | (1) | 0% | ▼ |
| Education and Welfare | 3,659 | 2,744 | 915 | 33% | ▲ |
| Housing | 33,384 | 33,384 | 0 | 0% | ▼ |
| Community Amenities | 1,919,363 | 1,913,033 | 6,330 | 0% | ▲ |
| Recreation and Culture | 258,679 | 251,478 | 7,200 | 3% | ▲ |
| Transport | 1,155,665 | 1,155,665 | 0 | 0% | ▼ |
| Economic Services | 13,214 | 13,214 | 0 | 0% | ▼ |
| Other Property and Services | 14,733 | 5,938 | 8,795 | 148% | ▲ |
| | 4,812,291 | 4,790,125 | 22,166 | 0% | ▲ |
| Expenses | | | | | |
| General Purpose Funding | (22,154) | (20,446) | (1,708) | 8% | ▲ |
| Governance | (162,335) | (145,828) | (16,507) | 11% | ▲ |
| Law, Order, Public Safety | (260,640) | (256,556) | (4,084) | 2% | ▲ |
| Health | (69,455) | (65,982) | (3,473) | 5% | ▲ |
| Education and Welfare | (12,982) | (10,702) | (2,281) | 21% | ▲ |
| Housing | (39,212) | (36,181) | (3,031) | 8% | ▲ |
| Community Amenities | (882,315) | (829,385) | (52,930) | 6% | ▲ |
| Recreation & Culture | (1,159,752) | (1,086,497) | (73,255) | 7% | ▲ |
| Transport | (1,185,072) | (1,136,860) | (48,212) | 4% | ▲ |
| Economic Services | (72,266) | (66,385) | (5,881) | 9% | ▲ |
| Other Property and Services | (326,087) | (277,124) | (48,963) | 18% | ▲ |
| | (4,192,271) | (3,931,946) | (260,325) | 7% | ▲ |
| Operating activities excluded from budget | | | | | |
| (Profit)/Loss on asset disposals | 0 | 0 | 0 | 0% | ▼ |
| Loss on revaluation of non current assets | 0 | 0 | 0 | 0% | |
| Depreciation on assets | 0 | 0 | 0 | 0% | ▼ |
| Movement in employee benefit provisions | 0 | 0 | 0 | 0% | ▼ |
| Amount attributable to operating activities | 3,559,864 | 3,798,024 | (238,160) | -6% | ▼ |
| INVESTING ACTIVITIES | | | | | |
| Non-operating grants, subsidies and contributions | 705,409 | 705,409 | 0 | 0% | ▼ |
| Purchase property, plant and equipment | (493,600) | (493,600) | (0) | 0% | ▲ |
| Purchase and construction of infrastructure | (681,773) | (677,326) | (4,446) | 1% | ▲ |
| Proceeds from disposal of assets | 144,000 | 144,000 | 0 | 0% | ▲ |
| Amount attributable to investing activities | (325,964) | (321,518) | (4,446) | 1% | ▲ |
| FINANCING ACTIVITIES | | | | | |
| Repayment of debentures | (168,709) | (168,709) | 0 | 0% | ▲ |
| Proceeds from new debentures | 0 | 0 | 0 | 0% | ▼ |
| Proceeds from self supporting loans | 0 | 0 | 0 | 0% | ▼ |
| Advances to community groups | 0 | 0 | 0 | 0% | ▲ |
| Transfers to Reserves (Restricted Assets) | 0 | 0 | 0 | 0% | ▲ |
| Transfers from Reserves (Restricted Assets) | 0 | 0 | 0 | 0% | ▼ |
| Amount attributable to financing activities | (168,709) | (168,709) | 0 | 0% | ▼ |
| Surplus(deficiency) before general rates | 3,065,192 | 3,307,798 | (242,606) | -7% | ▼ |
| Total amount raised from general rates | 10,199,447 | 10,146,000 | 53,447 | 1% | ▲ |
| Net current assets at June 30 c/fwd - surplus/(deficit) | 13,264,638 | 13,453,798 | (189,160) | | |

Shire of Wyndham East Kimberley
Notes to Statement of Financial Activity (Interim Report)
For the Period Ended 30 September 2016

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

Variances +/- 100,000 and 10% at Financial Statement Level

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

Operating

| | | |
|---|--------|--|
| Recurrent Income - Excluding Rates | ▲ | |
| Rates | | |
| Rates Revenue - Interim Rates | 53,400 | ▲ Due the uncertainly and fluctuation throughout the year interim rates were not included in the Budget . This will be reviewed as part of the Mid Year Budget Review. |
| General Purpose Funding | ▼ | |
| No material variances to report | | |
| Governance | ▲ | |
| No material variances to report | | |
| Law, Order and Public Safety | ▼ | |
| No material variances to report | | |
| Health | ▼ | |
| No material variances to report | | |
| Education and Welfare | ▲ | |
| No material variances to report | | |
| Housing | ▼ | |
| No material variances to report | | |
| Community Amenities | ▲ | |
| No material variances to report | | |
| Recreation and Culture | ▲ | |
| No material variances to report | | |
| Transport | ▼ | |
| No material variances to report | | |
| Economic Services | ▼ | |
| No material variances to report | | |
| Other Property and Services | ▲ | |
| No material variances to report | | |
| Recurrent Expenditure | ▲ | |
| General Purpose Funding | ▲ | |
| No material variances to report | | |
| Governance | ▲ | |
| No material variances to report | | |
| Law, Order and Public Safety | ▲ | |
| No material variances to report | | |
| Health | ▲ | |
| No material variances to report | | |
| Education and Welfare | ▲ | |
| No material variances to report | | |
| Housing | ▲ | |
| No material variances to report | | |
| Community Amenities | ▲ | |
| Consultants - Local Planning Strategy | 23,900 | ▲ Carry over project from 2015/16. This will be reviewed as part of the Mid Year Budget Review. |
| Recreation and Culture | ▲ | |
| No material variances to report | | |
| Transport | ▲ | |
| No material variances to report | | |
| Economic Services | ▲ | |
| No material variances to report | | |
| Other Property and Services | ▲ | |
| No material variances to report | | |

Shire of Wyndham East Kimberley
Notes to Statement of Financial Activity (Interim Report)
For the Period Ended 30 September 2016

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

Variances +/- 100,000 and 10% at Financial Statement Level

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

Non Cash Expenditure and Revenue

Adjustments and Accruals

No material variances to report

INVESTING ACTIVITIES

Non-operating grants, subsidies and contributions ▼

No material variances to report

Purchase property, plant and equipment ▲

No material variances to report

Purchase and construction of infrastructure ▲

No material variances to report

Proceeds from disposal of assets ▲

No material variances to report

FINANCING ACTIVITIES

Repayment of debentures ▲

No material variances to report

Proceeds from new debentures ▼

No material variances to report

Proceeds from self supporting loans ▼

No material variances to report

Advances to community groups ▲

No material variances to report

Transfers to Reserves (Restricted Assets) ▲

No material variances to report

Transfers from Reserves (Restricted Assets) ▼

No material variances to report

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

Net Current Assets
as at 30 September 2016

Composition of Estimated Net Current Asset Position

| | YTD Actual 2016/17 | Brought Forward^① 1 July 2016 |
|---|-----------------------------------|--|
| CURRENT ASSETS | | |
| Cash - Municipal (Restricted & Unrestricted) ^② | 2,070,124 | 2,428,842 |
| Cash - Restricted Reserves | 9,224,878 | 11,060,849 |
| Receivables | 13,072,771 | 1,697,671 |
| Inventories & Other Financial Assets | 12,787 | 21,258 |
| | <u>24,380,560</u> | <u>15,208,621</u> |
| LESS: CURRENT LIABILITIES | | |
| Payables and Provisions | (1,891,044) | (1,207,927) |
| Less: | | |
| Restricted - Reserves | (9,224,878) | (11,060,849) |
| | <u>13,264,638</u> | <u>2,939,845</u> |
| NET CURRENT ASSET POSITION | | |
| Less: | | |
| Restricted - Unspent Grants | (1,094,395) | |
| Restricted - Unspent Loans | (791,117) | |
| ADJUSTED NET CURRENT ASSET POSITION^③ | <u><u>11,379,126</u></u> | |

② Cash - Municipal brought forward balances represented by:

| | | |
|-----------------------------|------------------|------------------|
| Cash on Hand | 1,700 | 1,700 |
| Cash at Bank - Municipal | | |
| Unrestricted | 182,912 | 2,427,142 |
| Restricted - Unspent Grants | 1,094,395 | 0 |
| Restricted - Unspent Loans | 791,117 | 0 |
| | <u>2,070,124</u> | <u>2,428,842</u> |

① B/F balance for 2016/17 is calculated based on interim data, this will change as end of year adjustments for 2015/16 are still to be finalised.

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

Statement of Financial Activity Budget Remaining to Collect/Spend as at 30 September 2016

| | YTD Actual 2016/17 \$ | Annual Budget 2016/17 \$ | Budget Remaining 2016/17 \$ | % | |
|--|--------------------------------|--------------------------------|--------------------------------------|-------------|----------|
| Estimated Surplus/(Deficit) July 1 B/Fwd | 2,939,845 | 2,939,845 | 0 | 0% | ▼ |
| Revenue | | | | | |
| General Purpose Funding | 1,003,936 | 4,098,519 | 3,094,583 | 76% | ▼ |
| Governance | 7,379 | 25,901 | 18,522 | 72% | ▼ |
| Law, Order, Public Safety | 376,013 | 431,646 | 55,633 | 13% | ▼ |
| Health | 26,266 | 97,328 | 71,062 | 73% | ▼ |
| Education and Welfare | 3,659 | 11,130 | 7,471 | 67% | ▼ |
| Housing | 33,384 | 152,500 | 119,116 | 78% | ▼ |
| Community Amenities | 1,919,363 | 3,049,482 | 1,130,119 | 37% | ▼ |
| Recreation and Culture | 258,679 | 981,502 | 722,823 | 74% | ▼ |
| Transport | 1,155,665 | 4,161,489 | 3,005,824 | 72% | ▼ |
| Economic Services | 13,214 | 53,000 | 39,786 | 75% | ▼ |
| Other Property and Services | 14,733 | 66,846 | 52,113 | 78% | ▼ |
| | 4,812,291 | 13,129,343 | 8,317,053 | 63% | ▼ |
| Expenses | | | | | |
| General Purpose Funding | (22,154) | (316,971) | (294,817) | 93% | ▼ |
| Governance | (162,335) | (1,544,087) | (1,381,752) | 89% | ▼ |
| Law, Order, Public Safety | (260,640) | (1,036,202) | (775,562) | 75% | ▼ |
| Health | (69,455) | (301,590) | (232,135) | 77% | ▼ |
| Education and Welfare | (12,982) | (243,391) | (230,408) | 95% | ▼ |
| Housing | (39,212) | (593,526) | (554,314) | 93% | ▼ |
| Community Amenities | (882,315) | (5,607,807) | (4,725,493) | 84% | ▼ |
| Recreation & Culture | (1,159,752) | (7,017,063) | (5,857,310) | 83% | ▼ |
| Transport | (1,185,072) | (12,090,218) | (10,905,145) | 90% | ▼ |
| Economic Services | (72,266) | (533,771) | (461,505) | 86% | ▼ |
| Other Property and Services | (326,087) | (581,408) | (255,321) | 44% | ▼ |
| | (4,192,271) | (29,866,033) | (25,673,762) | 86% | ▼ |
| Operating activities excluded from budget | | | | | |
| (Profit)/Loss on asset disposals | 0 | (27,328) | (27,328) | 100% | ▼ |
| Loss on revaluation of non current assets | 0 | 0 | 0 | 0% | |
| Depreciation on assets | 0 | 7,277,932 | 7,277,932 | 100% | ▲ |
| Movement in employee benefit provisions | 0 | (9,832) | (9,832) | 100% | ▼ |
| Amount attributable to operating activities | 3,559,864 | (6,556,072) | (10,115,936) | 154% | ▼ |
| Capital Expenditure and Revenue | | | | | |
| | | | 0 | | |
| Non-operating grants, subsidies and contributions | 705,409 | 3,265,708 | 2,560,299 | 78% | ▲ |
| Purchase property, plant and equipment | (493,600) | (1,405,380) | (911,780) | 65% | ▼ |
| Purchase and construction of infrastructure | (681,773) | (6,542,068) | (5,860,295) | 90% | ▼ |
| Proceeds from disposal of assets | 144,000 | 192,588 | 48,588 | 25% | ▲ |
| Amount attributable to investing activities | (325,964) | (4,489,153) | (4,163,188) | 93% | ▼ |
| FINANCING ACTIVITIES | | | | | |
| Repayment of debentures | (168,709) | (999,565) | (830,857) | 83% | ▼ |
| Proceeds from new debentures | 0 | 50,000 | 50,000 | 100% | ▲ |
| Proceeds from self supporting loans | 0 | 2,128 | 2,128 | 100% | ▲ |
| Advances to community groups | 0 | (50,000) | (50,000) | 100% | ▼ |
| Transfers to Reserves (Restricted Assets) | 0 | (6,278,646) | (6,278,646) | 100% | ▼ |
| Transfers from Reserves (Restricted Assets) | 0 | 8,169,947 | 8,169,947 | 100% | ▼ |
| Amount attributable to financing activities | (168,709) | 893,864 | 1,062,572 | 119% | ▼ |
| Surplus(deficiency) before general rates | 3,065,192 | (10,151,361) | (13,216,553) | 130% | ▲ |
| Total amount raised from general rates | 10,199,447 | 10,151,361 | (48,086) | 0% | ▲ |
| Net current assets at June 30 c/fwd - surplus/(deficit) | 13,264,638 | 0 | (13,264,638) | | |

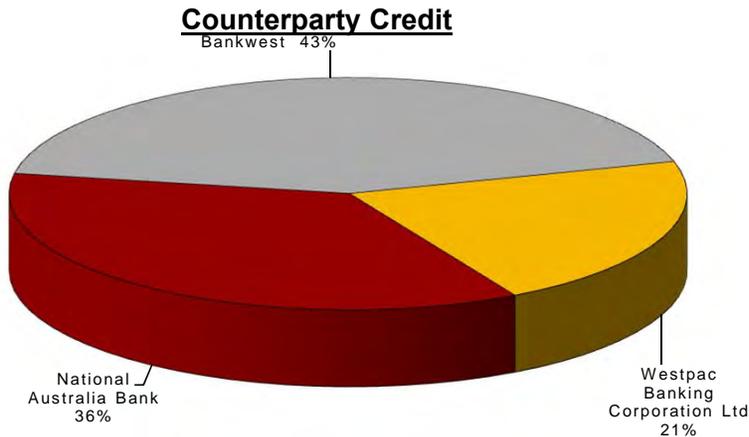
REPORT ON INVESTMENT PORTFOLIO AS AT 30 September 2016

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

| Institution Name | S&P Rating | Term to Maturity | Interest Rate | Maturity Date | Principal | Interest on Maturity | % of portfolio |
|--|------------|------------------|---------------|---------------|--------------|----------------------|----------------|
| RESERVE FUNDS | | | | | | | |
| NAB | A-1+/AA | 3 Months | 2.65% | 10-Dec-16 | 770,847.37 | 5,036.91 | 11% |
| Bankwest | | 2 Months | 2.55% | 8-Nov-16 | 1,053,644.52 | 4,637.48 | 15% |
| NAB | | 4 Months | 2.65% | 21-Jan-17 | 1,833,388.76 | 15,973.09 | 25% |
| Bankwest | | 2 Months | 2.55% | 22-Nov-16 | 1,000,000.00 | 4,191.78 | 14% |
| Bankwest | | 2 Months | 2.55% | 22-Nov-16 | 500,000.00 | 2,095.89 | 7% |
| Westpac | | 3 Months | 3.02% | 26-Oct-16 | 1,106,177.45 | 8,328.76 | 15% |
| Bankwest | | 2 Months | 2.60% | 21-Oct-16 | 553,154.99 | 2,364.17 | 8% |
| TOTAL RESERVE INVESTMENTS | | | | | 6,817,213.09 | 42,628.07 | 94% |
| TRUST FUNDS - T292 | | | | | | | |
| Westpac | A-1+/AA | 4 Months | 2.70% | 29-Nov-16 | 448,661.66 | 4,115.40 | 6% |
| TOTAL TRUST INVESTMENTS | | | | | 448,661.66 | 4,115.40 | 6% |
| TOTAL INVESTMENTS HELD & INTEREST PAID | | | | | 7,265,874.75 | 46,743.47 | 100% |



12.4.2. List Of Accounts Paid From Municipal Fund and Trust Fund

| | |
|---------------------------------|--|
| DATE: | 25 October 2016 |
| AUTHOR: | Victoria Nakamya, Creditors Officer |
| RESPONSIBLE OFFICER: | Natalie Te Pohe, Director Corporate Services |
| FILE NO: | FM.09.5 |
| DISCLOSURE OF INTERESTS: | Nil |

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

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

| | |
|--|------------------------|
| Municipal EFT 127247 – 127530 (01 Sept - 29 Sept 16) | \$ 1,446,048.09 |
| Municipal cheques 51409 - 51442 (01 Sept – 29 Sept 16) | \$ 84,774.12 |
| Trust cheques 934 - 951 - (01 Sept - 22 Sept 16) | \$ 8,007.60 |
| Trust EFT 501239 – 501258 (01 Sept - 30 Sept 16) | \$ 9,143.95 |
| Payroll (14 Sept – 28 Sept 16) | \$ 455,199.18 |
| Direct bank debits (01 Sept – 21 Sept 16) | \$ 143,481.49 |
| TOTAL | \$ 2,146,654.43 |

COUNCIL DECISION

Minute No: 25/11/16-11527

Commissioner resolved:

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

| | |
|---|------------------------|
| Municipal EFT 127247 – 127530 (01 Sept - 29 Sept 16) | \$ 1,446,048.09 |
| Municipal cheques 51409 - 51442 (01 Sept – 29 Sept 16) | \$ 84,774.12 |
| Trust cheques 934 - 951 - (01 Sept - 22 Sept 16) | \$ 8,007.60 |
| Trust EFT 501239 – 501258 (01 Sept - 30 Sept 16) | \$ 9,143.95 |
| Payroll (14 Sept – 28 Sept 16) | \$ 455,199.18 |
| Direct bank debits (01 Sept – 21 Sept 16) | \$ 143,481.49 |
| TOTAL | \$ 2,146,654.43 |

Carried 1/0

PURPOSE

To present the listing of accounts paid from the Municipal Fund and Trust Fund in accordance with the requirements of the *Local Government (Financial Management) Regulations 1996*.

NATURE OF COUNCIL’S ROLE IN THE MATTER

Regulator - enforce state legislation and local laws

BACKGROUND/ PREVIOUS CONSIDERATIONS BY COUNCIL/ COMMITTEE

In accordance with Council’s Delegations Register 2016/17 which was adopted by the Council on 30 August 2016, 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 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

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 - Item 12.4.2

Attachment 1 - List Of Accounts Paid September 2016

ATTACHMENT 1**LIST OF ACCOUNTS SUBMITTED TO COUNCIL 25 OCTOBER 2016**

| CHQ/EFT | DATE | NAME | DESCRIPTION | AMOUNT |
|----------------|-------------|----------------------------------|---|---------------|
| EFT127247 | 01/09/2016 | AUST. PERFORMING RIGHTS ASSOC. | ANNUAL LICENSE FEE - KLC, PETER REID HALL, SWEK EVENTS – 16/17 | 476.24 |
| EFT127248 | 01/09/2016 | ALL HOURS SECURITY | ALARM CALL OUT CHARGES - KNX & WYN ADMIN, KLC, KNX DEPOT | 395.22 |
| EFT127249 | 01/09/2016 | ALLGEAR MOTORCYCLES | PARTS FOR P356 | 179.85 |
| EFT127250 | 01/09/2016 | AUSTRALIA POST | POSTAGE AND STATIONERY PURCHASES - JULY 2016 | 2,677.96 |
| EFT127251 | 01/09/2016 | AUTO TOW & REPAIR | SERVICE, PARTS AND REPAIRS FOR P120 AND P315 | 1,649.51 |
| EFT127252 | 01/09/2016 | BOC LIMITED | WELDING GASES AND BOTTLE RENTAL - JULY 2016 | 362.87 |
| EFT127253 | 01/09/2016 | CDM HYDRAULICS PTY LTD | PARTS AND REPAIRS FOR P390 | 234.61 |
| EFT127254 | 01/09/2016 | CHEQUE PRINTERS WA | PRINTING CHEQUES FOR MUNICIPAL AND TRUST ACCOUNTS | 1,441.00 |
| EFT127255 | 01/09/2016 | COMMBOX PTY LTD | REPLACEMENT TOUCH SCREEN CONTROLLER - KUNUNURRA CHAMBERS | 3,220.80 |
| EFT127256 | 01/09/2016 | COMSYS GROUP | VARIOUS ITEMS FOR NETWORK UPGRADE INCL. NETWORK CARD- KNX ICT | 873.40 |
| EFT127257 | 01/09/2016 | DA CHRISTIE PTY LTD | SPARE PARTS FOR BBQ AT SWIM BEACH PARK | 112.20 |
| EFT127258 | 01/09/2016 | EAST KIMBERLEY HARDWARE | VARIOUS HARDWARE ITEMS - KUNUNURRA DEPOT AND STAFF HOUSING | 13.80 |
| EFT127259 | 01/09/2016 | EAST KIMBERLEY PLUMBING | MAINTENANCE - VARIOUS INCL. ANNUAL TESTING OF FIRE VALVES - EKRA | 430.10 |
| EFT127260 | 01/09/2016 | GHD PTY LTD | CONSULTANCY - LOCAL PLANNING STRATEGY REVIEW | 26,326.08 |
| EFT127261 | 01/09/2016 | IBAC PLUMBING PTY LTD | PLUMBING WORKS TO TOILETS AT WHITEGUM PARK AND TOWN OVAL | 317.90 |
| EFT127262 | 01/09/2016 | IXOM OPERATIONS PTY LTD | STORAGE AND HANDLING OF CHLORINE - WYNDHAM POOL | 4,312.00 |
| EFT127263 | 01/09/2016 | J & C ATKINS CONTRACTING PTY LTD | REINSTALLATION OF SHADE SAILS AT WYNDHAM POOL | 907.50 |
| EFT127264 | 01/09/2016 | JABIRU PAINTING PTY LTD | PAINTING OF CHANGE ROOM WALLS AND FLOORS - WYNDHAM POOL | 6,050.00 |
| EFT127265 | 01/09/2016 | JASON SIGNMAKERS LTD | DIRECTIONAL SIGNAGE FOR BONAPARTE AND TIMOR STREETS WYNDHAM | 407.00 |
| EFT127266 | 01/09/2016 | KIMBERLEY COMMUNICATIONS | INSPECTION OF CAMERAS AT WYNDHAM RECREATION CENTRE | 180.00 |
| EFT127267 | 01/09/2016 | KIMBERLEY MARKETING | PURCHASE OF CONSUMABLES FOR RESALE - KUNUNURRA LEISURE CENTRE | 391.08 |
| EFT127268 | 01/09/2016 | KUNUNURRA HOME & GARDEN | SUPPLY OF CAUTION TAPE - KUNUNURRA LEISURE CENTRE | 42.00 |
| EFT127269 | 01/09/2016 | KUNUNURRA PEST MANAGEMENT | PEST CONTROL TREATMENT- KUNUNURRA ADMINISTRATION | 285.00 |
| EFT127270 | 01/09/2016 | LINKS MODULAR SOLUTIONS | SUPPLY OF PRE PRINTED BARCODED PLASTIC CARDS - KLC | 1,364.00 |
| EFT127271 | 01/09/2016 | MAGABALA BOOKS ABO. CORP. | SUPPLY OF BOOKS TO BE SOLD AT THE 2016 KIMBERLEY WRITERS FESTIVAL | 477.88 |
| EFT127272 | 01/09/2016 | STAFF MEMBER | REIMBURSEMENT IN ACCORDANCE WITH EMPLOYMENT CONTRACT | 189.50 |
| EFT127273 | 01/09/2016 | MICHAEL PAGE INTERNATIONAL P/L | PROFESSIONAL RECRUITMENT SERVICES | 12,372.14 |
| EFT127274 | 01/09/2016 | STAFF MEMBER | REIMBURSEMENT IN ACCORDANCE WITH EMPLOYMENT CONTRACT | 79.89 |
| EFT127275 | 01/09/2016 | NOISE & VIB. MEASUREMENT SYST. | ENROLMENT FEES - STAFF MEMBER - ATTEND TRAINING | 1,265.00 |
| EFT127276 | 01/09/2016 | PORT WYND. CROCS FOOTBALL CLUB | COMMUNITY QUICK GRANT - WYNDHAM LAST FRONTIER ADVENTURE PARK | 495.00 |
| EFT127277 | 01/09/2016 | QUICK CORPORATE AUSTRALIA | STATIONERY ORDER - AUGUST 2016 - KUNUNURRA ADMINISTRATION | 977.20 |

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| EFT127278 | 01/09/2016 | SEARLE HOLDINGS (WA) PTY LTD | SUPPLY OF CLEAN RAGS - EAST KIMBERLEY REGIONAL AIRPORT | 34.99 |
| EFT127279 | 01/09/2016 | SPEEDO AUSTRALIA PTY LTD | PURCHASE OF CONSUMABLES FOR RESALE - KUNUNURRA LEISURE CENTRE | 250.25 |
| EFT127280 | 01/09/2016 | STATE LIBRARY OF WA AUST. | PAYMENT FOR LOST AND DAMAGED BOOKS 2016-2017- KNX LIBRARY | 660.00 |
| EFT127281 | 01/09/2016 | SUBWAY - KUNUNURRA | CATERING - LOCAL PLANNING STRATEGY MEETING - 16/08/16 | 120.00 |
| EFT127282 | 01/09/2016 | TNT AUSTRALIA PTY LIMITED | FREIGHT- KUNUNURRA TO PERTH - HEALTH SAMPLES | 1,532.23 |
| EFT127283 | 01/09/2016 | TST ELECTRICAL | REPAIRS TO RETICULATION CONTROLLER AT COOLIBAH ESTATE PARK | 220.00 |
| EFT127284 | 01/09/2016 | EAST KIMBERLEY TOWING | HIRE OF TILT TRAY TO TRANSPORT TRAILER FROM WYN TO KNX AIRPORT | 484.00 |
| EFT127285 | 01/09/2016 | THINK WATER KUNUNURRA | RETICULATION FITTINGS - WYNDHAM PARKS AND GARDENS | 156.27 |
| EFT127286 | 01/09/2016 | TOLL EXPRESS | FREIGHT- PERTH TO KUNUNURRA DEPOT- SIGNAGE | 1,753.04 |
| EFT127287 | 01/09/2016 | TOWN CARAVAN PARK | ACCOM. FOR TEMPORARY STAFF MEMBERS AS PER EMPLOYMENT CONTRACT | 1,800.00 |
| EFT127288 | 01/09/2016 | TYREPLUS KUNUNURRA | REPLACEMENT TYRES AND DISPOSAL - P391 | 390.00 |
| EFT127289 | 01/09/2016 | VISIMAX | SUPPLY OF SNAKE HANDLING EQUIPMENT- KUNUNURRA LEISURE CENTRE | 286.40 |
| EFT127290 | 01/09/2016 | VANDERFIELD NORTHWEST PTY LTD | PARTS FOR P135 | 34.87 |
| EFT127291 | 01/09/2016 | WESTRAC EQUIPMENT PTY LTD | REPAIRS AND PARTS FOR P488 | 2,842.04 |
| EFT127292 | 01/09/2016 | WESTERN AUST. TREASURY CORP. | LOAN REPAYMENT | 38,379.02 |
| EFT127293 | 01/09/2016 | WESTERN URBAN ASSOCIATES | COMMUNITY QUICK GRANT - STREET CHAPLAIN PROJECT KUNUNURRA | 500.00 |
| EFT127294 | 02/09/2016 | ATO CHILD SUPPORT AGENCY | PAYROLL DEDUCTIONS | 598.56 |
| EFT127295 | 02/09/2016 | AUSTRALIAN SERVICES UNION | PAYROLL DEDUCTIONS | 131.75 |
| EFT127296 | 02/09/2016 | AUSTRALIAN TAXATION OFFICE | PAYROLL DEDUCTIONS | 87,789.00 |
| EFT127297 | 02/09/2016 | HEALTH INSURANCE FUND LTD | PAYROLL DEDUCTIONS | 66.25 |
| EFT127298 | 02/09/2016 | MAXXIA | PAYROLL DEDUCTIONS | 7,047.91 |
| EFT127299 | 02/09/2016 | SHIRE OF WYNDHAM EAST KIMBERLEY | PAYROLL DEDUCTIONS | 15.00 |
| EFT127300 | 02/09/2016 | STAFF MEMBER | REIMBURSEMENT IN ACCORDANCE WITH EMPLOYMENT CONTRACT | 400.00 |
| EFT127301 | 07/09/2016 | AVIAIR | FLIGHT FOR 5 PEOPLE KNX TO KALUMBURU FOR CHILDREN'S BOOK WEEK | 2,760.00 |
| EFT127302 | 07/09/2016 | ALLGEAR MOTORCYCLES | VALVE KIT FOR EKRA & PARTS - P356, P357 | 525.15 |
| EFT127303 | 07/09/2016 | ALLIED PICKFORDS PTY LTD | RELOCATION FOR STAFF MEMBER AS PER EMPLOYMENT CONTRACT | 14,653.10 |
| EFT127304 | 07/09/2016 | AUSTRALIAN SERVICES UNION | PAYROLL DEDUCTIONS | 26.35 |
| EFT127305 | 07/09/2016 | AUSTRALIAN TAXATION OFFICE | PAYROLL DEDUCTIONS | 12,508.00 |
| EFT127306 | 07/09/2016 | AUTO TOW & REPAIR | SERVICE - P116 & REMOVAL OF ABANDONED VEHICLES TO IMPOUND YARD | 1,119.42 |
| EFT127307 | 07/09/2016 | DAVEY TYRE & BATTERY SERVICE | REPLACEMENT TYRE FOR P477 | 1,559.80 |
| EFT127308 | 07/09/2016 | EK ENGINEERING | REPAIRS TO P382 | 211.86 |
| EFT127309 | 07/09/2016 | EARTHWORKS TRAINING SVS. | TRAINING - STAFF MEMBERS 08-12/8/16 | 1,800.00 |
| EFT127310 | 07/09/2016 | EAST KIMBERLEY PLUMBING | SUPPLY AND INSTALLATION OF NEW CISTERN IN TOILETS AT KNX ADMIN | 993.30 |
| EFT127311 | 07/09/2016 | IBAC PLUMBING PTY LTD | PLUMBING WORKS TO BLOCKED TOILET AT KUNUNURRA LEISURE CENTRE | 453.20 |
| EFT127312 | 07/09/2016 | ICE AGE REFRIGERATION | SUPPLY OF REMOTE CONTROLLER & SERVICE OF AIRCON - STAFF HOUSING | 259.60 |
| EFT127313 | 07/09/2016 | JASON SIGNMAKERS LTD | REPLACEMENT SIGNS FOR LANDING - WYNDHAM COMMUNITY JETTY | 111.10 |

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| EFT127314 | 07/09/2016 | STAFF MEMBER | REIMBURSEMENT IN ACCORDANCE WITH EMPLOYMENT CONTRACT | 777.85 |
| EFT127315 | 07/09/2016 | JORRITSMA H & CO | SUPPLY OF VALVE ADAPTOR AND HP PIPE- KUNUNURRA LEISURE CENTRE | 11.00 |
| EFT127316 | 07/09/2016 | KIMBERLEY TREE SERVICES PTY LTD | TREE LOPPING, STUMP GRINDING & WASTE REMOVAL - GREY BOX STREET | 960.00 |
| EFT127317 | 07/09/2016 | KUNUNURRA BETTA ELECTRICAL | SUPPLY OF DISH WASHER- EAST KIMBERLEY REGIONAL AIRPORT | 769.00 |
| EFT127318 | 07/09/2016 | KUNUNURRA COURIERS | DRINKING WATER SUPPLIES - KNX LANDFILL AND KNX ADMIN - JULY 16 | 322.00 |
| EFT127319 | 07/09/2016 | KUNUNURRA HOME & GARDEN | PARTS FOR P377 & SUPPLY OF PLANTS FOR KNX CEMETERY GARDEN | 46.30 |
| EFT127320 | 07/09/2016 | KUNUNURRA MEDICAL | PRE EMPLOYMENT MEDICALS - STAFF MEMBERS AS PER CONTRACT | 819.40 |
| EFT127321 | 07/09/2016 | KUNUNURRA PANEL BEATING | REPLACEMENT WINDSCREENS FOR P387 AND P120 | 1,001.00 |
| EFT127322 | 07/09/2016 | LAWRENCE & HANSON GROUP | SUPPLY OF TEST AND TAG LABELS- KUNUNURRA ADMINISTRATION | 423.98 |
| EFT127323 | 07/09/2016 | LOCAL HEALTH ANALYTICAL COMM. | LOCAL GOVERNMENT ANALYTICAL FEES - 2016/2017 | 2,130.12 |
| EFT127324 | 07/09/2016 | MARKETFORCE PTY LTD | RECRUITMENT ADVERTISING - KUNUNURRA ADMIN | 2,836.66 |
| EFT127325 | 07/09/2016 | METALAND KUNUNURRA | PARTS FOR P489 | 294.91 |
| EFT127326 | 07/09/2016 | NORTH REGIONAL TAFE | ENROLMENT FEES - STAFF MEMBER - ATTEND TRAINING AS PER CONTRACT | 844.00 |
| EFT127327 | 07/09/2016 | OFFICE NATIONAL KNX | STATIONERY SUPPLIES FOR WYNDHAM YOUTH PROGRAM | 684.27 |
| EFT127328 | 07/09/2016 | ROYAL LIFE SAVING | COMPLETE POOL OPERATIONS MANUALS - WYNDHAM & KUNUNURRA POOLS | 3,300.00 |
| EFT127329 | 07/09/2016 | SHIRE OF WYN EAST KIMBERLEY | PAYROLL DEDUCTIONS | 120.00 |
| EFT127330 | 07/09/2016 | TNT AUSTRALIA PTY LIMITED | FREIGHT - KUNUNURRA TO PERTH - HEALTH SAMPLES | 327.84 |
| EFT127331 | 07/09/2016 | THINK WATER KUNUNURRA | RETIC. SPRINKLERS AND FITTINGS - KUNUNURRA PARKS AND GARDENS | 293.55 |
| EFT127332 | 07/09/2016 | TYREPLUS KUNUNURRA | REPLACEMENT TYRES FOR P115 AND P120 | 1,240.00 |
| EFT127333 | 07/09/2016 | UNITED BOOK DISTRIBUTORS | SUPPLY OF BOOKS TO BE SOLD AT THE 2016 KIMBERLEY WRITERS FESTIVAL | 568.59 |
| EFT127334 | 07/09/2016 | WA LOCAL GOV'T ASSOCIATION | ELECTED MEMBERS REGN. FOR 2016 WA LOCAL GOVT. CONVENTION | 4,535.99 |
| EFT127335 | 07/09/2016 | WESTRAC EQUIPMENT PTY LTD | REPAIRS AND SERVICE FOR P488 AND P390 | 3,492.93 |
| EFT127336 | 07/09/2016 | WYNDHAM PICTURE GARDENS | PROVISION OF MOVIES FOR WYNDHAM MEN'S HEALTH WEEK | 330.00 |
| EFT127337 | 07/09/2016 | WATER TECHNOLOGY | RFQ27-15/16- ENGINEERING CONSULTANCY - D2 DRAIN UPGRADE | 22,467.50 |
| EFT127338 | 07/09/2016 | WORLEY PARSONS SERVICES PTY | RFQ10 15/16 - ENGINEERING SERVICES - LILY CREEK BOAT RAMP | 3,071.75 |
| EFT127339 | 15/09/2016 | ABCO PRODUCTS | CLEANING SUPPLIES - VARIOUS INCL. TOILET ROLLS, TISSUES - KLC | 603.51 |
| EFT127340 | 15/09/2016 | ATO CHILD SUPPORT AGENCY | PAYROLL DEDUCTIONS | 598.56 |
| EFT127341 | 15/09/2016 | ALLGEAR MOTORCYCLES | PARTS FOR P357, HELMET KIT FOR KUNUNURRA OUTDOOR WORKFORCE | 243.30 |
| EFT127342 | 15/09/2016 | ARGYLE ENGINEERING | REPAIRS TO LOADER BUCKET AND RUBBISH TIP COVERS - KNX LANDFILL | 869.00 |
| EFT127343 | 15/09/2016 | AUSTRALIAN SERVICES UNION | PAYROLL DEDUCTIONS | 131.75 |
| EFT127344 | 15/09/2016 | AUSTRALIAN TAXATION OFFICE | PAYROLL DEDUCTIONS | 83,909.00 |
| EFT127345 | 15/09/2016 | BLACKWOODS | HI VIS VESTS, COMPRESSOR PARTS, PAINT- EAST KIMBERLEY REG. AIRPOR | 1,631.21 |
| EFT127346 | 15/09/2016 | BOAB REFRIGERATION & AIRCON | SERVICE OF ICE MACHINE, REPAIRS TO BROKEN PIPE & DRAIN - P356 | 220.00 |
| EFT127347 | 15/09/2016 | BUSHCAMP SURPLUS STORE | PROTECTIVE CLOTHING - OUTDOOR WORKFORCE KUNUNURRA | 75.50 |
| EFT127348 | 15/09/2016 | CABCHARGE | CAB CHARGES - STAFF MEMBERS - ATTEND TRAINING | 970.97 |
| EFT127349 | 15/09/2016 | CARPET, VINYL & TILE CENTRE | PAINT SUPPLIES, TILES & ANTISLIP TAPE- KNX DEPOT, TOURISM HOUSE | 975.22 |

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| EFT127350 | 15/09/2016 | CENTURION TRANSPORT | FREIGHT - PERTH TO KUNUNURRA – SIGNAGE EKRA | 46.93 |
| EFT127351 | 15/09/2016 | CHEFMASTER AUSTRALIA | SUPPLY OF BIN LINERS – EAST KIMBERLEY REGIONAL AIRPORT | 755.10 |
| EFT127352 | 15/09/2016 | COATES HIRE OPERATIONS | GENERATOR HIRE - KUNUNURRA LANDFILL MAINTENANCE | 1,287.00 |
| EFT127353 | 15/09/2016 | CROCODILE SIGNS PTY LTD | SIGNAGE - VARIOUS INCL. AIRPORT GABLE AND NO TRESPASSING - EKRA | 1,129.70 |
| EFT127354 | 15/09/2016 | DATACOM SYSTEMS WA | SOFTWARE LICENCE RENEWAL-16/09/2016-15/09/2017 | 924.00 |
| EFT127355 | 15/09/2016 | DAVEY TYRE & BATTERY SERVICE | REPLACEMENT TYRES FOR P129 AND P123 | 796.50 |
| EFT127356 | 15/09/2016 | DAVID LEFFLER | AUTHOR'S FEES FOR ATTENDING THE 2016 KIMBERLEY WRITERS FESTIVAL | 4,100.00 |
| EFT127357 | 15/09/2016 | DELRON CLEANING PTY LTD | CONTRACT CLEANING - KNX ADMIN, KNX YOUTH CTR AND KNX LEISURE CENTRE | 16,841.12 |
| EFT127358 | 15/09/2016 | DEPT. OF FIRE & EMERGENCY SVC. | 2015/16 EMERGENCY SERVICES LEVY - 1ST QUARTER CONTRIBUTION | 110,181.17 |
| EFT127359 | 15/09/2016 | EAST KIMBERLEY HARDWARE | VARIOUS HARDWARE ITEMS - KNX DEPOT, P390, P489, P385, P479 | 1,135.90 |
| EFT127360 | 15/09/2016 | EAST KIMBERLEY PLUMBING | HIRE OF PUMP TRUCK TO PUMP OUT SEWERAGE TANKS - EKRA | 2,794.00 |
| EFT127361 | 15/09/2016 | GYMCARE | REPLACEMENT CORD FOR GYM TREADMILL- KLC | 63.61 |
| EFT127362 | 15/09/2016 | HEALTH INSURANCE FUND LTD | PAYROLL DEDUCTIONS | 66.25 |
| EFT127363 | 15/09/2016 | STAFF MEMBER | REIMBURSEMENT IN ACCORDANCE WITH EMPLOYMENT CONTRACT | 69.55 |
| EFT127364 | 15/09/2016 | IBIS CORPORATION PTY LTD | SUPPLY OF CONFERENCE TABLE AND CHAIRS - WYNDHAM DEPOT | 1,504.00 |
| EFT127365 | 15/09/2016 | STAFF MEMBER | REIMBURSEMENT IN ACCORDANCE WITH EMPLOYMENT CONTRACT | 228.80 |
| EFT127366 | 15/09/2016 | KEVIN BROPHY | AUTHOR'S FEES FOR ATTENDING THE 2016 KIM. WRITERS FESTIVAL | 1,200.00 |
| EFT127367 | 15/09/2016 | KIMBERLEY KOOL REFRIGERATION | ANNUAL SERVICE FOR VENDING MACHINES AND CBS X-RAY - EKRA | 198.00 |
| EFT127368 | 15/09/2016 | KIMBERLEY MARKETING | PURCHASE OF CONSUMABLES FOR RESALE | 87.89 |
| EFT127369 | 15/09/2016 | KIMBERLEY MOTORS | FUEL COSTS - JULY 2016 | 2,306.16 |
| EFT127370 | 15/09/2016 | KUNUNURRA PANEL BEATING WORKS | EXCESS INSURANCE REPAIRS - P131 | 300.00 |
| EFT127371 | 15/09/2016 | KUNUNURRA RURAL TRADERS | SUPPLY AND DELIVERY OF 9KG ABE EXTINGUISHER – KNX ADMIN | 250.00 |
| EFT127372 | 15/09/2016 | L3 COMMUNICATIONS AUST. PTY | SUPPLY OF EXPLOSIVE VERIFICATION KIT & SAMPLE TRAPS - EKRA | 994.40 |
| EFT127373 | 15/09/2016 | LANDGATE | LAND ENQUIRY, GROSS RENTAL VALUATIONS & MINING TENEMENTS | 263.03 |
| EFT127374 | 15/09/2016 | LANGFORD MACHINERY PTY LTD | INSPECTION OF ROLLER, REPAIRS AND PARTS - EKRA | 165.00 |
| EFT127375 | 15/09/2016 | LAWRENCE & HANSON GROUP | SUPPLY OF FLUORESCENT LAMPS - EAST KIMBERLEY REGIONAL AIRPORT | 168.30 |
| EFT127376 | 15/09/2016 | MAXXIA | PAYROLL DEDUCTIONS | 7,047.91 |
| EFT127377 | 15/09/2016 | METALAND KUNUNURRA | FABRICATION OF GATES ON MALE & FEMALE TOILETS - WYNDHAM POOL | 843.28 |
| EFT127378 | 15/09/2016 | MICHAEL PAGE INTERNATIONAL | PROFESSIONAL RECRUITMENT SERVICES | 1,777.47 |
| EFT127379 | 15/09/2016 | MIRIMA COUNCIL ABORIG. CORP. | FEES FOR STAFF MEMBER TO ATTEND CULTURAL AWARENESS TRAINING | 198.00 |
| EFT127380 | 15/09/2016 | STAFF MEMBER | REIMBURSEMENT IN ACCORDANCE WITH EMPLOYMENT CONTRACT | 986.16 |
| EFT127381 | 15/09/2016 | NKANDU BELTZ | AUTHOR'S FEES TO ATTEND THE 2016 KIMBERLEY WRITER'S FESTIVAL | 1,200.00 |
| EFT127382 | 15/09/2016 | OLLIE'S IRRIGATION | RETIC. FITTINGS - STAFF HOUSING, KUNUNURRA PARKS AND GARDENS | 1,917.11 |
| EFT127383 | 15/09/2016 | ORD AGRICULTURAL EQUIPMENT | REPLACEMENT WINDOW FOR P382 | 308.00 |
| EFT127384 | 15/09/2016 | ORD FUEL SUPPLIES | SUPPLY OF GREASE- P477, P488, P479 | 232.32 |
| EFT127385 | 15/09/2016 | POS PLAZA | SUPPLY OF SINGLE SIDED ID CARD PRINTER – KUNUNURRA LEISURE CENTRE | 2,311.90 |

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| EFT127386 | 15/09/2016 | RAMM SOFTWARE PTY LTD | SOFTWARE ANNUAL SUPPORT & MAINTENANCE FEE - 2016/2017 | 8,468.61 |
| EFT127387 | 15/09/2016 | ROADLINE CONTRACTING | T08 15/16 - MINIATA STREET DRAINAGE - FIRST AND FINAL PAYMENT | 99,490.08 |
| EFT127388 | 15/09/2016 | SGS ENVIRONMENTAL SERVICES | TESTING OF WATER SAMPLES - KUNUNURRA LANDFILL | 2,997.50 |
| EFT127389 | 15/09/2016 | SEARLE HOLDINGS PTY LTD | SUPPLY OF NARVA CONNECTORS - EAST KIMBERLEY REGIONAL AIRPORT | 127.44 |
| EFT127390 | 15/09/2016 | SHIRE OF WYN EAST KIMBERLEY | PAYROLL DEDUCTIONS | 15.00 |
| EFT127391 | 15/09/2016 | SPIRIT OF THE BOABS | AUTHOR'S FEES TO ATTEND THE 2016 KIMBERLEY WRITER'S FESTIVAL | 1,200.00 |
| EFT127392 | 15/09/2016 | STITCHED UP EMBROIDERY | EMBROIDERY OF STAFF UNIFORMS - KNX OUTDOOR WORKFORCE | 145.00 |
| EFT127393 | 15/09/2016 | TELFORD INDUSTRIES | SUPPLY OF POOL CHEMICALS – WYNDHAM & KUNUNURRA POOLS | 6,085.86 |
| EFT127394 | 15/09/2016 | TNT AUSTRALIA PTY LIMITED | FREIGHT - KUNUNURRA DEPOT TO ALS LABORATORY – SAMPLES KNX LANDFILL | 256.94 |
| EFT127395 | 15/09/2016 | TST ELECTRICAL | ELECTRIC WORKS - LOCATION OF UNDERGROUND CABLES - KUNUNURRA OVAL | 110.00 |
| EFT127396 | 15/09/2016 | THINK WATER KUNUNURRA | RETICULATION SPRINKLERS - KUNUNURRA PARKS AND GARDENS | 67.10 |
| EFT127397 | 15/09/2016 | TOLL EXPRESS | FREIGHT - PERTH TO KUNUNURRA - CLEANING SUPPLIES | 871.30 |
| EFT127398 | 15/09/2016 | TOWN CARAVAN PARK | ACCOM. FOR TEMPORARY STAFF MEMBERS AS PER CONTRACT | 900.00 |
| EFT127399 | 15/09/2016 | TUCKERBOX STORES | PROVISIONS AND MATERIALS - KNX ADMIN, EKRA, KNX LIBRARY & KLC | 1,088.94 |
| EFT127400 | 15/09/2016 | TYREPLUS KUNUNURRA | REPLACEMENT TYRES FOR P116 | 1,525.00 |
| EFT127401 | 15/09/2016 | VORGE PTY LTD | PURCHASE OF CONSUMABLES FOR RESALE | 264.00 |
| EFT127402 | 15/09/2016 | STAFF MEMBER | REIMBURSEMENT IN ACCORDANCE WITH EMPLOYMENT CONTRACT | 391.63 |
| EFT127403 | 15/09/2016 | WESFARMERS KLEENHEAT GAS | ANNUAL GAS CYLINDER SERVICE CHARGES - STAFF HOUSING | 138.60 |
| EFT127404 | 15/09/2016 | WYNDHAM PICTURE GARDENS | HIRE OF FACILITY & PROJECTOR FOR PHOTOGRAPHY EVENT | 125.00 |
| EFT127405 | 15/09/2016 | WORLEY PARSONS SERVICES | RFQ10 15/16 - ENGINEERING SERVICES - LILY CREEK BOAT RAMP | 6,689.38 |
| EFT127406 | 22/09/2016 | AMPAC DEBT RECOVERY (WA) | DEBT COLLECTION COMMISSIONS AND COSTS - AUGUST 2016 | 1,234.75 |
| EFT127407 | 22/09/2016 | STAFF MEMBER | REIMBURSEMENT IN ACCORDANCE WITH EMPLOYMENT CONTRACT | 97.90 |
| EFT127408 | 22/09/2016 | AUTO TOW & REPAIR | REPAIRS AND SERVICE FOR P116 & P129 | 542.71 |
| EFT127409 | 22/09/2016 | AVANTGARDE TECHNOLOGIES | NETWORK SUPPORT AND MONITORING- KUNUNURRA ICT | 2,442.00 |
| EFT127410 | 22/09/2016 | BOC LIMITED | WELDING GASES AND BOTTLE RENTAL - AUGUST 2016 | 226.35 |
| EFT127411 | 22/09/2016 | C & S JOLLY ELECTRICS PTY LTD | ELECTRIC WORKS INCL.GENERATOR INSTALLATION & UPS CONNECTION | 15,004.59 |
| EFT127412 | 22/09/2016 | CDM HYDRAULICS PTY LTD | PARTS FOR P479 | 328.39 |
| EFT127413 | 22/09/2016 | CENTURION TRANSPORT | FREIGHT - FROM CHEF MASTER TO KUNUNURRA DEPOT - BIN LINERS | 56.58 |
| EFT127414 | 22/09/2016 | CHEFMASTER AUSTRALIA | SUPPLY OF BIN LINERS - KUNUNURRA DEPOT | 798.80 |
| EFT127415 | 22/09/2016 | CITY OF KARRATHA | CERT. OF APPLICATION FOR DOG POUND & MOVIE SCREEN POLES | 198.00 |
| EFT127416 | 22/09/2016 | CIVIC LEGAL | LEGAL FEES - VARIATION OF LEASE FOR KUNUNURRA AGRIC. SOCIETY | 572.00 |
| EFT127417 | 22/09/2016 | COCA-COLA AMATIL | PURCHASE OF CONSUMABLES FOR RESALE | 77.50 |
| EFT127418 | 22/09/2016 | CURRENCY PRESS PTY LTD | SUPPLY OF BOOKS TO BE SOLD AT THE 2016 KIMBERLEY WRITERS FESTIVAL | 224.16 |
| EFT127419 | 22/09/2016 | DATA #3 LICENSING SOLUTIONS | VEEAM BACKUP ANNUAL LICENSE RENEWAL- 2016/2017- KUNUNURRA ICT | 2,249.02 |
| EFT127420 | 22/09/2016 | DAVEY TYRE & BATTERY SERVICE | REPLACEMENT TYRE FOR P477 | 2,090.80 |
| EFT127421 | 22/09/2016 | DEPT. OF FIRE & EMERGENCY SERV. | DFES ANNUAL MONITORING OF TERMINAL BUILDING 2016-2017 EKRA | 1,763.28 |

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| EFT127422 | 22/09/2016 | DEPT. OF LOCAL GOVT. | MEDIATION COSTS IN RELATION TO MINISTERIAL SHOW CAUSE NOTICE | 19,013.98 |
| EFT127423 | 22/09/2016 | DRAEGER SAFETY PACIFIC PTY | REPLACEMENT BA EQUIPMENT AND SERVICE – WYNDHAM & KNX POOLS | 1,818.52 |
| EFT127424 | 22/09/2016 | DRYSDALE RIVER STATION | T05-15/16 GRADING OF KALUMBURU AND PORT WARRENDER ROADS | 33,384.60 |
| EFT127425 | 22/09/2016 | EAST KIMBERLEY HARDWARE | VARIOUS HARDWARE ITEMS - P356, KNX LANDFILL AND KNX PARKS | 361.80 |
| EFT127426 | 22/09/2016 | EAST KIMBERLEY PLUMBING | SUPPLY & INSTALLATION OF NEW LPG REGULATOR – STAFF HOUSING KNX | 344.30 |
| EFT127427 | 22/09/2016 | FLAME TREE NURSERY | SUPPLY OF PLANTS FOR KUNUNURRA GARDEN BEDS | 86.50 |
| EFT127428 | 22/09/2016 | FREMANTLE PRESS | SUPPLY OF BOOKS TO BE SOLD AT THE 2016 KIMBERLEY WRITERS FESTIVAL | 1,155.89 |
| EFT127429 | 22/09/2016 | FRONTIER POST & NEWS | POSTAGE AND NEWSPAPER PURCHASES – WYNDHAM ADMINISTRATION | 102.80 |
| EFT127430 | 22/09/2016 | HITACHI CONSTRUCTION | SERVICE KIT FOR P477 | 566.47 |
| EFT127431 | 22/09/2016 | IBAC PLUMBING PTY LTD | PLUMBING WORKS TO LEAKING PIPES AT KUNUNURRA BASKET BALL COURTS | 171.90 |
| EFT127432 | 22/09/2016 | JABIRU PAINTING PTY LTD | PAINTING OF CHANGE ROOM FLOORS AT WYNDHAM POOL | 550.00 |
| EFT127433 | 22/09/2016 | KIMBERLEY HOTEL PTY LTD | ACCOMMODATION FOR AUTHORS - 2016 KIMBERLEY WRITERS FESTIVAL | 6,580.00 |
| EFT127434 | 22/09/2016 | KIMBERLEY KOOL | REPAIRS TO AIR CONDITIONER AT KUNUNURRA ADMINISTRATION | 528.00 |
| EFT127435 | 22/09/2016 | KIMBERLEY MARKETING | PURCHASE OF CONSUMABLES FOR RESALE – KUNUNURRA LEISURE CENTRE | 67.05 |
| EFT127436 | 22/09/2016 | KIMBERLEY TREE SERVICES | TREE LOPPING & REMOVAL OF WASTE – EAST KIMBERLEY REGIONAL AIRPORT | 950.00 |
| EFT127437 | 22/09/2016 | KUNUNURRA HOME & GARDEN | SUPPLY OF NET CARGO MESH - KUNUNURRA LEISURE CENTRE | 103.75 |
| EFT127438 | 22/09/2016 | KUNUNURRA PANEL BEATING | INSURANCE EXCESS - REPAIRS - P129 | 300.00 |
| EFT127439 | 22/09/2016 | LAWRENCE & HANSON GROUP | SUPPLY OF SMOKE ALARM, TEST TAG - STAFF HOUSING, KNX LEISURE CENTRE | 248.02 |
| EFT127440 | 22/09/2016 | MARKETFORCE PTY LTD | ADVERTISING - VARIOUS INCL. FENCING LOCAL LAWS AND BUSH FIRE | 3,637.19 |
| EFT127441 | 22/09/2016 | MADELEINE DICKIE | AUTHOR'S FEES TO ATTEND THE 2016 KIMBERLEY WRITERS FESTIVAL | 900.00 |
| EFT127442 | 22/09/2016 | MAIN ROADS WA AUST. | STABILISATION & SEALING WKS - MILLS RD, RESEARCH STN RD, SHARPE ST. | 229,969.87 |
| EFT127443 | 22/09/2016 | METALAND KUNUNURRA | REPAIRS TO EXERCISE EQUIPMENT- KUNUNURRA LEISURE CENTRE | 115.50 |
| EFT127444 | 22/09/2016 | NORMAN JORGENSEN | AUTHOR'S FEES TO ATTEND THE 2016 KIM. WRITER'S FESTIVAL | 4,510.00 |
| EFT127445 | 22/09/2016 | NORTH REGIONAL TAFE | ENROLMENT FEES - STAFF MEMBER - ATTEND TRAINING | 734.75 |
| EFT127446 | 22/09/2016 | ORD RIVER ELECTRICS | INSTALLATION OF PIT LIDS & REPAIRS TO WASHING MACHINE- EKRA | 1,033.94 |
| EFT127447 | 22/09/2016 | OUTBACK CLEANING | CLEANING - STAFF HOUSING PRIOR TO OCCUPATION | 385.00 |
| EFT127448 | 22/09/2016 | OFFICE NATIONAL KUNUNURRA | SUPPLY OF STATIONERY AND CASH REGISTER FOR WYNDHAM POOL | 395.20 |
| EFT127449 | 22/09/2016 | OLLIE'S IRRIGATION | RETICULATION FITTINGS AND PARTS - KNX PARKS AND GARDENS | 315.47 |
| EFT127450 | 22/09/2016 | ORD MACHINING | REPAIRS TO HUB AND RIM ON ROLLER – EAST KIMBERLEY REGIONAL AIRPORT | 978.85 |
| EFT127451 | 22/09/2016 | ORDCO | WEED CONTROL CHEMICALS - EAST KIMBERLEY REGIONAL AIRPORT | 1,749.00 |
| EFT127452 | 22/09/2016 | PUMA ENERGY FUELS PTY LTD | BULK DIESEL - KUNUNURRA DEPOT | 8,448.36 |
| EFT127453 | 22/09/2016 | PUMPLINE PTY LTD T/AS AIRBLAST | SUPPLY OF SPRAY TIP - P392 | 108.90 |
| EFT127454 | 22/09/2016 | ROADLINE CONTRACTING | T07 15/16 - DRAINAGE IMPROVEMENTS EGRET CL. FIRST & FINAL PAYMENT | 70,282.87 |
| EFT127455 | 22/09/2016 | ROBERT DREW | REFUND FOR OVER PAYMENT OF DEBTORS INVOICE | 25.00 |
| EFT127456 | 22/09/2016 | ROYAL LIFE SAVING WA | ENROLMENT FEES - STAFF MEMBERS - ATTEND TRAINING | 960.00 |
| EFT127457 | 22/09/2016 | SPORTSPEOPLE | RECRUITMENT ADVERTISING | 176.00 |

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| EFT127458 | 22/09/2016 | STATE LAW PUBLISHER | PRINTING OF SPECIAL GOV. GAZETTE - SWEK MEETING PROCEDURES | 2,039.15 |
| EFT127459 | 22/09/2016 | SIMPLY UNIFORMS | SUPPLY OF UNIFORMS AND EMBROIDERY SERVICES - KUNUNURRA ADMIN | 1,121.24 |
| EFT127460 | 22/09/2016 | ST JOSEPHS SCHOOL | REFUND DUE TO OVER PAYMENT OF DEBTORS INVOICES | 255.50 |
| EFT127461 | 22/09/2016 | STITCHED UP EMBROIDERY | SUPPLY OF UNIFORMS AND EMBROIDERY SERVICES - KUNUNURRA ADMIN | 354.75 |
| EFT127462 | 22/09/2016 | TRIPLE J TOURS | KIMBERLEY WRITERS FESTIVAL BRUNCH CRUISE | 550.00 |
| EFT127463 | 22/09/2016 | TST ELECTRICAL | REPAIRS TO BASTION LIGHTS - FIVE RIVERS LOOKOUT WYNDHAM | 330.00 |
| EFT127464 | 22/09/2016 | THINK WATER KUNUNURRA | SUPPLY OF RETIC. SPRINKLERS AND SOCKET - KUNUNURRA DEPOT | 105.16 |
| EFT127465 | 22/09/2016 | TOLL EXPRESS | FREIGHT- FROM PERTH TO KUNUNURRA - CLEANING PRODUCTS | 693.58 |
| EFT127466 | 22/09/2016 | TYREPLUS KUNUNURRA | REPLACEMENT TYRES AND PUNCTURE REPAIRS - P131, P115 | 1,620.00 |
| EFT127467 | 22/09/2016 | VANDERFIELD NORTHWEST | PARTS FOR 135 | 89.19 |
| EFT127468 | 22/09/2016 | VORGE PTY LTD | PURCHASE OF CONSUMABLES FOR RESALE – KUNUNURRA LEISURE CENTRE | 155.07 |
| EFT127469 | 22/09/2016 | WESTRAC EQUIPMENT PTY LTD | SERVICE, REPAIRS AND PARTS FOR P488 | 5,246.07 |
| EFT127470 | 22/09/2016 | WILD MANGO | CATERING FOR THE OPENING OF 2016 KIMBERLEY WRITERS FESTIVAL | 1,300.00 |
| EFT127471 | 22/09/2016 | YASSMIN ABDEL-MAGIED | AUTHOR'S FEES TO ATTEND THE 2016 KIMBERLEY WRITER'S FESTIVAL | 1,500.00 |
| EFT127472 | 29/09/2016 | 4D LANDSCAPING SOLUTIONS | GARDEN MAINTENANCE – STAFF HOUSING PRIOR TO OCCUPATION | 66.00 |
| EFT127473 | 29/09/2016 | ABCO PRODUCTS | CLEANING SUPPLIES INCL. TISSUES & ROLLS - KNX AUTOMATED TOILET | 262.17 |
| EFT127474 | 29/09/2016 | ASK WASTE MANAGEMENT | WASTE CONSULTANCY – KUNUNURRA & WYNDHAM LANDFILLS | 16,521.12 |
| EFT127475 | 29/09/2016 | ATO CHILD SUPPORT AGENCY | PAYROLL DEDUCTIONS | 598.56 |
| EFT127476 | 29/09/2016 | ALL HOURS SECURITY | ALARM CALL OUT CHARGES - KNX & WYN ADMIN, KLC, WYN REC. | 564.60 |
| EFT127477 | 29/09/2016 | AUSTRALIA POST | POSTAGE AND STATIONERY PURCHASES - AUGUST 2016 | 401.92 |
| EFT127478 | 29/09/2016 | AUSTRALIAN SERVICES UNION | PAYROLL DEDUCTIONS | 131.75 |
| EFT127479 | 29/09/2016 | AUSTRALIAN TAXATION OFFICE | PAYROLL DEDUCTIONS | 78,757.00 |
| EFT127480 | 29/09/2016 | AUTO TOW & REPAIR | SERVICE FOR P132 | 289.96 |
| EFT127481 | 29/09/2016 | BEING THERE SOLUTIONS PTY LTD | VIDEO CONFERENCING SUBSCRIPTION - SEPT 2016 | 825.00 |
| EFT127482 | 29/09/2016 | BEST IT & BUSINESS SOLUTIONS | PRINTING COSTS - KUNUNURRA AND WYNDHAM ADMIN - AUG 2016 | 1,797.58 |
| EFT127483 | 29/09/2016 | C & S JOLLY ELECTRICS PTY LTD | REPLACEMENT OF OLD FLUORESCENT LIGHTS WITH LED BATONS - KLC | 1,761.00 |
| EFT127484 | 29/09/2016 | CDM HYDRAULICS PTY LTD | REPAIRS TO P488, P382, P477 | 1,289.20 |
| EFT127485 | 29/09/2016 | STAFF MEMBER | REIMBURSEMENT IN ACCORDANCE WITH EMPLOYMENT CONTRACT | 66.65 |
| EFT127486 | 29/09/2016 | CITY OF KARRATHA | CERTIFICATION OF BUILDING APP. FOR LOT 580 MILLINGTON DRV KNX | 550.00 |
| EFT127487 | 29/09/2016 | COATES HIRE OPERATIONS | GENERATOR HIRE - KUNUNURRA LANDFILL MAINTENANCE | 1,336.50 |
| EFT127488 | 29/09/2016 | DAVEY TYRE & BATTERY SERVICE | PUNCTURE REPAIRS, FITTING AND DISPOSAL- P227 | 162.00 |
| EFT127489 | 29/09/2016 | DEPT. OF ENVIRONMENT REGULATION | ANNUAL LICENCE FEE FOR KNX LANDFILL WASTE DISPOSAL SITE 2016/17 | 5,545.03 |
| EFT127490 | 29/09/2016 | DRYSDALE RIVER STATION | FUEL - P388, ACCOM. FOR STAFF MEMBER - KALUMBURU RD WORKS | 366.05 |
| EFT127491 | 29/09/2016 | EAST KIMBERLEY HARDWARE | VARIOUS HARDWARE ITEMS - P356, WYN REC, CELEBRITY TREE PARK | 209.00 |
| EFT127492 | 29/09/2016 | EAST KIMBERLEY PLUMBING | MONTHLY TESTING OF FIRE PUMP AND REPLACEMENT PUMP - EKRA | 1,725.37 |
| EFT127493 | 29/09/2016 | HEALTH INSURANCE FUND LTD | PAYROLL DEDUCTIONS | 66.25 |

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| EFT127494 | 29/09/2016 | IBAC PLUMBING PTY LTD | PLUMBING WORKS TO DAMAGED CISTERN AT WYNDHAM PORT TOILETS | 1,467.17 |
| EFT127495 | 29/09/2016 | IT VISION AUSTRALIA PTY LTD | SOFTWARE CONSULTANCY- BOARD 10 UPGRADE - KUNUNURRA ICT | 550.00 |
| EFT127496 | 29/09/2016 | IT VISION USER GROUP | IT VISION USER GROUP MEMBERSHIP SUBSCRIPTION 2016/2017 | 715.00 |
| EFT127497 | 29/09/2016 | J & C ATKINS CONTRACTING | REPAIRS TO FENCE AND REGLUE VINYL AT WYNDHAM REC. CENTRE | 760.10 |
| EFT127498 | 29/09/2016 | J. CAV ELECTRICAL | REPLACEMENT CELL FOR BOAT RAMP FLOOD LIGHTS- WYN FORESHORE | 261.00 |
| EFT127499 | 29/09/2016 | JSW HOLDINGS PTY LTD | SUPPLY OF 11 TONNES OF SAND TO EAST KIMBERLEY REGIONAL AIRPORT | 339.90 |
| EFT127500 | 29/09/2016 | KIMBERLEY EXCAVATIONS | SEMI TIPPER HIRE - KUNUNURRA LANDFILL MAINTENANCE | 4,785.00 |
| EFT127501 | 29/09/2016 | KUNUNURRA COURIERS | DRINKING WATER SUPPLIES - KNX LANDFILL AND KNX ADMIN | 286.00 |
| EFT127502 | 29/09/2016 | LOCK, STOCK & FARRELL | SUPPLY OF 18 MASTER PADLOCKS - KUNUNURRA DEPOT | 711.90 |
| EFT127503 | 29/09/2016 | LANDGATE | LAND ENQUIRIES - AUGUST 2016 | 24.85 |
| EFT127504 | 29/09/2016 | MARKETFORCE PTY LTD | ADVERTISING - T03-16/17 LAKE ARGYLE ROAD IMPROVEMENTS | 513.40 |
| EFT127505 | 29/09/2016 | MAXXIA | PAYROLL DEDUCTIONS | 6,802.91 |
| EFT127506 | 29/09/2016 | MCLEAN ENTERPRISES PTY LTD | FREIGHT - FROM HITACHI TO KUNUNURRA DEPOT - PARTS FOR P477 | 134.53 |
| EFT127507 | 29/09/2016 | MCMULLEN NOLAN GROUP | SURVEY SERVICES - WYNDHAM WASTE MANAGEMENT FACILITY | 6,380.00 |
| EFT127508 | 29/09/2016 | METAL ARTWORK CREATIONS | SUPPLY OF SILVER ALUMINIUM DESK NAME PLAQUES | 27.50 |
| EFT127509 | 29/09/2016 | MICHAEL PAGE INTERNATIONAL | PROFESSIONAL RECRUITMENT SERVICES | 18,782.91 |
| EFT127510 | 29/09/2016 | OUTBACK CLEANING | CLEANING - STAFF HOUSING PRIOR TO OCCUPATION | 275.00 |
| EFT127511 | 29/09/2016 | OFFICE NATIONAL KUNUNURRA | REPLACEMENT CHAIR AND STATIONERY – KUNUNURRA ADMINISTRATION | 445.80 |
| EFT127512 | 29/09/2016 | ORD AGRICULTURAL EQUIPMENT | PARTS FOR P382 | 426.32 |
| EFT127513 | 29/09/2016 | ORD FUEL SUPPLIES | SUPPLY OF GREASE AND FUEL COSTS - JULY 2016 - P119, P396, P128 | 1,391.21 |
| EFT127514 | 29/09/2016 | SEARLE HOLDINGS (WA) PTY LTD | REPLACEMENT BATTERY – EAST KIMBERLEY REGIONAL AIRPORT | 248.98 |
| EFT127515 | 29/09/2016 | SHIRE OF DERBY WEST KIMBERLEY | REIM. KIMBERLEY REGIONAL GROUP MEMBER CONTRIBUTION 2016/17 | 62,669.86 |
| EFT127516 | 29/09/2016 | SHIRE OF WYN EAST KIMBERLEY | PAYROLL DEDUCTIONS | 15.00 |
| EFT127517 | 29/09/2016 | TENSENS GROUP PTY LTD | CLEANING SUPPLIES - KUNUNURRA LEISURE CENTRE | 318.21 |
| EFT127518 | 29/09/2016 | TNT AUSTRALIA PTY LIMITED | FREIGHT- KUNUNURRA TO PATHWEST - HEALTH SAMPLES | 102.28 |
| EFT127519 | 29/09/2016 | TOWN CARAVAN PARK | ACCOM. FOR TEMPORARY STAFF MEMBERS AS PER CONTRACT | 1,480.00 |
| EFT127520 | 29/09/2016 | TOX FREE AUSTRALIA PTY LTD | T04 13/14 REFUSE & LITTER COLLECTION, STREET SWEEPING - AUGUST 16 | 76,584.32 |
| EFT127521 | 29/09/2016 | TROPICAL PEST CONTROL | PEST CONTROL TREATMENT - STAFF HOUSING | 275.00 |
| EFT127522 | 29/09/2016 | TYREPLUS KUNUNURRA | REPLACEMENT TYRE FOR P119 | 880.00 |
| EFT127523 | 29/09/2016 | VISIMAX | NOTICE BOOK, LABELOPES, POSTAGE – EAST KIMBERLEY REGIONAL AIRPORT | 121.60 |
| EFT127524 | 29/09/2016 | VANDERFIELD NORTHWEST | PARTS AND SERVICE FOR P128, P486 | 589.42 |
| EFT127525 | 29/09/2016 | WA LIBRARY SUPPLIES | SUPPLY OF DUE DATE SLIPS AND TAPE DISPENSER - KUNUNURRA LIBRARY | 86.11 |
| EFT127526 | 29/09/2016 | WA LOCAL GOV'T ASSOCIATION | SWEK 12 MONTH PANEL BRONZE LICENCE - SEPT 2016 TO 2017 | 6,600.00 |
| EFT127527 | 29/09/2016 | STAFF MEMBER | REIMBURSEMENT IN ACCORDANCE WITH EMPLOYMENT CONTRACT | 120.00 |
| EFT127528 | 29/09/2016 | WA NEWSPAPERS LIMITED | ADVERTISING - RECRUITMENT, SWEK NEWS - AUG 2016 | 4,196.12 |
| EFT127529 | 29/09/2016 | WESTERN AUST. TREASURY CORP. | LOAN REPAYMENT | 8,837.17 |

EFT127530 30/09/2016 AGUSTINUS WIBOWO

AUTHOR'S FEES TO ATTEND THE 2016 KIMBERLEY WRITERS FESTIVAL

1,713.00

TOTAL MUNICIPAL EFT PAYMENTS

1,446,048.09

| CHQ/EFT | DATE | NAME | DESCRIPTION | AMOUNT |
|----------------|-------------|---------------------------------|---|---------------|
| 51409 | 01/09/2016 | HORIZON POWER | ELEC. INCL. WYN REC CNTRE, WYN POOL, WHITEGUM PK LIGHTS 17/6-15/8/16 | 6,690.86 |
| 51410 | 01/09/2016 | WATER CORPORATION | WATER USE & SERV. CHARGES - WYNDHAM REC. CENTRE 25/05/16-25/07/16 | 219.27 |
| 51411 | 02/09/2016 | HORIZON POWER | ELEC. KUNUNURRA HISTORICAL SOCIETY 13/05/2016-13/07/2016 | 596.52 |
| 51412 | 07/09/2016 | HORIZON POWER | ELEC. INCL. AG OVAL, KNX ADMIN, KNX DEPOT - 27/7-25/8/16 | 28,767.34 |
| 51413 | 15/09/2016 | CASH - PETTY CASH KNX DEPOT | PETTY CASH REIMBURSEMENT - KUNUNURRA DEPOT | 87.65 |
| 51414 | 15/09/2016 | HORIZON POWER | ELEC. INCL. KELLY'S KNOB, KNX AIRPORT, STREET LIGHTING 01/08/16-31/8/16 | 25,249.22 |
| 51415 | 15/09/2016 | TELSTRA | EXECUTIVE INTERNET, MOBILE AND LANDLINE COSTS - AUGUST 2016 | 3,130.81 |
| 51416 | 15/09/2016 | WATER CORPORATION | WATER SERV. CHARGES - STAFF HOUSING 01/09/16-31/10/16 | 642.48 |
| 51417 | 16/09/2016 | DEPARTMENT OF DEFENCE | REFUND DUE TO OVER PAYMENT OF AIRPORT PARK FEES | 107.58 |
| 51418 | 16/09/2016 | ELLENBRAE STATION PTY LTD | REFUND DUE TO OVER PAYMENT OF DEBTORS INVOICE | 48.00 |
| 51419 | 16/09/2016 | KUNUNURRA WATER SKI CLUB | REFUND DUE TO OVER PAYMENT OF DEBTORS INVOICE | 34.21 |
| 51420 | 16/09/2016 | MICHAEL SHANE BONSER | REFUND DUE TO OVER PAYMENT OF ANNUAL SUBSCRIPTION | 20.00 |
| 51421 | 16/09/2016 | SIMON AND CANDICE BRADLEY | REFUND OVER PMT OF CHILDCARE FEES – PREVIOUS CHQ NOT PRESENTED | 20.00 |
| 51422 | 16/09/2016 | ST JAMES ANGLICAN CHURCH | REFUND DUE TO OVER PAYMENT OF DEBTORS INVOICE | 148.00 |
| 51423 | 16/09/2016 | TRISHA BIRCH | REFUND OVER PMT OF CHILDCARE FEES – PREVIOUS CHQ NOT PRESENTED | 90.81 |
| 51424 | 16/09/2016 | KNX BUSHMAN'S RODEO ASSOCIATION | REFUND DUE TO OVER PAYMENT OF DEBTORS INVOICE | 495.00 |
| 51425 | 22/09/2016 | BRADLEY JOHN WILLIAMS | RATES REFUND ASSESSMENT NO. A6842 | 697.60 |
| 51426 | 22/09/2016 | CROSSLAND MINES PTY LTD | RATES REFUND ASSESSMENT NO. A2219 | 756.76 |
| 51427 | 22/09/2016 | FOSSEYS AUSTRALIA P/L | SUPPLIES FOR KUNUNURRA YOUTH PROGRAM | 136.00 |
| 51428 | 22/09/2016 | HEADLAND METALS PTY LTD | RATES REFUND TO ASSESSMENT NO. A7573 | 2,929.76 |
| 51429 | 22/09/2016 | HORIZON POWER | ELEC. INCL. IVANHOE PUMP, CELEBRITY PARK, KNX LANDFILL 11/8/16-9/9/16 | 4,336.13 |
| 51430 | 22/09/2016 | JENNIFER GRACE MCMURRAY | RATES REFUND ASSESSMENT NO. A504 | 45.65 |
| 51431 | 22/09/2016 | KELLIE ANN JACKSON | REFUND FOR CANCELLED SWIMMING LESSONS | 22.25 |
| 51432 | 22/09/2016 | KOSASIH KODE | RATES REFUND FOR ASSESSMENT NO. A7078 | 127.07 |
| 51433 | 22/09/2016 | LEE CLUCAS | REFUND FOR CANCELLED SWIMMING LESSONS | 123.00 |
| 51434 | 22/09/2016 | MINCOR RESOURCES NL | RATES REFUND FOR ASSESSMENT NO. A7625 | 59.00 |
| 51435 | 22/09/2016 | PRO AUDIO SUPPLIES | SUPPLIES FOR KUNUNURRA YOUTH PROGRAM | 190.00 |
| 51436 | 22/09/2016 | SHAY WILSON | REFUND OF VOLLEY BALL REGISTRATION FEES DUE TO DUE DATE CLOSURE | 35.00 |
| 51437 | 22/09/2016 | SUZANNE KENTON | REFUND OF FEES PAID FOR GYM MEMBERSHIP DUE TO POOL CLOSURE | 160.00 |
| 51438 | 22/09/2016 | TEXAS TAVERN HOTEL PTY LTD | RATES REFUND FOR ASSESS. A5899 DUE TO OVER PAYMENT | 1,066.90 |
| 51439 | 22/09/2016 | WATER CORPORATION | WATER CHARGES - STAFF HOUSING, KNX INDOOR SPORTS 5/7-7/9/16 | 3,984.90 |
| 51440 | 29/09/2016 | HORIZON POWER | ELEC. INCL. AIR SERVICES, KNX HISTORICAL SOCIETY 14/7/16-13/9/16 | 1,144.74 |

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| 51441 | 29/09/2016 | KIMBERLEY PARTY HIRE | HIRE OF GLASSES - OPENING OF 2016 KIMB. WRITERS FESTIVAL | 33.00 |
| 51442 | 29/09/2016 | WATER CORPORATION | WATER USE & SERV.CHARGES – STAFF HOUSING 12/07/16-13/9/16 | 2,578.61 |
| TOTAL MUNICIPAL CHEQUE PAYMENTS | | | | 84,774.12 |

| CHQ/EFT | DATE | NAME | DESCRIPTION | AMOUNT |
|-----------------------------|------------|---------------------------------|--|-----------------|
| 934 | 01/09/2016 | EAST KIMBERLEY JOB PATHWAYS P/L | BOND REFUND - HIRE WHITEGUM PARK 02/08/16 | 250.00 |
| 935 | 01/09/2016 | JIM PERCIVAL | BOND REFUND - HIRE CHAIRS & TABLES KLC HALL 23/07/16 | 500.00 |
| 936 | 01/09/2016 | KNX NEIGHBOURHOOD HOUSE | BOND REFUND - HIRE KLC & KITCHEN | 250.00 |
| 937 | 01/09/2016 | WUNAN FOUNDATION INC. | BOND REFUND - HIRE WHITEGUM PARK 04/08/16 | 250.00 |
| 938 | 07/09/2016 | SHIRE OF WYN EAST KIMBERLEY | BSL COMMISSIONS FOR AUGUST 2016 | 35.00 |
| 939 | 07/09/2016 | WA DEPT. OF COMMERCE | BSL COLLECTIONS FOR AUGUST 2016 | 307.50 |
| 940 | 07/09/2016 | BUILDING & CONST. INDUSTRY | BCITF COLLECTIONS FOR AUGUST 2016 | 910.00 |
| 941 | 07/09/2016 | SHIRE OF WYN EAST KIMBERLEY | BCITF COMMISSIONS FOR AUGUST 2016 | 33.00 |
| 942 | 07/09/2016 | WA DEPT. OF COMMERCE | BSL COLLECTIONS FOR AUGUST 2016 | 602.80 |
| 943 | 15/09/2016 | SHIAN DOLBY | BOND REFUND - HIRE KLC HALL TABLES | 250.00 |
| 944 | 15/09/2016 | LENA NEUGEBAUER | BOND REFUND - HIRE SPOT AT CELEBRITY TREE PARK | 250.00 |
| 945 | 22/09/2016 | EAST KIM. CONSTRUCTION PTY | KERB BOND REFUND - BP:073/2015 | 579.30 |
| 946 | 22/09/2016 | JOSEPH MCGINTY | BOND REFUND HALL HIRE 22/11/13 | 520.00 |
| 947 | 22/09/2016 | KIMBERLEY LAND COUNCIL | REISSUE BOND REFUND FROM 13.09.12 TABLE AND CHAIR HIRE | 500.00 |
| 948 | 22/09/2016 | MAUREEN CARTER | BOND REFUND - KEY & HIRE - PRMH | 1,020.00 |
| 949 | 22/09/2016 | SKILL HIRE WA PTY LTD | BOND REFUND YOUTH CENTRE KNX | 1,000.00 |
| 950 | 22/09/2016 | ST JOSEPH'S SCH. KNX | REISSUE OF BOND REFUND CHEQUE 19.12.12 YOUTH CENTRE HIRE | 500.00 |
| 951 | 22/09/2016 | KUNUNURRA KIDS DANCE | BOND REFUND- KLC HALL HIRE DANCE COMPETITION 12/6/2016 | 250.00 |
| TOTAL TRUST PAYMENTS | | | | 8,007.60 |

| CHQ/EFT | DATE | NAME | DESCRIPTION | AMOUNT |
|---------|------------|--------------------|-----------------------------|--------|
| 501239 | 01/09/2016 | TRUST DPI CLEARING | TRANSPORT CLEARING 01/09/16 | 532.20 |
| 501240 | 02/09/2016 | TRUST DPI CLEARING | TRANSPORT CLEARING 02/09/16 | 25.30 |
| 501241 | 05/09/2016 | TRUST DPI CLEARING | TRANSPORT CLEARING 05/09/16 | 503.20 |
| 501242 | 06/09/2016 | TRUST DPI CLEARING | TRANSPORT CLEARING 06/09/16 | 217.00 |
| 501243 | 07/09/2016 | TRUST DPI CLEARING | TRANSPORT CLEARING 07/09/16 | 204.50 |
| 501244 | 09/09/2016 | TRUST DPI CLEARING | TRANSPORT CLEARING 09/09/16 | 372.40 |
| 501245 | 12/09/2016 | TRUST DPI CLEARING | TRANSPORT CLEARING 12/09/16 | 45.85 |
| 501246 | 13/09/2016 | TRUST DPI CLEARING | TRANSPORT CLEARING 13/09/16 | 250.15 |
| 501247 | 14/09/2016 | TRUST DPI CLEARING | TRANSPORT CLEARING 14/09/16 | 472.55 |

| | | | | |
|--|------------|--------------------|-----------------------------|-----------------|
| 501248 | 15/09/2016 | TRUST DPI CLEARING | TRANSPORT CLEARING 15/09/16 | 100.00 |
| 501249 | 16/09/2016 | TRUST DPI CLEARING | TRANSPORT CLEARING 16/09/16 | 737.25 |
| 501250 | 19/09/2016 | TRUST DPI CLEARING | TRANSPORT CLEARING 19/09/16 | 569.10 |
| 501251 | 20/09/2016 | TRUST DPI CLEARING | TRANSPORT CLEARING 20/09/16 | 263.60 |
| 501252 | 21/09/2016 | TRUST DPI CLEARING | TRANSPORT CLEARING 21/09/16 | 569.35 |
| 501253 | 22/09/2016 | TRUST DPI CLEARING | TRANSPORT CLEARING 22/09/16 | 408.00 |
| 501254 | 23/09/2016 | TRUST DPI CLEARING | TRANSPORT CLEARING 23/09/16 | 2,090.75 |
| 501255 | 27/09/2016 | TRUST DPI CLEARING | TRANSPORT CLEARING 27/09/16 | 70.85 |
| 501256 | 28/09/2016 | TRUST DPI CLEARING | TRANSPORT CLEARING 28/09/16 | 388.05 |
| 501257 | 29/09/2016 | TRUST DPI CLEARING | TRANSPORT CLEARING 29/09/16 | 126.10 |
| 501258 | 30/09/2016 | TRUST DPI CLEARING | TRANSPORT CLEARING 30/09/16 | 1,197.75 |
| TOTAL DIRECT DEBIT TRANSPORT PAYMENTS | | | | 9,143.95 |

| CHQ/EFT | DATE | NAME | DESCRIPTION | AMOUNT |
|-------------------------------|------------|---------|-------------|-------------------|
| | 14/09/2016 | PAYROLL | PAYROLL | 230,927.44 |
| | 28/09/2016 | PAYROLL | PAYROLL | 224,271.74 |
| TOTAL PAYROLL PAYMENTS | | | | 455,199.18 |

| CHQ/EFT | DATE | NAME | DESCRIPTION | AMOUNT |
|------------------------------------|------------|--------------------------|---------------------------------------|-------------------|
| | 01/09/2016 | NATIONAL AUSTRALIA BANK | BPAY FEES | 70.57 |
| | 01/09/2016 | BANKWEST | EFTPOS FEES | 474.69 |
| | 01/09/2016 | BANKWEST | BANK FEES | 213.80 |
| | 22/09/2016 | BANKWEST | BANK FEES | 65.00 |
| | 30/09/2016 | BANKWEST | BANK FEES | 500.00 |
| | 05/09/2016 | CLICK SUPER | EMPLOYEE SUPERANNUATION CONTRIBUTIONS | 84,618.28 |
| | 15/09/2016 | CLICK SUPER | EMPLOYEE SUPERANNUATION CONTRIBUTIONS | 39,622.44 |
| | 21/09/2016 | BANKWEST | PERIODICAL PAYMENT TO MASTERCARD* | 17,237.61 |
| | 21/09/2016 | WRIGHT EXPRESS AUSTRALIA | PUMA FUEL CARDS AUG 2016 | 679.10 |
| TOTAL DIRECT DEBIT PAYMENTS | | | | 143,481.49 |

***DETAILS OF MASTERCARD TRANSACTIONS INCLUDED IN DIRECT DEBIT 20/09/2016**

| CHQ/EFT | DATE | NAME | DESCRIPTION | AMOUNT |
|---------|------------|---------------|---|----------|
| | 29/07/2016 | I TALK TRAVEL | FLIGHTS 31/8/16- 6/9/16 AUTHOR -2016 KIMBERLEY WRITERS FESTIVAL | 1,816.00 |
| | 29/07/2016 | ITALK TRAVEL | FLIGHTS 01/9/16 -6/9/16 AUTHOR -2016 KIMBERLEY WRITERS FESTIVAL | 950.00 |
| | 29/07/2016 | I TALK TRAVEL | ACCOM. FOR AUTHOR 31/8/16 -2016 KIMBERLEY WRITERS FESTIVAL | 368.00 |

| | | | |
|------------|-----------------------------|--|----------|
| 16/08/2016 | ENVIRONMENTAL HEALTH | REGISTRATION RENEWAL FOR EKRA SCANNING EQUIPMENT | 690.00 |
| 18/08/2016 | BOAB LOUNGE | MEALS FOR STAFF MEMBERS WHILST ATTENDING WALGA TRAINING | 48.50 |
| 1/08/2016 | BURSWOOD LODGE | ACCOM. FOR ELECTED MEMBER- ATTEND LG WEEK & ZONE MEETINGS | 639.59 |
| 6/08/2016 | MERCURE HOTEL PERTH LTD | ACCOM. FOR ELECTED MEMBER- ATTEND LG WEEK & ZONE MEETINGS | 1,115.69 |
| 8/08/2016 | INTERFLORA FLOWERS | GIFT - STAFF MEMBER'S NEW BORN BABY | 89.50 |
| 9/08/2016 | ORIA ORCHARDS | GIFT FOR STAFF MEMBER'S WEDDING | 40.00 |
| 12/08/2016 | COLES | CATERING FOR MEETING WITH POLITICIAN | 10.93 |
| 23/08/2016 | COLES | CATERING FOR COUNCIL MEETINGS | 33.32 |
| 23/08/2016 | ORIA ORCHARDS | GIFT - STAFF MEMBER'S NEW BORN BABY | 40.00 |
| 26/08/2016 | QANTAS AIRWAYS LIMITED | FLIGHTS KNX - DRN- PER –TEMP. STAFF MEMBER AS PER CONTRACT | 522.76 |
| 26/08/2016 | VIRGIN | FLIGHTS KNX - PER - KNX - STAFF MEMBER - ATTEND CONFERENCE | 502.70 |
| 27/07/2016 | NEXT DIRECTORY | STAFF UNIFORMS - KUNUNURRA ADMINISTRATION | 34.00 |
| 9/08/2016 | RIPE MATERNITY WEAR PTY LTD | STAFF UNIFORMS - KUNUNURRA ADMINISTRATION | 164.90 |
| 9/08/2016 | RIPE MATERNITY WEAR PTY LTD | STAFF UNIFORMS - KUNUNURRA ADMINISTRATION | 97.95 |
| 12/08/2016 | ATTIKA HOTEL | ACCOM. - STAFF MEMBER - ATTEND TRAINING | 349.30 |
| 17/08/2016 | ESPLANADE FREMANTLE | ACCOM. & MEALS - STAFF MEMBER - ATTEND TRAINING | 674.98 |
| 17/08/2016 | ESPLANADE FREMANTLE | ACCOM. & MEALS - STAFF MEMBER - ATTEND TRAINING | 667.36 |
| 25/08/2016 | PENSIONE HOTEL PERTH | FOOD FOR STAFF MEMBER WHILST ATTENDING TRAINING | 9.14 |
| 11/08/2016 | QBE INSURANCE AUST.TD | TRAVEL INSURANCE FOR STAFF MEMBER AS PER CONTRACT | 12.00 |
| 12/08/2016 | QANTAS AIRWAYS LIMITED | FLIGHTS KNX- PER 13/8/16- TEMP. STAFF MEMBER AS PER CONTRACT | 891.69 |
| 15/08/2016 | COVER MORE INSURANCE | TRAVEL INSURANCE FOR STAFF MEMBER AS PER CONTRACT | 13.95 |
| 16/08/2016 | VIRGIN | FLIGHTS PER - KNX – TEMPORARY STAFF MEMBER AS PER CONTRACT | 396.70 |
| 16/08/2016 | VIRGIN | FLIGHTS PER - KNX - TEMPORARY STAFF MEMBER AS PER CONTRACT | 120.00 |
| 17/08/2016 | VIRGIN | REFUND FOR FLIGHTS PER- KNX -TEMPORARY STAFF MEMBER | - 120.00 |
| 25/08/2016 | AIRNORTH | FLIGHTS CAIRNS - DRWN 16/9/16 – TEMP. STAFF AS PER CONTRACT | 228.78 |
| 25/08/2016 | AIRNORTH | FLIGHTS DWN – KNX - TEMPORARY STAFF MEMBER AS PER CONTRACT | 138.86 |
| 25/08/2016 | AIRNORTH | FLIGHTS KNX – DWN - TEMPORARY STAFF MEMBER AS PER CONTRACT | 251.49 |
| 25/08/2016 | AIG AUSTRALIA LIMITED | TRAVEL INSURANCE FOR STAFF MEMBER AS PER CONTRACT | 9.95 |
| 25/08/2016 | AIG AUSTRALIA LIMITED | TRAVEL INSURANCE FOR STAFF MEMBER AS PER CONTRACT | 9.95 |
| 28/07/2016 | AVIATION ID AUSTRALIA | AVIATION SECURITY IDENTIFICATION CARD FOR EKRA STAFF MEMBER | 222.00 |
| 25/08/2016 | AVIATION ID AUSTRALIA | AVIATION SECURITY IDENTIFICATION CARD FOR EKRA STAFF MEMBER | 222.00 |
| 27/07/2016 | INFINITI TELECOMMUNICATION | TELEPHONE HEADSET FOR STAFF - KNX ADMIN | 279.00 |
| 1/08/2016 | DIGITAL AIR WIRELESS | REPLACEMENT 4G LINK DUE TO SLOW ADSL- KUNUNURRA LEISURE CENTRE | 563.50 |
| 1/08/2016 | FUSION BROADBAND | BROADBAND - WYNDHAM ADMINISTRATION OFFICE | 177.65 |
| 1/08/2016 | MSY TECHNOLOGY WA | DUAL BAND WIRELESS - KUNUNURRA ICT | 239.31 |
| 12/08/2016 | JB HI FI | REPLACEMENT TV TUNER FOR CHAMBERS EQUIPMENT- KNX ADMIN | 258.95 |

| | | | |
|------------|----------------------------|---|------------------|
| 14/08/2016 | MESSAGE MEDIA | SERVER SMS ALERT NOTIFICATION SERVICE | 0.15 |
| 15/08/2016 | CABLE CHICK | REPLACEMENT ADAPTOR & DIGITAL AUDIO CONVERTER- KNX ADMIN | 67.85 |
| 17/08/2016 | AUTOPRO KUNUNURRA | 12V RELAYS FOR CHAMBERS EQUIPMENT - KNX ADMIN | 25.98 |
| 19/08/2016 | HARRIS TECHNOLOGY PTY | HARD DISK DRIVES - KUNUNURRA ICT | 473.84 |
| 22/08/2016 | INK STATION | SUPPLY OF CARTRIDGES FOR EAST KIMBERLEY REGIONAL AIRPORT | 758.10 |
| 15/08/2016 | ENVIRONMENTAL HEALTH AUST. | REGISTRATION FEES FOR STAFF MEMBER- ATTEND TRAINING | 340.00 |
| 25/08/2016 | AIRNORTH | FLIGHTS DRWN - CAIRNS – TEMP. STAFF MEMBER AS PER CONTRACT | 228.78 |
| 26/08/2016 | QANTAS AIRWAYS LIMITED | FLIGHTS PER- KNX -PER 10/9/16 - STAFF MEMBER- ATTEND TRAINING | 1,201.48 |
| 2/08/2016 | SURVEY MONKEY | REGIONAL PRICE PREFERENCE SURVEY | 24.00 |
| 17/08/2016 | ALL SEASONS KUNUNURRA | MEALS FOR WALGA TRAINER - LOCAL RECOVERY TRAINING 17/8/16 | 20.00 |
| 18/08/2016 | ALLGEAR KUNUNURRA | GIFT FOR STAFF AFTER 10 YEARS SERVICE AS PER COUNCIL POLICY | 56.60 |
| 18/08/2016 | ALLGEAR KUNUNURRA | GIFT FOR STAFF AFTER 10 YEARS SERVICE AS PER COUNCIL POLICY | 249.00 |
| 18/08/2016 | WALKABOUT SOUVENIRS | GIFT FOR STAFF AFTER 10 YEARS SERVICE AS PER COUNCIL POLICY | 99.00 |
| 19/08/2016 | TENDER SPOT MEAT COMPANY | CATERING FOR STAFF MEMBER’S 10 YEARS SERVICE FAREWELL | 70.20 |
| 19/08/2016 | COLES | REFRESHMENTS FOR STAFF MEMBER’S 10 YEARS SERVICE FAREWELL | 23.23 |
| 22/08/2016 | BLUE DOG TRAINING | ENROLMENT FEES- STAFF MEMBER-ATTEND TRAINING | 80.00 |
| 10/08/2016 | STORE DJ | PA SYSTEM TO BE USED AT THE 2016 KIMBERLEY WRITERS FESTIVAL | 699.00 |
| 12/08/2016 | STORE DJ | ADDITIONAL PAYMENT TO UPGRADE PA SYSTEM MODEL- WRITERS FESTIVAL | 40.00 |
| | | TOTAL MASTERCARD PAYMENTS | 17,237.61 |

12.5. INFASTRUCTURE

12.5.1. Appointment of the Bush Fire Control Officer for the Shire of Wyndham East Kimberley

| | |
|---------------------------------|---|
| DATE: | 25 October 2016 |
| AUTHOR: | Simon Hawes, Senior Ranger Emergency Services Coordinator |
| RESPONSIBLE OFFICER: | David Klye, Director Infrastructure |
| FILE NO: | ES.01.1 |
| DISCLOSURE OF INTERESTS: | Nil |

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council;

1. In accordance with section 38(1) of the *Bush Fires Act 1954* appoints Trent Mettam, Ranger as a Fire Control Officer as of 26 October 2016.
2. In accordance with section 38(2)(a) of the *Bush Fires Act 1954*, give notice of the appointment made in part one of this resolution in a newspaper circulating in the local district.

COUNCIL DECISION

Minute No: 25/11/16-11528

Commissioner resolved:

That Council;

1. In accordance with section 38(1) of the *Bush Fires Act 1954* appoints Trent Mettam, Ranger as a Fire Control Officer as of 26 October 2016.
2. In accordance with section 38(2)(a) of the *Bush Fires Act 1954*, give notice of the appointment made in part one of this resolution in a newspaper circulating in the local district.

Carried 1/0

PURPOSE

For Council to consider the appointment of Trent Mettam, a Ranger for the Shire of Wyndham East Kimberley, as a Bushfire Control Officer.

NATURE OF COUNCIL'S ROLE IN THE MATTER

Leader - plan and provide direction through policy and practices
Provider - provide physical infrastructure and essential services

BACKGROUND/ PREVIOUS CONSIDERATIONS BY COUNCIL/ COMMITTEE

Minute No: 5/10/16-11512

Commissioner resolved: That Council;

1. Remove Paul Wilson, as Deputy Chief Bushfire Control Officer;
2. Remove Joe Stabler and Trent Mettam as Fire Control Officers;
3. In accordance with section 38(1) of the *Bush Fires Act 1954* appoints Simon Hawes, Senior Ranger & Emergency Services Coordinator as Fire Control Officer and Deputy Chief Bushfire Control Officer as of 5 October 2016.
4. Give notice of the appointment made in part three of this resolution in a newspaper circulating in the local district.

Carried 1/0

STATUTORY IMPLICATIONS

The recommendation of this report has been prepared in accordance with the *Bush Fires Act 1954*.

Section 38(1) of the *Bush Fires Act 1954* states that a local government may appoint Bush Fire Control Officer/s.

POLICY IMPLICATIONS

There are no policy implications associated with this report.

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

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

RISK IMPLICATIONS

Risk: Environmental damage and consequential financial liability from poor bushfire management.

Control(s): Compliance with Emergency Management Act and Bushfire Control Act; Administer through local laws, policies and practices; and Bushfire prevention measures undertaken eg firebreaks.

COMMUNITY ENGAGEMENT

Pursuant section 38(2)(a) of the *Bush Fires Act 1954*;
(2A) The local government shall cause notice of an appointment made under the provisions of subsection (1) to be published at least once in a newspaper circulating in its district.

Should the appointment proceed a public notice shall be placed in the Kimberley Echo and the Bastion newspapers and a notice will be posted on the Shire website with an updated contact list.

COMMENTS

The three Ranger positions held at the Shire of Wyndham East Kimberley are normally appointed as Bushfire Control Officers. The Shire's previous Ranger / Bushfire Control Officer, resigned his position, leaving the position of Bushfire Control Officer vacant. Trent Mettam commenced employment with the Shire as Ranger on 17 October 2016 and is recommended to fulfill the role of Bushfire Control Officer.

Section 38(1) of the *Bush Fires Act 1954* states that a local government may, appoint Bush Fire Control Officer/s.

ATTACHMENTS

There are no attachments associated with the report.

12.5.2. East Kimberley Regional Airport - Runway Extension Prefeasibility Study - Review Scope of Works

| | |
|---------------------------------|--|
| DATE: | 25 October 2016 |
| AUTHOR: | Paul Bawden, East Kimberley Regional Airport Manager |
| RESPONSIBLE OFFICER: | David Klye, Director Infrastructure |
| FILE NO: | TT.04.8 |
| DISCLOSURE OF INTERESTS: | Nil |

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council receive and note the Officer's report provided as Attachment 3.

COUNCIL DECISION

Minute No: 25/11/16-11529

Commissioner resolved:

That Council;

- 1. Receive and note the Officer's report provided as Attachment 3.**
- 2. In its review of the East Kimberley Regional Airport Master Plan consider planning for the construction of a Code 4C compliant (45m wide) runway to enable Code 4C aircraft to operate into and out of Kununurra without dispensations from the Civil Aviation Safety Authority.**

Carried 1/0

REASON FOR VARYING OFFICER'S RECOMMENDATION

To provide for future expanded airline opportunities.

PURPOSE

The purpose of this Report is to present Council with advice on the investigation of construction and operational factors impacting on whether proposed runway extension works at the East Kimberley Regional Airport (EKRA) should be at a width of either 30m or 45m.

NATURE OF COUNCIL'S ROLE IN THE MATTER

Provider - provide physical infrastructure and essential services.

BACKGROUND/ PREVIOUS CONSIDERATIONS BY COUNCIL/ COMMITTEE

The EKRA Runway Extension Prefeasibility Study has been the subject of two recent reports to Council, when it was resolved as follows:

COUNCIL DECISION 30 AUGUST 2016

Minute No: 11470

Moved: Cr K Wright

Seconded: Cr B Robinson

That Council:

- 1. Requests the CEO, or their delegate to include the appropriate revisions required to the Business Case and Prefeasibility Study dated August 2016 to incorporate the provision of lighting to Taxiway B including the associated financial implications.**
- 2. Endorses the Business Case and Prefeasibility Study dated August 2016 and therefore the extension of East Kimberley Regional Airport Runway 12/30 project in accordance with the recommended Option 4 contained in this Study subject to Part 1 of this resolution being finalised, noting in particular that Option 4 contains the following:**

7.1 Preliminary runway length and pavement works

Based on the runway extension options assessment and preliminary pavement designs the following table outlines the recommended runway extension length, airfield lighting upgrades, and associated taxiway and apron pavement upgrades to enable operations of the design aircraft into and out of Kununurra Airport.

Table 11 Runway extension profile recommendation (Option 4):

| Runway Extension | Comment |
|--------------------------------------|--------------------------|
| Western end extension | 540 m pavement extension |
| Eastern end extension | 61 m pavement extension |
| Total New 12/30 Runway Length | 2430 m |
| Runway width | 30 m |
| Runway shoulders | 3 m each side |

Runway strip width

300 m (150 m without land acquisition)

Taxiway width

15 m

- 3. Provides an in-principle commitment of \$1 million from the Airport Reserve and requests the CEO, or their delegate to pursue external funding opportunities with other levels of government and the private sector.**
- 4. Request the CEO to initiate discussions with the landholders of Lot 876 on Plan 28266 and Lot 1 on Plan 41419 for the acquisition of the required land to the north east and north west of the Airport Runway that will improve operations.**

Carried 8/1

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

COUNCIL DECISION 5 OCTOBER 2016

Minute No: 11511

Commissioner resolved that Council:

- 1. Requests the CEO, or their delegate, to include the appropriate revisions required to the Business Case and Prefeasibility Study dated August 2016 to incorporate the provision of lighting to Taxiway C (in addition to Taxiway B as previously resolved) including the associated financial implications;**
- 2. Requests the CEO to further investigate the option of constructing the runway extensions to a width of 45 metres and report to Council.**

Carried 1/0

STATUTORY IMPLICATIONS

The design and construction of the runway extension, taxiways and apron will need to comply with the provisions of Civil Aviation Safety Authority (CASA) Manual of Standards (MOS) Part 139 - Aerodrome Design Standards.

POLICY IMPLICATIONS

There are no significant policy implications however there would be a need during implementation to comply with a range of procurement and safety matters.

FINANCIAL IMPLICATIONS

The construction costs to extend the current Runway by 601m at a width of 30m together with associated works to related Taxiways/RPT Apron and lighting/navigational aids is estimated to cost approximately \$19m (excluding GST).

Options are outlined later in this report that could increase the development costs for the extension by \$2.7m and full runway by \$8.4M while attention is also drawn to a potential widening of Taxiways A-C at a cost of \$430,000 (all excluding GST).

A widening of the current section of runway would result in some further costs relating to an Airport closure, at least for RPT aircraft, that cannot be fully estimated at this stage of the investigations.

The original decision of Council anticipates the majority of funding to be obtained as grants from other levels of government and private sector together with a contribution of \$1m to the project from the Airport Reserve.

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

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

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

Strategy 2.3.2 : Plan, design and budget for sustainable infrastructure

RISK IMPLICATIONS

The wider risk implications are as follows:

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

Control: Develop agreed standards of service and communicate with the community.

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

Control: Increased accountability to the Audit (Finance and Risk) Committee.

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

Control: Procurement policy and procedures.

COMMUNITY ENGAGEMENT

No community engagement is required however during the prefeasibility work there has been liaison with key aviation stakeholders. Wider community engagement is anticipated as the project investigations progress.

COMMENTS

This report addresses part 2 of the Council resolution of 5 October 2016 and a report outlining the considerations for constructing the runway extensions to a width of 45 metres can be found in Attachments 1 and 3. An accounting error was also identified in the GHD report which has now been rectified. Details can be found in Attachment 3.

ATTACHMENTS

Attachment 1 - East Kimberley Regional Airport Prefeasibility Study

Attachment 2 - East Kimberley Regional Airport Runway 12/30 Extension - Business Case

Attachment 3 - Officer Report on Runway Extension Width - Oct 2016



Shire of Wyndham East Kimberley
East Kimberley Regional Airport
Runway 12/30 Extension
Prefeasibility Study
August 2016

Executive summary

This report summarises the prefeasibility study for a runway extension and pavement upgrade at Kununurra Airport to a Code 4C aerodrome for the Shire of Wyndham East Kimberley (SWEK). The design aircraft for the prefeasibility study is the Boeing 737-800 and Airbus A320-200 aircraft. The extension of the runway was identified in the 2013 East Kimberley Regional Airport Master Plan.

The current airport is rated for aircraft up to Code 3C and includes a 1,829 m long by 30 m wide runway within a 150 m wide graded runway strip.

New CASA regulations specified in CAAP 235A-1(0) for the minimum runway width for aeroplanes engaged in regular public transport and charter operations with a maximum take-off weight greater than 5700 kg will enable B737 and A320 aircraft to operate in and out of Kununurra Airport on the existing 30 m wide runway. GHD recommends the SWEK adopt the narrow runways supplement for the runway development.

GHD wrote to airline operators (Qantas and Virgin) to seek their feedback on the proposal. Both companies responded that they do not have any concerns with the proposal to maintain a 30m wide runway at Kununurra Airport. It is also noted that the B737-800 and A320-200 aircraft are operated regularly by Qantas and Virgin into other airports within Australia which only have 30 m wide runways, such as Newman Airport (WA), Ballina Airport (NSW) and Ayers Rock Airport (NT).

Four options have been investigated to determine the ultimate runway extension length achievable for the existing Runway 12/30 alignment. The physical constraints, obstacle limitation surfaces, drainage and land tenure have been considered in this assessment and comply with CASA Manual of Standards (MOS) Part 139 – Aerodromes design standards. The overall runway extension length available is 601 m providing an ultimate Runway 12/30 length of 2,430 m. This ultimate length will provide greater operational useability for aircraft.

GHD undertook a pavement investigation for the proposed runway extension of Runway 12/30 and to evaluate the capability of the existing Taxiways A, B and C and RPT apron with regards to the future aircraft traffic and design aircraft. The extended runway will require 60 mm asphalt mix on 150 mm crushed rock base, on 250 mm cement modified subbase, on 700 mm river shingle on 100 mm sand to carry the loading of the design aircraft. This pavement thickness is the same as the existing runway pavement.

For Taxiways A, B and C strengthening is required which would consist of a 260 mm of cement modified base placed on the existing pavement with a 60 mm asphalt surfacing. The existing RPT apron pavement will only require a 60 mm asphalt overlay for strengthening and shape correction.

The runway lighting needs to be extended along with replacement of the existing runway edge light fittings and replacing the AT-TVASIS approach guidance system with a PAPI system. The wind indicator is required to be relocated at the western end of the runway.

The indicative preliminary cost estimate to complete the Runway 12/30 extension and pavement upgrade based on the engineering completed for the prefeasibility study is in the order of \$20.5 million (incl. GST). This includes an additional allowance of \$1.3 million for land acquisition. A number of qualifications are associated with the cost estimate.

During the concept design stage, a number of reasonably foreseeable hazards were identified and a Safety in Design risk assessment was undertaken. The process considered issues affecting the design, construction, commissioning, operation, and maintenance of the

aerodrome. The design has been modified as far as reasonably practicable to eliminate inherent design and aerodrome operational risk.

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Appendices

Appendix A – Preliminary Construction Cost Estimate

Appendix B - Safety in Design

Appendix C – Runway Extension Prefeasibility Study Drawings

Abbreviations

| Abbreviation | Description |
|-------------------|---|
| A320 | Airbus A320-200 aircraft |
| AC | Asphaltic Concrete |
| ACN | Aircraft Classification Number |
| AFMS | Aeroplane Flight Manual Supplement |
| ARRB | Australian Road Research Board Group Ltd |
| AS | Australian Standards |
| AT-TVASIS | T-Visual Approach Slope Indicating System |
| B737 | Boeing 737-800 aircraft |
| CAAP | Civil Aviation Advisory Publication |
| CASA MOS 139 | Civil Aviation Safety Authority Manual of Standards Part 139 Aerodromes |
| CBR | California Bearing Ratio |
| CCR | Constant Current Regulator |
| ERSA | En Route Supplement Australia |
| F100 | Fokker 100 aircraft |
| GA | General Aviation |
| GHD | GHD Pty Ltd |
| HWD | Heavy Weight Deflectometer |
| ICAO | International Civil Aviation Organization |
| IWI | Illuminated Wind Indicator |
| Kununurra Airport | East Kimberley Regional Airport |
| MIT | Mains Isolating Transformer |
| NATA | National Association of Testing Authorities |
| OEI | One Engine Inoperative |
| OEM | Original Equipment Manufacturer |
| OLS | Obstacle Limitation Surfaces |
| ODD | Open Unlined Drain |
| PAPI | Precision Approach Path Indicator |
| PCN | Pavement Classification Number |
| PSI | Pounds per Square Inch |
| RESA | Runway End Safety Area |
| RAV | Restricted Access Vehicles |
| RPT | Regular Public Transport |
| SiD | Safety in Design |
| SWEK | Shire of Wyndham East Kimberley |
| T | Technical Evaluation |
| TODA | The take-off distance available |

1. Introduction

1.1 Background

GHD Pty Ltd (GHD) was engaged by the Shire of Wyndham East Kimberley (SWEK) in August 2015 to undertake the Prefeasibility Study on extending the existing runway and complete a full pavement strength evaluation of the Regular Public Transport (RPT) apron and Taxiways A, B, and C at the East Kimberley Regional Airport (Kununurra Airport) in Kununurra. Figure 1 indicates the location of each of the taxiways.

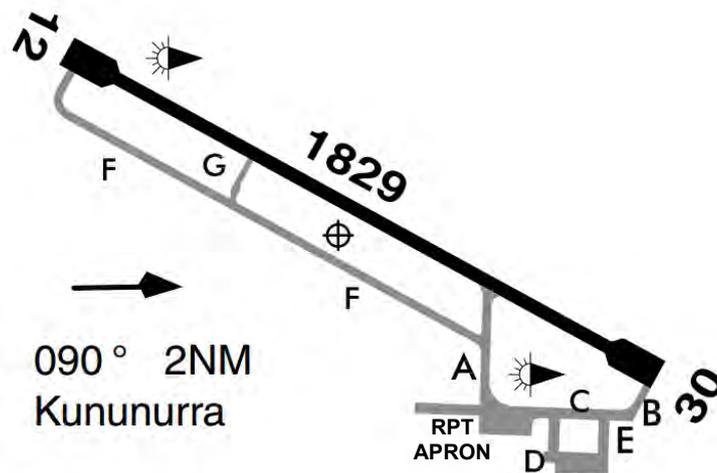


Figure 1 Aerodrome Layout

The upgrade to the aerodrome will enable airlines to operate large aircraft, the Boeing 737-800 and Airbus A320-200 for regular public transport. Consideration has also been given for general aviation aircraft that regularly service the aerodrome.

This Prefeasibility Study report details the concepts and options available for the runway extension and upgrade of taxiways and RPT apron pavements. The options presented will enable the operation of B737 and A320 aircraft at Kununurra Airport.

Confirmation on some aspects of the design is required by the SWEK to progress the feasibility of the design options to detailed design.

1.2 Purpose of this Report

The purpose of this report is to document the concept and options analysis, and detail the Prefeasibility design undertaken for the runway extensions to enable B737 and A320 operations into and out of Kununurra Airport.

Pavement designs are detailed following the preliminary geotechnical investigation carried out in August 2015. The geotechnical and pavement investigation and analysis of the existing pavement capacity is discussed in this report and provides recommendations on the strengthening and upgrade works to the runway, taxiways A-C and RPT apron pavement areas. The Preliminary Pavement Investigation and Design report is issued separately.

Investigation on the runway extension length and geometric options available for the aerodrome to enable larger aircraft operations is detailed in this report. The runway extensions options are considered following an assessment of land tenure and obstacle limitation surfaces (OLS), and a recommended option is presented in this report.

A preliminary indicative cost estimate for the preferred option is also detailed in this report.

1.3 Scope of Work

The scope of work for the prefeasibility and preliminary aerodrome design comprises the following:

- Airport location and airside design considerations;
- Geometric and runway extension layout options;
- Preliminary pavement designs for the runway extension, Taxiways A, B and C and the RPT apron;
- Recommended option;
- Preliminary indicative cost estimate for the recommended option.

1.4 Limitations

This report has been prepared by GHD for the Shire of Wyndham East Kimberley and may only be used and relied on by the Shire of Wyndham East Kimberley for the purpose agreed between GHD and the Shire of Wyndham East Kimberley as set out in section 1.2 of this report.

GHD otherwise disclaims responsibility to any person other than the Shire of Wyndham East Kimberley arising in connection with this report. GHD also excludes implied warranties and conditions, to the extent legally permissible.

The services undertaken by GHD in connection with preparing this report were limited to those specifically detailed in the report and are subject to the scope limitations set out in the report.

The opinions, conclusions and any recommendations in this report are based on conditions encountered and information reviewed at the date of preparation of the report. GHD has no responsibility or obligation to update this report to account for events or changes occurring subsequent to the date that the report was prepared.

The opinions, conclusions and recommendations in this report are based on assumptions made by GHD described in this report. GHD disclaims liability arising from any of the assumptions being incorrect.

GHD has prepared the preliminary cost estimate set out in section 8 of this report ("Cost Estimates") using information reasonably available to the GHD employee(s) who prepared this report and based on assumptions and judgments made by GHD.

The Cost Estimate prepared for the purpose of this report is a preliminary indicative estimate only. Actual prices, costs and other variables may be different to those used to prepare the Cost Estimate and may change. Unless as otherwise specified in this report, no detailed quotation has been obtained for actions identified in this report. GHD does not represent, warrant or guarantee that the works can or will be undertaken at a cost which is the same or less than the Cost Estimate. Notwithstanding the conservatism of the level of confidence selected at this Prefeasibility level, there remains a chance that the cost will be greater than the estimate, and any funding would not be adequate. The confidence level considered to be most appropriate for prefeasibility purposes vary depending on the conservatism of the user and the nature of the project. The Shire of Wyndham East Kimberley should therefore select appropriate confidence levels to suit their particular risk profile.

2. Current Airport and Master Plan

2.1 East Kimberley Regional Airport

Runway 12/30 is 1,829 m long by 30 m wide within a 150 m wide graded runway strip. The runway is suitable for non-precision instrument approach operations by aircraft up to and including Code 3C. The runway is serviced by multiple taxiways, and includes a RPT apron and general aviation (GA) apron. Charter and private aircraft also operate out of the airport with a number of hangars located on the airport.

SWEK intend to upgrade the airport to accommodate Code 4C operations by extending the runway which will support larger sized aircraft and thus increase the range of destinations that the airport can support.

2.2 Master Plan

The runway extension and upgrade option is detailed in the 2013 Kununurra Airport Masterplan (developed by Rehbein Airport Consulting, 11 January 2013), of which GHD has reviewed and considered in developing the runway extension options.

The 2013 Master Plan outlines concept runway extension options for the runway upgrade in order to accommodate operations of B737 and A320 aircraft. Option 1 of the Master Plan entails a runway extension along the existing runway alignment at the west end, for a final runway length of 2,350 m with a width of 45 m. Option 2 of the Master Plan proposes a new 2,500 m by 45 m wide runway on a new alignment to the north of the existing Runway 12/30.

With the introduction of the CASA narrow runway supplement in November 2014, a runway width of 45 m is not required for the operations of some Code 4C aircraft and a 30 m wide runway will be sufficient for the operation of the design aircraft. Therefore, GHD has progressed the masterplan Option 1 but with a 30 m wide runway pavement.

GHD has excluded Taxiways D - G from the prefeasibility study to limit costs, as it is more cost effective for Code C aircraft to continue backtracking on the runway.

2.3 Runway Useability: Narrow Runways

New regulations specified in CAAP 235A-1(0) in November 2014 for the minimum runway width for aeroplanes engaged in regular public transport and charter operations with a maximum take-off weight greater than 5700 kg will enable B737 and A320 aircraft to operate in and out of Kununurra Airport on the existing 30m wide runway.

The airline operators are required to certify the aircraft capabilities to operate safely on narrow runways under the regulations. Under the changes, aeroplanes now need to be assessed by the original equipment manufacturer or by flight test of the aeroplane to determine their capability to operate on the narrow runway. The aeroplanes are then be issued an approved Aeroplane Flight Manual narrow runway supplement (AFMS).

It noted that the B737-800 and A320-200 aircraft are operated regularly by Qantas and Virgin into other airports within Australia which only have 30 m wide runways, such as Newman Airport (WA), Ballina Airport (NSW) and Ayers Rock Airport (NT).

The runway shall conform to the following performances for the design aircraft in order to achieve a narrow runway supplement:

“The runway width must be adequate to safely contain an aeroplane during take-off and landing by flight crews of average skill, using procedures which can be consistently

repeated in service. The runway width must be sufficient, at the crosswind limit, to prevent any aeroplane damage or subsequent malfunction, and any landing gear wheel from leaving the runway surface under the approved operating conditions after a sudden failure of the critical engine during take-off, or during a one engine inoperative (OEI) approach and landing. The take-off and landing technique shall be that recommended by the OEM and shall prevent any part of the aeroplane contacting the runway surface except for the landing gear i.e. engine nacelles, tail skids and flap trailing edges”.

The CAAP is applicable to Kununurra Airport and provides an opportunity to support larger sized aircraft without requiring widening of the existing runway, assuming a runway extension project is undertaken for the existing 12/30 runway. GHD recommends the SWEK adopt the narrow runways supplement for the runway development for the significant cost savings achieved by retaining the existing runway width.

2.4 Airline response to Narrow Runway operations

GHD wrote to the two major airline operators (Qantas and Virgin Australia) to seek their feedback on the proposal to maintain a 30m wide runway.

2.4.1 Qantas Airways

GHD received a response from Captain Alex Passerini (Chief Technical Pilot, Qantas Flight Operations) which states:

“We have the AFM narrow runway appendix to support operations to runways less than 45m on our fleet of 737-800s. This complies with the guidelines contained in the subject CAAP. Based on this approval, we already operate to a number of 30m runways, whether they are used as planned destinations or alternates. The only benefit to widening the runway would be a small increase to the crosswind capability (40 kt in lieu of 33), though this would be unlikely to be of significance at Kununurra.”

2.4.2 Virgin Australia

Rachael Barnes (Aircraft Performance Lead, Virgin Australia) responded to GHD as follows:

“For the 737-700/800W, Virgin have no technical objection to keeping the runway at 30m wide. Virgin currently operates to 30m wide runways with the B737.

There are operational restrictions to narrow runways (defined, for the 737, as widths less than 45m and no less than 30m), which are summarised below.

- ▶ *The ground control speed (VMCG) may change due to the maximum 20 foot deviation from runway centreline (this may or may not affect the MTOW and other takeoff speeds).*
- ▶ *Nose gear steering must be operative.*
- ▶ *Runway centreline shall be clearly visible.*
- ▶ *Brakes must be operative.*
- ▶ *Thrust reversers operative.*
- ▶ *Yaw damper operative.*
- ▶ *(More restrictive) Crosswind limitations are not exceeded.*

As we already operate to 30m wide runways, these restrictions are not new to the Virgin operation. While 45m wide runways are operationally preferred, Virgin can operate to Kununurra without any “new” restrictions.”

3. Aerodrome Standards

3.1 Design criteria

The following sections outline the minimum design criteria that the extension options must adhere to in order to accommodate the design aircraft.

3.2 Codes and standards

Airport engineering design shall comply with the following Codes and Standards:

- CASA Manual of Standards (MOS) Part 139 – Aerodromes
- ICAO Annex 14 – Aerodromes
- Civil Aviation Advisory Publication (CAAP) 235A-1(0)

Relevant current Australian Standards (AS) shall apply to all earthworks, asphalt surfacing, lighting installations, etc. for the runway extension works.

The constructed runway extension, RPT apron and taxiway upgrades is to meet all requirements for certification by CASA.

3.3 Design aircraft

SWEK has specified the aerodrome upgrade to cater for B737 and A320 operations. The design criteria will adopt the CASA MOS Part 139 Code 4C criteria with the exception of the runway width that shall operate under the narrow runway CAAP 235A-1(0).

Typical 4C aircraft that may frequent the aerodrome following the upgrade are shown in Table 1.

Table 1 4C Future aircraft capacity and operators in/out of Kununurra Airport

| Aircraft | Passenger Numbers | Operators |
|-----------------|-------------------|---|
| Boeing 737-800 | 170 | Virgin Australia Regional Airlines Qantas |
| Airbus A320-200 | 170 | Virgin Australia Regional Airlines Jetstar Airways |

3.4 Runway classification

The runway is classified as a Non-Precision Instrument Runway.

3.5 Aerodrome physical dimensions

The aerodrome is to comply with Reference Code 4C design requirements as set out in CASA Manual of Standards Part 139 – Aerodromes (MOS 139) and ICAO Annex 14 – Aerodromes.

The relevant design criteria for Code 4C aircraft are provided in Table 2 and have been followed in developing the design options for the runway extension design.

Table 2 Design Criteria for Code 3C and Code 4C aircraft

| Description | Code 3C | Code 4C |
|---|------------------------------|------------------------------|
| Runway | | |
| Runway Pavement Width | 30 m | 45 m ^{Note 1} |
| Shoulder Width | Not required but recommended | Not required but recommended |
| Runway Strip | | |
| Runway Strip Width | 150 m | 300 m |
| Width of Graded Portion of Runway Strip | 90 m | 150 m |
| Flyover Area Width (each side) | 30 m | 75 m |
| Runway End Safety Area | | |
| Length | 90 m ^{Note 2} | 90 m ^{Note 2} |
| Width | 60 m | 60 m |
| Taxiway | | |
| Taxiway Pavement Width | 15 m | 18 m ^{Note 3} |
| Shoulder Width | 3.5 m | 3.5 m |
| Taxiway Strip | | |
| Taxiway Strip Width | 52 m | 52 m |
| Taxiway Graded Area Width | 25 m | 25 m |

Notes

¹ The existing runway width of 30m shall be retained with 4C aircraft operating on the runway under the narrow runway supplement CAAP 235A-1(0). This supplement is used for the design of the runway width. Further information is detailed in Section 2.3.

² Additional length of Runway End Safety Area (RESA) should be provided if the aerodrome is classified or operates international flights (passenger or freight) in accordance with ICAO recommendations. The total length of RESA recommended is 240m. The length of the runway would need to be reduced at each end to incorporate a 240m RESA

³ The taxiway width may be reduced to 15m for Code C taxiways that are only intended to serve aircraft with a wheelbase of less than 18m, such as the B737 and A320.

3.6 Obstacle Limitation Surfaces

Based on the design aircraft code and runway classification, the following Obstacle Limitation Surfaces are applicable for the runway upgrade at Kununurra Airport:

- Conical surface;
- Inner horizontal surface;
- Approach surface;
- Transitional surface, and
- Take-off climb surface.

The OLS dimensions required for Code 3 and Code 4 runways are provided in Table 3 below.

Table 3 OLS Dimensions

| Characteristic | Code 3 | Code 4 |
|---------------------------------|----------|-------------------------|
| Approach Surface | | |
| Length of inner edge | 150 m | 300 m ^{Note 1} |
| Distance from threshold | 60 m | 60 m |
| Divergence each side | 15% | 15% |
| First section length | 3,000 m | 3,000 m |
| Slope | 3.33% | 2% |
| Second section length | 3,600 m | 3,600 m |
| Slope | 2.5% | 2.50% |
| Horizontal section length | 8,400 m | 8,400 m |
| Total length | 15,000 m | 15,000 m |
| Take-Off Climb Surface | | |
| Length of inner edge | 180 m | 180 m |
| Distance from runway end | 60 m | 60 m |
| Rate of divergence each side | 12.5% | 12.50% |
| Final width | 1,800 m | 1,800 m |
| Slope | 2% | 2% |
| Overall length | 15,000 m | 15,000 m |
| Inner Horizontal Surface | | |
| Height | 45 m | 45 m |
| Radius | 4,000 m | 4,000 m |
| Transitional Surface | | |
| Slope | 14.30% | 14.30% |
| Conical Surface | | |
| Slope | 5% | 5% |
| Height | 75 m | 100 m |

Note

¹ 150 m if only used by aeroplanes requiring 30 m wide runway.

The above table is presented graphically in the following tables, representing the OLS clearances.

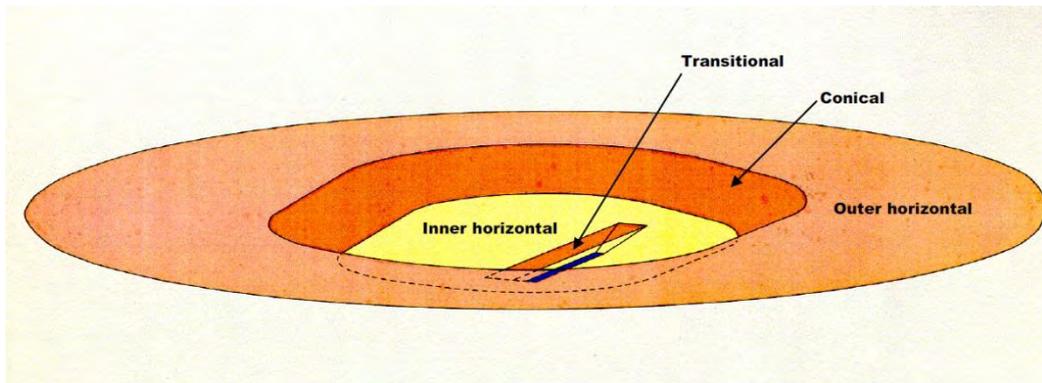


Figure 2 Relationship of outer horizontal, conical, inner horizontal and transitional surfaces (MOS Part 139)

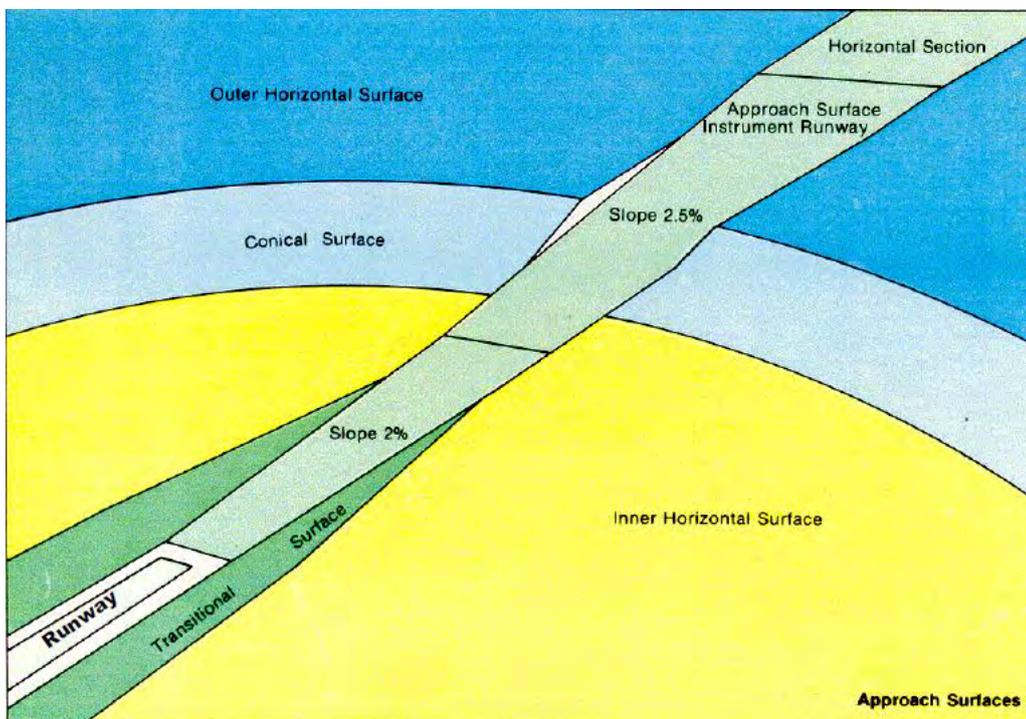


Figure 3 Approach surface for an instrument approach runway (MOS Part 139)

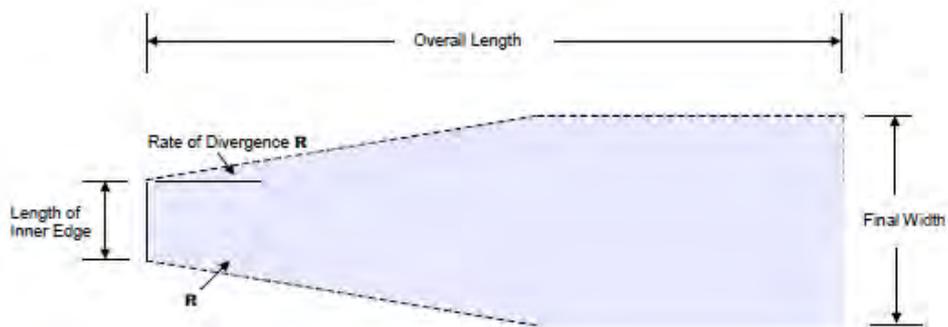


Figure 4 Plan view of take-off climb surface (MOS Part 139)

3.6.1 OLS terrain constraints

During the concept and options analysis the OLS was considered for terrain and infrastructure penetrations of surrounding terrain. A draft OLS plan is shown on drawing No. 61-32392-C006 within Appendix C for the recommended runway extension.

The airport is located on a river plain region adjacent to the Ord River at the west end and close to the Kununurra town centre at the east end. There are a number of high terrain in the area to the east, south east, and west of the aerodrome. The current ERSA entry details for Kununurra Airport notes there are three terrain penetrations to the east and west of the runway.

The ERSA notes right hand circuits only for runway 30.

In the current ERSA (May 2016) the takeoff gradient on Runway 30 is published at 1.21% and for Runway 12 it is 2.12%.

For the upgrade to a Code 4 classification, there is additional terrain points that penetrate the Code 4 OLS. These points will require a level survey to confirm the levels and may be required to be suitably lit with masts for the critical penetrations. The draft OLS drawing issued in the preliminary design drawings indicates these locations and an allowance for solar power hazard lights has been made in the construction cost estimate.

The existing RPT apron parking bays are clear of the transitional OLS surface for the tail heights of the design aircraft.

3.6.2 OLS land title constraints

The 2013 Masterplan identified two areas of land which should be acquired as part of the long-term airport strategy – a section on the north-west side of the extended runway and another section adjacent to the eastern end of the extended runway.

A fully compliant Code 4C aerodrome requires a 300m wide runway strip which at the north-western end of the runway would coincide with the airport boundary. As a result, the Illuminated Wind Indicator would need to be relocated outside the associated OLS transitional clearance surface, which would place it outside the airport boundary – requiring land acquisition.

If the existing 150 m wide runway strip is retained instead of a 300 m wide runway strip there is likely to be a minor increase in the minimum descent altitude for the design B737 and A320 aircraft on instrument approaches. Therefore, whilst the existing airport landholding is sufficient to facilitate the proposed runway extension with a 150m wide runway strip; the purchase of additional unallocated crown land to the north-west will allow the relocation of the IWI and the widening of the runway strip to 300m which will improve operations by B737-800 and A320-200 aircraft.

At the east end of the Runway 30, the OLS considerations for the private property close to the aerodrome were considered in the pre-feasibility stage. The private property adjacent to the aerodrome boundary will not need to be purchased for this extension option, however severe height limitations will need to be placed on buildings and other obstacles within the property in close proximity to the runway end. The existing building height within the property will need to be confirmed during detailed design and if the height restrictions cannot be met then consideration shall be given to purchasing the property or not widening the strip to 300 m.

An allowance for the acquisition of land areas identified in the Master Plan has been provided within the overall project cost – refer to the Business Case Report for further details.

4. Airside Design

4.1 Design intent

The design intent is to extend the runway and strengthen existing pavements to allow the operation of B737 and A320 aircraft into and out of the aerodrome. This study has investigated the opportunity for a runway extension at both the west and east ends of the existing runway. The design intent for the extension during the prefeasibility stage is to determine the extent viable for the runway extensions and consider all elements of the design, including physical constraints through constructability. The following sections outline the design considerations.

4.2 Runway orientation

The alignment of the runway is constrained by the surrounding terrain, the Ord River and associated irrigation schemes, the flood level boundary and the Victoria Highway. The existing runway with a bearing of 120°/300° has been retained. The runway vectors are Runway 12 and Runway 30. This conforms with the approved airport Master Plan.

4.3 Physical constraints for the runway extension

There are a number of physical constraints that will influence the length available for a runway extension at both the west and east ends. Their impact on the extension options are further detailed in Section 5.

For an extension at the west end the major constraints are outlined below and highlighted in Figure 5.

- The Ord River: restrictions included the riparian zone and drainage considerations for the local catchment area. The open unlined drains on the outside of the runway strip will be extended and aligned in order to provide suitable drainage runoff and protection to any future runway extensions in this area. The Ord River is approximately 1,200 m to the west from the current Runway 12 threshold.
- There is also a significant old borrow pit approximately 640 m in length from the existing runway threshold. This is a major constraint given the volume of fill that is required to provide a suitable surface for runway pavement and associated runway strip and RESA areas.

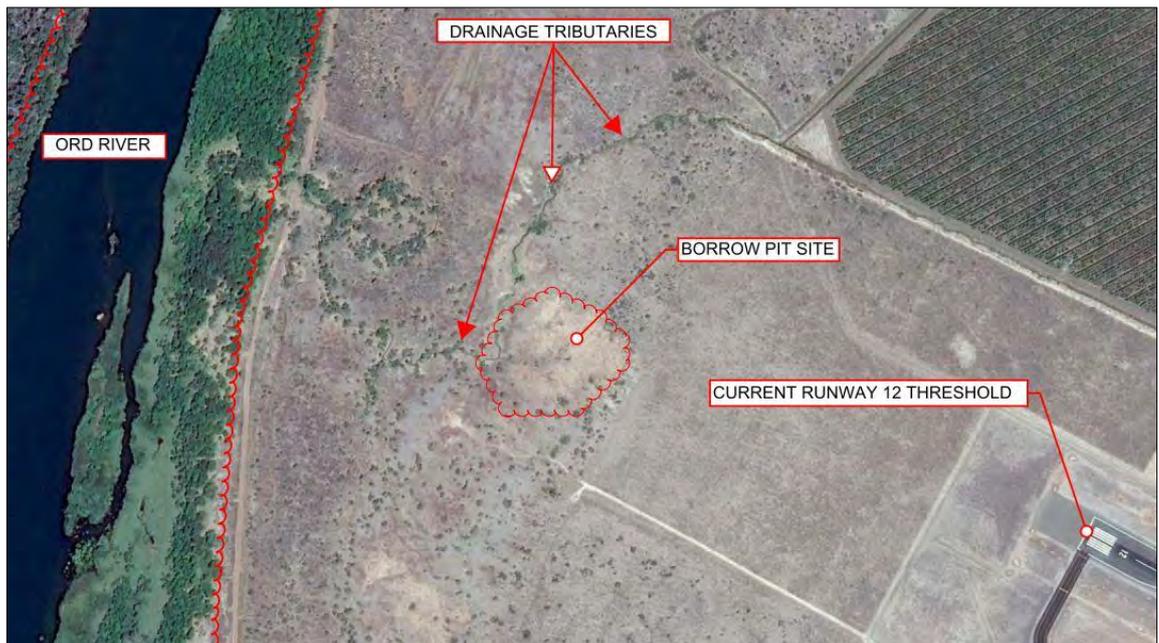


Figure 5 Western end extension constraints

For an extension at the east end the major constraints are outlined below and highlighted in Figure 6.



Figure 6 Eastern end extension constraints

- Ord River irrigation channel: The channel is approximately 500 m to the east of Runway 30 threshold.
- Victoria Highway: Victoria Highway is aligned to the south of the aerodrome and overpasses the Ord River irrigation channel listed above. For the OLS take-off critical clearance, the highway must be offset at least 250 m from the runway end for a RAV

Category 1 truck height of 4.6 m. This restriction has determined the length available for the runway extension.

- The private property lot to the north-east of the aerodrome boundary. Access to this property is via an unsealed road on the eastern end of the aerodrome boundary. There will be height restrictions enforced for buildings on this property with a runway extension. Refer to Section 3.6.2 for further details.
- The open unlined drain is required to be realigned for a runway extension. Refer to design drawing 61-32392-C002 (included in Appendix C) for the realignment.

4.4 Runway length

The site investigation and survey extents have been undertaken to explore the options for runway extension options at both the east and west ends. The length of runway must be adequate to meet the operational requirements of the aeroplanes for which the runway is intended. The runway length may be extended up to maximum of 540 m at the western end. At the eastern end there is minimal opportunity for a runway extension, with a maximum of 61 m extension, due to the physical constraints of the existing aerodrome boundary and adjacent private property. The runway extension options are discussed in Section 5.

The take-off distance available (TODA), defined as the distance available for an aeroplane for completion of its ground run, lift-off and initial climb to 35 ft. for the existing runway is detailed in the ERSA. For Runway 12 at 1.6% the TODA is 1,704 m with an obstacle listed at 5,590 m distance and for 1.9% take-off gradient the TODA is 1,822 m distance. The TODA will be revised and updated in the ERSA if an extension at the east end is undertaken and the take-off gradients will be increased to clear the obstacle.

In regards to temperatures, the Bureau of Meteorology records show that the mean maximum monthly temperatures for October to January recorded is 38.8°C. During the detailed design phase of the project, the consultation with the airlines on maximum take-off weights and the required runway length for the aircraft shall be undertaken.

The proposed maximum runway length of 2,430 m is the maximum possible length achievable on the site and is considered to be sufficient for operations by B737 and A320 jet aircraft. The length is sufficient for aircraft arrivals and departures from interstate airports and some airports within South East Asia. Flights to other destinations would require refuelling stops. The figure below shows the increased range of the larger B737-800 aircraft compared to the existing Fokker 100.

Should international flights (passenger or freight) operate from the airport, the relevant standards – MOS Part 139 and ICAO Annex 14, recommend that additional length of RESA (240 m for Code 3 & 4 runways) be provided at each end of the runway. The Master Plan only allowed for 90m length RESA. Should a 240m RESA be required, the available runway length would need to reduce accordingly.

It is important to note that additional infrastructure would be required before the aerodrome could operate international flights such as a permanent Aerodrome Rescue and Fire Fighting Service (ARFFS) and ATC (Air Traffic Control) plus Customs & Border Control in the terminal.



Figure 7 Range of existing Fokker 100 (red) vs proposed Boeing 737-800 (blue)

4.5 Runway layout

The existing runway layout and runway strip dimensions shall be retained in the runway extension design. At both runway thresholds, a section of 50 m wide pavement will be adopted to provide suitable area for aircraft to undertake 180 degree turns to either line up for departure or back track following landings. This width is adequate for B737/A320 aircraft which can turn within 50m.

The runway layout for all options is shown on drawing No. 61-32392-C002 (Appendix C).

4.6 Runway longitudinal profiles

The runway longitudinal profiles for the runway extension are to comply with all CASA standards. A uniform slope for at least 300 m will be provided at the runway extension end.

The preliminary runway longitudinal profile for the runway extension options is shown on drawing No. 61-32392-C003 (Appendix C).

4.7 Taxiways and RPT apron – layout

The existing taxiway and RPT apron layout shall be retained. The taxiway and RPT apron layout and resurfacing extents for Taxiways A-C are shown on drawing 61-32392-C005 (Appendix C). No works are proposed for Taxiways D-G or the GA Apron as these will remain accessible for aircraft below 5,700kg.

Allowance has been made for the design Code C aircraft (737 and A320) to backtrack on the runway and only utilise Taxiways A-C for access between the runway and the apron.

4.8 Stormwater runoff and drainage

A number of drainage options were investigated to accommodate the surface runoff from the extended runway pavements, runway strip and RESA areas for the aerodrome.

For all aircraft pavements the minimum grades detailed in MOS 139 have been met to ensure adequate water runoff is achieved. The extension of the runway at the east end will require the fill of a 6 m wide OUD and removal of the existing 450 mm diameter culvert as the proposed extension RESA is designed to overlay this area. The runoff from this catchment will be directed to the existing swale drain that outflows to the irrigation channel to the east of the aerodrome.

During detailed design an assessment on the sizing of the drains for the catchment areas will need to be undertaken and modelling of flows to investigate if rock protection is required at outlets and/or transitions with the existing drainage channels.

4.9 Airfield lighting

4.9.1 Airfield Lighting Upgrade

For this prefeasibility study an allowance has been made to replace the existing runway edge lighting during the runway extension works. The light spacing's have been set out to comply with CASA MOS 139 standards and is shown on layout drawing No. 61-32392-E007 (Appendix C). Upgrades to the MIT/CCR have been included in the indicative fee estimate to supply the new runway edge lights.

4.9.2 Runway edge light fittings

The currently installed Aircraft runway edge light fittings are considered MOS Part 139 compliant (based on the assessment of the age/condition of the fittings in the Annual Electrical Inspection 2014 report). There is no information in the 2014 Annual Electrical Inspection Report that suggests the runway edge light fittings are in a poor or unacceptable condition. The 2015 annual inspection has not been reviewed - this document may provide up to date information on the condition of the lighting.

4.9.3 Illuminated wind indicator (IWI)

The IWI will require relocation to suit the revised threshold location for the runway extension at the western end. It is assumed that the existing IWI complies with the latest MOS Part 139 requirements and will not need to be replaced. An allowance has been made within the construction cost estimate for relocation. The IWI adjacent to the apron will remain in its current position.

4.9.4 AT-TVASIS

An AT-TVASIS system is currently installed for both runway vectors (port side only) as approach guidance for pilots. The AT-TVASIS system for each vector consists of 10 x light units. It is recommended an allowance is made for replacement of the existing AT-TVASIS system with a PAPI system, therefore preventing the need to relocate 10 x light units. The PAPI system has improved maintenance and running costs due to the reduced number of PAPI boxes (4) compared to the AT-TVASIS boxes (10) per runway vector. Further development of the approach guidance system design will be undertaken during detailed design once the desired system is selected.

4.10 Airside access track and boundary fence

The airside access track alignment at both east and west ends will be relocated to accommodate the extensions. The revised alignment is shown on the aerodrome extension layout plans. The design of the new access road is a 3.5 m wide unsealed access track suitable for a two wheel drive vehicle to match the existing.

The boundary fence alignment is also revised to border the extended runway strip and RESA perimeter and is offset to comply with the OLS restrictions. It is understood that the fence is being progressive replaced to ensure it is adequate for restricting wildlife access. The offset of the aerodrome safety crash gates is included in the design of the new fence alignment, with the provision for crash gates included beyond both runway ends.

5. Upgrade Extension Options

5.1 Runway extensions

In reviewing Options 1 and 2 from the 2013 Master Plan (discussed in Section 2.2) the proposed Master Plan Option 1 (extend runway at the west end by 520 m) runway extension along the existing runway alignment beyond the west end is the recommend and adopted option. GHD has undertaken further investigation as part of this study to determine the maximum runway pavement extension that is achievable at the west end. In addition, GHD has also investigated the opportunity to extend the runway at the east end by 61 m to increase the overall runway length further.

The following section outlines the four options analysed by GHD in developing the runway extension concepts with key considerations for each option listed in the following table.

The runway extension prefeasibility study drawings, included in Appendix C, show the runway extension design layout options and longitudinal grades and include the updated airfield lighting layout details.

Table 4 Runway extension Option 1

| Option 1 | |
|---------------------------------|---|
| Summary | <ul style="list-style-type: none"> Extend runway at west end by 480 m Runway width remains at 30 m and 50 m for the runway end turning node. Longitudinal grade at 0.5% for 300 m before vertical curve across chainage 820 – 950 and matching to the existing runway pavement grade. Minimises earthworks required for cut and fill of runway strip and pavements by matching extended strip to existing ground surface and following grade as close as possible for RESA and runway strip end. Borrow pit area avoided |
| Runway Extension Summary | |
| Western end extension | 480 m pavement extension (refer Figure 8) |
| Eastern end extension | 0 m |
| Total Runway Length | 2309 m |

Table 5 Runway extension Option 2

| Option 2 | |
|---------------------------------|---|
| Summary | <ul style="list-style-type: none"> • Extend runway at west end by 540 m • Runway width remains at 30 m and 50 m for the runway end turning node. • Longitudinal grade at 0.5% for 400 m before vertical curve across chainage 860 – 980 before matching to the existing runway pavement and geometric grade. • Earthworks required for fill for runway strip and boxout for extension pavements. Significant earthworks required to fill RESA and to batter to existing ground level. • Fence and access road aligned outside of RESA and runway strip boundary offset for minimum OLS clearance. • Earthworks required to fill natural drainage channel at the end of RESA. • General fill required for this option to retain the ground levels where material was previously excavated or eroded. • Drainage assessment for suitable return period will need to be carried out during detailed design to assess extents of high water levels of Ord River and/or flooding extents |
| Runway Extension Summary | |
| Western end extension | 540 m pavement extension (refer Figure 9) |
| Eastern end extension | 0 m |
| Total Runway Length | 2369 m |

Table 6 Runway extension Option 3

| Option 3 | |
|----------|--|
| Summary | <ul style="list-style-type: none"> • Extend runway at west end by 480 m • Extend runway at east end by 61 m • Runway width remains at 30 m and 50 m for the runway end turning node. <p>For west end extension:</p> <ul style="list-style-type: none"> • Longitudinal grade at 0.5% for 300 m before vertical curve across chainage 820 – 950 and matching to the existing runway pavement grade. |

- Minimises earthworks required for cut and fill of runway strip and pavements by matching extended strip to existing ground surface and following grade as close as possible for RESA and runway strip end.

- Borrow pit area avoided

For east end extension:

- As the extension is 61 m, the runway width will remain at 50 m to provide adequate turning area for aircraft backtracking for Runway 30 take-off.
- Regrade existing swale drain running to align with open unlined drain (OUD) for catchment to the south of the runway strip. Grade runway strip and RESA to ensure drainage paths match with existing swales.
- Remove 450 mm diameter pipe culvert for the swale drain aligned north/south as this swale will be filled for RESA
- During detail design drainage catchment assessments will be confirmed for the runway end area to ensure the existing OUD can accommodate flows. Review for the capacity of the outlet swales and recommendation for outlet protection will be determined.
- Height limitations for the private property adjacent to the runway on the eastern side are set based on the OLS levels. Building heights in the take-off OLS are restricted to less than 3.0 m, and 10.0 m for the transitional surface. As the property borders both OLS this restriction will need to be clearly understood by both the Airport Owner and the property holder.
- For Taxiway B the design for the fillet pavement at the intersection with the runway will be required, and additional taxiway lights for the edge lighting will be required.

Runway Extension Summary

| | |
|----------------------------|---|
| Western end extension | 480 m pavement extension (refer Figure 8) |
| Eastern end extension | 61 m pavement extension (refer Figure 10) |
| Total Runway Length | 2370 m |

Table 7 Runway extension Option 4

| Option 4 | |
|---------------------------------|---|
| Summary | <p>For west end extension:</p> <ul style="list-style-type: none"> • Extend runway by 540 m at the western end of the runway. • Runway width remains at 30 m and 50 m for the runway end turning node. • The same constraints as listed in Option 2 <p>For east end extension:</p> <ul style="list-style-type: none"> • Extend runway pavement by 61 m • The same constraints as listed in Option 3 |
| Runway Extension Summary | |
| Western end extension | 540 m pavement extension (refer Figure 9) |
| Eastern end extension | 61 m pavement extension (refer Figure 10) |
| Total Runway Length | 2430 m |

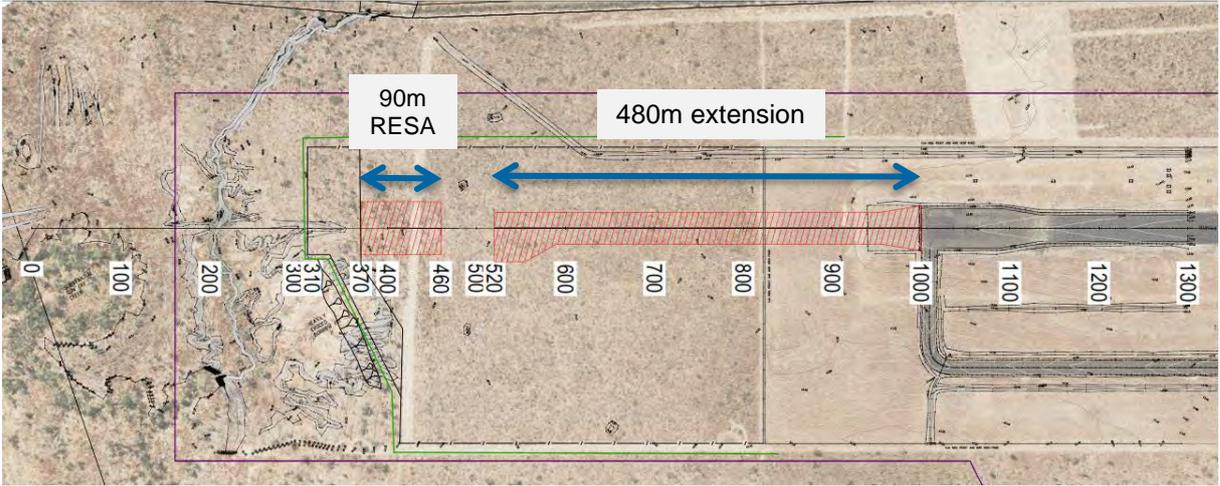


Figure 8 West extension – Option 1 & 3

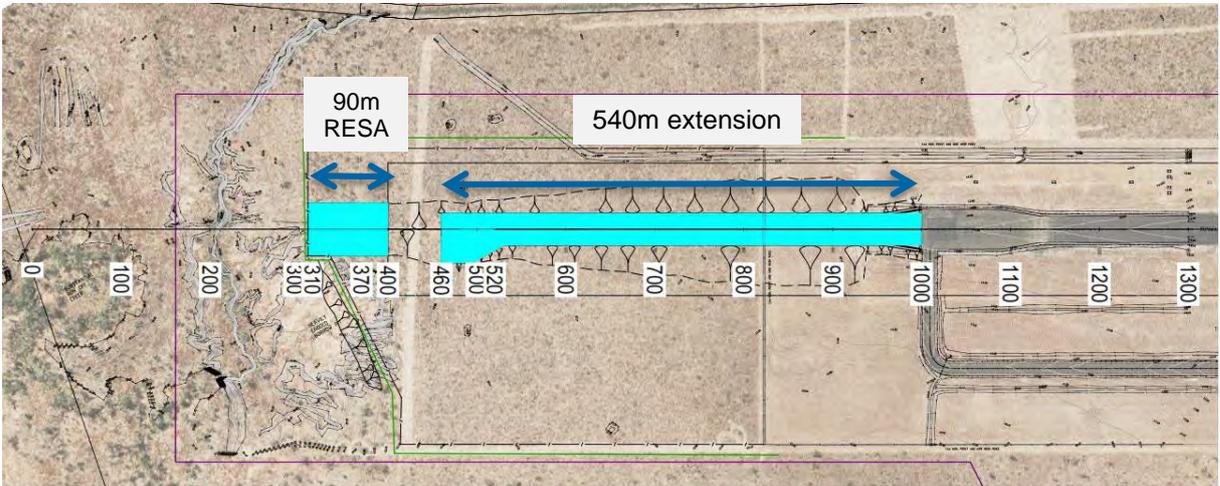


Figure 9 West extension – Option 2 & 4

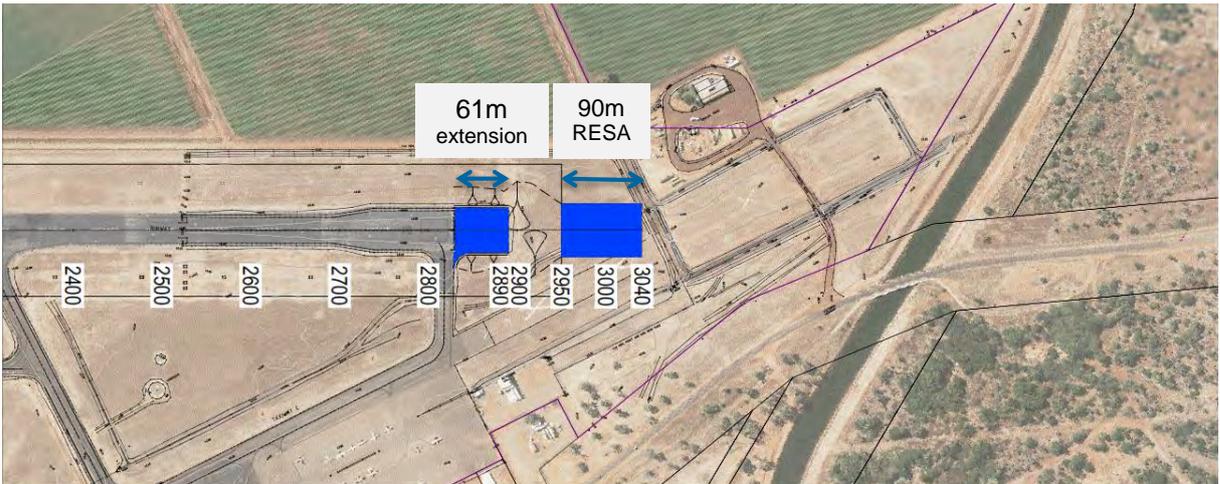


Figure 10 East extension – Option 3 & 4

Table 8 Runway extension Options 1-4 summary

| Option | New Runway 12/30 Length |
|----------|-------------------------|
| Option 1 | 2,309 m |
| Option 2 | 2,369 m |
| Option 3 | 2,370 m |
| Option 4 | 2,430 m |

5.2 Taxiways A, B and C

Taxiways A, B and C confirm to MOS 139 design criteria's for minimum taxiway widths and no change is proposed to the layout or alignment of these taxiways. The runway extension options presented above do not impact on the existing taxiways layouts. Pavement strengthening will be required to accommodate the larger aircraft which is discussed in the following section.

5.3 RPT apron

The current RPT apron accommodates three Code 3C aircraft. Two bays accommodate the Fokker 100 or a similar sized aircraft with the remaining bay suitable to accommodate the Embraer E170 or a similar sized aircraft. For aircraft such as the B737 and A320, the RPT apron can accommodate one aircraft of this size or similar, while the remaining two bays are occupied by Code 3C aircraft, such as the Fokker 100 or Embraer E170. The Master Plan details the potential apron expansion/s that could be required to accommodate additional Code 4 aircraft on the RPT apron during the high traffic scenarios. During detailed design confirmation from SWEK on the number of Code 4C parking bays required during the upgrade works will determine the adequacy of the existing parking layout, and confirm the operations for power in/power out manoeuvres by B737 and A320 aircraft. The tail heights of the B737 and A320 aircraft do not penetrate the OLS transitional surface at the existing parking locations on the RPT apron.

6. Aircraft Pavement Design

6.1 Background

GHD has undertaken a pavement investigation for the proposed runway extension of Runway 12/30 and provided an evaluation of the capability of the existing Taxiways A, B and C and RPT apron with regards to the future aircraft traffic. As noted in Section 2.2, GHD has excluded Taxiway D - G from the prefeasibility study to limit costs, as it is more cost effective for Code C aircraft to continue backtracking on the runway. Refer to the Preliminary Pavement Investigation and Design Report for full details.

The current runway pavement is performing adequately under the current loading and was recently overlaid with 60 mm of asphalt and grooved as part of the pavement strengthening program. The proposed typical pavement cross-sections for the runway extension pavement and Taxiways A, B and C are shown on drawing 61-32392-C004 (Appendix C).. The proposed pavement design is similar to the existing pavements and therefore no strengthening of the existing runway is required.

6.2 Pavement strength evaluation

GHD carried out pavement strength evaluation in 2014 prior to the asphalt overlay and excavated three pits in the existing runway. GHD reported the runway pavement consists of the following average thickness:

Runway Pavement (total thickness 1710 mm)

- 20 mm of multiple chip seal; on
- 180 mm of base and subbase; on
- 1,300 mm of selected fill materials; on
- 230 mm of sand blanket; on
- subgrade.

6.3 Surfacing history and strengthening records

Previous investigations show that separate basecourse and sub-base layers on the existing aircraft pavements were difficult to distinguish and were recorded as one layer.

The runway was overlaid with a nominal 60 mm thickness of polymer modified AC14 asphalt in July 2015.

The maintenance records which were provided from East Kimberley Regional Airport (2014) show that in 2010 the subgrade and basecourse of Taxiways A, B and C were cement stabilised (7.5 m on each side of the centreline) to a total depth of 600 mm, sealed with a 10 mm and 7 mm double coat sprayed seal followed by a sand seal.

According to the maintenance records, the RPT apron was resealed in 2004 (aggregate size was not specified) and resealed again in 2014.

The current runway 12/30 pavement configuration including the recent asphalt overlay can be rated as follows:

PCN 51 / F / C / 1410 (205 PSI) / T

As listed in MOS 139 the pavement classification number (PCN) reported indicates that an aircraft with an aircraft classification number (ACN) equal to or less than the reported PCN can

operate on the pavement subject to any limitation on the tyre pressure, or aircraft all-up weight for specified aircraft types.

6.4 Site investigation

6.4.1 Pavement visual inspection

A site investigation was carried out between the 8th and 9th of August 2015 under the direction and supervision of a Senior Pavement Engineer from GHD. The works carried out comprised of the following:

- A visual inspection and assessment of the existing pavements on Taxiways A, B and C and the RPT Apron;
- Three trial pits were excavated to determine the existing pavement profiles on Taxiways A, B and C; and
- Four trial pits were excavated to provide an indication of ground conditions for the proposed runway extension.

6.4.2 Trial pits and laboratory testing

Guerinoni and Son Plant Hire were engaged by GHD to excavate a total of seven trial pits using a 7t tracked excavator. The pits comprised:

- Three through the existing pavement profile on Taxiways A, B and C;
- Three along the centreline of the potential western extension; and
- One at the potential eastern extension.

Representative samples of the soils encountered in the test pits were submitted for laboratory testing. Laboratory testing was conducted by Mining and Civil Geotest Pty Ltd; a National Association of Testing Authorities (NATA) accredited soil testing laboratory in Jandakot, Perth.

The test pit investigation from the pavement edge of Taxiways A, B and C revealed multiple spray seals a granular pavement comprising blended river gravel base and river shingle general fill on clayey subgrade.

The test pits in the runway extension areas identified very stiff, SANDY CLAY subgrade which has expansive properties. A soaked subgrade CBR 4% was adopted for the runway extension areas, Taxiway A, B & C and CBR 10% for the RPT apron.

6.4.3 HWD Testing – Taxiways and RPT Apron

Non-destructive Heavy Weight Deflectometer (HWD) testing was undertaken by ARRB Consultants on the 1st and 2nd of August 2015. The HWD testing was performed on the existing RPT apron and Taxiways A, B and C.

The HWD results show the taxiway and apron pavements to be relatively stiff over the majority of the pavements with localised softening around the edges of the RPT apron.

6.5 Future air traffic loading for pavement design

Three traffic scenarios are considered for the traffic modelling for the aerodrome based on assumed design aircraft as described below in Table 9. This data was used for the proposed runway extension structural pavement design and taxiway and RPT apron pavement strengthening designs.

Table 9 Predicted Air Traffic loading (20 Years)

| Scenarios | Aircraft Type | Design Period | |
|-----------|---------------|------------------------------------|------------------------------------|
| | | 2017 to 2021-22 (% of Aircraft) | 2022 to 2036-37 (% of Aircraft) |
| 1 | B737-800 | 10 | 40 |
| | A320-200 | 10 | 40 |
| | F100 | 80 | 20 |
| 2 | B737-800 | 10 | 90 |
| | A320-200 | 0 | 0 |
| | F100 | 90 | 10 |
| 3 | B737-800 | 100 | 100 |
| | A320-200 | 0 | 0 |
| | F100 | 0 | 0 |

6.5.1 Air traffic distribution

The geometry and wind direction effect on the alignment of the runway influence the likely air traffic loading on the pavement. It is estimated that 60% of the aircraft take off from Runway 12. In order to access the hold point, aircraft need to enter the runway from the taxiways, travel the length of the runway and turn around at the end. As a consequence the aircraft loading on the pavement is increased to double the coverage if taking off on Runway 12.

6.5.2 Taxiways and RPT apron traffic

The majority of the aircraft will use Taxiway A and part of Taxiway C to access the parking bays on the RPT apron. The alternative route is along Taxiway B and part of Taxiway C. It is assumed that 90% of aircraft will utilise Taxiways A and C (partial) while the alternative, Taxiway B, will only be used by 10% of the aircraft. For simplicity, the entire Taxiway C has been designed for the section which is subject to 90% aircraft loading.

It is assumed that all aircraft will use the RPT apron.

6.6 Taxiways and Apron Strengthening

Based on the HWD survey, back calculated stiffness and pavement design analysis, the existing RPT apron and taxiway pavements require strengthening for the future design aircraft loadings.

6.6.1 RPT apron pavement

The RPT apron pavement has adequate pavement structure and a 60 mm asphalt overlay is recommended.

6.6.2 Taxiway pavement

The predicted traffic on the taxiways varies due to environmental constraints. For ease of construction and planning it is proposed that a single pavement design thickness is adopted for all of the pavements. It is recommended that 260 mm of cement modified crushed rock base material is placed on the existing pavement followed by a prime coat then water proofing chip seal and a 60 mm asphalt surfacing.

6.7 Runway Extension

The runway extension pavement proposed is similar to the existing pavement, except for the provision of a cement modified subbase to ensure that it is more rut resistant. The runway extension pavement preliminary design is detailed in Table 10.

The runway extension pavement preliminary design is detailed in Table 10.

Table 10 Preliminary Runway Extension Pavement Design

| Thickness | Proposed Pavement layer profile (mm) |
|--------------|---|
| 60 mm | Continuously graded polymer modified AC14 asphalt |
| 10 mm + 5 mm | Water proofing chip seal on prime |
| 150 mm | High quality fine crushed rock base |
| 250 mm | Cement modified subbase |
| 700 mm | River shingle or select granular fill |
| 100 mm | Sand |
| In situ | Subgrade CBR 4% |

The proposed runway extension pavement should be able to carry the indicated loading for the next 20 years with nominal routine maintenance with the proposed materials and thickness.

The current investigation report laboratory CBR values of between 3% and 13%. Given natural variation of the material, a lower band design CBR value of 4% was adopted for the pavement design. As a result, it was not considered necessary for any further contingency in the prefeasibility construction cost estimate. Further geotechnical investigation and soil testing of the existing pavement is recommended for the feasibility and detail design stages to confirm the subgrade CBR.

Refer to drawing No. 61-32392-C004 within Appendix C for recommended pavement details.

7. Recommendations

7.1 Preliminary runway length and pavement works

Based on the runway extension options assessment and preliminary pavement designs the following tables outlines the recommended runway extension length, airfield lighting upgrades, and associated taxiway and apron pavement upgrades to enable operations of the design aircraft into and out of Kununurra Airport.

Table 11 Runway extension profile recommendation (Option 4)

| Runway Extension | Comment |
|--------------------------------------|---|
| Western end extension | 540 m pavement extension |
| Eastern end extension | 61 m pavement extension |
| Total New 12/30 Runway Length | 2430 m |
| Runway width | 30 m |
| Runway shoulders | 3 m each side |
| Runway strip width | 300 m (150 m without land acquisition) |
| Taxiway width | 15 m |

Table 12 Airfield lighting upgrade recommendations

| Airfield Lighting Upgrades | Comment |
|----------------------------|--|
| Runway edge lighting | Remove existing lights and replace and install new edge lights for total runway length |
| PAPI | Upgrading the existing AT-TVASIS system to a PAPI system |
| IWI | Relocate western end IWI to the new runway 12 threshold |

Table 13 Runway extension pavement recommendation

| Thickness | Proposed Pavement layer profile (mm) |
|--------------|---|
| 60 mm | Continuously graded polymer modified AC14 asphalt |
| 10 mm + 5 mm | Water proofing chip seal on prime |
| 150 mm | High quality fine crushed rock base |
| 250 mm | Cement modified subbase |
| 700 mm | River shingle or select granular fill |
| 100 mm | Sand |

Table 14 Apron and taxiways pavement recommendation

| Thickness | Proposed Pavement layer profile (mm) |
|----------------------------|---|
| Taxiways A, B and C | |
| 60 mm | Continuously graded polymer modified AC14 asphalt |
| 10 mm + 5 mm | Water proofing chip seal on prime |
| 260 mm | Cement modified base is placed on the existing pavement |
| RPT Apron | |
| 60 mm | Continuously graded polymer modified AC14 asphalt |

7.2 Additional investigations for detailed design

The following additional information, among others, shall be investigated and confirmed in consultation with SWEK during the detailed design phase:

- Confirm the building heights on the private property at the east end of the runway.
- Confirm the terrain heights at locations that penetrate the OLS surfaces.
- Confirm the drainage catchment areas for the runway extension at the east and west end and undertake a channel sizing assessment for the proposed OUDs.
- Undertake further consultation with airlines to confirm operations of the B373 and A320 aircraft on the extended runway and for operations under the CAAP 235A-1(0).
- Confirm the existing runway edge light conditions and associated equipment and confirm the capacity of MITs to adequately supply the airfield lighting upgrade. Confirm the inclusion of the PAPI guidance system.
- Confirm the parking layout for the RPT apron to accommodate multiple Code 4C aircraft.
- Further geotechnical investigations to confirm subgrade strength, existing pavements and potential borrow pits. Refer to Section 10.5 of the Preliminary Pavement Investigation and Design Report for full details.

8. Construction Cost Estimates

8.1 Indicative cost estimates

An indicative construction cost estimate has been developed for the runway extension recommended Option 4 and is included in Appendix A.

The construction cost estimate is based on the preliminary design option recommended in Section 7 and will be further revised during the detailed design phase of the project. Elements of the design that have significant cost implications may be revised in the detailed design phase and this will result in an overall cost increase.

The rates applied in the indicative construction cost estimate are taken from similar jet aerodrome project in recent years that involved earthworks operations, pavement rehabilitation, airfield lighting installations and general civil works. These rates will change over the course of the Project.

Note that the construction cost included in Appendix A does not account for any land acquisition costs that should be included in the project's overall funding requirements. This land is not required to facilitate safe use of the A320-200 and B737-800 aircraft, however the Shire should commence acquisition of the land to improve operability of the airport. Refer to the Business Case Report for details of the land acquisition costs.

The following assumptions have been made in developing the indicative construction cost estimate:

- a. An overall contingency of 30% has been applied to the construction cost estimate. This is considered appropriate for this level of study.
- b. A total runway pavement extension of 601 m (Option 4) has been costed, with the pavement layer thickness and asphalt overlay material as outlined in Section 6.
- c. All runway pavement fill material will be sourced and imported from suitable local borrow pit/s.
- d. Replacement of the existing runway edge lights and associated pit and duct, and two single sided PAPIs have been included in the indicative construction cost estimate.
- e. Inclusive of engineering design and tender preparation fees.
- f. Inclusive of contract administration, project management and supervision fees by SWEK.
- g. Additional geotechnical investigation at a cost of \$50,000 has been included.

9. Safety in Design

Safety in design (SiD) is an ongoing process throughout the life of the project. During the concept design stage, GHD identified a number of reasonably foreseeable hazards during a SiD risk assessment. The process considered design issues affecting the design, construction, commissioning, operation, and maintenance of the aerodrome. The design has been modified as far as reasonably practicable to eliminate inherent design and aerodrome operational risk. In considering the SiD for the construction of the aerodrome, the nature of the construction works and the risks associated with these are considered to be within the capability of a competent and experienced contractor.

The SiD summary is included in Appendix B

10. Concept Drawings

The following table lists the drawings included in the Runway Extension Prefeasibility Study Drawings. The drawing set is included in Appendix C.

Table 15 Drawing List for Kununurra Runway Extension Feasibility Design

| Document No. | Title |
|---------------|--|
| 61-32392-G001 | LOCALITY PLAN AND DRAWING INDEX |
| 61-32392-C002 | RUNWAY EXTENSION OPTIONS PLAN |
| 61-32392-C003 | RUNWAY EXTENSION WEST & EAST END PLAN & LONGITUDINAL SECTION |
| 61-32392-C004 | RUNWAY & TAXIWAY PAVEMENT DETAILS |
| 61-32392-C005 | TAXIWAY AND APRON RESURFACING PLAN |
| 61-32392-C006 | RUNWAY EXTENSION – OBSTACLE LIMITATION SURFACES PLAN |
| 61-32392-E007 | RUNWAY EXTENSION – AIRFIELD LIGHTING SETOUT |

Appendices

Appendix A – Preliminary Construction Cost Estimate

Prepared by GHD

Kununurra Airport Runway 12/30 Extension - Prefeasibility Study

61-3239203

Option 4 Extend runway pavements by 601m and upgrade Taxiway A, B and C and RPT Apron

EARTHWORKS, AIRCRAFT PAVEMENTS, DRAINAGE & ELECTRICAL WORKS

Recommended Option#

4

G:\61\3239202\Cost Estimates\MR EDIT OPTION 4 Costings for REPORT.xls\Development Estimate

| ITEM | DESCRIPTION | AMOUNT |
|---|-------------------------------------|--------------------------------|
| 1- | GENERAL / PRELIMINARIES | 2,700,000 |
| 2- | CLEARING, EARTHWORKS & DUST CONTROL | 1,600,000 |
| 3- | AIRCRAFT PAVEMENTS | 5,600,000 |
| 4- | DRAINAGE | 100,000 |
| 5- | ELECTRICAL WORKS | 1,600,000 |
| 6- | OTHER | 750,000 |
| 7- | CONTINGENCY | 3,700,000 |
| SUBTOTAL of CONSTRUCTION COSTS - Excl. GST: | | 16,050,000 |
| D - ENGINEERING FEES | | |
| D - 1 | Planning Fees (Not Applicable) | 0 |
| D - 2 | Engineering Fees | 0 |
| D - 2.1 | Design & Tender Preparation Fees | 3.5% of Construction = 561,750 |
| D - 2.2 | Contract Administration by Shire | 4.0% of Construction = 642,000 |
| D - 2.3 | Technical Support | 50,000 |
| D - 2.4 | Other Fees / variations | |
| D - 2.41 | Geotechnical Investigation | 50,000 |
| D - 2.5 | Project Management Fees by Shire | 100,000 |
| SUBTOTAL for : D - ENGINEERING FEES | | 1,403,750 |
| SUBTOTAL of Sections A, B, C & D - Excl. GST: | | 1,403,750 |
| GRAND TOTAL (with construction costs) - Excl. GST: | | 17,453,750 |
| Add GST | | 1,745,375 |
| TOTAL DEVELOPMENT COST (Incl. GST): | | 19,199,125 |



Job Manager:

(Sign & print name under)

RUSSELL CLAYTON

Project Director:

(Sign & print name under)

MICHAEL RYAN

Assumptions:

Disclaimer: GHD has prepared this cost estimate using information available to GHD and where required, based on assumptions made by GHD. Prices and quantities in the cost estimate may change. GHD does not represent, warrant or guarantee that the project can be completed for the cost estimates prepared by GHD. Cost estimate to be read in conjunction with Runway 12/30 Extension Prefeasibility Study Report. Qualifications and assumptions to this cost estimate are detailed in Section 8.

Note: The above development cost estimate is not valid unless checked, signed and approved by both the Job Manager and Project Director.

Sheet: Development Estimate

Page 1 of 1

G:\61\3239202\Cost Estimates\MR EDIT OPTION 4 Costings for REPORT

Printed: 4:17 PM 13/05/2016



CLIENT:

Shire of Wyndham East Kimberley

PROJECT:

KUNUNURRA AIRPORT RUNWAY EXTENSION
OPTION 4 - Recommended Option

Ref No: 613239203

REVISION: B

| | | | | | |
|------|-----|------------|------|------|--|
| B | RS | 13/11/2015 | MR | MR | Issued for Prefeasibility Study Preliminary Design |
| REV: | BY: | DATE: | CHD: | APP: | DESCRIPTION: |

This MTO has been prepared at the request of SWEK to assist in the estimation of cost for the runway extension at Kununurra Airport, based on design drawings prepared by GHD. GHD has exercised due care consistent with the intended level of accuracy in preparation of this MTO and no warranty should be implied as to the accuracy of estimates. This MTO calls up items and quantities considered to have a material impact on the preliminary cost estimate. No allowances have been made for wastage, connections and fixing, variability in subsoil conditions, etc.

| Item No. | Item Description | Unit | Quantity | Rate (\$) | Value (\$) |
|------------|---|----------------|----------|----------------|---------------------|
| 1.0 | PRELIMINARIES | | | | |
| 1- | 1 Mobilisation (People and sub-contractors from Perth, incld flights, accommodation for project duration, car hire for project) | Item | 1 | \$1,743,000.00 | 1,743,000.00 |
| 1- | 2 Mobilisation (Plant and equipment from Kununurra) | Item | 1 | \$134,000.00 | 134,000.00 |
| 1- | 3 Establishment of laydown, staging areas and site offices, amenities, lunchrooms and services | Item | 1 | \$107,000.00 | 107,000.00 |
| 1- | 4 Insurances | Item | 1 | 129,000.00 | 129,000.00 |
| 1- | 5 Site inductions, meetings, etc | Item | 1 | \$40,000.00 | 40,000.00 |
| 1- | 6 Safety Management Plan (SMP) | Item | 1 | \$10,000.00 | 10,000.00 |
| 1- | 7 Environmental Management Plan (EMP) | Item | 1 | \$10,000.00 | 10,000.00 |
| 1- | 8 Traffic Management Plan (TMP) and Traffic Control | Item | 1 | \$25,000.00 | 25,000.00 |
| 1- | 9 Method of Works Plans (MOWP) | Item | 1 | \$20,000.00 | 20,000.00 |
| 1- | 10 Establishment of site testing laboratory | Item | 1 | \$20,000.00 | 20,000.00 |
| 1- | 11 Survey control and set out | Item | 1 | \$172,000.00 | 172,000.00 |
| 1- | 12 QA plan | Item | 1 | \$10,000.00 | 10,000.00 |
| 1- | 13 On site Laboratory and Testing | Item | 1 | \$100,000.00 | 100,000.00 |
| 1- | 14 Contractor Supervision | Item | 1 | \$140,000.00 | 140,000.00 |
| 1- | 15 Clean up and demobilisation (including plant and personnel) | Item | 1 | \$40,000.00 | 40,000.00 |
| | Subtotal | | | | \$ 2,700,000 |
| 2.0 | EARTHWORKS | | | | |
| 2- | 1 Borrow pit establishment, management and rehabilitation | Item | 1 | \$15,000.00 | 15,000.00 |
| 2- | 2 Site clearing, grubbing, stockpiling or mulching of vegetation of works areas and carting to borrow pit offsite | Ha | 15 | \$700.00 | 10,500.00 |
| 2- | 3 Strip topsoil 150 mm deep and stockpile within 1km of aerodrome | bcm | 11,500 | \$3.00 | 34,500.00 |
| 2- | 4 Importing, placement, compaction, trimming and grading well graded granular fill material or river shingle for runway general fill material | ccm | 17,900 | \$30.00 | 537,000.00 |
| 2- | 5 Importing, placement, compaction, trimming and grading of general fill material for runway strip to tie into runway pavement and RESA fill material | ccm | 18,000 | \$35.00 | 630,000.00 |
| 2- | 6 Runway cut to fill material including placement, compaction, trimming and grading of material for runway strip to tie into runway pavement and RESA fill material | ccm | 4,800 | \$10.00 | 48,000.00 |
| 2- | 7 Runway earthworks general cut to spoil and dispose material off site | bcm | 4,000 | \$20.00 | 80,000.00 |
| 2- | 8 Runway importing of 100mm sand for pavement base layer | m ² | 24,500 | \$10.00 | 245,000.00 |
| 2- | 9 Rock excavation (provisional item) | m ³ | | \$85.00 | 0.00 |
| | Subtotal | | | | \$ 1,600,000 |

| 3.0 AIRCRAFT PAVEMENTS | | | | | | |
|---|----|---|----------------|--------|---------------------|--------------|
| 3a- RUNWAY EXTENSION | | | | | | |
| 3a- | 1 | Prepare runway Subgrade | m ² | 24,400 | \$5.00 | 122,000.00 |
| | | Supply, place and compact 250 mm Cement Modified Subbase for all associated runway pavement areas (excluding shoulders) | m ² | 20,600 | \$10.00 | 206,000.00 |
| 3a- | 2 | | | | | |
| 3a- | 3 | Supply, place and compact 150 mm Basecourse in runway pavements (including shoulders) | m ² | 24,300 | \$10.00 | 243,000.00 |
| 3a- | 4 | Primer seal | m ² | 24,200 | \$6.00 | 145,200.00 |
| 3a- | 5 | 10mm + 5mm Water proofing chip seal on runway pavements (including shoulders) | m ² | 24,200 | \$9.00 | 217,800.00 |
| 3a- | 6 | Supply and lay 60 mm Asphalt in runway pavement areas including tack coat and ramping (including shoulders) | m ³ | 1,452 | \$920.00 | 1,335,840.00 |
| 3a- | 7 | Runway Grooving across full length and full width of the runway extension and 30m wide on the turning node | m ² | 18,030 | \$10.00 | 180,300.00 |
| 3a- | 8 | Supply, place and compact prime and seal, 150 mm gravel pavement for Runway 12 and 30 blast area | m ² | 3,600 | \$15.00 | 54,000.00 |
| 3b- TAXIWAY A, B AND C AND RPT APRON | | | | | | |
| 3b- | 9 | Rip and dispose of existing taxiway areas for resurfacing | m ² | 24,600 | \$8.00 | 196,800.00 |
| 3b- | 10 | Supply, place and compact 260 mm Basecourse in Taxiway A, B and C pavements | m ² | 24,600 | \$20.00 | 492,000.00 |
| 3b- | 11 | 10mm + 5mm Water proofing chip seal on taxiway and apron pavements (including shoulders) | m ² | 32,100 | \$9.00 | 288,900.00 |
| 3b- | 12 | Primer seal | m ² | 32,100 | \$6.00 | 192,600.00 |
| 3b- | 13 | Supply and lay 60 mm Asphalt in taxiway pavement areas including tack coat and ramping | m ³ | 1,600 | \$920.00 | 1,472,000.00 |
| 3b- | 14 | Supply and lay 60 mm Asphalt in RPT apron pavement areas, including tack coat | m ³ | 450 | \$920.00 | 414,000.00 |
| 3b- | 15 | Fuel Resistant Surface Treatment on aircraft parking bays | m ² | 3,000 | \$13.00 | 39,000.00 |
| Subtotal | | | | | \$ 5,600,000 | |
| 4.0 DRAINAGE | | | | | | |
| 4- | 1 | Construction of open unlined drains | m | 1,200 | \$25.00 | 30,000.00 |
| 4- | 2 | Remove and store of 450 dia culvert including associated headwalls at runway end 30 | Item | 1 | \$400.00 | 400.00 |
| 4- | 3 | 450mm dia. RRJ RCP class 2 | m | 10 | \$300.00 | 3,000.00 |
| 4- | 4 | 450 dia headwalls | Item | 4 | \$1,400.00 | 5,600.00 |
| 4- | 5 | Provisional items | Item | 1 | \$60,000.00 | 60,000.00 |
| Subtotal | | | | | \$ 99,000 | |
| 5.0 ELECTRICAL WORKS | | | | | | |
| 5- | 1 | Supply and Install pit and duct system with cabling for all airside electrical works | m | 5,200 | \$160.00 | 832,000.00 |
| 5- | 2 | Supply and install Elevated Runway Edge lighting | No. | 80 | \$4,000.00 | 320,000.00 |
| 5- | 3 | Supply and install inset Bidirectional Runway Threshold/End lighting | No. | 16 | \$6,000.00 | 96,000.00 |
| 5- | 4 | Supply and install turning node lights | No. | 5 | \$3,500.00 | 17,500.00 |
| 5- | 5 | Supply and install single sided PAPI including footings | No. | 2 | \$60,000.00 | 120,000.00 |
| 5- | 6 | Labelling, aiming, testing and commissioning of airfield lighting and apron floodlighting systems | Item | 1 | \$25,000.00 | 25,000.00 |
| 5- | 7 | Supply and install control cubicle | Item | 1 | \$110,000.00 | 110,000.00 |
| 5- | 8 | Flight test and commissioning | Item | 1 | \$30,000.00 | 30,000.00 |
| 5- | 9 | Decommissioning and removal of AT-TVASIS and concrete pads, and make good for compliance with graded runway strip | /block | 10 | \$4,500.00 | 45,000.00 |
| 5- | 10 | Removal of existing elevated runway edge lighting | Item | 62 | \$60.00 | 3,720.00 |
| Subtotal | | | | | \$ 1,600,000 | |

| 6.0 OTHER | | | | | | |
|------------------------|----|--|----------------|-------|-----------------------|----------------------|
| 6- | 1 | Pavement line marking on runway | Item | 1 | \$75,000.00 | 75,000.00 |
| 6- | 2 | Stock Proof and Perimeter Chain Link Fencing | m | 1,500 | \$160.00 | 240,000.00 |
| 6- | 3 | Crash gates | no. | 2 | \$4,000.00 | 8,000.00 |
| 6- | 4 | Signage | Item | | | 0.00 |
| 6- | 5 | Gable markers | no. | 6 | \$1,000.00 | 6,000.00 |
| 6- | 6 | White cone markers | no. | | \$300.00 | 0.00 |
| 6- | 7 | Update Departure and Approach Procedures | Item | 1 | \$150,000.00 | 150,000.00 |
| 6- | 8 | Update Aerodrome Manual to incorporate aerodrome works | Item | 1 | \$50,000.00 | 50,000.00 |
| 6- | 9 | Lighting of terrain for Obstacle Limitation Surface restrictions and loppings where required for OLS works | Item | 1 | \$60,000.00 | 60,000.00 |
| 6- | 10 | Relocate IWI including concrete footings | Item | 1 | \$15,000.00 | 15,000.00 |
| 6- | 11 | Remove existing chain link fence | m | 450 | \$20.00 | 9,000.00 |
| 6- | 12 | Aerodrome access road preparation of subgrade including compaction | m ² | 8,000 | \$4.00 | 32,000.00 |
| 6- | 13 | Aerodrome access road supply, place, compact natural gravel basecourse 250mm thick | m ² | 8,000 | \$10.00 | 80,000.00 |
| 6- | 14 | As-constructed survey and drawings | Item | 1 | \$25,000.00 | 25,000.00 |
| Subtotal | | | | | | \$ 750,000 |
| 7.0 CONTINGENCY | | | | | | |
| 7- | 1 | 30% Contingency | 30% | of | \$12,349,000.00 | 3,704,000.00 |
| Subtotal | | | | | | \$ 3,704,000 |
| | | | | | Cost (Exc GST) | \$ 16,053,000 |
| | | | | | GST | \$ 1,605,300 |
| | | | | | Total Cost | \$ 17,658,300 |

Appendix B - Safety in Design



Prefeasibility Study: Kununurra Airport Extension and Pavement Upgrade Safety in Design Assessment



Notes: *Designs with significant quantities of dangerous goods may require detailed risk assessments under Dangerous Goods or Major Hazard legislation

* Most industrial processes will require an industry specific assessment, e.g. HAZOP and/or Quantitative Risk Assessment for facilities that have chemical or high-pressure processes under Dangerous Goods or Major Hazard legislation.

| Design Life Cycle: | | Investigation and Design | Setup, Construction and Commissioning | Operation | Maintenance | Disposal | Date: 4/11/2015 | | | Revision No: A | | | | | | |
|-------------------------------------|---|---|---|---|---------------------------|---------------------|-----------------|-------------|--|---|--|----------------------------------|----------------------|---|------------|----------|
| Job Name: | | Kununurra Airport Extension and Pavements Upgrade | | Job No: | 613239202 | Client | SWEK | | | Design: | Concept Design and Options Analysis | | | | | |
| People involved in Risk Assessment: | | Michael Ryan, Richard Stevenson | | | | | | | | | | | | | | |
| Risk ID | Design Ref | Design Life Cycle Stage <small>(Select from Drop Down Box)</small> | Event Description | Risk/Impacts <small>What could go wrong and what might happen as a result</small> | Existing Control Measures | Initial Risk Rating | | | Potential Control Measures <small>(Consider Hierarchy of Control - Elimination, Substitution, Isolation, Engineering Controls, Administrative Controls, PPE)</small> | Responsibility | By When | Decision / Status | Residual Risk Rating | | | Comments |
| | | | | | | C | L | RR | | | | | C | L | RR | |
| 1.01 | Construction buildings (amenities, accommodation, workshops, storage) | Setup, Construction and Commissioning | Inappropriate Emergency Escape Routes in construction/operational phase. Personnel unable to escape in emergencies, aircraft unable to be manoeuvred in emergency situation | Injury to personnel - burns etc, Aircraft damage | | E | 2 | Significant | Contractors SMP, marking of access routes (Contractor's TMP) | SWEK | Mobilisation of construction equipment | Confirmed by SWEK | E | 1 | Moderate | |
| 1.02 | Removal of existing pavement material (e.g. milling) | Setup, Construction and Commissioning | Risk to personnel in milling process, increased risk of FOD leading to damage to aircraft | Aircraft damage, injury to personnel, plant damage | | B | 3 | Low | Monitor pavements for damage, abrasion and exacerbated wear from truck and heavy plant usage | Contractor | During construction phase | Confirmed by SWEK | B | 3 | Low | |
| 1.03 | Construction plant | Setup, Construction and Commissioning | Construction Plant noise/vibration, Personnel working close to vibrating/loud construction machinery | Vibration, Hearing damage to personnel | | C | 2 | Low | PPE, Contractor's SMP, exclusion zones, noise limitations, mufflers | Contractor | During construction phase | Confirmed by SWEK | C | 1 | Low | |
| 1.04 | Construction plant | Setup, Construction and Commissioning | Construction Vehicles (access, traffic management, road conditions, load and dimensions), Speed of construction plant/vehicles | Injury to personnel | | C | 4 | Moderate | Provide adequate drainage for runoff including crossfall, relief culverts, tables drains as necessary | GHD | During Detailed Design | Include in Detailed Design | C | 1 | Low | |
| 1.05 | Aerodrome Pavements | Setup, Construction and Commissioning | Delays in procurement of material during construction | Project delays and increased costs | | D | 3 | Significant | 1. Identify suitable borrow pit material locations in early development stage of project. 2. Utilise local materials through modifying/blending to meet requirements to avoid importing. 3. Appropriate contractor management for procurement of material. | 1. Confirmed by SWEK or during detailed geotechnical investigation 2. GHD 3. SWEK | During Detailed Design | Sirius to manage | D | 2 | Moderate | |
| 1.06 | Runway Extension | Operation | Rain / natural creek flows | Altered cross flow of runoff water impacting on flora | | D | 3 | Significant | No high velocity water flows expected due to general terrain Existing water courses to be controlled by diversion drains. | GHD | During Detailed Design | GHD to provide adequate drainage | D | 2 | Moderate | |
| 1.07 | Aerodrome Pavements | Setup, Construction and Commissioning | Flora and fauna permits not obtained early in schedule | Restricted access to borrow pits resulting in delays | | D | 3 | Significant | Permits to be obtained prior to construction works | SWEK | Prior to construction | SWEK to manage | D | 1 | Moderate | |
| 1.08 | Aerodrome Pavements | Maintenance | Inadequate sealing of pavement surface due to poor construction methodology | Excessive maintenance repair frequency over life of mine | | B | 4 | Low | QA Measures during Construction | SWEK | Construction | SWEK to manage | B | 2 | Negligible | |
| 1.09 | Aerodrome | Maintenance | Rain water runoff pooling on the road runway | Pooling water may weaken road pavement requiring road repairs, etc Runway not operational due to repair work | | C | 4 | Moderate | Provide adequate drainage for runoff including appropriate crossfall, relief culverts, tables drains as necessary | GHD | During Detailed Design | Include in Detailed Design | C | 1 | Low | |
| 1.10 | Aerodrome | Investigation and Design | Inadequate pavement design due to insufficient Geotech information | To progress to detailed design without appropriate geotechnical information may result with an inadequate pavement design | | C | 4 | Moderate | Complete adequate Geotech investigation and incorporate results into detailed design | GHD/SWEK | During Detailed Design | | C | 1 | Low | |

| Risk ID | Design Ref | Design Life Cycle Stage <small>(Select from Drop Down Box)</small> | Event Description | Risk/Impacts <small>What could go wrong and what might happen as a result</small> | Existing Control Measures | Initial Risk Rating | | | Potential Control Measures <small>(Consider Hierarchy of Control - Elimination, Substitution, Isolation, Engineering Controls, Administrative Controls, PPE)</small> | Responsibility | By When | Decision / Status | Residual Risk Rating | | | Comments |
|---------|------------|---|--|--|---------------------------|---------------------|---|-------------|---|-----------------|--|---|----------------------|---|-------------|----------|
| | | | | | | C | L | RR | | | | | C | L | RR | |
| 1.11 | Aerodrome | Operation | Aircraft damage/incident during landing and take off due to birds strike and/or vegetation growth over height in flight path | Aircraft incident, fatalities plane breakdown on the ground | | D | 3 | Significant | 1. Clearing diagram at Runway end 12 developed and to include bird management. 2. Bird attracting areas at Runway end 12 (Ord River) monitored if continually present. 3. All planned clearing activities to be documented and provided to client for relevant approvals. | GHD/SWEK | During Detailed Design | Include in Detailed Design | D | 2 | Moderate | |
| 1.12 | Aerodrome | Operation | Hydrocarbons (oils and fuel) leaking from planes parked on apron impacting on surface | Plane incident, facilities | | C | 3 | Moderate | Fuel resistance Surface Treatment to be used to protect the apron parking bay | GHD/SWEK | Detailed design/maintenance during operation | Include in Detailed Design | C | 2 | Low | |
| 1.13 | Aerodrome | Operation | Unrestricted larger animal movements near aerodrome | Plane incident, facilities | | C | 3 | Moderate | 1. Runway fenced is reinstated to preclude large animals from aerodrome 2. Large animals are more likely to be observed by pilots. 3. Runway to be checked prior to arrival of plane | GHD/SWEK | Detailed design/maintenance during operation | GHD to include appropriate fencing in detailed design. | C | 2 | Low | |
| 1.14 | Aerodrome | Operation | Obstacle issues in and around flight path due to unknown clearances between aircraft and various ground installations | Aeroplane flight implications | | C | 3 | Moderate | Confirm OLS terrain clearances and objects during concept design | GHD | Concept Design and Options Analysis | GHD to incorporate OLS clearances in design. | C | 2 | Low | |
| 1.15 | Aerodrome | Setup, Construction and Commissioning | Stockpiling top soil stripping and vegetation clearing debris | Stockpiling areas not being defined prior to construction | | B | 3 | Low | Include cleared material stockpile in the clearing diagram plan. | GHD/SWEK | Detailed Design | Stockpiling/laydown areas to be defined on detailed design drawings | A | 1 | Negligible | |
| 1.16 | Aerodrome | Setup, Construction and Commissioning | Construction laydown area | | | B | 3 | Low | Identify construction lay down area and mark on clearing plan. | GHD/SWEK | Detailed Design | Stockpiling/laydown areas to be defined on detailed design drawings | A | 1 | Negligible | |
| 1.17 | Aerodrome | Setup, Construction and Commissioning | NOTAM issued for Kun Airport | Pilots are not updated on the aerodrome closure and attempt to land aircraft on runway during construction | | D | 3 | Significant | Ensure NOTAM is issued and filed with CASA | SWEK | Detailed Design | Responsibility of SWEK | D | 1 | Moderate | |
| 1.18 | Aerodrome | Setup, Construction and Commissioning | RFDS required emergency access to runway | Potential incident with construction crew working at Runway end 12 with forced landing of aircraft | | E | 3 | Extreme | Ensure NOTAM is current. Contractor to develop appropriate Safety Management Plan to address forced landing during the runway works | SWEK/Contractor | Setup | | E | 2 | Significant | |
| 1.19 | Aerodrome | Setup, Construction and Commissioning | Delay in certification processes for operation of aerodrome | Delay in aerodrome operations | | C | 3 | Moderate | Early commencement of certification process (Regular dialogue with CASA to update them on progress of runway extension). | GHD/SWEK | Detailed Design | Include in Detailed Design | C | 2 | Low | |
| | | | | | | | | | | | | | | | | |

Appendix C – Runway Extension Prefeasibility Study Drawings

SHIRE OF WYNDHAM EAST KIMBERLEY EAST KIMBERLEY REGIONAL AIRPORT RUNWAY 12/30 EXTENSION PREFEASIBILITY STUDY

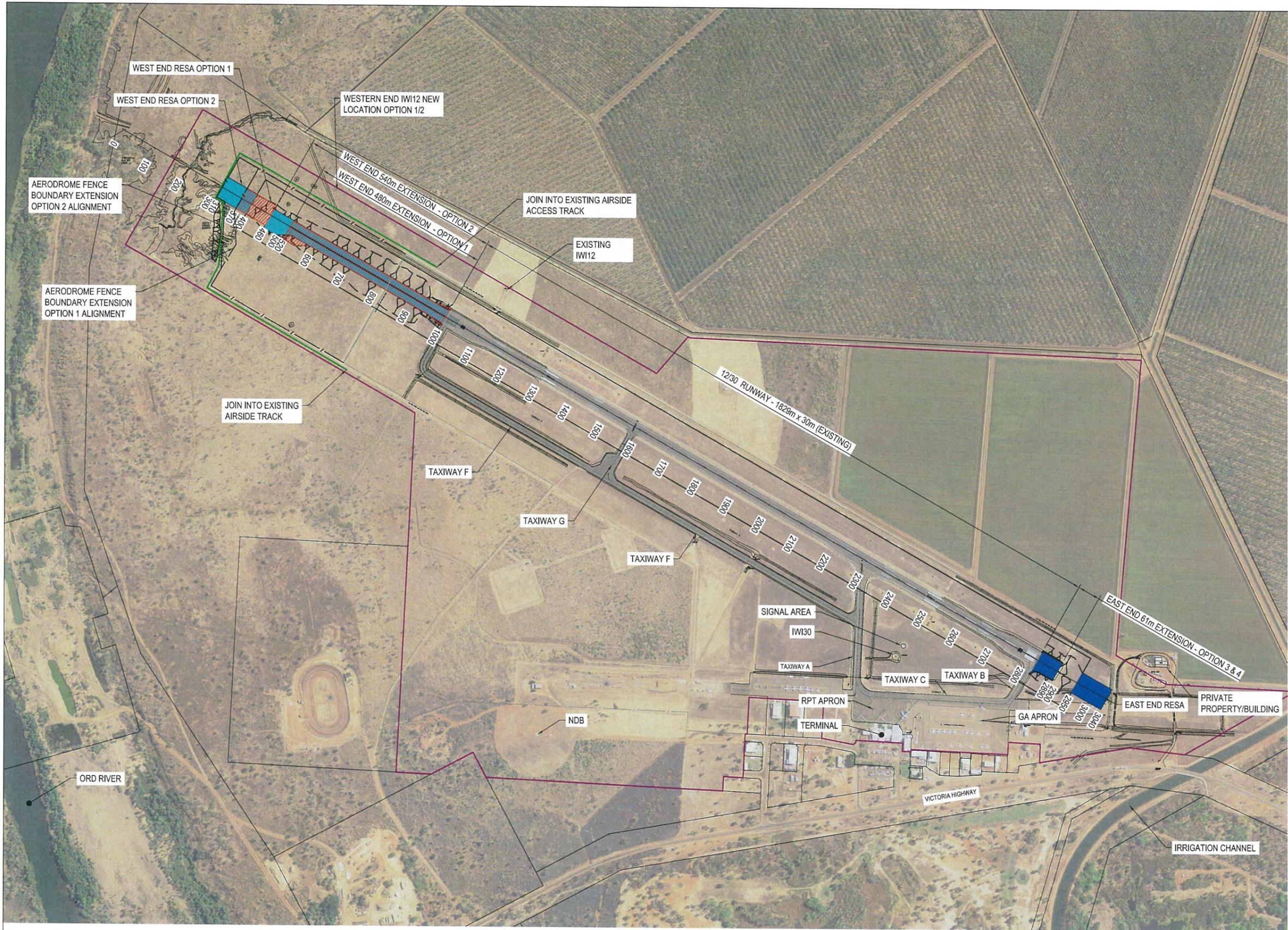


RUNWAY PLAN
SCALE 1:10,000

| DRAWING INDEX | |
|----------------|--|
| DRAWING NUMBER | DRAWING TITLE |
| GENERAL | |
| 61-32392-G001 | LOCALITY PLAN AND DRAWING INDEX |
| CIVIL | |
| 61-32392-C002 | RUNWAY EXTENSION - OPTIONS PLAN |
| 61-32392-C003 | RUNWAY EXTENSION - WEST & EAST END EXTENSION PLAN & LONGITUDINAL SECTION |
| 61-32392-C004 | RUNWAY & TAXIWAY PAVEMENT DETAILS |
| 61-32392-C005 | TAXIWAY & APRON RESURFACING PLAN |
| 61-32392-C006 | RUNWAY EXTENSION - OBSTACLE LIMITATION SURFACES PLAN |
| ELECTRICAL | |
| 61-32392-E007 | RUNWAY EXTENSION - AIRFIELD LIGHTING - SETOUT |

PRELIMINARY

| | | | | | | | | | | | | | | | |
|---|--|--|--|--|--|---|--|---|--|---|--|--|-----------------------|--|---------------|
| | | | | | | | | | | DO NOT SCALE | | Drawn A. ROBINSON | Designer R. STEVENSON | Client SHIRE OF WYNDHAM EAST KIMBERLEY Project RUNWAY EXTENSION PREFEASIBILITY STUDY Title LOCALITY PLAN AND DRAWING INDEX | |
| A ISSUED FOR PRELIMINARY CONCEPT DESIGN | | | | AR <i>[Signature]</i> MR <i>[Signature]</i> 25/10/16 | | 0 100 200 300 400 500m SCALE 1:10,000 AT ORIGINAL SIZE | | Level 10, 999 Hay Street Perth WA 6000 PO Box Y3106 Perth WA 6832 Australia T 61 8 6222 8222 F 61 8 6222 8555 E permall@ghd.com.au W www.ghd.com | | Conditions of Use. This document may only be used by GHD's client (and any other person who GHD has agreed can use this document) for the purpose for which it was prepared and must not be used by any other person or for any other purpose. | | Drafting Check Approved (Project Director) Date | Design Check | Original Size A1 | |
| No Revision Note: * Indicates signatures on original issue of drawing or last revision of drawing | | | | Drawn Job Manager Project Director Date | | | | | | Scale AS SHOWN | | This Drawing must not be used for Construction unless signed as Approved | | Drawing No: 61-32392-G001 | Rev: A |



- NOTES**
1. ALL DIMENSIONS IN METRES (m) OTHERWISE NOTED
 2. HEIGHT DATUM A.H.D
 3. HORIZONTAL DATUM CO-ORDINATES KUN94.
 4. SURVEY PROVIDED BY MNG.

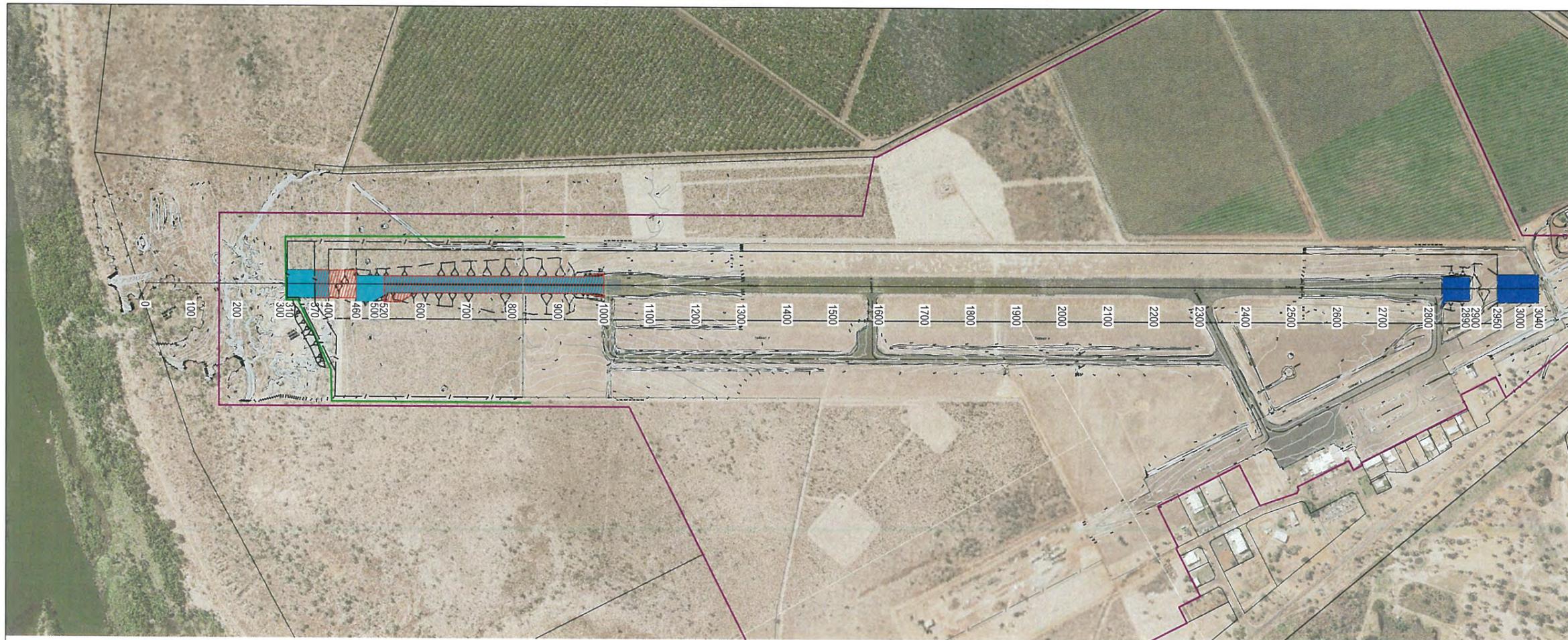
| SETOUT CO-ORDINATES | | |
|---------------------|-----------|------------|
| SETOUT POINTS | EASTING | NORTHING |
| CH 460 | 44356.163 | 255622.670 |
| CH 520 | 44408.305 | 255592.985 |
| CH 1000 | 44825.454 | 255355.526 |
| CH 2829 | 46414.925 | 254450.703 |
| CH 2890 | 46467.946 | 254420.475 |

- LEGEND**
- 2500 CHAINAGE
 - WEST END EXTENSION - OPTION 1 RUNWAY EXTENDED BY 480m
 - WEST END EXTENSION - OPTION 2 RUNWAY EXTENDED BY 540m
 - EAST END EXTENSION - OPTION 3 & 4 RUNWAY EXTENDED BY 61m
 - AERODROME CADASTRAL BOUNDARY
 - CADASTRAL BOUNDARY
 - AIRSIDE ACCESS ROAD
 - EXISTING AERODROME FENCE BOUNDARY
 - NEW AERODROME FENCE BOUNDARY
 - NDB NON DIRECTIONAL BEACON
 - RESA RUNWAY END SAFETY AREA

| RUNWAY EXTENSION OPTIONS SUMMARY | | |
|----------------------------------|---------------------|--------|
| OPTION 1 | RUNWAY 12 EXTENSION | 480 m |
| | RUNWAY 30 EXTENSION | 0 m |
| | TOTAL RUNWAY LENGTH | 2309 m |
| OPTION 2 | RUNWAY 12 EXTENSION | 540m |
| | RUNWAY 30 EXTENSION | 0m |
| | TOTAL RUNWAY LENGTH | 2369 m |
| OPTION 3 | RUNWAY 12 EXTENSION | 480 m |
| | RUNWAY 30 EXTENSION | 61 m |
| | TOTAL RUNWAY LENGTH | 2370 m |
| OPTION 4 | RUNWAY 12 EXTENSION | 540m |
| | RUNWAY 30 EXTENSION | 61m |
| | TOTAL RUNWAY LENGTH | 2430 m |

PLAN
SCALE 1:5000

| | | | | | | | | | |
|--|--|--|--|--|--|--|--|--|--|
| | | | | <p>DO NOT SCALE</p> <p>Conditions of Use: This document may only be used by GHD's client (and any other person who GHD has agreed can use this document) for the purpose for which it was prepared and must not be used by any other person or for any other purpose.</p> | | <p>Drawn A. ROBINSON Designer R. STEVENSON</p> <p>Drafting Check Design Check</p> <p>Approved (Project Director) Date</p> <p>Scale AS SHOWN This Drawing must not be used for Construction unless signed as Approved</p> | | <p>Client SHIRE OF WYNDHAM EAST KIMBERLEY</p> <p>Project RUNWAY EXTENSION PREFEASIBILITY STUDY</p> <p>Title RUNWAY EXTENSION - OPTIONS PLAN</p> <p>Original Size A1 Drawing No: 61-32392-C002 Rev: A</p> | |
| <p>A ISSUED FOR PRELIMINARY CONCEPT DESIGN</p> <p>AR <i>AR</i> MR <i>MR</i> 25/11/15</p> | | <p>Drawn Job Manager Project Director Date</p> | | <p>Level 10, 999 Hay Street Perth WA 6000 PO Box Y3106 Perth WA 6832 Australia T 61 8 6222 8222 F 61 8 6222 8555 E permail@ghd.com.au W www.ghd.com</p> | | <p>Plot Date: 24 November 2015 - 11:15 AM Plotted by: Aimee Robinson</p> <p>Minutes Ordinary Council Meeting</p> | | <p>Cad File No: \\ghdnet\internal\ghd\AU\Perth\Projects\61\32392\2\CADD\Drawings\61-32392-C002.dwg</p> <p>25 October 2016</p> <p>Page 148 of 198</p> | |

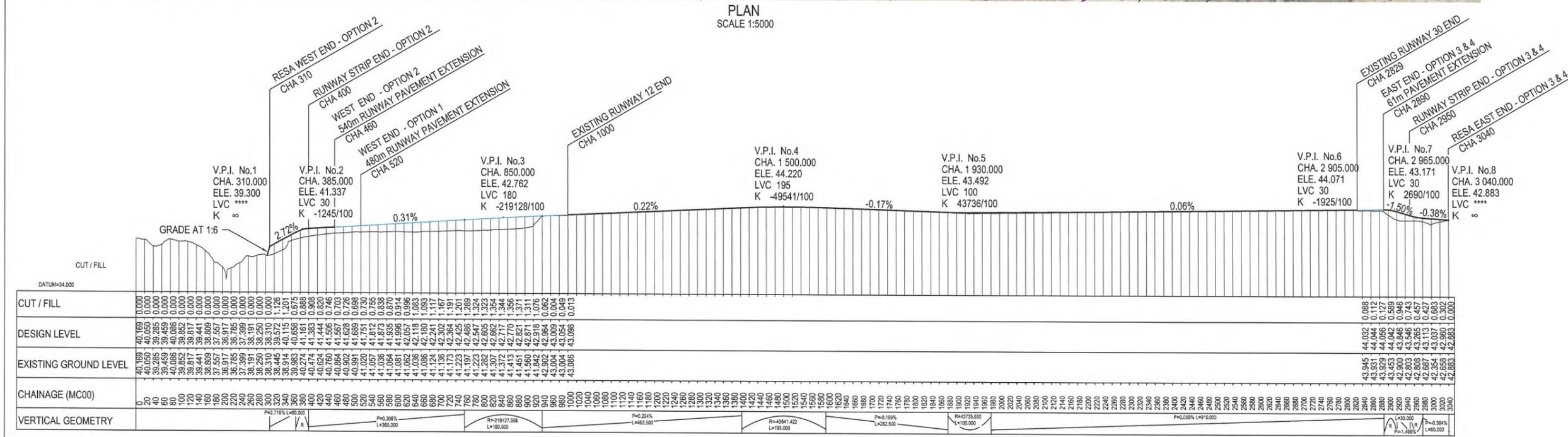


- NOTES**
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 2. HEIGHT DATUM A.H.D
 3. HORIZONTAL DATUM CO-ORDINATES KUN94.
 4. SURVEY PROVIDED BY MNG.

| SETOUT CO-ORDINATES | | |
|---------------------|-----------|------------|
| SETOUT POINTS | EASTING | NORTHING |
| CH 460 | 44356.163 | 255622.670 |
| CH 520 | 44408.305 | 255592.985 |
| CH 1000 | 44825.454 | 255355.526 |
| CH 2829 | 46414.925 | 254450.703 |
| CH 2890 | 46467.946 | 254420.475 |

- LEGEND**
- 2500 CHAINAGE
 - WEST END EXTENSION - OPTION 1 RUNWAY EXTENDED BY 480m
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 - AERODROME CADASTRAL BOUNDARY
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 - EXISTING AERODROME FENCE BOUNDARY
 - NEW AERODROME FENCE BOUNDARY
 - NDB NON DIRECTIONAL BEACON
 - RESA RUNWAY END SAFETY AREA

PLAN
SCALE 1:5000

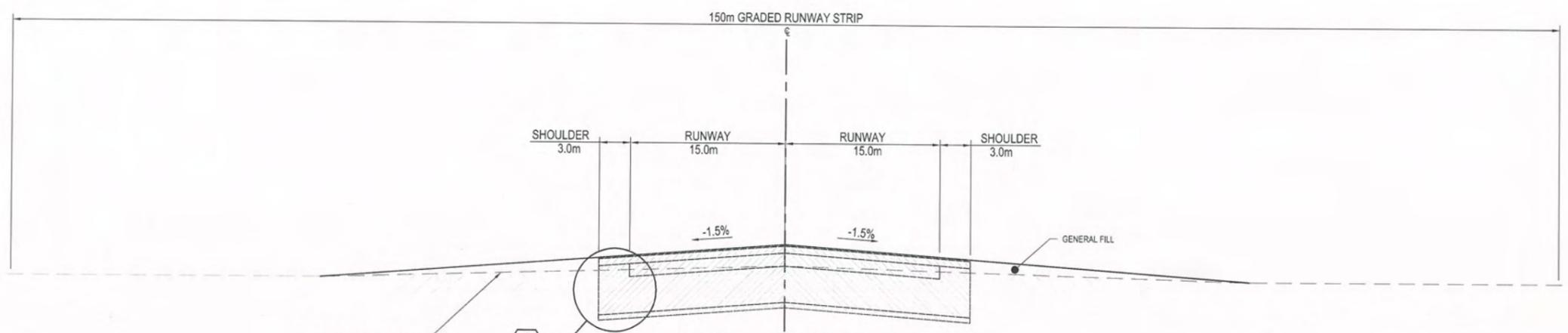


LONGITUDINAL SECTION FOR RUNWAY EXTENSION OPTIONS
SCALE 1:5000 HIGH / VERTICAL 1:250

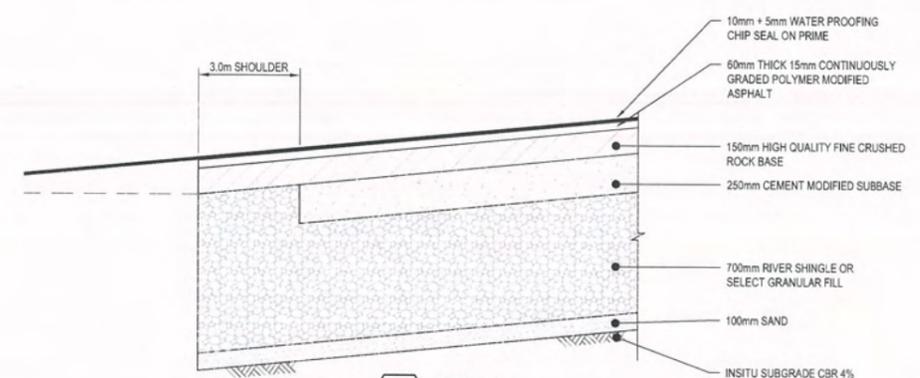
PRELIMINARY

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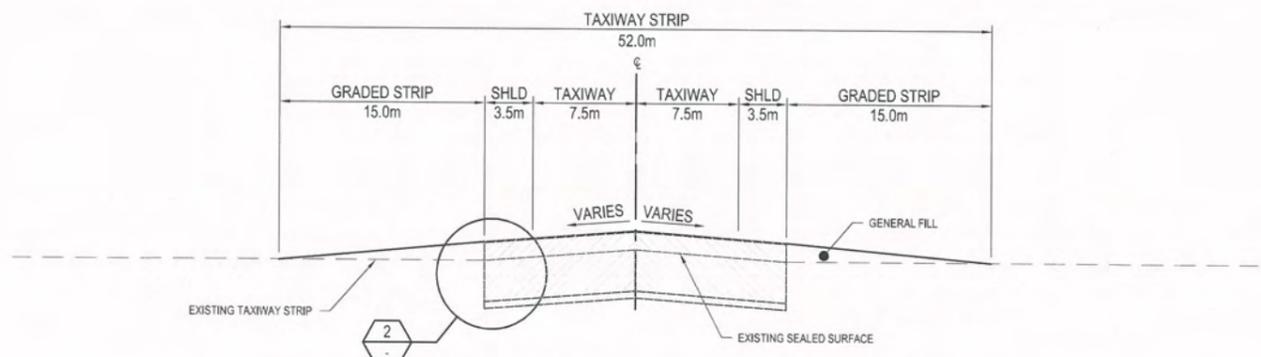
- NOTES**
1. DIMENSIONS ARE IN METRES UNLESS OTHERWISE SPECIFIED.
 2. 150mm OF TOPSOIL IS TO BE STRIPPED OVER FULL EXTENT OF EARTHWORKS.



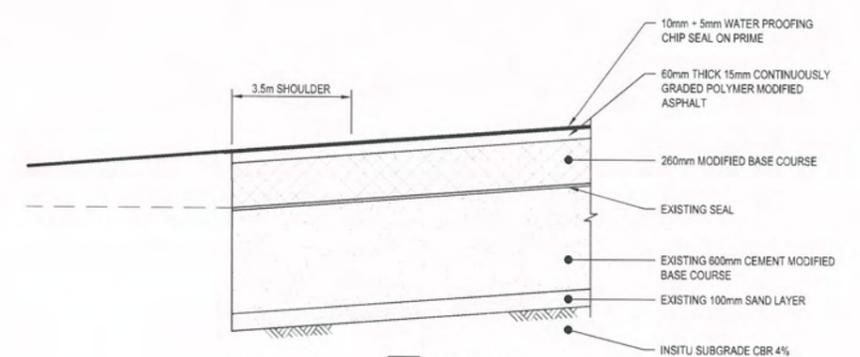
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SCALE 1:250(H) 1:50(V)



1 DETAIL
NTS



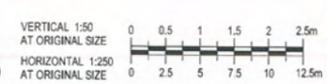
TYPICAL SECTION: TAXIWAYS 'A', 'B' AND 'C' PAVEMENT AND STRIP
SCALE 1:250(H) 1:50(V)



2 DETAIL
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| No | Revision | Note: * indicates signatures on original issue of drawing or last revision of drawing | Drawn | Job Manager | Project Director | Date |
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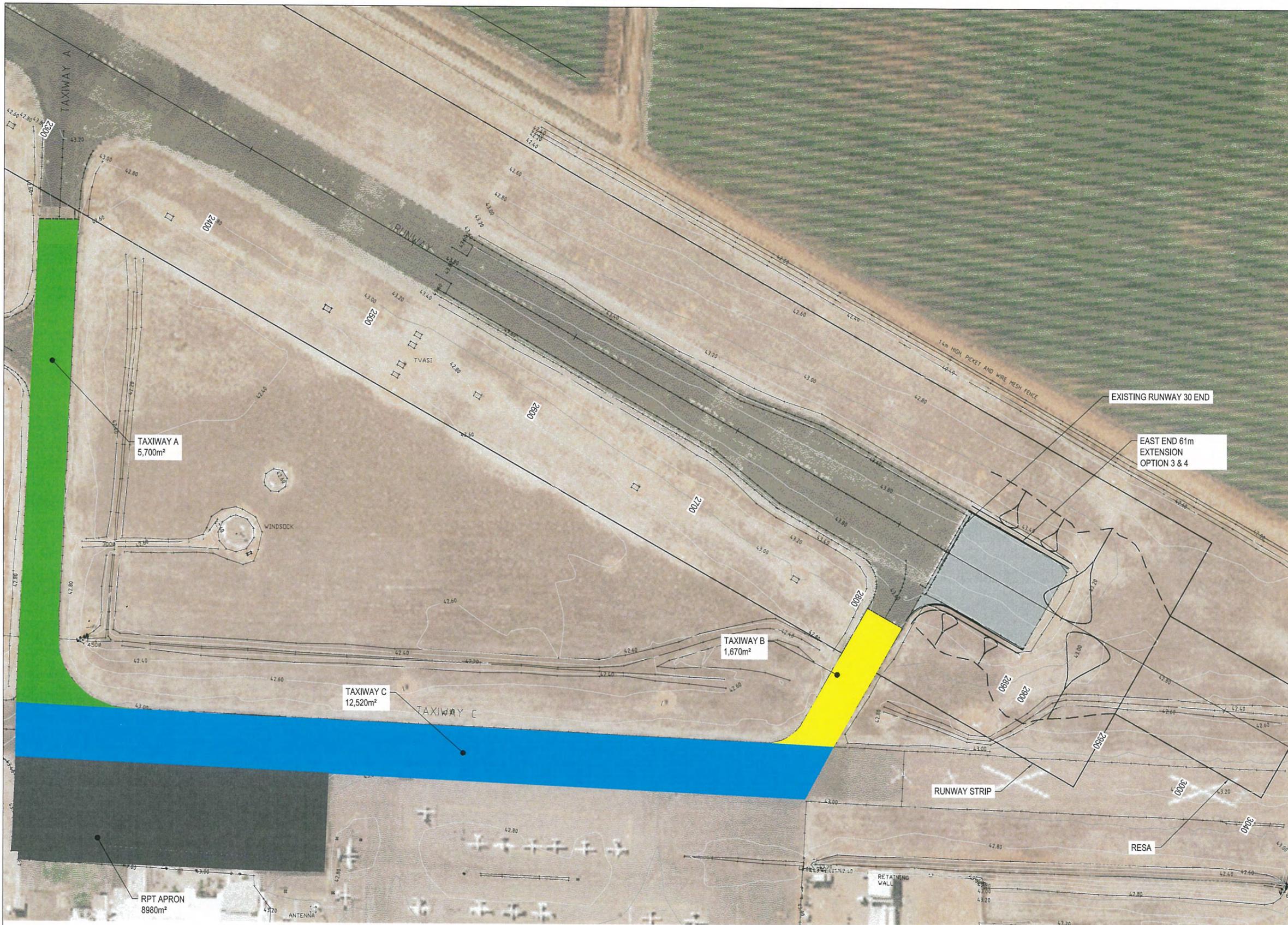
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Design Check

Approved (Project Director)
Date

Scale AS SHOWN

Client **SHIRE OF WYNDHAM EAST KIMBERLEY**
Project **RUNWAY EXTENSION PREFEASIBILITY STUDY**
Title **RUNWAY & TAXIWAY PAVEMENT DETAILS**

Original Size **A1**
Drawing No: **61-32392-C004**
Rev: **B**



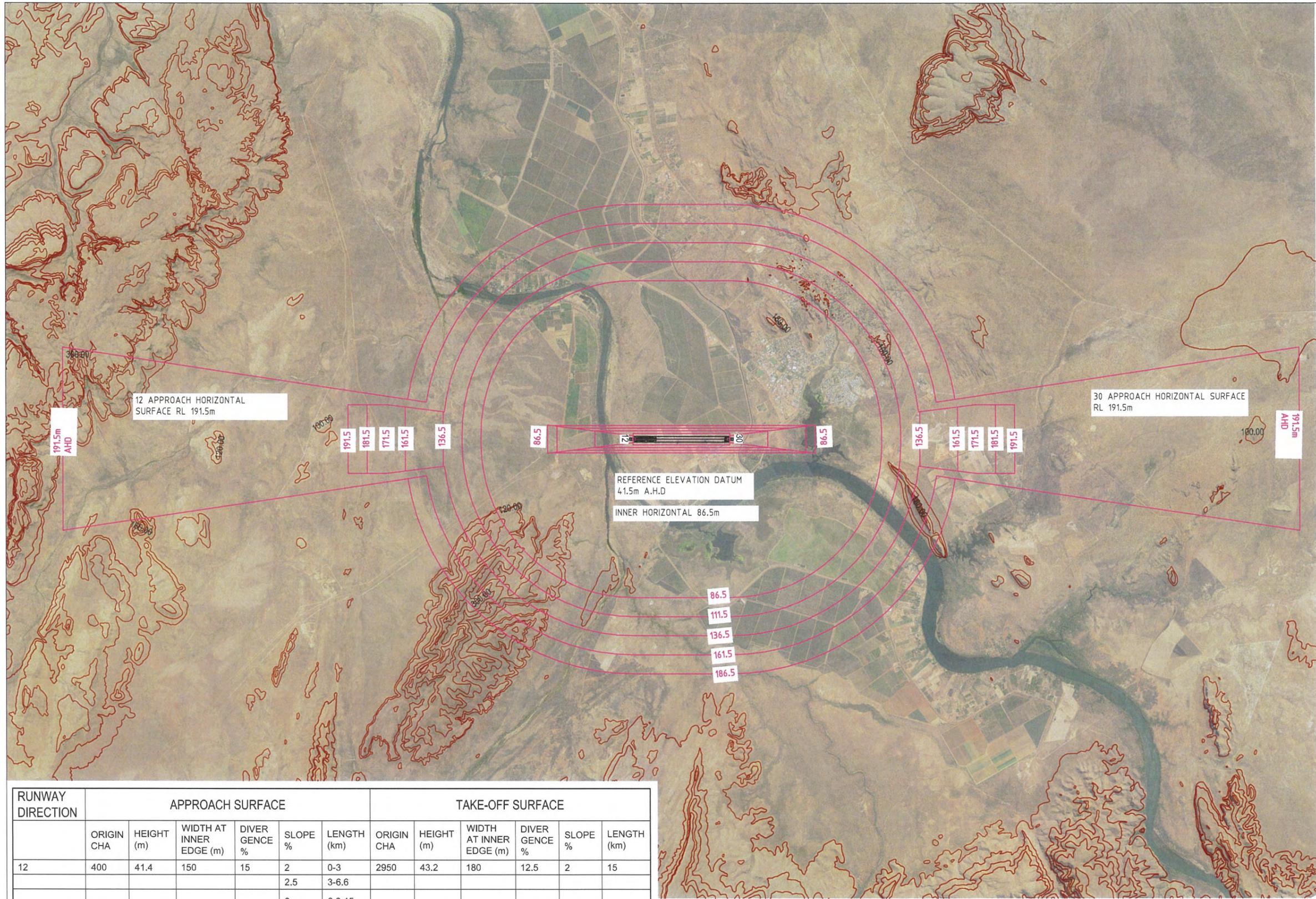
- NOTES**
1. ALL DIMENSIONS IN METRES (m) OTHERWISE NOTED
 2. HEIGHT DATUM A.H.D
 3. HORIZONTAL DATUM CO-ORDINATES KUN94.
 4. SURVEY PROVIDED BY MNG.
 5. REFER TO DRG 61-32392-C-004 FOR TYPICAL PAVEMENT CROSS SECTIONS.
 6. PAVEMENT RECONSTRUCTION, INSITU STABILISATION OF EXISTING PAVEMENT WITH CEMENT MODIFIED BASECOURSE DEPTH OF 260mm, WITH 10mm + 5mm WATERPROOFING CHIPSEAL ON PRIME WITH 60mm THICK 15mm CONTINUOUSLY GRADED POLYMER MODIFIED ASPHALT.

- LEGEND**
- 2500 CHAINAGE
 - TAXIWAY A RESURFACING EXTENT REFER NOTE 6.
 - TAXIWAY B RESURFACING EXTENT REFER NOTE 6.
 - TAXIWAY C RESURFACING EXTENT REFER NOTE 6.
 - RPT APRON RESURFACING EXTENT 60mm CONTINUOUSLY GRADED POLYMER MODIFIED AC14 ASPHALT
 - EAST END 61m EXTENSION OPTION 3 & 4
 - EDGE OF RUNWAY STRIP
 - EDGE OF 2015 ASPHALT RUNWAY RESEAL EXTENT
 - 42.80 EXISTING CONTOUR

PLAN
SCALE 1:1000

PRELIMINARY

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| Plot Date: 24 November 2015 - 11:21 AM Plotted by: Aaron Robinson | | | | Cad File No: \\ghdnet\Internal\ghd\AU\Perth\Projects\61\32392\02\CADD\Drawings\61-32392-C005.dwg | | Approved (Project Director) Date | Scale AS SHOWN | Original Size A1 |
| Minutes Ordinary Council Meeting | | | | 25 October 2016 | | This Drawing must not be used for Construction unless signed as Approved | | Drawing No: 61-32392-C005 |
| | | | | | | | | Rev: A |



- NOTES**
1. ALL DIMENSIONS IN METRES (m) OTHERWISE NOTED
 2. HEIGHT DATUM A.H.D
 3. HORIZONTAL DATUM CO-ORDINATES KUN94.
 4. GROUND CONTOURS BY LANDGATE.
 5. CONTOURS ARE IN 20m INTERVALS.

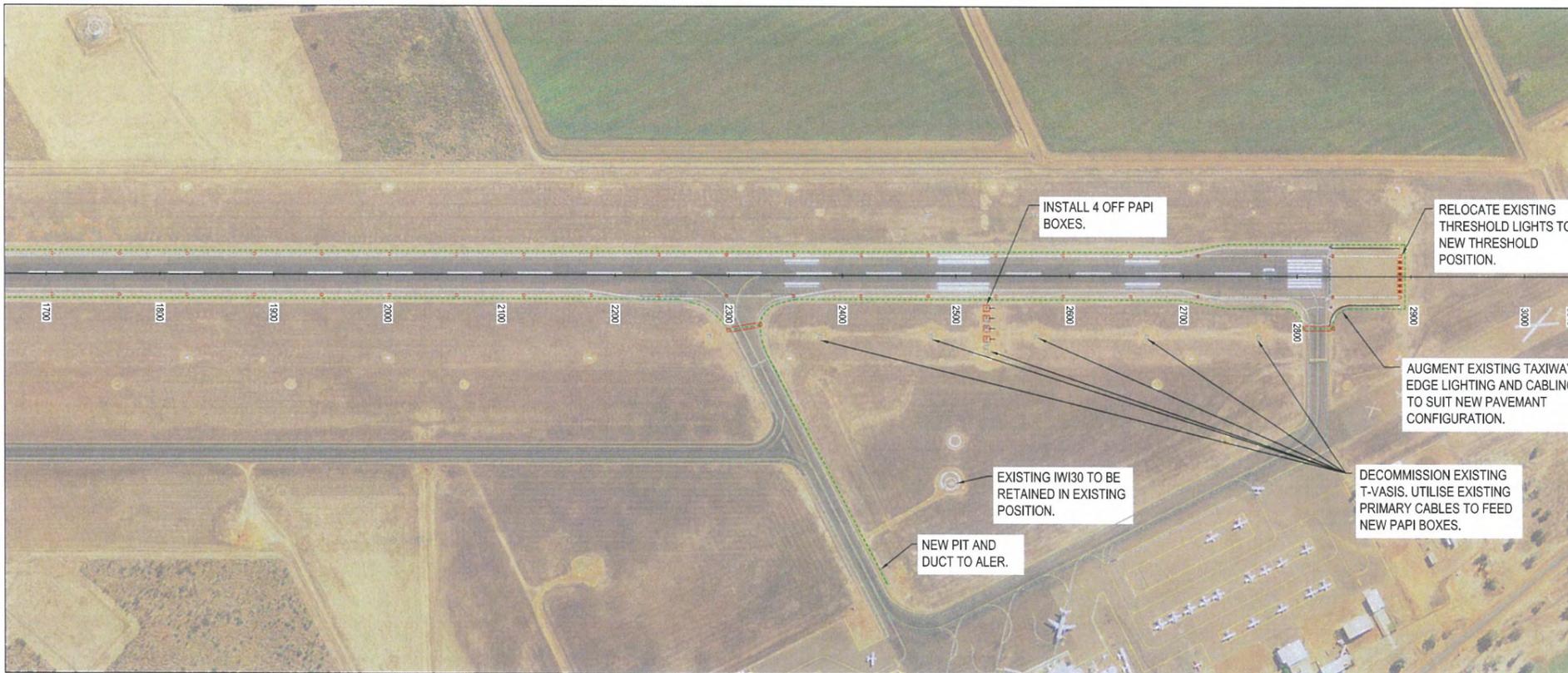
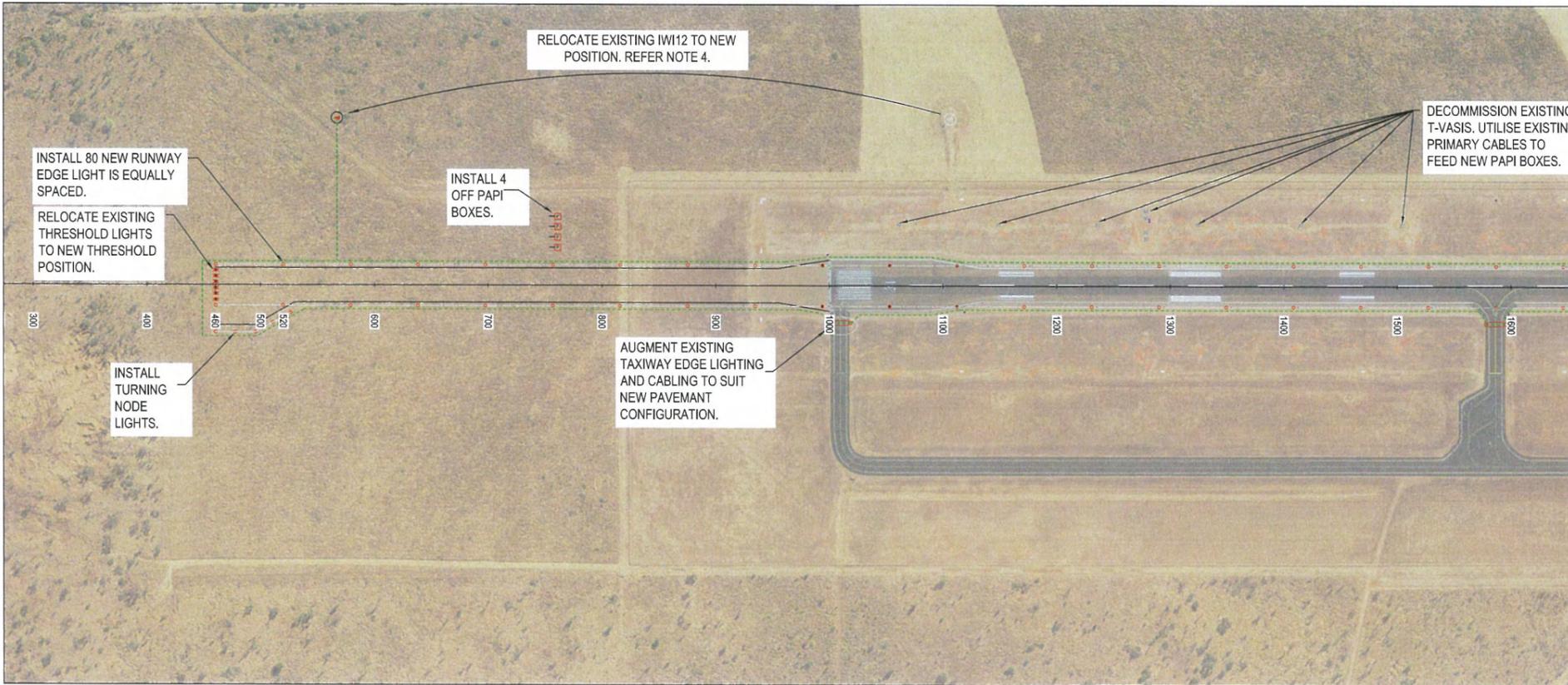
- LEGEND**
- 12 RUNWAY 12 THRESHOLD
 - 180.00— GROUND CONTOUR

OBSTACLE LIMITATION SURFACE PLAN
SCALE 1:50000

| RUNWAY DIRECTION | APPROACH SURFACE | | | | | | TAKE-OFF SURFACE | | | | | |
|------------------|------------------|------------|-------------------------|--------------|---------|-------------|------------------|------------|-------------------------|--------------|---------|-------------|
| | ORIGIN CHA | HEIGHT (m) | WIDTH AT INNER EDGE (m) | DIVERGENCE % | SLOPE % | LENGTH (km) | ORIGIN CHA | HEIGHT (m) | WIDTH AT INNER EDGE (m) | DIVERGENCE % | SLOPE % | LENGTH (km) |
| 12 | 400 | 41.4 | 150 | 15 | 2 | 0-3 | 2950 | 43.2 | 180 | 12.5 | 2 | 15 |
| | | | | | 2.5 | 3-6.6 | | | | | | |
| | | | | | 0 | 6.6-15 | | | | | | |
| 30 | 2950 | 43.2 | 150 | 15 | 2 | 0-3 | 400 | 41.4 | 180 | 12.5 | 2 | 15 |
| | | | | | 2.5 | 3-6.6 | | | | | | |
| | | | | | 0 | 6.6-15 | | | | | | |

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|--|--|---|--|



PLAN
SCALE 1:2500

NOTES:

1. SURVEY PROVIDED BY MNG.
2. CAPACITY AND CONDITION OF EXISTING UNDER PAVEMENT DUCT CROSSINGS TO BE CONFIRMED.
3. ALER LOCATION AND CABLE ROUTE TO ALER TO BE CONFIRMED.
4. COMPLIANCE OF EXISTING IWI'S NOT CONFIRMED. NEW IWI REQUIRED WHERE EXISTING DOES NOT COMPLY WITH CURRENT STANDARDS AND TO BE RELOCATED.
5. ANTICIPATED (MINIMUM) AGL CONTROL SYSTEM WORKS TO INCLUDE:
 - UP-SIZING OF EXISTING MIT/CCR.
 - CONTROL LOGIC MODIFICATION ASSOCIATED WITH PAPI.
 - IWI SUPPLY/CONTROL TO BE CONFIRMED.
6. OPTION TO AUGMENT SUPPLY ARRANGEMENTS TO PROVIDE INTERLEAVED RUNWAY CIRCUIT FOR REDUNDANCY.

LEGEND:

- PRECISION APPROACH PATH INDICATOR (PAPI) BOXES.
- OMNI-DIRECTIONAL LIGHT.
- INSET OMNI-DIRECTIONAL LIGHT.
- INSET BI-DIRECTIONAL SYMMETRICAL LIGHT..
- ILLUMINATED WIND INDICATOR.
- NEW AGL PIT AND DUCT SYSTEM, CABLING AND SITs
- RUNWAY DESIGNATION
- UNDER PAVEMENT DUCT CROSSING

PRELIMINARY

| | | | | | | | | | |
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| Cad File No: \\ghdnet\Internal\ghd\AU\Perth\Projects\61-32392\2\CADD\Drawings\61-32392-E007.dwg | | 25 October 2016 | | | Drawing No: 61-32392-E007 | | Rev: A | | Original Size A1 |

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Document Status

| Rev No. | Author | Reviewer | | Approved for Issue | | |
|---------|-------------|----------|----------------|--------------------|---------------|------------|
| | | Name | Signature | Name | Signature | Date |
| 0 | R Stevenson | M Ryan | <i>M. Ryan</i> | M Ryan | <i>M Ryan</i> | 24/11/2015 |
| 1 | L Huxtable | M Ryan | <i>M Ryan</i> | M Ryan | <i>M Ryan</i> | 13/05/2016 |
| 2 | L Huxtable | M Ryan | <i>M Ryan</i> | M Ryan | <i>M Ryan</i> | 03/06/2016 |
| 3 | L Huxtable | M Ryan | <i>M Ryan</i> | M Ryan | <i>M Ryan</i> | 04/07/2016 |
| 4 | L Huxtable | M Ryan | <i>M Ryan</i> | M Ryan | <i>M Ryan</i> | 09/08/2016 |
| 5 | L Huxtable | M Ryan | | M Ryan | | |

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Shire of Wyndham East Kimberley

East Kimberley Regional Airport Runway 12/30 Extension Business Case

August 2016

Executive summary

GHD was commissioned by the Shire of Wyndham East Kimberley (SWEK) in July 2015 to prepare a business case to upgrade the runway capability to accommodate B737-800 and A320-200 aircraft operation at the East Kimberley Regional Airport (EKRA).

The economic objectives for the Kimberley region are reliant on affordable access to the major population centres on the Australian eastern seaboard. The use of these larger aircraft with longer range capabilities will facilitate greater economic development in the region, particularly for perishable produce supply to major cities. The tourism and resources industries will be significantly enhanced by direct flights. The potential to access South-East Asian markets is an obvious opportunity adjunct to Australian markets.

This business case highlights the need and opportunities for a runway extension, outlines and investigates a number of options to address this need, and provides a recommendation that forms the basis for a funding application under the Federal National Stronger Regions Fund and the State Royalties for Regions Fund.

The need to upgrade the airport to accommodate the increased size and capability of aircraft has been recognised in multiple Federal and State Government reports, including *The Green Paper on Developing Northern Australia* (Australian Government), *2036 and beyond: a regional blueprint for the Kimberley* (Kimberley Development Commission), *Our North, Our Future: White Paper on Developing Northern Australia* (Australian Government 2015)

The upgrade is also consistent with the 2013 East Kimberley Regional Airport Master Plan prepared by Rehbein Aviation Consulting which provides a two staged development plan, Stage 1 being for the period 2021-22 and Stage 2 for the period 2036-37. Both stages include aviation and non-aviation upgrades.

Stage 1 relies on a runway capable of Code 4 servicing larger longer range aircraft, A320's or B737's. The non-aviation requirements include an upgrade to the main passenger terminal which was recently completed.

A number of runway capability options have been considered in this Business Case, and the preferred option is an extension of the existing runway length to 2,430 metres, together with associated improvements to taxiways and approach systems and minor land acquisition at an estimated cost of \$20.5 million (incl GST).

The Shire of Wyndham East Kimberley is not in a position to fund the capital expenditure needed for this critical enabling infrastructure improvement, but has the ability and accepts responsibility for implementation and asset management of the airport.

It is proposed that applications for funding be sought on the funding basis:

- National Stronger Regions Fund - \$10 million (maximum available)
- Royalties for Regions Fund - \$9.5 million
- Shire of Wyndham – East Kimberley - \$1 million from reserve account

In support of the National Stronger Regions Fund application criteria, this Executive Summary is aligned to the application criteria.

In support of the Royalties for Regions application the format of the body of the report is aligned with the application template.

The increased airport rating to accommodate Code 4 is essential to the future growth of Kununurra and the East Kimberley region.

NATIONAL STRONGER REGIONS FUND

Criterion 1: Contribution to Economic Growth in the Region

Kununurra, in the Shire of Wyndham East Kimberly, is a relatively isolated township and region that is undergoing significant economic growth associated with tourism, agriculture, aquaculture and mining.

Access to the region and township is limited to road and aviation with the only significant airport being the East Kimberley Regional Airport in Kununurra. The closest centre with a population over 10,000 people is Darwin, which is located 800 km away by road and costs up to \$800 for airfares.

Each industry is currently inhibited by the cost to access markets in the major population centres on the eastern seaboard of Australia. The runway length limits the aircraft type and size that can utilise the airport. Critically these aircraft have limited range and are unable to reach the markets in Melbourne, Sydney and Brisbane.

The extension of the runway is acknowledged in a number of reports as being vital to sustaining economic growth in the region and facilitating access to Southeast Asia. *The Green Paper on Developing Northern Australia* (Australian Government), *2036 and beyond: a regional blueprint for the Kimberley* (Kimberley Development Commission), *Our North, Our Future: White Paper on Developing Northern Australia* (Australian Government 2015) all refer to the need for improved transport infrastructure in the northern regions of Australia and the East Kimberley Regional Airport at Kununurra is specifically mentioned.

Criterion 2: Addressing Disadvantage in the Region

The local community of Kununurra continually suffers disadvantage due to remoteness and the cost to obtain specialist and in many cases general social and commercial services due to the cost of service delivery to the region. This business case highlights the common cause to be difficulty in obtaining reasonable cost aviation services.

The Australian Bureau of Statistics Socio-economic Index ranks the East Kimberley region within the top 20% of most disadvantaged regions within Australia. The local employment opportunities, particularly for Indigenous Australians, are poor and the cost of living very high. Local employment opportunities are desperately needed in the region in key areas.

Through consultation undertaken by the Shire in developing the 2012-2022 Strategic Community Plan, the number one priority for East Kimberley residents was "Cheaper flights in and out of town".

The region faces a number of unique challenges:

- The airport serves as a lifeline for the community, which is often isolated during the wet season for periods.
- A number of medical services are not available in Kununurra, with residents having to fly to Darwin for even minor medical check-ups. As an example, a resident simply wanting to see an optometrist would have to fly to Darwin or Broome.
- The town has a transient population.

Criterion 3: Increasing Investment and Establishing Partnerships in the Region

Ord River Irrigation Scheme in Kununurra is pivotal in Australia's developing food bowl which continues to attract investment from both Federal and State Governments, Australian companies and overseas entities. There have been many barriers to successful agri-business in the Ord, some of which can be addressed by increased affordable aviation access.

In 2013 and 2014, Australia concluded Free Trade Agreements with China, Japan and the Republic of Korea. Over three quarters of exports from Western Australia, Northern Territory and Queensland are to these markets. These countries are the source of significant and growing investment flows that contribute to the development of northern Australia.

Free Trade Agreements will help northern Australia capitalise on its existing strengths and natural advantages. High tariffs on beef are being progressively cut, wheat and wheat gluten market access is being eased, and tariffs on mangoes, macadamia nuts, prawns and many other horticultural and seafood products produced in the region are being progressively eliminated.

These Free Trade Agreements will promote further capital flows from these Asian economies to join the already significant investment in the region with flow on effects for employment and regional communities.

Aviation accessibility is critical to facilitating investment activities, construction and development activities and ongoing operations of the broad range of opportunities offered by the East Kimberley region.

Criterion 4: Project and Applicant Viability and Sustainability

Project Viability:

The East Kimberley Regional Airport is owned by the Shire of Wyndham East Kimberley which currently covers the operational and asset management costs. The Shire has demonstrated its ability to competently manage the airport, which currently has RPT services to Perth, Darwin and Broome with over 90,000 passengers annually. The airport is the base for 4 significant charter operators with specialist services like the Royal Flying Doctor Service also operating from the EKRA.

Increased tourism visitations through the airport are recognised as a significant opportunity to increase financial viability and this is dependent upon the cost of airfares and the development of further tourism infrastructure. The local aviation operators of tourism related helicopter, sea plane and general charter aircraft rely heavily on tourism activity.

The economic activity associated with the Ord River Scheme continues to grow steadily, but not as rapidly as potentially possible, as fresh fruit and vegetables become an in demand product through South East Asia and to southern Australian states.

Applicant Sustainability:

The Applicant is Shire of Wyndham East Kimberley which is committed to the ongoing expansion and improvement at the East Kimberley Regional Airport as evidenced in its strategic Corporate Business Plan 2012 – 2016.

Extracts from the Shire Budget 2015-16 for the combined East Kimberley Regional Airport and Wyndham Airport (majority of income/expenditure is associated with the former), comprises:

- Income of \$3,975,703
- Operational Expenditure of \$3,707,479 with some funds transferred for depreciation.
- Capital Expenditure of \$4,200,784 which includes grant funding (majority has been utilized for Runway Asphalt Overlay)

The current Airport Reserve, principally established to ensure long term asset renewal obligations are met, is estimated to have an End of Year (2015/16) Closing Balance of \$4.4m.

The Shire completed an overlay of the current runway in September 2015, and has plans to and upgrade the carpark using internal funds at a cost of \$250,000 and replace the fuel depot.

The Shire is also responsible for running the Wyndham Airport. Utilising capital reserves, the Shire has undertaken to reseal most of the runway, taxiways and aprons in 2016.

While the Shire is financially sustainable, it is unable to provide the capital funding required to provide the capital investment in critical infrastructure required to unlock the region's economic potential from such a small local population base.

The Shire's debt to revenue ratio is shown below:

| Year | Revenue | Debt (Loans) | Ratio |
|----------------|------------|--------------|-------|
| 2014/15 Actual | 27,875,588 | 7,117,661 | 0.255 |
| 2015/16 | 20,966,113 | 6,163,214 | 0.294 |

(For LGA's debt to revenue is a more applicable indicator of financial sustainability)

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Appendices

Appendix A - Feasibility Construction Cost Estimates

This report: has been prepared by GHD for the Shire of Wyndham East Kimberley and may only be used and relied on by the Shire of Wyndham East Kimberley for the purpose agreed between GHD and the Shire of Wyndham East Kimberley as set out in the Executive Summary of this report.

GHD otherwise disclaims responsibility to any person other than the Shire of Wyndham East Kimberley arising in connection with this report. GHD also excludes implied warranties and conditions, to the extent legally permissible.

The services undertaken by GHD in connection with preparing this report were limited to those specifically detailed in the report and are subject to the scope limitations set out in the report.

The opinions, conclusions and any recommendations in this report are based on conditions encountered and information reviewed at the date of preparation of the report. GHD has no responsibility or obligation to update this report to account for events or changes occurring subsequent to the date that the report was prepared.

The opinions, conclusions and any recommendations in this report are based on assumptions made by GHD described throughout this report. GHD disclaims liability arising from any of the assumptions being incorrect.

GHD has prepared this report on the basis of information provided by the Shire of Wyndham East Kimberley and others who provided information to GHD (including Government authorities)], which GHD has not independently verified or checked beyond the agreed scope of work. GHD does not accept liability in connection with such unverified information, including errors and omissions in the report which were caused by errors or omissions in that information.

GHD has prepared the preliminary cost estimates in the report ("East Kimberley Regional Airport Runway 12/30 Extension Pre-feasibility Study") using information reasonably available to the GHD employee(s) who prepared this report; and based on assumptions and judgments made by GHD and other assumptions.

The Cost Estimate has been prepared for the purpose of providing a basis for comparative options analysis and global project funding application and must not be used for any other purpose.

The Cost Estimate is a preliminary estimate only. Actual prices, costs and other variables may be different to those used to prepare the Cost Estimate and may change. Unless as otherwise specified in this report, no detailed quotation has been obtained for actions identified in this report. GHD does not represent, warrant or guarantee that the runway extension works can or will be undertaken at a cost which is the same or less than the Cost Estimate.

Where estimates of potential costs are provided with an indicated level of confidence, notwithstanding the conservatism of the level of confidence selected as the planning level, there remains a chance that the cost will be greater than the planning estimate, and any funding would not be adequate. The confidence level considered to be most appropriate for planning purposes will vary depending on the conservatism of the user and the nature of the project. The user should therefore select appropriate confidence levels to suit their particular risk profile.

1. Project Scope and Evaluation

1.1 Project Outcome

The extension of the East Kimberley Regional Airport runway will open the airport to larger aircraft, resulting in cheaper flights to and from the region for business, visitors and local residents. Improving access to the region through larger aircraft will assist in:

- Fostering a profitable business environment by lowering the costs of doing business in the region;
- Increasing job creation directly and indirectly;
- Increasing competition in the aviation business driving down costs to residents, regional employees and tourists; and
- Retaining a population that feels isolated and needs to travel for health or family related reasons.

Larger aircraft will open up opportunities to leverage the Region's proximity to the South East Asian markets for:

- Increasing trade links
- Maximising regional opportunities for the expanding agriculture industry
- Developing adventure, nature and cultural based tourism

The project will increase the airport capability to allow the operation of B737-800 (170 passengers) and A320-200 (170 passengers) providing a substantial increase in the range and passenger capacity over the currently operated Fokker 100 (100 passengers) and the Embraer 170 (78 passengers).

Most importantly larger aircraft will have a longer range and able to access the major cities on the eastern seaboard of Australia and into key South East Asian markets.

1.2 Project Description

The Kununurra Airport Runway Extension involves lengthening the runway to 2,430 m (currently 1,829 m) using the current alignment and utilising the recently resurfaced runway pavement. Pavement strengthening is required for Taxiways A, B and C, and the regular public transport apron (RPT). A new approach guidance system will be installed.

1.3 Project Need

1.3.1 Objectives

Shire of Wyndham East Kimberley identified several specific drivers for the runway extension project, including the need to:

- Provide reliable aviation access for long-term sustainability of the region;
- Cater for current and future growth;
- Increase affordability of access to the region;
- Facilitate additional aviation business and commercial development whilst still maintaining long-term control of airport land; and
- Protect land for aviation growth and expansion.

2. Background

2.1 Kimberley Region and the Shire of Wyndham East Kimberley

The Kimberley is Western Australia's most northern region, recognised for its abundant natural resources and largely undeveloped area. The region comprises four local government areas: the shires of Broome, Derby-West Kimberley, Halls Creek and Wyndham East Kimberley and has a population of nearly 40,000.

Kununurra is the largest town within the Shire of Wyndham East Kimberley, and was established to service the Ord River Irrigation Scheme.

Long-term sustainable growth will be achieved by the development of permanent employment in the region. The region has a diverse economy, including mining, agricultural production, tourism, construction and retail trade. The Kimberley is well positioned to capitalise on its proximity to the South East Asian markets, by increasing trade links, developing irrigated agricultural land, maximising regional benefits from servicing the mining industry and developing adventure, nature and cultural based tourism (Kimberley Development Commission, 2014).

2.2 East Kimberley Regional Airport

The East Kimberley Regional Airport is owned and operated by the Shire of Wyndham East Kimberley. RPT services to and from the airport are operated by Air-North and Virgin Australia.

The East Kimberley Regional Airport is located approximately four kilometres (by road) west of the centre of Kununurra town centre. The airport is located on an area of land of approximately 275 hectares. Of this, Shire of Wyndham East Kimberley owns 261.5 hectares and the remainder is held on a freehold or lease basis by other parties. The airport land is bordered to the south by the Victoria Highway reserve and a golf course. The remainder of the surrounding land is generally used for agricultural purposes, some of this is privately owned and some is held by the State of Western Australia. The Ord River borders the airport to the south and west.

Access to the airport is via the Victoria Highway from Kununurra town centre to the east and other local centres, including Wyndham, to the west.

East Kimberley Regional Airport has a single sealed runway. Runway 12/30 is 1,829 metres long and 30 metres wide and sits within a 150 metre wide graded strip. The runway is therefore suitable for non-precision instrument approach operations by aircraft up to Code 3C.

The passenger terminal has recently been redeveloped. The terminal is now a modern, high quality structure with a total footprint of approximately 2,000 m² excluding external waiting areas. East Kimberley Regional Airport has a Non-Directional Beacon (NDB) and a VHF Omni-Directional Range/Distance Equipment Measuring (VOR/DME). Jet A-1 and AVGAS facilities are also accommodated.

The Shire of Wyndham East Kimberley manages two airports, the East Kimberley Regional Airport (Kununurra Airport) and the Wyndham Airport.

2.2.1 Local Airport Traffic

An analysis of passenger numbers undertaken by Rehbein Airport Consulting in 2013 found that passenger numbers had grown from 37,000 in 2002/03 to nearly 87,000 passengers in 2010/11, with an average Compound Annual Growth Rate (CAGR) of 11.2% over the period.

Analysis of the Bureau of Infrastructure, Transport and Regional Economics (BITRE) airport traffic data from 1985 to 2014 indicates "Total Passenger Movements" at East Kimberley

Regional Airport experienced significant changes, peaking in 1994 (131,111), bottoming in 2002 (35,917) and peaking again in 2012 (92,203).

“Total Aircraft Movements” have been consistent from 1985 to 2014 at an average of 2,350 (excluding a 3 year peak of approximately 3,900 from 1994 to 1996).

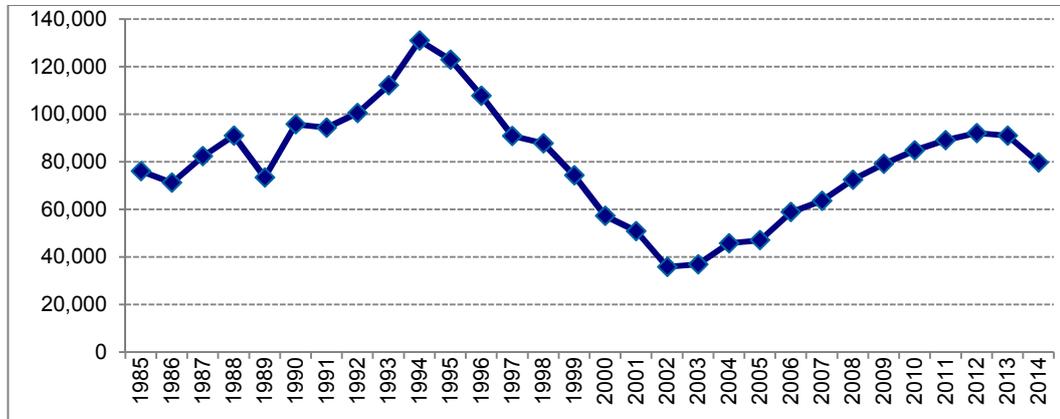


Figure 1: East Kimberley Regional Airport - Passenger Movement History

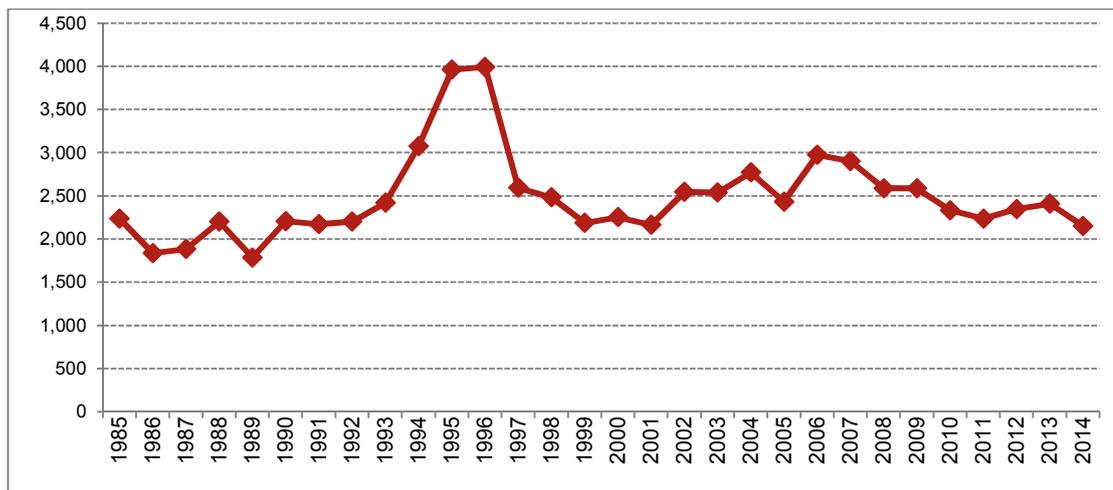


Figure 2: East Kimberley Regional Airport Aircraft Movements History

The current Australian and Western Australian policies and strategies for the Ord River Expansion Project and tourism promotions will create new demand for aviation services at the East Kimberley Regional Airport and it is anticipated that passenger movements will grow significantly.

2.2.2 East Kimberley Regional Airport – Terminal Building Upgrade

The \$8.7 million East Kimberley Regional Airport terminal building project was constructed by SWEK with joint funding from the East Kimberley Development Package - \$5 million, the Regional Airports Development Scheme \$2.2 million and \$1.5 million of the Shire's funding.

The terminal building provides a gateway to the communities of Kununurra, Halls Creek, Wyndham, Warmun and Kalumburu in the East Kimberley.

The new terminal building is now of an appropriate standard to service larger aircraft. The Airport Masterplan indicates that the current terminal is sufficient for the foreseeable future (Section 5.4.1, Rehbein 2013).

3. Policy and Strategic Framework

The need for an upgrade in airport infrastructure has been highlighted in a number of recent reports. This section outlines the regional drivers and opportunities necessitating the runway extension, and follows with the master planning integration work that has been undertaken in determining the optimal airport upgrade configuration.

3.1 Regional Development

3.1.1 Green Paper on Developing Northern Australia

The Kimberley Zone of Western Australian Local Government Association's submission to the Green Paper on Developing Northern Australia in 2014 highlights the cost of air travel as a major barrier for investment in the region:

The cost of inter-regional air travel is exorbitant compared to travel along the east coast. The costs are prohibitive for both business and private travel, impacting on the tourism market, impacting families with the higher costs to travel, and impacting all in the region due to the higher costs of business.

Airports are at capacity, and incapable of taking larger planes and more carriers, thus market competition is haltered and the ability for major investment in the region such as large scale mineral and gas developments may be stiffened in the future if these facilities are incapable of accommodating the demand.

The extension of the Regional East Kimberley Airport as identified and supported by Infrastructure Australia will enable significant expansion of the tourist and freight export markets servicing the Ord development.

3.1.2 2036 and beyond: a regional blueprint for the Kimberley

The 2014 draft for public comment version notes that enablers of cross-sectoral growth and development in infrastructure includes a progressive need to develop airports to support increased domestic and international passenger and airfreight transport.

There is a highlighted priority for:

- **Agriculture and food:** develop and upgrade airports, ports and roads to facilitate export of value-added agricultural product.
- **Rangeland industries:** upgrade port and airport facilities to enhance live export and value-added production.

3.1.3 Our North, Our Future: White Paper on Developing Northern Australia

The 2015 White Paper identifies the need to unlock the north's full potential by addressing the challenges to development:

- Making it easier to use natural assets, in close consultation with, and the support of Indigenous communities
- Providing a more welcoming investment environment
- Investing in infrastructure to lower business and household costs
- Reducing barriers to employing people
- Improving governance

It highlights the key role regional airports play in providing access to the North and includes \$39.6 million to upgrade airstrips and subsidise air services in remote Australia in its Action Plan. It also outlines a number of initiatives which have or are currently being undertaken in the region, which will necessitate a runway upgrade:

- \$40 million Water for Food programme to support the expansion of irrigated agriculture in the East Kimberley
- \$81.5 million Kimberley Science and Conservation Strategy
- \$322 million Ord-East Kimberley Expansion Project to increase the size of the Ord River Irrigation Area

3.1.4 Regional Defence and Security

The 2015 White Paper also highlights northern Australia as a gateway for our defence and security cooperation into the Indo-Pacific region and supports Australia's ability to protect and sustain forces into the region for surveillance, humanitarian assistance and disaster relief. Kununurra airport is a key point between Broome and Darwin (1,166 kms apart) critical to rapid deployment of security, defence and disaster relief operations.

3.2 Kimberley Regional Planning and Infrastructure Framework

The 2014 draft Western Australian Planning Commission and Department of Planning document notes that the "region's transport infrastructure will continue to play a crucial role in facilitating economic growth by providing connections to State, interstate and overseas markets" (Western Australian Planning Commission, 2014). One of the four key aviation projects listed is the construction of a new runway at Kununurra Airport (or extension).

3.3 Shire of Wyndham East Kimberley Business Plans

The Corporate Business Plan addresses all of Shire of Wyndham East Kimberley's operations – including services, assets (capital works and ongoing operating) and projects. It also identifies how the Shire of Wyndham East Kimberley's operations link to the Strategic Community Plan through strategies and outcomes. The Strategic Community Plan is a high-level plan that identifies the Shire's and the community's vision for its region for the next 10 years.

The Shire of Wyndham East Kimberley identified the potential to extend the runway at the East Kimberley Regional Airport as a key opportunity through the development of the Corporate Business Plan and Strategic Community Plan. The purpose of this opportunity is to increase competition between aviation companies by allowing more aircraft access and hence reducing airfares. Within the Corporate Business Plan, the Shire of Wyndham East Kimberley outlined an objective to "implement the East Kimberley Regional Airport Master Plan" which is discussed in the next section.

4. Regional Business Need

Long-term sustainable growth will be achieved by the development of permanent employment in the region through private investment. The region has a diverse economy, including agriculture/aquaculture, tourism, mining and construction and retail trade. Each of these industry sectors relies heavily on both road and aviation transport.

The cost of air-freight and airfares in the East Kimberley is an additional impediment to the impost of travel duration and represents a significant economic impact on future business growth of the region.

The industries that will benefit from lower cost accessibility are detailed in the following sections.

4.1 Agriculture/Aquaculture

4.1.1 Ord River Irrigation Scheme

Kununurra has become a major focus of both the Australian and Western Australian Government's as a strategic food bowl for the future based on the Ord River irrigation system.

The Western Australian Government began investing in Ord River infrastructure to release land for irrigated agriculture in the 1960's.

In 2010 Stage 1 of the Ord River Irrigation Expansion Project built essential infrastructure to enable the release of an additional 13,400ha of land for irrigated agriculture. This comprised:

- Extending the main irrigation channel by 40 kilometres;
- Building 41 kilometres of new roads;
- Excavating 86 kilometres of drainage channels; and
- Building flood levees.

Contractors completed these infrastructure works late in 2013.

The aim of the project and the concurrent \$195 million East Kimberley Development Package is to realise the full potential of available resources in the East Kimberley and contribute to the social amenity of the region.

Under Stage 2 the Ord Development Agreement, Kimberley Agricultural Investment has committed to the development of 7,400ha of the Goomig (Weaber Plain) farm area with an option to develop a further 6,000ha of Knox Plain land with the aim of developing a sugar industry in the region.



Figure 3: Ord River Irrigation Expansion Project - DRD

The Ord Development Agreement can be seen as a staged investment process with significant milestones over the next four years that will lead to a 50 year lease with a 25 year option for renewal. Private sector investment under the Development Agreement is estimated to be \$200 million.

Over the next four years, the state expects the private sector to:

- Create on-farm infrastructure;
- Develop and crop the Goomig Farm Area; and
- Commence construction of roads and irrigation infrastructure for the Knox Plain land.

The Federal Government has expressed plans to further increase the irrigation capacity in the Ord region by raising the Lake Argyle dam wall by several meters.

4.1.2 Future land release

Further expansion of the Ord River Irrigation Scheme will see the development of Ord West Bank and Mantinea lands comprised of an estimated additional 5,000ha of land.

There are a number of land areas that are currently being investigated for potential future land release. These include Carlton Hill (approximately 6,000ha) and Cockatoo Sands (4,000ha potentially up to 30,000ha).

The strategic nature of the Ord River Irrigation Scheme will see continued growth and development in the Kununurra area, with associated demand for greater access and transport infrastructure. Much of the capital investment in the Ord is from overseas and the cost of aviation transport is an additional impediment.

4.1.3 Seafarms Prawn Farming – Project Sea Dragon

Seafarms has applied to the National Stronger Regions Fund to progress Project Sea Dragon, which if achieved will be the largest aquaculture project ever undertaken in Australia, with the capacity to produce over 100,000 tonnes of Black Tiger prawns a year for export. Seafarms is seeking approval to begin the first 1,000 ha of production ponds, expanding to 10,000 ha.

At capacity, the project will employ approximately 1,500 people, of which 500 are expected to be based in Kununurra.

The facility is located to the east of Kununurra.

4.2 Tourism

The East Kimberley region has a strong tourism industry and Kununurra forms a gateway and base for accessing the region. The region exhibits a range of tourist attractions and activities which are growing as part of an active local tourism market.

The local natural landscape attracts tourists to features including Lake Argyle, Purnululu National Park and Mitchell River National Park, among several other national parks in the area. Scenic aerial tours around the area, including many over the Bungle Bungles within Purnululu National Park, are operated from East Kimberley Regional Airport. The region is also a popular location for barramundi fishing and the local diamond industry provides an attraction for tourists. The region boasts a number of remote stations that offer unique accommodation, many of which provide luxury accommodation that attract high end tourists. The popular El Questro Wilderness Park is located close to Kununurra.

Much of the tourism activity within the area occurs during the dry season, with fewer tourists during the quieter wet season. There is a desire within Shire of Wyndham East Kimberley to increase tourism numbers during the wet season in the future.

Total visitor nights in Western Australia overall are forecast to have a compound annual growth rate of approximately 2.7% to 2022 (Tourism Research Australia, 2013). No specific forecast data is available for the East Kimberley itself, however, anecdotal evidence suggests that there is a large untapped tourism market within the region and tourism is therefore expected to grow at a higher rate than that forecast for the rest of the state.

The tourism industry is cost sensitive and airfares are a key destination determinant that can benefit from larger aircraft.

4.3 Resources

Mining provides a significant contribution to the economy in the region and is a major business sector seeking affordable air travel costs and a stable local workforce.

The longer runway capable of accommodating Code 4C aircraft will provide more seats per flight arrival. With an increasing number of mining and construction projects in the region, there will be a corresponding growth in the number and size of shift changes at the local mines and construction sites. To achieve flexibility as the demand for concurrent travel occurs, only larger aircraft will be able to ensure seat availability for other travellers.

There are several resources projects of note within the Kununurra area.

4.3.1 Argyle Diamonds

The Argyle Diamond mine operated by Rio Tinto is located 110 kilometres south of Kununurra. The Argyle open pit mine was commissioned in 1985 and operates 24 hours per day, 365 days per year. In 2005, the construction of an underground diamond mine at Argyle commenced, however in 2009 its development was slowed as a result of global market conditions (Rio Tinto, 2010). In 2013 the underground mine was completed and the ramp-up to full operation of the underground mine occurred in 2015.

4.3.2 Sorby Hills Lead-Silver Project

The Sorby Hills Lead-Silver Project, operated by KBL Mining Limited, is located approximately 50 kilometres by road from Kununurra. It has completed the pre-feasibility study stage and the \$80 million project was given State Government approval in April 2014. The site is currently at the bankable feasibility study stage and will be seeking project financing in the near future (KBL Mining Ltd, 2015). Once the mine has secured financing it is expected to create up to 500 jobs

during the construction period. Post-construction, the mine will be operated by 80 to 100 personnel for a potential lifespan of 6 to 10 years (Dupe, 2015).

4.3.3 Manbarrum Zinc-Silver Project

TNG operates the Manbarrum project to the east of Sorby Hills over the border in the Northern Territory. The Manbarrum project covers a combined area of 407 square kilometres and includes licences to explore and prospect. The drilling programs enabled TNG to determine that the deposits contain zinc, lead and/or silver. The exploration conducted by TNG has confirmed that the project has excellent economic potential (TNG Limited, n.d.).

4.3.4 Savannah Nickel Project

Panoramic Resources operates the Savannah Nickel Project located 240 kilometres south of Kununurra. This project comprises of underground mining and a processing plant. The Jinchuan Group of China has contracted to purchase the Savannah concentrate until April 2020 (Panoramic Resources Ltd, n.d.). With the world prices of nickel at less than 20% of the 2007 prices, this project has been placed on care and maintenance. There is optimism that it will restart and realise the huge growth potential into Savannah North when nickel prices recover.

4.4 Other Air Transport Needs

General Aviation aprons are located to the east and west of the RPT apron and are used by Kununurra based charter operators and the Royal Flying Doctor Service (RFDS).

4.4.1 Kununurra airport patient transfer facility

The \$400,000 East Kimberley Regional Airport patient transfer facility project has been provided to increase accessibility to urgent medical services for the local community. The St Johns Ambulance Association operates the facility under a lease from SWEK.

4.4.2 Flood and other natural disasters

The airport serves as an important lifeline for the community which is exposed to a number of extreme weather conditions and natural disasters:

- Cyclone risk area
- Bushfire threats
- 6 month wet season

4.4.3 Regional services for isolated communities

The airport has a significant role in providing services to indigenous communities, many of which can't be accessed by the road during the wet season, such as Kalumburu.

5. Key Deliverables

5.1 Design Criteria

To facilitate the safe operational access of Code 4C rated aircraft (Boeing 737-800 and Airbus A320-200) at the Kununurra Airport, a runway length of 2,430 m has been selected based on the suitable length of runway for the design aircraft (to be confirmed in the Feasibility Stage).

The following table summarises the design requirements for Code 4C facilities and shows the only major design upgrade required is the main runway length. See footnote 1 below for details of an alternative to increasing the width of the existing runway. This option, involving a 30m wide runway, is the preferred option and is commonly accepted at other regional airports in Australia, such as Newman Airport, Ballina Airport and Ayres Rock Airport.

There is no code requirement regarding the length of a runway, which is selected based on aircraft typology.

Table 1: Design Criteria for Code 4C

| Description | Code 3C | Code 4C |
|---|------------------------------|------------------------------|
| Runway | | |
| Runway Pavement Width | 30 m | 45 m ^{Note 1} |
| Shoulder Width | Not required but recommended | Not required but recommended |
| Runway Strip | | |
| Runway Strip Width | 150 m | 300 m |
| Width of Graded Portion of Runway Strip | 90 m | 150 m |
| Flyover Area Width (each side) | 30 m | 75 m |
| Runway End Safety Area | | |
| Length | 90 m | 90 m ^{Note 2} |
| Width | 60 m | 60 m |
| Taxiway | | |
| Taxiway Pavement Width | 15 m | 18 m ^{Note 3} |
| Shoulder Width | 3.5 m | 3.5 m |
| Taxiway Strip | | |
| Taxiway Strip Width | 52 m | 52 m |
| Taxiway Graded Area Width | 25 m | 25 m |

Notes

¹ The existing runway width of 30m shall be retained with 4C aircraft operating on the runway under the narrow runway supplement CAAP 235A-1(0). This supplement is used for the design of the runway width.

² Additional length of Runway End Safety Area (RESA) should be provided if the aerodrome is classified or operates international flights and in accordance with ICAO. The length of the runway would need to be accordingly shortened to allow for additional RESA

³ The taxiway width may be reduced to 15m for Code C taxiways that are only intended to serve aircraft with a wheelbase of less than 18m, such as the B737 and A320.

5.2 Accessing New Markets and Populations

By upgrading the rating of the East Kimberley Regional Airport to accommodate larger Code 4C aircraft, including dedicated freighters, it will be able to provide direct access to and from Australian eastern seaboard cities and key Southeast Asian markets. Supplying perishable produce to these major population centres is critical to the objectives of the Kimberley Blueprint 2036 and beyond and the Our North, Our Future White Paper on Developing Northern Australia.

Enhanced economic growth opportunities are possible for the local tourism industry from direct (single flight) access to Kununurra.

The proposed maximum runway length of 2,430 m is practical achievable on the site and is sufficient for operations by B737 and A320 jet aircraft. The length is also sufficient for aircraft arrivals and departures from all interstate airports and key airports within Southeast Asia. The figure below shows the increased range of the larger B737-800 aircraft compared to the existing Fokker 100.



Figure 4: Range of existing Fokker 100 craft (red) vs proposed B737-800 craft (blue)

5.3 Providing improved access to regional/national services for the local community

Extending the runway will facilitate greater ease of access for the local community to services around the country without multiple flights, resulting in:

- Increased access to medical services
- Greater availability to personnel required for commercial services
- Improved access in and out of Kununurra for residents, family and the wider community

5.4 Key Deliverable Measures

The extension of the runway at East Kimberley Regional Airport is specifically targeted at:

- Fostering a profitable business environment by lowering the costs of doing business; and
- Increasing competition in the aviation business driving down costs to residents, regional employees and tourists.

Table 2: Key Deliverable Outcomes

| | Outcomes | Performance Measures |
|---|--------------------------------|---------------------------------|
| 1 | Lower business costs | Lower comparative cost airfares |
| 2 | Increased aviation competition | Lower comparative cost airfares |
| 3 | Increased accessibility | More direct flight destinations |

Table 3: Key Deliverable Outputs

| | Outputs | Performance Measures |
|---|--|---|
| 1 | Larger aircraft utilised on RPT routes | Availability of seats post construction |
| 2 | Code 4C rated capable aircraft | CASA Certification |

5.5 Stakeholder Engagement

A number of key stakeholder groups were identified during the development of the East Kimberley Regional Airport Master Plan and are aware of the intention to upgrade the runway to Code 4C. The Shire has facilitated ongoing dialogue and input from many stakeholders, who have expressed a strong interest and expectation to extend the runway.

GHD has made contact with key personnel from the following operators and companies in the region to solicit input to this report:

- Airnorth
- Aviair
- Broome Air Services
- Freshwater East Kimberley Apartments
- Helispirit
- Kimberley Air Tours
- Kimberley Development Commission
- Kingfisher Tours
- Shoal Air
- Top End Mustering

Key benefits recognised in association with undertaking the runway extension

- Operators recognise that there are significant economic and social opportunities which arise from direct-flight-access to Brisbane, Sydney and Melbourne.
 - Social benefits to local residents would include direct flights to the east coast of Australia, particularly for family and friends.
 - Economic benefits would include increased business related travel, increased accessibility for tourists, and reduced travel time to existing businesses by reducing the number of flights required to get to Kununurra.
 - Extending the runway would facilitate direct flights to a catchment of 10.5 million people (Brisbane – 2.1 million, Sydney – 4.3 million, Melbourne – 4.1 million), over and above Perth (1.8 million).
- An extension to the runway would facilitate larger aircraft which can export freight to key Australian capital cities.
- An extension to the runway would facilitate larger aircraft which can export freight to South East Asia.
- Current RPT providers will likely be reviewing their fleets in the future; an awareness of the intention to extend the runway will be useful in selecting larger more efficient aircraft.

Key concerns recognised in association with undertaking the runway extension

- Airlines are not currently operating at full capacity.
- EKRA management needs to review its revenue model to ensure it also caters to the needs of current local aviation operators, who will not directly benefit from a runway extension. Note that an alternate schedule of Landing Charges has recently been adopted by the Shire which sets lower charges for GA Fixed Wing and Rotary Wing aircraft.
- EKRA management is prioritising high profile projects like the runway extension over other works, such as upgrades to the parking lots and access roads.
- Aviation operators expressed concern in regards to how construction works would affect the regular operations of the runway (duration and frequency of any shut-down periods).
- Aviation operators expressed a desire to remain engaged throughout the runway extension project.

Airline operators

GHD also wrote to the major RPT airline operators to inform them of the intention to extend the runway and retain the 30 m width. It is noted that the B737-800 and A320-200 aircraft are operated regularly by airlines (Qantas and Virgin) into other airports within Australia which have 30 m wide runways, such as such as Newman Airport, Ballina Airport and Ayres Rock Airport.

GHD received a response from Qantas (Capt. Alex Passerini, Chief Technical Pilot, Qantas Flight Operations) which states

“We have the AFM narrow runway appendix to support operations to runways less than 45m on our fleet of 737-800s. This complies with the guidelines contained in the subject CAAP. Based on this approval, we already operate to a number of 30m runways, whether they are used as planned destinations or alternates. The only benefit to widening the runway would be a small increase to the crosswind capability (40 kt in lieu of 33), though this would be unlikely to be of significance at Kununurra.”

The response from Virgin Australia (Rachael Barnes, Aircraft Performance Lead, Virgin Australia) was as follows:

“For the 737-700/800W, Virgin have no technical objection to keeping the runway at 30m wide.

Virgin currently operates to 30m wide runways with the B737.

There are operational restrictions to narrow runways (defined, for the 737, as widths less than 45m and no less than 30m), which are summarised below.

- *The ground control speed (VMCG) may change due to the maximum 20 foot deviation from runway centreline (this may or may not affect the MTOW and other takeoff speeds).*
- *Nose gear steering must be operative.*
- *Runway centreline shall be clearly visible.*
- *Brakes must be operative.*
- *Thrust reversers operative.*
- *Yaw damper operative.*
- *(More restrictive) Crosswind limitations are not exceeded.*

As we already operate to 30m wide runways, these restrictions are not new to the Virgin operation. While 45m wide runways are operationally preferred, Virgin can operate to Kununurra without any “new” restrictions.”

6. Option Evaluation and Assessment

6.1 Assessment of options

To accommodate larger aircraft, a number of options were considered:

Table 4: Airport Upgrade Options

| Option | Option Description |
|--------|--|
| A | Extend existing runway to 2430 m and widen to 45 m (extend 601 m and widen) |
| B | Build a new runway 2430 m long and 45 m wide parallel to existing runway |
| C | Extend existing runway to 2430 m remains 30 m wide (extend 601 m only)* |
| D | Build a new runway 2430 m long and 30 m wide parallel to existing |
| E | Build a new airport in a new location to allow future greater runway lengthening |
| F | Do nothing |

* Equivalent to Option 4 in the Pre-Feasibility Study

Each option has pro's and con's and these are addressed using a multi-criteria analysis of critical success factors. The criteria are:

- Accommodate Code 4C Aircraft
- Maximise use of existing infrastructure
- Construction cost

Each option was assessed against the critical success factors using rating systems as follows:

- ✘ Does not meet criteria
- ✓ Partly meets the criteria
- ✓✓ Meets the criteria
- ✓✓✓ Exceeds the criteria

Table 5: Airport Upgrade Options Analysis

| Option | Description | Accommodate Code 4C Aircraft | Maximise use of existing infrastructure | Construction cost (GST Incl.) |
|--------|-------------------------------------|------------------------------|---|-------------------------------|
| A | Extend runway to 2430m x 45m | ✓✓✓ | ✓✓ | \$25.9 m |
| B | Build new runway 2430m x 45m | ✓✓✓ | ✓ | \$43.7 m |
| C | Extend runway to 2430m x 30m | ✓✓ | ✓✓ | \$19.2 m* |
| D | Build new runway 2430m x 30m | ✓✓ | ✓ | \$35.2 m |
| E | New airport new site | ✓✓✓ | ✘ | \$127.8 m |
| F | Do nothing | ✘ | ✓✓ | \$0 |

* Construction costs only

6.2 Preferred option

The preferred option which meets all aviation and customer requirements and provides greatest value for money is Option C.

6.3 Project Budget

An indicative cost estimate has been developed for the runway extension recommended Option C. The following table outlines the order of magnitude project budget:

| Item | Reference | Cost (incl. GST) |
|----------------------------|---------------|------------------|
| Construction Costs | Appendix A | \$ 19,199,125 |
| Land Acquisition Allowance | Section 6.3.1 | \$ 1,300,000 |
| | Total Costs | \$20,499,125.00 |

The rates applied in the indicative cost estimate are taken from similar aerodrome projects in recent years which involved earthworks operations, pavement works, airfield lighting installations and general civil works.

The following assumptions have been made in developing the indicative cost estimate:

- A contingency for 30% has been applied to the indicative construction cost.
- A total runway pavement extension of 601 m (Option C) has been costed, with the pavement layer thickness and asphalt overlay material as outlined in GHD Pre-Feasibility Study.
- All runway pavement fill material will be sourced and imported from suitable local borrow pit/s.
- Replacement of the existing runway edge lights and associated pit and duct, and two single sided PAPIs have been included in the indicative cost estimate.
- Inclusive of engineering design and tender preparation fees.
- Inclusive of contract administration, project management and supervision fees by Shire of Wyndham East Kimberley.
- Upgrade of taxiways A, B and C and RPT Apron
- Excludes escalation.

6.3.1 Land acquisition allowance

The 2013 Masterplan identified two areas of land which should be acquired as part of the long-term airport strategy. The existing airport landholding is sufficient to facilitate the proposed runway extension; however the purchase of additional crown land to the north-west and private land to the east will improve the fly-over area adjacent to the runway and reduce aircraft minimum approach descent altitudes. While this additional land is not a requirement to facilitate safe use by A320-200 and B737-800 aircraft, it would reduce the risk of damage to aircraft running off a runway, and provide flexibility to relocate instrumentation in the future.

The following table shows the lot areas and ownerships:

Table 6: Additional land required

| Lot details | Land ownership | Part area to be acquired *(ha) |
|--|--------------------------------|--------------------------------|
| Lot 876 on plan 28266 | Crown Land (to be vested) | 18 |
| Lot 1 on plan 41419 | Freehold Land (to be acquired) | 2 |
| Total provision for land acquisition (including GST and contingency) | | \$1,300,000 |

Note:

Costs are indicative, based on the Unimproved Land Value Extract for Lot 1 on Plan 41419. Additional costs will be required to relocate existing structures on Lot 1 on Plan 414

*Area approximated from Rehbein Masterplan concept drawings.

**Approximate cost from Landgate Unimproved Land Value Extract, pro-rata.

6.4 Funding strategy

The strategic importance of the Ord River Irrigation System, resources industry and tourism makes this a project of national significance.

National Stronger Regions Fund

The National Stronger Regions Fund (NSRF) is the most applicable national funding source.

The NSRF guidelines stipulate a maximum grant level of \$10 million. The next round of NSRF funding is yet to be announced. Round Three NSRF Programme Guidelines define Kununurra as a "Remote" region, which permits an applicant to apply for three dollars for every dollar provided outside of the NSRF program, up to the maximum grant level of \$10 million.

Royalties for Regions

The Western Australian Government's Royalties for Regions Fund is refocusing its allocations to projects that generate greater economic development potential and is the most applicable fund for the balance of the project cost. The maximum amount of funding generally available for any one project is \$10 million.

RADS

The Regional Airports Development Scheme (RADS) is a Western Australian State Government grant program which was established to improve regional airport infrastructure. Runway development, including the extension of an existing runway, is listed as one of the eligible projects for RADS funding.

Proposed Funding Allocation

It is proposed that two funding sources be sought, one Federal Government the other State Government. It is proposed that the funding distribution be:

- National Stronger Regions Fund - \$10 million (incl GST)
- Royalties for Regions Fund - \$9.5 million (incl GST)
- Shire of Wyndham East Kimberley - \$1 million from reserves

Should either of these funding sources be unavailable, RADS could provide another option, subject to the terms of the funding facility.

6.5 Project timeframe and key milestones

The formal funding process for the next phase of the National Stronger Regions Fund has not yet been announced, but previous applications for rounds have been annually in 2014, 2015 and 2016. It is anticipated the next round will be in 2017, subject to Federal Government policy.

Indicative Timeframe:

- Funding Application and Approval Period (from date of application) – 12 months
- Engineering Design – 6 months
- Tender Period (incl. award) – 6 months
- Construction – 8 months

Assuming the applications for the next round of National Stronger Regions Fund is in the first quarter of 2017, project completion would be August 2019.

6.6 Risk analysis – Key Issues

- **FUNDING:** Achieving funding alignment will be critical and needs to be managed as a project activity.
- **CONSTRUCTION:** Contractors are currently readily available and the market is very competitive at this point in time. Lengthy delays may incur increased costs if construction activity in Kununurra increases.
- **LAND ACQUISITION:** Some of the land identified for acquisition might be subject to Native Title Claims. As the acquisition of land is not required to facilitate safe use of A320-200 and B737-800 aircraft, it is not anticipated to be an impediment to the extension of the runway. The Shire should commence the acquisition of the land as part of a long term strategy for securing the future of the airport, and recognises that the land acquisition is likely to be a complex process.
- **BENEFITS REALISATION:** Lower passenger airfares are only likely to be achievable if larger aircraft are scheduled by the airlines in lieu of the current Fokker or Embraer

6.7 Local content

Local civil works contractors are readily available in the East Kimberley and will be utilised for the works as lead contractor. Local sub-contracting will be encouraged and is included as a component in the Buy Local Policy.

The Shire of Wyndham East Kimberley will project manage the project with professional consultancy support.

7. Implementation strategy

7.1 Project management and governance

The Shire of Wyndham East Kimberley will be the project sponsor and will engage appropriate consultants to prepare the detailed design, tender documentation, obtain approvals, administer the construction contracts and prepare the regulatory operational documentation for ongoing management of the airport.

The Shire will engage an appropriately experienced project manager to management the project and to prepare the necessary design consultants engagement contract and the civil construction contractor's tender documentation and risk manage the procurement process.

The project manager will ensure all funding obligations and reporting are delivered on a timely basis.

The Shire will form a Project Control Group, with appropriate stakeholder representation, to be accountable for the entire project. The Project Control Group chair will report directly to the Shire Chief Executive Officer.

7.2 Procurement strategy

The procurement strategy is based on the assumption that the major civil construction works will be a lump sum contract.

Consultants will be commissioned to provide a fully documented set of tender documents that allow regional contractors to submit competitive tenders on an equitable basis. This methodology also ensures the cost of the project can be monitored during the design phase and the allocation of risk can be appropriately allocated to the entity most able to manage the risk in a cost efficient manner.

7.3 Supporting documents

The principal support documents are:

- East Kimberley Regional Airport Runway 12/30 Extension – Prefeasibility Study – June 2016 - GHD
- East Kimberley Regional Airport Master Plan – Jan 2013 - Rehbein Airport Consulting

Also see Section 9 References for other contributory documents.

8. Recommendation of preferred option

The recommendations to achieve the project objectives are:

1. Adopt the extension-only option utilising the existing 30 m wide runway and extending to 2430 m total length.
2. Seek project funding from both the National Stronger Regions Fund (next round) and the Royalties for Regions Fund.
3. Upgrade the airport to Code 4C standard adopting the CAAP235A-1(0) approval Aeroplane Flight Manual (AFM) narrow runway supplement or specified AFM runway width limitation to land on narrow runways.
4. Upgrade Taxiway's A, B and C and RPT apron.
5. Acquire identified land reserves to support runway operation.

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Appendices

Appendix A – (Feasibility Construction Cost Estimates)

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Document Status

| Revision | Author | Reviewer | | Approved for Issue | | |
|----------|---------|----------|-----------------|--------------------|-----------------|----------|
| | | Name | Signature | Name | Signature | Date |
| 0 | B Meyer | P Tilley | <i>P Tilley</i> | P Tilley | <i>P Tilley</i> | 03/12/15 |
| 1 | B Meyer | P Tilley | <i>P Tilley</i> | P Tilley | <i>P Tilley</i> | 28/06/16 |
| 2 | B Meyer | P Tilley | <i>P Tilley</i> | P Tilley | <i>P Tilley</i> | 09/08/16 |
| 3 | B Meyer | P Tilley | | M Ryan | | 15/08/16 |

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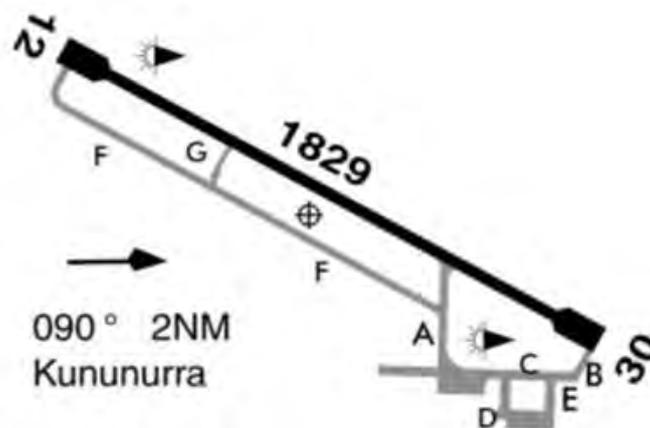


Report on Runway Extension Width October 2016

Airside Infrastructure

The East Kimberley Regional Airport (EKRA) includes sealed Runway 12/30 that is 1,829m long by 30m wide within a 150m wide graded runway strip. The runway is suitable for non-precision instrument approach by aircraft up to and including Code 3C (eg. Fokker 100 with 100 passengers).

The runway is serviced by multiple taxiways. Taxiways A-C can accommodate aircraft over 5,700kg while Taxiways D-G are restricted to aircraft below this weight. There is a Regular Public Transport (RPT) Apron together with General Aviation (GA) Aprons to the west and east. Charter and private aircraft are operated from a number of hangars located at the Airport.



The Council sought, through its project brief, investigations to upgrade the Airport to accommodate Code 4C operations (design aircraft include Boeing 737 and Airbus A320).

During consideration by Council of the subsequent reports outlining the proposal key considerations included:

- Capital costs, recognising the limited available funds within the Airport reserve and challenges in obtaining grant funds through the Federal and State Governments together with the private sector.
- Opportunity provided through Civil Aviation Advisory Publication 235-A to utilise a narrower minimum runway width of 30m (compared to 45m) for Code C aircraft. Reference was made to Newman (WA), Ballina (NSW) and Ayres Rock (NT) that have utilised the provisions.
- Asset management and maintenance costs for not only the extended runway but also associated infrastructure that includes taxiways, aprons, lighting and navigational aids. An asphalt runway would need resurfacing and grooving on a 15-20 year cycle while line marking occurs at three year intervals. The resurfacing of the current runway while in a poor condition cost over \$6m in 2015.
- Widening of the current runway will necessitate a closure of the Airport at least to larger aircraft such as RPT services for between 3- 6 months.
- The alternative of constructing a new parallel runway would be cost prohibitive as a completely new asset would need to be developed.

The proposal supported at the Council Meeting of 30 August 2016 (and a minor revision on 5 October 2016) provides for the following:

- Extensions of the runway 30m wide comprising lengths of 540m at western end and 61m at eastern end to the same construction standard as the existing runway.
- Taxiways A-C (15m wide) strengthened and new asphalt surface together with lighting of Taxiways B-C.
- RPT Apron provided with a new asphalt overlay.
- Lighting/navigational upgrade with new runway edge lights, relocated western illuminated wind indicator, additional terrain lights and replacing the AT-TVASIS with PAPI approach system.

In considering the design of a wider runway and associated infrastructure the following matters are raised:

Need and flexibility

The current aviation needs are being met by the 1,829m x 30m runway however it is recognised that a lengthened (and potentially wider) runway can:

- More effectively support the growth of the region across the tourist, resources, agricultural and services sectors.
- Provide for economies of scale and as such access to cheaper air travel that is a significant community concern to better link with family members and larger centres.
- Accommodate direct flights to new destinations.
- Achieve cost efficiencies if construction is planned/implemented in the minimum number of stages.

Physical constraints

While there is no physical constraint to widening the existing and proposed sections of runway to 45m, it cannot practically be lengthened beyond the current proposal to the east (due to proximity of Victoria Highway/Irrigation Drainage Channel) or west (due to landform falling towards the Ord River).

The current runway strip is 150m wide and it is proposed to ultimately increase this to 300m which will necessitate some land acquisitions adjacent to the northern boundary and potentially the need to address some structures/vegetation within the Obstacle Limitation Surface (OLS). The land acquisitions are recognised and costed in the original decision of Council.

Staged development

If the construction of a 45m wide runway is undertaken for the 601m extension there would be uncertainty on achieving the widening of the current runway. A worst case situation would result in the Shire needing to maintain a wider section of runway at either end and unable to obtain financial support for the remaining works.

Taxiway Upgrade

If construction of the runway to a width of 45m is pursued for the extension (and potentially the current section of runway) to obtain operational benefits attention is drawn to a similar case for the widening of Taxiways A, B and C.

The regulations (MOS139 and ICAO Annex. 14) provide a dispensation for the design aircraft (B737 and A320) to utilise a taxiway with a width reduced from 18m to 15m based on their wheelbase. With advice neither manufacturer currently has plans to change the wheelbase of their aircraft, the widening of taxiways while an investment for the future has not been recommended.

Future taxiway widening would involve a widening of Taxiways A and B on both sides together with the northern side of Taxiway C and replacement of edge lights to a new alignment for Taxiway A.

Construction Disruption

It needs to be recognised that while the extensions could be constructed at each end of the runway (either 30m or 45m) without causing a closure of the Airport a widening of the current runway (to 45m) would necessitate operations of larger aircraft including RPT services being suspended during construction for 3-6 months. It appears possible that smaller aircraft could be accommodated if works were undertaken in stages.

The recent runway widening at Broome Airport resulted in a closure and flights were redirected through Derby.

While no detailed investigations have been undertaken the options to redirect flights from Kununurra if it closed to RPT traffic for a period would include Argyle Airport (188km / 2hr 15min drive) or Tindal Airport, Katherine (525km / 5 hr drive).

Apart from disruption to passengers and local businesses there would be costs to the Shire including:

- Loss of landing/screening/terminal fees.
- Support to transport passengers to and from another Airport.
- Maintaining serviceability of the EKRA Aerodrome (airside and landside).

Cost implications

The provision of a wider runway would increase the current project budget. During the interim period there would be a need to budget for the depreciation of the extended sections of runway. Conversely it is recognised that longer term economies could be expected if the full 45m runway construction occurred during a single stage of development.

As outlined above there is also a case that the RPT taxiways be widened to accommodate changes in aircraft and this has been estimated at a cost of \$430,000.

The following Options 1-3 have been costed and for ease of working are quoted inclusive of the proposed land acquisitions and previously supported taxiway lighting. The additional taxiway costs have been included in Options 2 and 3. An estimate is unable to be provided for an Airport closure to support Option 3 at this stage. The figures are exclusive of GST - reflecting the approach in grant applications:

- **Option 1:** Current runway retained at 30m wide (to avoid disruption to Airport operations) together with an extension 601m in length and 30m wide: \$19m
- **Option 2:** Current runway retained at 30m wide (to avoid disruption to Airport operations) together with extension of 601m length at 45m wide: \$22.1M.
- **Option 3:** Current runway widened to 45m together with extension of 601m length at 45m wide: \$27.8M (excluding disruption cost for closure to widen the runway).

If Option 2 or 3 are pursued there would be immediate minor costs/delay as a Preliminary Design has only been prepared to date for Option 1 (601m x30m wide extension works) and this would then need to be incorporated within an updated Prefeasibility Study.

Conclusion

There are no physical constraints to widening of the runway extension to 45m. The wider runway extensions would provide long-term savings through reduced works in a second stage. However, a 30 m wide design supported by regulation can provide an outcome that has been accepted during dialogue with the key airlines. A number of concerns have been raised in terms of the uncertainty in obtaining additional funding for the wider extensions and in terms of the additional long-term asset maintenance costs.

Widening of the current runway would necessitate a closure of the Airport at least to larger aircraft including RPT services for a significant period to accommodate the works creating disruption to travellers/local businesses and resulting in significant loss of income for the airport.

There is a need to recognise that the majority of funding will need to be secured from external sources, most likely from other levels of government and additional works will add to the contribution sought and lobbying efforts.

Recommendation

That the Shire proceed with a 30m width for the proposed extension to the East Kimberley Regional Airport Runway 12/30 having regard to:

- **The available alternative approach under aviation regulations for some Code 4C aircraft to use the current 30m wide runway,**
- **The increased capital and maintenance costs, and**
- **The need for closure of Airport to larger aircraft for 3 – 6 months to achieve full development.**

13. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

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

Nil

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

Nil

16. MATTERS BEHIND CLOSED DOORS

Nil

17. CLOSURE

The Commissioner advised the gallery that it was Director Te Pohe's last Council Meeting with the Shire and thanked her for her hard work and commitment during her time at the Shire and wished her all the best for the future.

The Commissioner then closed the meeting at 5:20pm.