

Shire of Kent - Outstanding Council Resolutions Register

Title	Resolution No.	Meeting Date	Resolution	Responsible Officer	Status	Update
Kent Districts Pistol Club - Request the Realignment of Reserves 16286 and 42640 Boundaries and Power to Lease	2324/034	28/09/2023	(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 (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.	Christie Smith	In Progress	No further updates
Reserve 24202 Pingrup Golf Club - Request to Lease	2425/085	18/03/2025	That Council 1. 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. 2. Authorises the Chief Executive Officer to execute the lease agreement, subject to Ministerial approval under section 18(2) of the Land Administration Act 1997. 3. Confirms that the lease disposal is in accordance with section 3.58 of the Local Government Act 1995.	Christie Smith	In Progress	Have sent draft lease agreement to Pingrup Golf Club, awaiting reply.
Outstanding Rates and Charges - Debt Collection	2425/093	15/04/2025	That Council approve the outstanding ratepayers for lodgement with, and action by, Cloud Payment Group.	Jenni Dolan	In Progress	Matter with Cloud Payment Group. 2/4 paid and closed, 1/4 with mortgagee, 1/4 to progress to summons.
Proposed Local Planning Policy	2526/016	20/08/2025	That Council resolve to: 1. INITIATE the process required to formally adopt Local Planning Policy No.3 entitled 'Exemption to the Requirement for Development Approval for Deep Drainage Works on Rural Zoned Land' in accordance with the procedural requirements of the Planning and Development (Local Planning Schemes) Regulations 2015; and 2. AUTHORISE the Shire's Chief Executive Officer to advertise the proposed policy in accordance with the specific requirements of clause 4(4), Part 2 and clause 87, Part 12, Schedule 2 (Deemed Provisions) of the Planning and Development (Local Planning Schemes) Regulations 2015 for the minimum required period of twenty-one (21) days.	Christie Smith	In Progress	Currently in the period of public advertising.
Endorsement of Draft Waste Clean-Up Strategy	2526/018	20/08/2025	That Council 1. Endorses the Draft Waste Clean-Up Strategy as presented; and 2. Authorises the Chief Executive Officer to proceed with implementation of the strategy, including operational changes, community education, and monitoring measures	Christie Smith	In Progress	
Development Assessment Panels – Council Nominations	2526/031	22/10/2025	That, in accordance with Regulation 23(1)(a) of the Planning and Development (Development and Assessment Panels) Regulations 2011, Council appoints Cr Kate Johnston and Cr Scott Crosby who will be the primary Local Government DAP Members for the Shire of Kent and Cr Darren Gray and Cr Greg Hobley as alternate members, whom the DAP Executive Director can invite if either of the primary members are unavailable.	Christie Smith	Complete	
Rates Write-Off Request	2526/034	22/10/2025	That Council approve the write off of monies pursuant to section 6.12(1)(c) of the Local Government Act 1995, for overstated sewerage claims (22/23 and 23/24) on assessment A478.	Jenni Dolan	Complete	
Memorandum of Understanding - Pingrup Race Club	2526/036	19/11/2025	1. Endorses the draft Memorandum of Understanding between the Shire of Kent and the Pingrup Race Club Inc. for use of the Pingrup Recreation Ground (Reserve 18748) for the annual Pingrup Races; and 2. Authorises the Chief Executive Officer to sign the Memorandum of Understanding on behalf of the Shire of Kent.	Christie Smith	Complete	
2026 Ordinary Council Meeting Dates	2526/037	19/11/2025	That Council adopt the 2026 Ordinary Council Meeting Dates as set out below: 11 February 2026 – Nyabing Council Chambers – 6pm 18 March 2026 – Nyabing Council Chambers – 6pm 15 April 2026 – Nyabing Council Chambers – 6pm 20 May 2026 – Nyabing Council Chambers – 6pm 17 June 2026 – Nyabing Council Chambers – 6pm 22 July 2026 – Nyabing Council Chambers – 6pm 19 August 2026 – Nyabing Council Chambers – 6pm 16 September 2026 – Pingrup Pavilion – 6pm 21 October 2026 – Nyabing Council Chambers – 6pm 18 November 2026 – Nyabing Council Chambers – 6pm 16 December 2026 – Nyabing Council Chambers – 6pm	David Bentley	Complete	Meeting dates advertised on the Shire's website.
Tender T25/03 - Supply and Spray of Bitumen	2526/040	19/11/2025	That Council 1. awards Tender T25/03 Supply and Spray of Bitumen (Two Coat Emulsion Seal 14mm and 7mm) to Bitutek Pty Ltd as per the Schedule of Rates provided; 2. delegates authority to the Chief Executive Officer to negotiate a contract with Bitutek Pty Ltd, based on the terms and conditions provided in the Request for Tender documents; and 3. authorises the Chief Executive Officer to execute a contract with Bitutek Pty Ltd pursuant to section 9.49A(4) of the Local Government Act 1995.	David Bentley	Complete	Contract has been awarded and signed.

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Title	Resolution No.	Meeting Date	Resolution	Responsible Officer	Status	Update
T25/04 – Provision of Road Shoulder Reconstruction, Widening and Sealing at Newdegate Pingrup Road	2526/041	19/11/2025	<p>1. awards Tender T25/04 Provision of Road Shoulder Reconstruction, Widening and Sealing at Newdegate Pingrup Road to WCP Civil Pty Ltd in accordance with the schedule of rates provided;</p> <p>2. delegates authority to the Chief Executive Officer to negotiate a contract with WCP Civil Pty Ltd, based on the terms and conditions provided in the Request for Tender documents; and</p> <p>3. authorises the Chief Executive Officer to execute a contract with WCP Civil Pty Ltd pursuant to section 9.49A(4) of the Local Government Act 1995.</p>	David Bentley	Complete	Contract has been awarded and signed.
Ordinary Council Meeting - 19 November 2025	2526/042	17/12/2025	That the minutes of the Ordinary Council Meeting of the Shire of Kent held in the Nyabing Council Chambers on Wednesday 19 November 2025 be confirmed as a true and accurate record of the meeting.	David Bentley	Complete	
Audit Committee Meeting - 17 December 2025	2526/043	17/12/2025	That the minutes of the Audit Committee meeting of the Shire of Kent held in the Nyabing Council Chambers on Wednesday 17 December 2025 be confirmed as a true and accurate record of the meeting.	David Bentley	Complete	
Memorandum of Understanding - Great Southern Treasures	2526/044	17/12/2025	<p>That Council</p> <p>1. Declines to enter into a further three-year Memorandum of Understanding with Great Southern Treasures requiring an annual contribution of \$7,000; and</p> <p>2. Advises Great Southern Treasures that the Shire of Kent remains willing to participate in joint regional events or projects on a non-financial, project-by-project basis.</p>	Christie Smith	Complete	
Shire of Kent Bush Fire Brigade Guidelines and Operational Procedures	2526/045	17/12/2025	<p>That Council</p> <p>1. Repeal the Shire of Kent Standard Operating Procedures for Bush Fire Brigades (2015); and</p> <p>2. Ratify the Shire of Kent Volunteer Bush Fire Brigade Guidelines and Operational Procedures (March 2025) as provided in Attachment 1.</p>	Christie Smith	In Progress	
Memorandum of Understanding - Lakes Emergency Response and Recovery	2526/046	17/12/2025	<p>That Council:</p> <p>1. Accept the Emergency Response and Recovery Memorandum of Understanding between the Shires of Kent, Dumbleyung and Lake Grace; and</p> <p>2. Authorise the Shire President and Chief Executive Officer to execute the MoU of behalf of the Shire of Kent.</p>	Christie Smith	In Progress	
Adoption of 2024/25 Annual Report	2526/047	17/12/2025	<p>That Council:</p> <p>1. Receives the Auditors Report for inclusion in the 2024/2025 Annual Report</p> <p>2. Accepts the 2024/25 Annual Report; and</p> <p>3. Holds the Shire of Kent Annual Electors Meeting in accordance with section 5.27(2) of the Local Government Act 1995, at the Nyabing Council Chambers on Wednesday 11 February 2026.</p>	Christie Smith	In Progress	Annual Report to be presented to the Annual Electors Meeting on Wednesday 11 February 2026.
Unbudgeted Expenditure - Housing Maintenance	2526/048	17/12/2025	<p>That Council:</p> <p>1. Approves \$10,000 as unbudgeted expenditure from the Land and Building Reserve for the internal painting of 2B Coates Close Nyabing; and</p> <p>2. Approves \$10,000 as unbudgeted expenditure from the Land and Building Reserve for the internal painting of 2/3 Gaby Street Pingrup.</p>	David Bentley	In Progress	Painting of 2B Coates Close has completed. Painting of 2/3 Gaby Street Pingrup to be undertaken soon after the employee vacates the premises.
Monthly Financial Report to 30 November 2025	2526/049	17/12/2025	That Council receive the Monthly Financial Reports to 30 November 2025 as presented at Attachment 1.	Jenni Dolan	Complete	
Schedule of Accounts Paid to 30 November 2025	2526/050	17/12/2025	<p>That Council endorse the payments from the Municipal Fund and Trust Fund for the period ending 30 November 2025.</p> <p>Municipal Fund (Fee) \$57,155.95 Municipal Fund (EFT) \$403,925.49 Municipal Fund (Cheque) \$0.00 Municipal Fund (Direct Debits) \$26,947.69 Trust Fund \$0.00 TOTAL \$488,029.13</p>	Jenni Dolan	Complete	
T25/05 – Key Worker Housing – Design, Construct, Deliver and Install	2526/051	17/12/2025	<p>That Council</p> <p>1. awards Tender T25/05 Key Worker Housing – Design, Construct, Deliver and Install to Modularis Pty Ltd trading as Modular WA for the total amount of \$1,097,132 including GST;</p> <p>2. delegates authority to the Chief Executive Officer to negotiate a contract with Modularis Pty Ltd, based on the terms and conditions provided in the Request for Tender documents; and</p> <p>3. authorises the Chief Executive Officer to execute a contract with Modularis Pty Ltd pursuant to section 9.49A(4) of the Local Government Act 1995.</p>	David Bentley	In Progress	Contract finalisation still in progress. Delayed due to Christmas break.