

August 2025 Outstanding Council Resolution Register

Title	Resolution No.	Meeting Date	Resolution	Responsible Officer	Status	Update
Nyabing Community Church	2122/145	14 June 2022	<p>That Council:</p> <ol style="list-style-type: none"> Notes the correspondence from the Nyabing Community Church Committee dated 6 June 2022 in relation to ongoing discussions relating to the care and maintenance of the Nyabing Community Church building. Agrees to assume all control, care and maintenance of the Nyabing Community Church and requests the Minister for Lands to amend the Crown Land Title accordingly; Accepts the offer to transfer ownership of Lots 30 and 32 Aspendale Street, Nyabing (DP 79324) at no cost to the Shire; and Requests the Chief Executive Officer to arrange for legal services to undertake the land transfer and authorise the Shire President and Chief Executive Officer to sign and apply the Shire Common Seal to all necessary documents. 	Chief Executive Officer	Complete	Transfer of all 3 blocks was complete as at 28 July 2025
Kent Districts Pistol Club - Request the Realignment of Reserves 16286 and 42640 Bondaries and Power to Lease	2324/034	28 Sept 2023	<p>(a) Council formally requests the Department of Planning, Lands and Heritage to approve the realignment of Reserves 16286 and 42640 boundaries pursuant to Section 51 of the Land Administration Act and revocation of the previous Management Orders; and</p> <p>(b) Following the above processes and in the issuing of new Management Orders for both Reserves, Council requests that the Shire of Kent be granted with the Power to Lease for a maximum term of 21 years.</p>	Chief Executive Officer	In Progress	No further updates
Reserve 24202 Pingrup Golf Club - Request to Lease	2425/085	18 March 2025	<p>That Council</p> <ol style="list-style-type: none"> Approves the lease of a portion of Reserve 24202 to the Pingrup Golf Club for a term of 21 years at an annual rental of \$1. Authorises the Chief Executive Officer to execute the lease agreement, subject to Ministerial approval under section 18(2) of the Land Administration Act 1997. Confirms that the lease disposal is in accordance with section 3.58 of the Local Government Act 1995. 	Chief Executive Officer	In Progress	Have sent draft lease agreement to Pingrup Golf Club, awaiting reply.
Disposal of Property - 15 Aspendale Street Nyabing	2425/092	15 April 2025	That Council no longer proceeds with the disposal of 15 Aspendale Street, Nyabing, following the withdrawal of the proponent's offer to purchase.	Chief Executive Officer	In Progress	Removal of Caveat in progress, then transfer of land can occur
Outstanding Rates and Charges - Debt Collection	2425/093	15 April 2025	That Council approve the outstanding ratepayers for lodgement with, and action by, Cloud Payment Group.	Finance Coordinator	In Progress	Matter lodged with Cloud Payment Group.
Council Member Superannuation	2425/095	21 May 2025	<p>That Council:</p> <ol style="list-style-type: none"> Approves the payment of superannuation contributions to Council Members under section 5.99B(2) of the Local Government Act 1995 to commence from 1 July 2025; Notes that the superannuation contribution payment for Council Members is payable with, and at the same time as, the remuneration currently paid to Elected Members; and Notes that, where the local government is required, or resolves, to make superannuation contributions, individual Council Members may choose to opt out of receiving superannuation. 	Deputy CEO	In Progress	Superannuation will be requested from Council Members ready for the September quarter claim forms.
T25/01 - Disposal of 5 George Street Nyabing	2425/099	21 May 2025	<p>That Council:</p> <ol style="list-style-type: none"> awards T25/01 – Disposal of 5 George Street Nyabing to Luke and Melissa Bell for the consideration of \$230,000; and delegates authority to the Chief Executive Officer to negotiate a resultant contract of sale with the proponent in accordance with the terms and conditions of the Request for Tender and any other terms and conditions the Chief Executive Officer determines; and authorises the Shire President and Chief Executive Officer to execute any agreements necessary to give rise to the disposal of 5 George Street Nyabing pursuant to section 9.49A(2) and (4) of the Local Government Act 1995. 	Deputy CEO	In Progress	Purchaser sourcing a valuation for financing. Council representatives undertaking Proof of Identifications to complete the sale.
Outstanding Rates and Charges - Debt Collection	2425/100	21 May 2025	That Council approve the outstanding ratepayers for lodgement with, and action by, Cloud Payment Group.	Finance Coordinator	In Progress	Matter lodged with Cloud Payment Group.
Lease - Nyabing Fuel Facility - 15 Richmond St Nyabing	2425/104	18 June 2025	<p>That Council</p> <ol style="list-style-type: none"> Agrees to leave the Nyabing Fuel Facility, located at Richmond Street Nyabing from the Department of Planning Lands and Heritage under the broad terms and conditions as outlined in this report. Delegates authority to the Chief Executive Officer to negotiate a lease agreement based on the broad terms and conditions as outlined in this report. Authorises the Shire President and Chief Executive Officer to execute a lease agreement as negotiated by the Chief Executive Officer under Common Seal pursuant to section 9.49A(2) of the Local Government Act 1995. 	Deputy CEO	In Progress	Awaiting final version of lease to be presented to the Shire.
Confirmation of Minutes - Ordinary Council Meeting 18 June 2025	2526/001	23 July 2025	That the minutes of the Ordinary Council Meeting of the Shire of Kent held in the Nyabing Council Chambers on Wednesday 18 June 2025 be confirmed as a true and accurate record of the meeting.	Deputy CEO	Complete	
Nyabing Kart Track user agreement with Great Southern Street Machine Assoc.	2526/002	23 July 2025	That Council endorses the Nyabing Kart Track Hire Agreement for the Nyabing Kart Track signed by the Chief Executive Officer and Shire President on 1 July 2025, for the purpose of hosting the Nyabing Drift and Motorkhana by Great Southern Street Machine Association (GSSMA).	CEO	In Progress	
Revenue Collection Policy update	2526/003	23 July 2025	That Council rescinds Policy 3.1.5 Revenue Collection and adopts the new Policy 3.1.5 Revenue Collection as provided at Attachment 1.	Deputy CEO	Complete	
2025-26 Annual Budget Adoption	2526/004	23 July 2025	<p>Pursuant to the provisions of section 6.2 of the Local Government Act 1995 and Part 3 of the Local Government (Financial Management) Regulations 1996, Council adopt the Shire of Kent Budget as contained in Attachment 1 to this agenda and minutes, for the 2025/26 financial year which includes the following:</p> <ul style="list-style-type: none"> Statement of Comprehensive Income by Nature and Type on page 3 showing a net result for the year of \$1,168,396. Statement of Cash Flows on page 3. Statement of Financial Activity on page 4 showing an annual amount required to be raised from rates of \$2,611,464. Note to and Forming Part of the Budget on pages 6 to 23. Transfers to / from Reserve Accounts as detailed in page 16. Budget program Schedules as detailed (supplementary). 	Finance Coordinator	Complete	

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2025/26 Rates, interest and instalment options	2526/005	23 July 2025	<p>For the purposes of yielding the deficiency disclosed by the Municipal Fund Budget adopted at Recommendation 1 above, Council, pursuant to sections 6.32, 6.33, 6.34 and 6.35 of the Local Government Act 1995, impose the following general rates and minimum payments on Gross Rental and Unimproved Values:</p> <p>1.1 General Rates Residential / Commercial (GRV)\$0.280 cents in the dollar Rural (UV)\$0.4174 cents in the dollar Mining (UV)\$0.4174 cents in the dollar</p> <p>1.2 Minimum Payments Residential / Commercial (GRV)\$575 Rural (UV)\$575 Mining (UV)\$575</p> <p>2. Pursuant to section 6.45 of the Local Government Act 1995 and regulation 64(2) of the Local Government (Financial Management) Regulations 1996, Council nominates the following due dates for the payment in full by instalments:</p> <p>Option 1 (Full Payment) Full amount of rates and charges including arrears, to be paid on or before 24 September 2025.</p> <p>Option 2 (Two Instalments) First instalment to be made on before 24 September 2025, including all arrears and half the current rates and service charges; and Second instalment to be made on or before 26 November 2025</p> <p>Option 3 (Four Instalments) First instalment to be made on or before 24 September 2025, including all arrears and a quarter of the current rates and service charges; Second instalment to be made on or before 26 November 2025; Third instalment to be made on or before 28 January 2026; and Fourth instalment to be made on or before 1 April 2026</p> <p>3. Pursuant to section 6.46 of the Local Government Act 1995, Council offers no discount to ratepayers.</p> <p>4. Pursuant to section 6.45 of the Local Government Act 1995 and regulation 67 of the Local Government (Financial Management) Regulations 1996, Council adopts an instalment administration charge where the owner has elected to pay rates (and service charges) through an instalment option of \$10 for each instalment after the initial instalment is paid.</p> <p>5. Pursuant to section 6.45 of the Local Government Act 1995 and regulation 68 of the Local Government (Financial Management) Regulations 1996, Council adopts an interest rate of 5.5% where the owner has elected to pay rates and service charges through an instalment option.</p> <p>6. Pursuant to section 6.51(1) and subject to section 6.51(4) of the Local Government Act 1995 and regulation 70 of the Local Government (Financial Management) Regulations 1996, Council adopts an interest rate of 7% for rates (and service charges) and costs of proceedings to recover such charges that remains unpaid after becoming due and payable.</p>	Finance Coordinator	Complete	Rates notices have been sent to ratepayers no later than 13 August 2025
2025/26 Fees & Charges including sewerage charges	2526/006	23 July 2025	<p>Pursuant to section 6.16 of the Local Government Act 1995 and other relevant legislation, Council adopts the 2025/26 Fees and Charges as Attachment 2 to this agenda and minutes.</p> <p>Health Act 1911 – Sewerage Charges for Nyabing and Pingrup</p> <p>Residential Sewerage 7.7701 cents in the dollar Minimum charge of \$432</p> <p>Commercial Sewerage 7.7701 cents in the dollar Minimum charge of \$950</p> <p>Vacant lot Sewerage \$299 per property Minor fixture charge (first)\$299 Major fixture charge (first)\$950 Additional fixtures\$123</p>	Finance Coordinator	Complete	Website updated with adopted fees and charges.
2025/26 Waste removal charges	2526/007	23 July 2025	<p>Pursuant to section 67 of the Waste Avoidance and Resource Recovery Act 2007, Council adopt the following charges for the removal of domestic and commercial waste.</p> <p>Refuse Removal Charges for Nyabing and Pingrup Townsites</p> <p>Residential and Commercial Premises General Waste 240L bin per weekly collection\$276 per annum 240L bin per weekly collection – eligible pensioner\$138 per annum</p> <p>Residential and Commercial Premises Recycling Waste 240L recycling bin per fortnightly collection\$155 per annum</p>	Finance Coordinator	Complete	
2025/26 Council Member remuneration for meeting attendance, allowances and reimbursements	2526/008	23 July 2025	<p>In accordance with section 5.98(1)(b) of the Local Government Act 1995, regulation 30 of the Local Government (Financial Management) Regulations 1996, Part 6.2(1) and Part 6.3(1)(a) of the Determination for Local Government Elected Members pursuant to section 7B of the Salaries and Allowances Act 1975, the following annual fees for 2025/26 in lieu of individual meeting fees be set:</p> <ul style="list-style-type: none"> • Council member meeting attendance fees - \$10,650 per annum; and • Shire President meeting attendance fees - \$21,880 per annum. <p>In accordance with Section 5.98(5) of the Local Government Act 1995, Regulation 33 Local Government (Financial Management) Regulations 1996 and Part 7.2(1) of the Determination for Local Government Elected Members pursuant to Section 7B of the Salaries and Allowances Act 1975, the following annual allowance for 2025/26 be set:</p> <ul style="list-style-type: none"> • Shire President Allowance - \$22,470 per annum. <p>In accordance with section 5.98A(1) of the Local Government Act 1995, regulation 33A of the Local Government (Financial Management) Regulations 1996 and Part 7.3(1) of the Determination for Local Government Elected Members pursuant to section 7B of the Salaries and Allowances Act 1975, the following annual allowance for 2025/26 be set:</p> <ul style="list-style-type: none"> • Deputy Shire President Allowance - \$5,618 per annum. <p>In accordance with section 5.99A(b) of the Local Government Act 1995, Regulation 34A of the Local Government (Financial Management) Regulations 1996 and Part 9.2(2) of the Determination for Local Government Elected Members pursuant to Section 7B of the Salaries and Allowances Act 1975, the following annual ICT allowance for 2025/26 be set:</p> <ul style="list-style-type: none"> • All Council members - \$1,000 per annum. 	Deputy CEO	Complete	
2025/26 Material variances for reporting	2526/009	23 July 2025	In accordance with regulation 34(5) of the Local Government (Financial Management) Regulations 1996, the level to be used in statements of financial activity in 2025/2026 for reporting material variances shall be 10% or \$10,000, whichever is the greater.	Finance Coordinator	Complete	

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Monthly Financial Report June 2025	2526/010	23 July 2025	That Council receive the Monthly Financial Reports to 30 June 2025 as presented as Attachment 1. That Council endorse the payments from the Municipal Fund and Trust Fund for the period ending 30 June 2025. Municipal Fund (Fee) \$ 15,605.48 Municipal Fund (EFT) \$ 364,092.03 Municipal Fund (Cheque) \$ 3,818.20 Municipal Fund (Direct Debits) \$ 25,614.50 Trust Fund \$ 160.00 TOTAL \$ 785,069.28	Finance Coordinator	Complete	
Schedule of Accounts Paid to 30 June 2025	2526/011	23 July 2025		Finance Coordinator	Complete	To be rescinded due to error
CEO Contract Amendment	2526/012	23 July 2025	That Council: 1.Approves the amendment to the CEO's employment contract to allow for a novated lease arrangement, in accordance with clause 6.1(2) of the CEO's contract. 2.Approves the reallocation of the \$18,000 motor vehicle benefit and \$12,500 in vehicle related fringe benefits tax to cash components within the Total Reward Package, as outlined in the revised benefit structure. 3.Notes that the current vehicle will be sold via public auction and the proceeds transferred to the Administration Vehicles Reserve. 4.Notes that all costs associated with the novated lease and associated FBT will be borne by the CEO, ensuring the arrangement is cost-neutral to Council.	Deputy CEO	Complete	