

Title	Resolution No.	Meeting Date	Resolution	Responsible Officer	Status	Update
Kent Districts Pistol Club - Request the Realignment of Reserves 16286 and 42640 Bondaries 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	Has been lodged with Landgate - awaiting final approval
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. 3/4 paid and closed, 1/4 requested to attend court in June, did not appear in court, working with Cloud for next step.
Shire of Kent Bush Fire Brigade Guidelines and Operational Procedures	2526/045	17/12/2025	That Council 1. Repeal the Shire of Kent Standard Operating Procedures for Bush Fire Brigades (2015); and 2. Ratify the Shire of Kent Volunteer Bush Fire Brigade Guidelines and Operational Procedures (March 2025) as provided in Attachment 1.	Christie Smith	In Progress	
Amalgamation of Reserve Boundaries - Nyabing Sports Precinct	2526/060	18/03/2026	That Council accepts the proposal provided by the Department of Planning Lands and Heritage to amalgamate Reserves 20892, 17930 and 20893 into one reserve, with the purpose of Recreation, Caravan Park, Camping and Associated Accommodation with the power to lease under a management order.	David Bentley	In Progress	Delivery of the reserve changes have been complete and are now with Landgate for final lodging. A duplicate Management Order is expected shortly which will complete this process.
Request for Self-Supporting Loan – Nyabing Progress Association Inc	2526/084	17/06/2026	That Council: 1. Approves the raising of a self-supporting loan of \$650,000 to facilitate the expansion of short-term accommodation facilities at the Nyabing Community Hub and makes provision for the loan within the 2026/27 Annual Budget, subject to the following conditions: a) The Nyabing Progress Association Inc is to provide a copy of the association’s minutes resolving to enter into a self-supporting loan agreement with the Shire of Kent; b) The loan be obtained from the Western Australian Treasury Corporation for a term of ten (10) years; c) The interest rate be fixed for the term of the loan; d) All principal repayments, interest charges and government guarantee fees associated with the loan be reimbursed to the Shire of Kent by Nyabing Progress Association Inc on or before the due date of each repayment; e) The loan does not include a redraw facility; f) Nyabing Progress Association Inc be responsible for all legal, valuation, registration and other costs associated with the preparation and execution of the loan and security documentation; g) A registered first mortgage, or other security acceptable to the Shire of Kent, be obtained over an appropriate asset owned by the Nyabing Progress Association Inc prior to any loan funds being advanced. h) Nyabing Progress Association Inc provide the Shire of Kent with annual audited financial statements within four (4) months of the end of each financial year and immediately notify the Shire of Kent of any material adverse change in its financial position that may impact its ability to meet its loan repayment obligations. i) The Deed of Repayment documentation is to include provisions enabling the Shire of Kent to take enforcement action should Nyabing Progress Association Inc fail to meet its repayment obligations. j) Nyabing Progress Association Inc is to maintain adequate building and public liability insurance for the duration of the loan term and note the Shire's interest on the relevant insurance policies. 2. Authorises the Chief Executive Officer to apply to the Western Australian Treasury Corporation for a loan of \$650,000 to be drawn in the 2026/27 financial year. 3. Authorises the Shire President and Chief Executive Officer to execute and affix the Common Seal of the Shire of Kent to:	Christie Smith	In Progress	

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Proposed Lease of Pingrup Pavilion to the Pingrup Ground Improvement Committee Inc	2627/016	19/08/2026	That Council 1. APPROVES the disposal of part Reserve 18748, Lot 500 Gaby Street, Pingrup – Pingrup Pavilion by way of lease to Pingrup Ground Improvement Committee Inc pursuant to regulation 30(2)(b) of the Local Government (Functions and General) Regulations 1996, subject to the following principal terms: a. Permitted Purpose: The operation and use of the Premises as a community, sporting, recreational and social facility, including for meetings, training, competitions, functions, events, fundraising activities, community programs and other activities ordinarily associated with a community club or social hub, together with any ancillary or incidental activities approved by the Lessor. This includes the casual hire or use of the Premises by other community groups, organisations and members of the public for purposes consistent with the Permitted Purpose, subject to the terms of the Lease and any applicable laws, licences and approvals; b. Term: Five (5) years; c. Rent: \$10 plus GST per annum, payable annually in advance, with the first payment due on the Commencement Date; d. Such other terms and conditions as are considered appropriate by the Chief Executive Officer, provided that they do not materially alter the proposed disposition. 2. DETERMINES that the proposed disposition is exempt from section 3.58 of the Local Government Act 1995 pursuant to regulation 30(2)(b) of the Local Government (Functions and General) Regulations 1996; and 3. AUTHORISES the Chief Executive Officer to finalise the terms of the Lease and arrange for its execution in accordance with the Shire's Execution of Documents Policy.	Christie Smith	Complete	Lease executed.
Ordinary Council Meeting - 19 August 2026	2627/022	15/09/2026	That the minutes of the Ordinary Council Meeting of the Shire of Kent held in the Nyabing Council Chambers on Wednesday 19 August 2026 be confirmed as a true and accurate record of the meeting.	David Bentley	Complete	
Audit Risk and Improvement Committee 9 September 2026	2627/023	15/09/2026	That the minutes of the Audit Risk and Improvement Committee of the Shire of Kent held in the Nyabing Council Chambers on Wednesday 9 September 2026 be received.	David Bentley	Complete	
Audit Risk and Improvement Committee - 2025 Compliance Audit Return	2627/024	15/09/2026	That Council 1. endorse the 2025 Compliance Audit Return; and 2. authorise the Chief Executive Officer and President to sign the Compliance Audit Return and send it to the Local Government Inspector's Office.	David Bentley	Complete	
Audit Risk and Improvement Committee - Progress Report – Regulation 5 and Regulation 17 Reports	2627/025	15/09/2026	That Council notes the information contained within the Regulation 5 and Regulation 17 Progress Report.	David Bentley	Complete	The progress report will be continually updated. As this resolution is just for noting, this item is marked as complete.
Establishment of Emergency Services Reserve Fund and Adoption of Emergency Services Reserve Fund Policy	2627/026	15/09/2026	That Council 1. ADOPTS Policy 3.1.11 – Emergency Services Reserve Fund, as presented as Attachment 1; 2. ESTABLISHES, pursuant to section 6.11 of the Local Government Act 1995, a reserve account titled the Emergency Services Reserve Fund for the following purpose: 'For the provision, maintenance, improvement and support of emergency services within the Shire of Kent'. 3. ACCEPTS the amount ultimately transferred by the Kent St John Ambulance as the initial contribution to the Emergency Services Reserve Fund; 4. AUTHORISES the Chief Executive Officer to establish the Reserve within the Shire's financial accounts, confirm and record the amount and date of the initial contribution in Policy 3.1.11 once the funds are received, and undertake the necessary administrative and financial actions to give effect to Council's decision; and 5. DETERMINES that inserting the confirmed amount and date of the initial contribution into Policy 3.1.11 is an administrative update for historical record-keeping purposes and does not constitute an amendment to the policy.	Christie Smith	Complete	Policy uploaded to website.

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Proposed Lease of Lot 31 Aspendale Street (Nyabing Church) to Michelle Dolan Trading as Run Line Arts	2627/027	15/09/2026	That Council 1. APPROVES the proposed disposition of Lot 31 Aspendale Street, Nyabing – Nyabing Church by way of lease to Michelle Dolan Trading as Run Line Arts, subject to compliance with section 3.58 of the Local Government Act 1995 and the following principal terms: (a) Permitted use: Use as a private arts studio and creative development space for Run Line Arts, including the creation and storage or artwork and art materials, project planning and administration, preparation for off-site workshops and community arts activities, grant preparation, business administration, professional inspections and quotations, meetings by appointment and other uses reasonably ancillary to those purposes. (b) Term: 12 months; (c) Rent: \$1 plus GST per annum; (d) Market rental value: \$5,800 plus GST per annum, as assessed by Acumentis on 27 August 2026; and (e) Such other terms and conditions as are considered appropriate by the Chief Executive Officer, provided that they do not materially alter the proposed disposition. 2. AUTHORISES the Chief Executive Officer to give local public notice of the proposed disposition in accordance with section 3.58(3) and (4) of the Local Government Act 1995. 3. DETERMINES that, if no submissions are received during the statutory public notice period, the Chief Executive Officer is authorised to: (a) finalise the terms of the lease, provided those terms are not materially different from the terms advertised; (b) enter into the lease with Michelle Dolan Trading as Run Line Arts; and (c) execute the document pursuant to section 9.49A(4) of the Local Government Act 1995. 4. DETERMINES that, if one or more submissions are received during the statutory public notice period, the submissions and the proposed lease are to be presented to Council for consideration before the lease is entered into.	Christie Smith	In Progress	Subsequent report provided to Council October 2026 with submission.
Monthly Financial Report to 31 August 2026	2627/028	15/09/2026	That Council receive the Monthly Financial Reports to 31 August 2026 as presented at Attachment 1.	Jenni Dolan	Complete	
Schedule of Accounts Paid to 31 August 2026	2627/029	15/09/2026	That Council endorse the payments from the Municipal Fund and Trust Fund for the period ending 31 August 2026. Municipal Fund (Fee) \$8,729.33 Municipal Fund (EFT) \$548,060.95 Municipal Fund (Cheque) \$4,621.82 Municipal Fund (Direct Debits)\$21,049.43 Trust Fund \$0.00 TOTAL \$582,461.53	Jenni Dolan	Complete	
T26/02 – Provision of Road Shoulder Reconstruction, Widening and Sealing – Dumbleyung Road	2627/030	15/09/2026	That Council 1. awards Tender T26/02 for the Provision of Road Shoulder Reconstruction, Widening and Sealing – Dumbleyung Road to Fulcher Contractors for the consideration of \$615,136.69 ex GST; 2. delegates authority to the Chief Executive Officer to negotiate a contract with Fulcher Contractors, 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 Fulcher Contractors Pty Ltd pursuant to section 9.49A(4) of the Local Government Act 1995.	David Bentley	Complete	Contract executed.
T26/03 – Supply and Spray of Bitumen	2627/031	15/09/2026	That Council 1. awards Tender T26/03 for the Supply and Spray of Bitumen to Downer EDI Works Pty Ltd for the consideration of \$398,720 ex GST; 2. delegates authority to the Chief Executive Officer to negotiate a contract with Downer EDI Works 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 Downer EDI Works Pty Ltd pursuant to section 9.49A(4) of the Local Government Act 1995.	David Bentley	In Progress	Contract being finalised. Expected to be executed prior to Council meeting.
T26/04 – Provision of Pavement Stabilisation Works	2627/032	15/09/2026	That Council 1. awards Tender T26/04 for the Provision of Pavement Stabilisation Works to Fulton Hogan Industries Pty Ltd for the consideration of \$147,573 ex GST; 2. delegates authority to the Chief Executive Officer to negotiate a contract with Fulton Hogan Industries 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 Fulton Hogan Industries Pty Ltd pursuant to section 9.49A(4) of the Local Government Act 1995.	David Bentley		Contract being finalised. Expected to be executed prior to Council meeting.