

Shire of Esperance

ORDINARY COUNCIL

TUESDAY 28 JUNE 2022

MINUTES

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ETHICAL DECISION MAKING AND CONFLICTS OF INTEREST

Council is committed to a code of conduct and all decisions are based on an honest assessment of the issue, ethical decision-making and personal integrity. Councillors and staff adhere to the statutory requirements to declare financial, proximity and impartiality interests and once declared follow the legislation as required.

ATTACHMENTS

Please be advised that in order to save printing and paper costs, all attachments referenced in this paper are available in the original Agenda document for this meeting.

RECORDINGS

The Meeting will be video livestreamed. The recording will be made publicly available as soon as practical following the meeting.

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SHIRE OF ESPERANCE

MINUTES

ORDINARY COUNCIL MEETING HELD IN COUNCIL CHAMBERS ON 28 June 2022. COMMENCING AT 4PM

1. OFFICIAL OPENING

The Shire President declared the meeting open at 4:06pm and did an acknowledgement to country.

The Shire of Esperance acknowledges the Kepa Kurl Wudjari people of the Nyungar nation and Ngadju people who are the Traditional Custodians of this land and their continuing connection to land, waters and community. We pay our respects to Elders past, present and emerging and we extend that respect to other Aboriginal Australians today.

The President welcomed Councillors, staff, guests and members of the public to the meeting.

2. ATTENDANCE

Members

Cr I Mickel, AM JP	President	Rural Ward
Cr R Chambers	Deputy President	Town Ward
Cr J O'Donnell		Town Ward
Cr S McMullen		Town Ward
Cr J Obourne		Town Ward
Cr L de Haas		Town Ward
Cr W Graham		Rural Ward
Cr R Horan		Town Ward
Cr S Flanagan		Town Ward

Shire Officers

Mr S Burge	Chief Executive Officer
Mr M Walker	Director Asset Management
Mrs F Baxter	Director Corporate & Community Services
Mr R Hindley	Manager Strategic Planning & Land Projects
Miss E Hegney	Executive Assistant
Miss A Palmer	Trainee Administration Assistant – Executive Services
Miss E Godwin	Trainee Administration Officer

Members of the Public & Press

Miss E Smith	Media	ABC
Miss Y Li	Media	Esperance Weekender
Dr K Nieukerke	Observing	
Mr L Trotman	Observing	

3. APOLOGIES & NOTIFICATION OF GRANTED LEAVE OF ABSENCE

Mrs H Phillips	Director External Services
Cr J O'Donnell	Town Ward

4. APPLICATIONS FOR LEAVE OF ABSENCE

MOTION

Moved: Cr Obourne
Seconded: Cr Chambers

O0622-135

That Council accept the following leave of absence:

Cr Mickel 1 July 2022 to 10 July 2022

**CARRIED
F8 - A0**

5. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

Nil

6. DECLARATION OF MEMBERS INTERESTS

6.1 Declarations of Financial Interests – Local Government Act Section 5.60a

Cr Chambers declared a financial interest in item 12.4.6 as he is currently enrolled in the Diploma of Local Government.

Cr de Haas declared a financial interest in item 12.4.6 as she has a current application in progress to be enrolled in the Diploma of Local Government.

6.2 Declarations of Proximity Interests – Local Government Act Section 5.60b

Nil

6.3 Declarations of Impartiality Interests – Admin Regulations Section 34c

Cr de Haas declared an impartiality interest in item 12.4.4 as two family members are part of the Esperance Miniature Railway Society.

7. PUBLIC QUESTION TIME

Nil questions.

8. PUBLIC ADDRESSES / DEPUTATIONS

Renae Poot – WA Tourism: Top Tourism Town Awards

Renae addressed the meeting in order to provide a presentation about the 2022 WA Tourism: Top Tourism Town Awards in Perth. Renee attended the awards and received the Bronze medal for Esperance. She spoke about the importance of appropriate advances in tourism for our town, sighting some previous achievements as well as some possible outcomes in the future. She praised the Shire and the Councillors for their involvement and decisions.

Cr Mickel responded by thanking Renae for her kind words and for attending the awards, allowing her to accept this award for Esperance in person. He also thanked her for her own evident passion in the tourism sector within our local community, and for raising the profile of the agricultural tourism in Esperance.

9. PETITIONS

A petition was tabled: 'Petition against use of 1080 baits in Monjingup special rural zone' received from Dr Stephaney Hewlett via email on the 23rd of June 2022. The petition asks for no more 1080 baiting in Monjingup (zoned special rural) in accordance with DPIRD 1080 Landowner Information section 4.2.5 and Health Department Code of Practice 1080 section 8. 7.

PETITION

Moved: Cr Obourne
Seconded: Cr McMullen

O0622-136

That Council:

- 1. Receive the petition titled 'Petition against use of 1080 baits in Monjingup special rural zone', that was tabled via email on the 23rd June 2022; and**
- 2. Request the CEO to prepare a report for Council consideration at or before the August Ordinary Council Meeting.**

**CARRIED
F8 - A0**

10. CONFIRMATION OF MINUTES

Moved: Cr de Haas
Seconded: Cr Flanagan

O0622-137

That the Minutes of the Ordinary Council Meeting of the 24 May 2022 be confirmed as a true and correct record.

**CARRIED
F8 - A0**

11. DELEGATES' REPORTS WITHOUT DISCUSSION

Cr Obourne

- 31 May Attended Wongutha CAPS tour with Dave Kelly Minister for Water
- 31 May Attended Community Round Table with Dave Kelly Minister for Water and Shelley Payne MLC
- 2 June Attended WALGA Training – CEO Performance Review
- 7 June Attended the Immigration Consultant meeting
- 9 June Attended Councillor meeting with the Minister for Fisheries, Seniors and Small Business (Minister Punch)
- 9 June Attended Stakeholder Meeting with Minister Punch and Ocean Support Safety Group

Cr Flanagan

- 31 May Attended Grass Patch and Wongutha CAPS tour with Dave Kelly Minister for Water
- 31 May Attended Community Round Table with Dave Kelly Minister for Water and Shelley Payne MLC
- 7 June Chaired the Reconciliation Action Plan Working Group meeting
- 9 June Attended Councillor meeting with the Minister for Fisheries, Seniors and Small Business (Minister Punch)
- 9 June Attended Stakeholder Meeting with Minister Punch and Ocean Support Safety Group
- 10 June Attended the Hydrogen Forum facilitated by the Minister for Regional Development
- 21 June Attended Shire Update and new Council Plan with Rick Wilson

Cr O'Donnell

- 25 May Attended Cemetery Working Action Group Meeting
- 3 June Attended TOAST Workshop
- 6 June Attended Taste Of the World event at the CWA Hall
- 9 June Attended Councillor meeting with the Minister for Fisheries, Seniors and Small Business (Minister Punch)
- 9 June Attended Stakeholder Meeting with Minister Punch and Ocean Support Safety Group
- 9 June Attended ECCI Business After Hours hosted by Bio Diverse Solutions and Lesa Blackman Coaching
- 21 June Attended Shire Update and new Council Plan with Rick Wilson

Cr Graham

- 31 May Attended Grass Patch and Wongutha CAPS tour with Dave Kelly Minister for Water
- 31 May Attended Community Round Table with Dave Kelly Minister for Water and Shelley Payne MLC
- 9 June Attended Councillor meeting with the Minister for Fisheries, Seniors and Small Business (Minister Punch)
- 9 June Attended Stakeholder Meeting with Minister Punch and Ocean Support Safety Group
- 21 June Shire Update with Rick Wilson

Cr de Haas

- 26 May Attended ECCI Business After Hours hosted by Just One More Stitch
- 26 May Attended Shelley Payne MLC Opening of Office
- 31 May Attended Grass Patch and Wongutha CAPS tour with Dave Kelly Minister for Water
- 31 May Attended Community Round Table with Dave Kelly Minister for Water and Shelley Payne MLC
- 1 June Attended ECCI Meeting
- 2 June Attended WALGA Training – CEO Appraisal (via zoom)
- 3 June Attended TOAST Workshop
- 14 June Attended Harbour Road Future Planning Workshop
- 14 June Attended DBCA/DPIRD/ETNTAC Planning Workshop
- 14 June Attended Blue Water Lodge Site Visit
- 15 June Attended ECCI Meeting
- 17 June Attended FFI Information Session at Cascade
- 21 June Shire Update with Rick Wilson
- 22 June Attended Tourism Sundowner RAC
- 24 June Attended ECCI Business Brekkie Bites – FFI Information Session

Cr Horan

- 26 May Attended ECCI Business After Hours hosted by Just One More Stitch
- 26 May Attended official opening of Hon Shelley Payne MLC Electorate Office
- 10 June Attended the Hydrogen Forum facilitated by the Minister for Regional Development
- 13 June Chaired Roadwise Committee
- 13 June Invited to Ratepayers Meeting
- 14 June Attended Blue Water Lodge Site Visit
- 21 June Shire Update with Rick Wilson
- 22 June Attended Tourism Sundowner RAC

Cr McMullen

- 26 May Attended ECCI Business After Hours hosted by Just One More Stitch
- 26 May Attended official opening of Hon Shelley Payne MLC Electorate Office
- 10 June Attended the Hydrogen Forum facilitated by the Minister for Regional Development

Cr Chambers

- 26 May Attended ECCI Business After Hours hosted by Just One More Stitch
- 26 May Attended official opening of Hon Shelley Payne MLC Electorate Office
- 27 May Attended the Opening of Esperance Power Station & Shark Lake Renewables Hub by WA Premier Hon Mark McGowan
- 30 May Met with representatives of Meeka Gold
- 9 June Attended Councillor meeting with the Minister for Fisheries, Seniors and Small Business (Minister Punch)
- 10 June Completed WALGA Training – Strategic Decision Making

Cr Mickel

- 26 May Attended ECCI Business After Hours hosted by Just One More Stitch
- 26 May Attended official opening of Hon Shelley Payne MLC Electorate Office
- 27 May Met with Hon Mark McGowan, WA Premier
- 27 May Attended the Opening of Esperance Power Station & Shark Lake Renewables Hub by WA Premier Hon Mark McGowan
- 30 May Met with representatives of Meeka Gold
- 31 May Attended Grass Patch and Wongutha CAPS tour with Dave Kelly Minister for Water
- 31 May Attended Community Round Table with Dave Kelly Minister for Water and Shelley Payne MLC
- 3 June Attended TOAST workshop.
- 7 June Attended the Reconciliation Action Plan working group.
- 7 June Attended the BFAC AGM as an Observer.
- 9 June Attended Councillor meeting with the Minister for Fisheries, Seniors and Small Business (Minister Punch)
- 9 June Attended Stakeholder Meeting with Minister Punch and Ocean Support Safety Group
- 9 June Visited the Esperance Southern TAFE Campus
- 10 June Attended the Hydrogen Forum facilitated by the Minister for Regional Development
- 11 June Attended the Ports Football Club for the Switch on of the new Oval Lighting
- 16 June Attended the meeting of RCAWA on Zoom
- 22 June Attended the Tourism Sundowner function at the RAC Caravan Park
- 25 June Attended the Esperance Lions Club Changeover dinner
- 27 June Attended the Rotary Club of Esperance Changeover dinner

12. MATTERS REQUIRING A DETERMINATION OF COUNCIL

12.1 EXTERNAL SERVICES

Item: 12.1.1

Development Application - Industrial Shed - Lot 201 (2) Beech Street, Castletown

Author/s	Peter Wilks	Senior Planning Officer
Authorisator/s	Richard Hindley	Manager Strategic Planning & Land Projects

File Ref: D22/14801

Applicant

Wells Building Designers and Consultants on behalf of Drake Brockman Building and Construction Pty Ltd

Location/Address

Lot 201 (2) Beech Street, Castletown



Executive Summary

For Council to consider Development Application 10.2022.5000.1 for an Industrial Building at Lot 201 (2) Beech Street, Castletown.

Recommendation in Brief

That Council approve Development Application 10.2022.5000.1 for an Industrial Building at Lot 201 (2) Beech Street, Castletown subject to conditions.

Background

An application for development for an Industrial Building at Lot 201 (2) Beech Street, Castletown was received by Planning Services on 16 May 2022. The application was subsequently referred to Environmental Health and Asset Management Officers for comment.

The applicant approached the only affected adjoining landowner at Lot 202 (8) Beech Street, and obtained a written non-objection to the proposal.

An assessment of the proposal indicates a significant proposed reduction in the secondary street setback to Beech Street from a 10m requirement to 0.15m. Further, no additional car parking is proposed for the site despite an Industrial Building of between 500m² and 600m² having an automatic requirement for six (6) additional car parking spaces.

The application is referred to Council for determination given the proposed variations are non-compliant with the provisions of Local Planning Scheme No. 24.

Officer's Comment

The two variations proposed to the provisions of Local Planning Scheme No. 24.

The first variation is to the secondary street setback. Under normal circumstances a 10m secondary street setback (half of the 20m primary street setback) is required. In this instance the applicant proposes the Industrial Building at a distance of 0.15m (150mm) from the boundary with Beech Street.

Part of the reasoning is a need for heavy vehicle access to a large site area for delivery and collection of building materials. The majority of the site is limited in terms of construction by the requirement to provide heavy vehicle access and associated space for loading and unloading. Accordingly, the building is proposed where an existing outdoor open stockpile is located. The materials previously in the outdoor stockpile (and other equipment) will be moved into the building once completed.

This placement will cause a degree of impact due to proximity to the street and building bulk. However, it may also provide a degree of benefit by acting as a dust and noise buffer between the industrial area and nearby residential properties. Further benefits will be increasing visual amenity through the relocation of materials currently stored in the open and acting as a screen to the rest of the site.

It should be noted that there are a number of developments within the industrial area that have had variations to setbacks approved under Local Planning Scheme No. 24.

The second proposed variation is to car parking provision. A 516m² Industrial Building normally requires six (6) car parking bays (one (1) per 100m² of gross floor area) with the applicant not indicating any additional car parking. As the proposed building is for storage associated with the existing construction business, it is unlikely to result in an increase in people on the property. Thus, the reduction in car parking is justified.

While there are proposed relaxations for the proximity of the building to the boundary and the provision of car parking on the property, it is acknowledged that the building is unlikely to cause a significant issue to the locality and may provide a degree of benefit.

Option 1: (Recommended)

That Council approve Development Application 10.2022.5000.1 for an Industrial Building at Lot 201 (2) Beech Street, Castletown subject to conditions.

Option 2:

That Council refuse Development Application 10.2022.5000.1 for an Industrial Building at Lot 201 (2) Beech Street, Castletown on the basis the application is not consistent with the provisions of Local Planning Scheme No. 24.

Consultation

A non-objection from the adjoining landowner at Lot 202 (8) Beech Street, Castletown was obtained by the applicant. No other referrals were deemed necessary.

Financial Implications

Application fees totalling \$448.00 were received as part of this application.

Asset Management Implications

A condition has been included at the request of Asset Management Officers to address the matters relating to stormwater retention and onsite storage capacity.

Statutory Implications

Local Planning Scheme No. 24

Pursuant to s.211(1) of the *Planning and Development Act 2005*, a person aggrieved by the failure of a local government to enforce or implement effectively the observance of a local planning scheme may make representation to the Minister. If the Minister considers it appropriate to do so, representation may be referred to the State Administrative Tribunal for its report and recommendation. Following subsequent actions and recommendation by the SAT the Minister may order the local government to do all things considered necessary for enforcing the observance of the Scheme or any provisions of the Scheme.

In this instance it is considered that the Scheme has been enforced effectively.

Policy Implications

Nil

Strategic Implications

Council Plan 2022 - 2032

Place

Outcome 7. Responsible planning and development

Environmental Considerations

Nil

Attachments

A. Plans

B. Applicant's Justification

RECOMMENDATION AND DECISION

12.1.1 Development Application - Industrial Shed - Lot 201 (2) Beech Street, Castletown

Moved: Cr McMullen

Seconded: Cr Flanagan

O0622-138

Council Resolution:

That Council approve Development Application 10.2022.5000.1 for an Industrial Building at Lot 201 (2) Beech Street, Castletown subject to the following conditions:

- 1. Development shall be carried out and fully implemented in accordance with the details indicated on the stamped approved plan(s) unless otherwise required or agreed in writing by the Shire of Esperance.**
- 2. During construction stage, adjoining lots are not to be disturbed without the prior written consent of the affected owner(s).**
- 3. The approved development shall not be used for human habitation.**
- 4. All car parking areas and access ways shall be maintained for their stated purpose at all times and shall not be used for display or general storage purposes.**
- 5. No parking or display of vehicles and/or equipment shall occur within the road verge area at any time.**
- 6. All delivery vehicles must be located entirely on the site during loading and unloading of goods associated with the use of the site.**
- 7. All stormwater and drainage run off is to be retained on-site to the satisfaction of the Shire of Esperance.**
- 8. PRIOR TO ANY APPLICATION FOR A BUILDING PERMIT BEING RECEIVED, Engineers calculations are to be provided to the Shire of Esperance demonstrating that all stormwater run-off from impervious areas of the site can be retained to the property based on a 1 in 100 year event for a 72 hour model. Please note that a full stormwater management plan may be required.**
- 9. The provision of all services, including augmentation of existing services, necessary as a consequence of any proposed development shall be at the cost of the developer and at no cost to the Shire of Esperance.**
- 10. Where petrol, benzine or other flammable or explosive substances or grease, oil or greasy/oil matter is likely to be discharged, a sealed wash down area and a petrol and plate oil separator must be installed and connected to an approved onsite effluent disposal system.**
- 11. The emission of noise, vibration, odour, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit, oil, chemicals and/or any other type if emission that may potentially impact on environmental and/or public health are to be mitigated within the boundaries of the premise and must not impact on public health and/or cause nuisance to users or occupants of adjoining premises.**
- 12. All fencing shall be in accordance with the Shire of Esperance Fencing Local Law.**

13. The works involved in the implementation of the development must not cause sand drift and/or dust nuisance. In the event that the Shire of Esperance is aware of, or is made aware of, the existence of a dust problem, measures such as installation of sprinklers, use of water tanks, mulching, or other land management systems as appropriate may be required to be installed or implemented.
14. The proposed operations, during and after construction, are required to comply with the Environmental Protection (Noise) Regulations 1997.

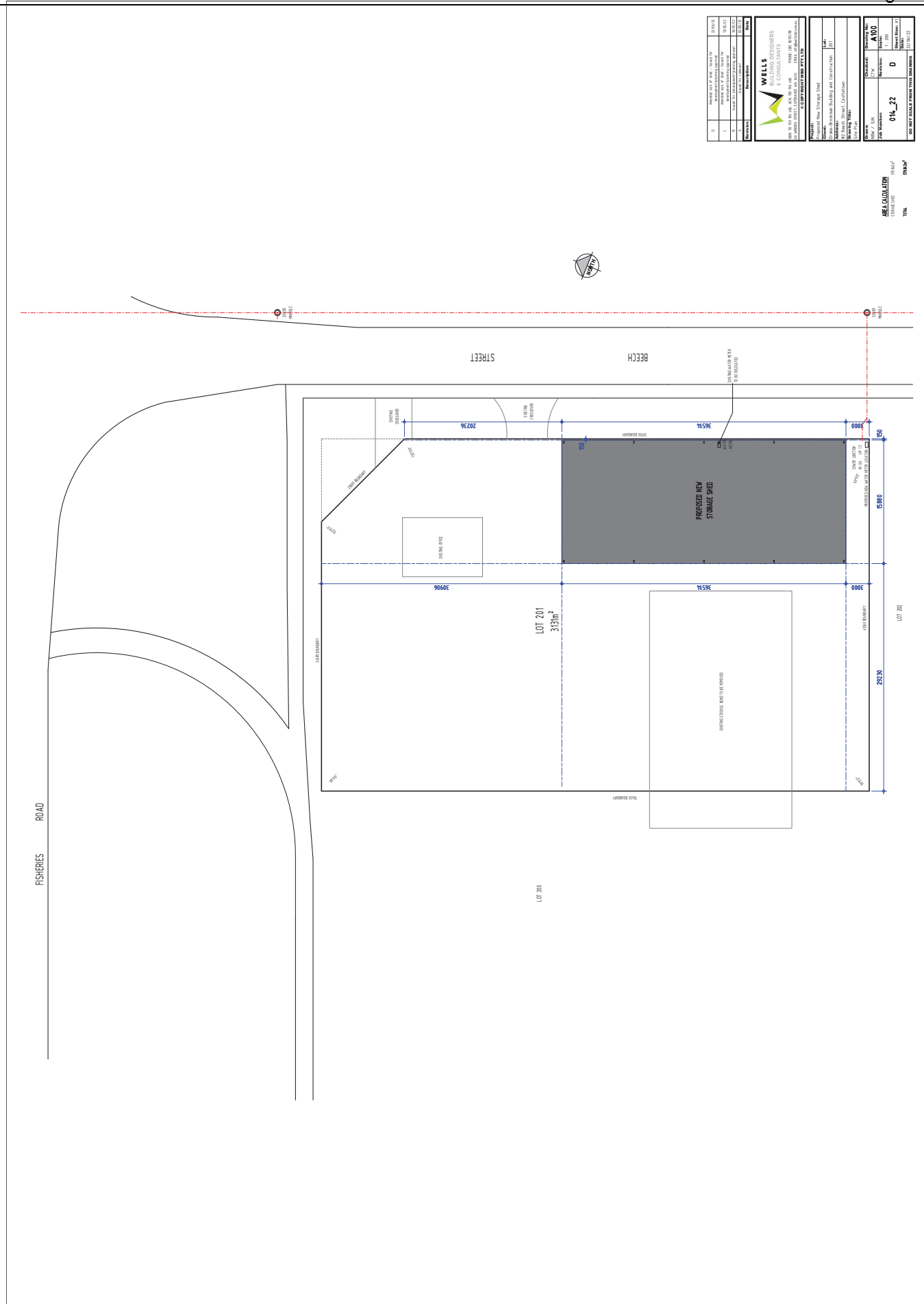
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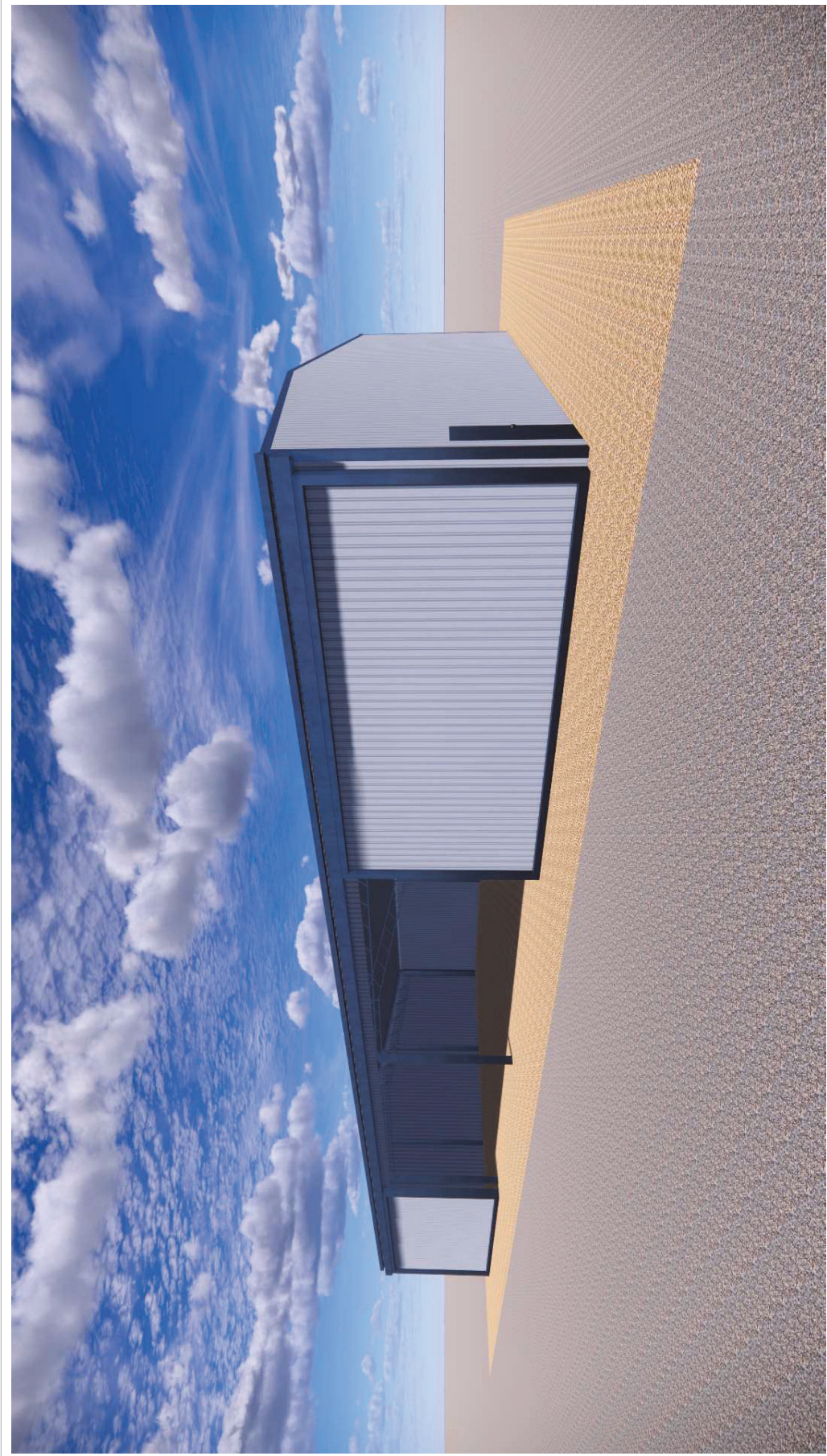
1. **THIS IS NOT A BUILDING PERMIT.** An application for a building permit is required to be submitted and approved by the Shire of Esperance prior to any works commencing on-site.
2. The development is to comply with the National Construction Code, *Building Act 2011*, *Building Regulations 2012* and the *Local Government Act 1995*.
3. It is the responsibility of the applicant to ensure that building setbacks correspond with the legal description of the land. This may necessitate re-surveying and re-pegging the site. The Shire of Esperance will take no responsibility for incorrectly located buildings.
4. It is the responsibility of the developer to search the title of the property to ascertain the presence of any easements and/or restrictive covenants that may apply.
5. The Department of Water and Environmental Regulation and Environment Regulation has prepared dust control guidelines for development sites, which outline the procedures for the preparation of dust management plans. Further information on the guidelines can be obtained from the Department of Water and Environmental Regulation and Environment Regulation's website www.dwer.wa.gov.au under air quality publications.
6. Horizon Power has requested the Shire to advise Applicants that Horizon Power has certain restrictions regarding the installation of conductive materials near its network assets. Applicants are advised to contact Horizon Power's Esperance office to ascertain whether any of Horizon Power's restrictions affect their proposed development.
7. The development the subject of this development approval must comply with the *Environmental Protection Act 1986* and the *Environmental Protection (Unauthorised Discharge) Regulations 2004* in relation to discharges into the environment.
8. The developer is to liaise with Shire of Esperance (Statutory Compliance) to determine any requirement for additional approvals for any signage proposed to be erected on site.
9. The approved development is required to comply with the following legislation (as amended from time to time):
 - *Health (Miscellaneous Provisions) Act 1911*
 - *Occupational Safety and Health Regulations 1996*
 - *Sewerage (Lighting, Ventilation & Construction) Regulations 1971*
10. The development the subject of this development approval is required to comply with the Shire Esperance Health Local Laws 2009.

11. **Water Quality Protection Note No. 28: Mechanical servicing and workshops (September 2013) should be referred to in relation to construction, operation and management of workshops where mechanical servicing is undertaken.**
12. **Shire of Esperance strongly encourages that vehicle parking, manoeuvring and circulation areas for industrial properties be suitably constructed, sealed (asphalt, concrete or brickpavers), drained, kerbed, marked (including disabled bays) and thereafter maintained.**

**CARRIED
F8 - A0**

Miss Li entered the Chambers at 4:27pm.





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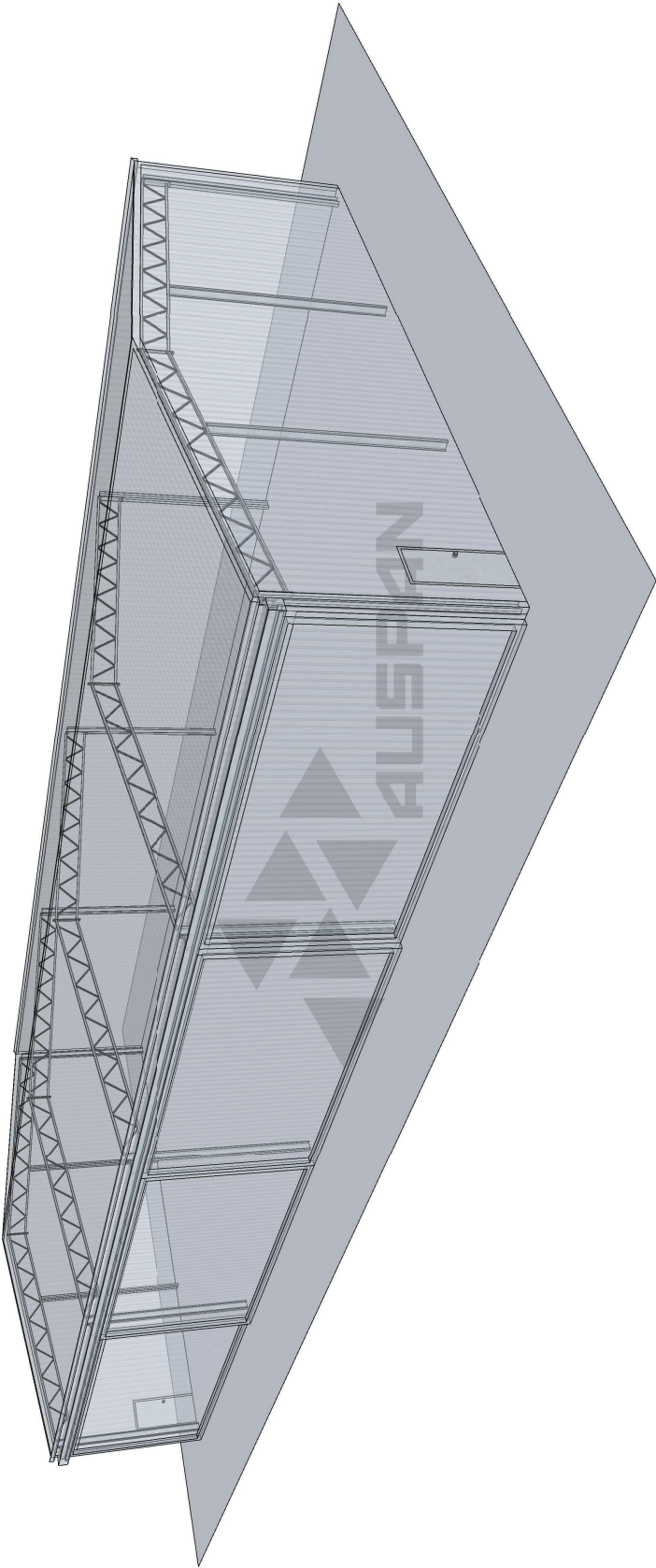
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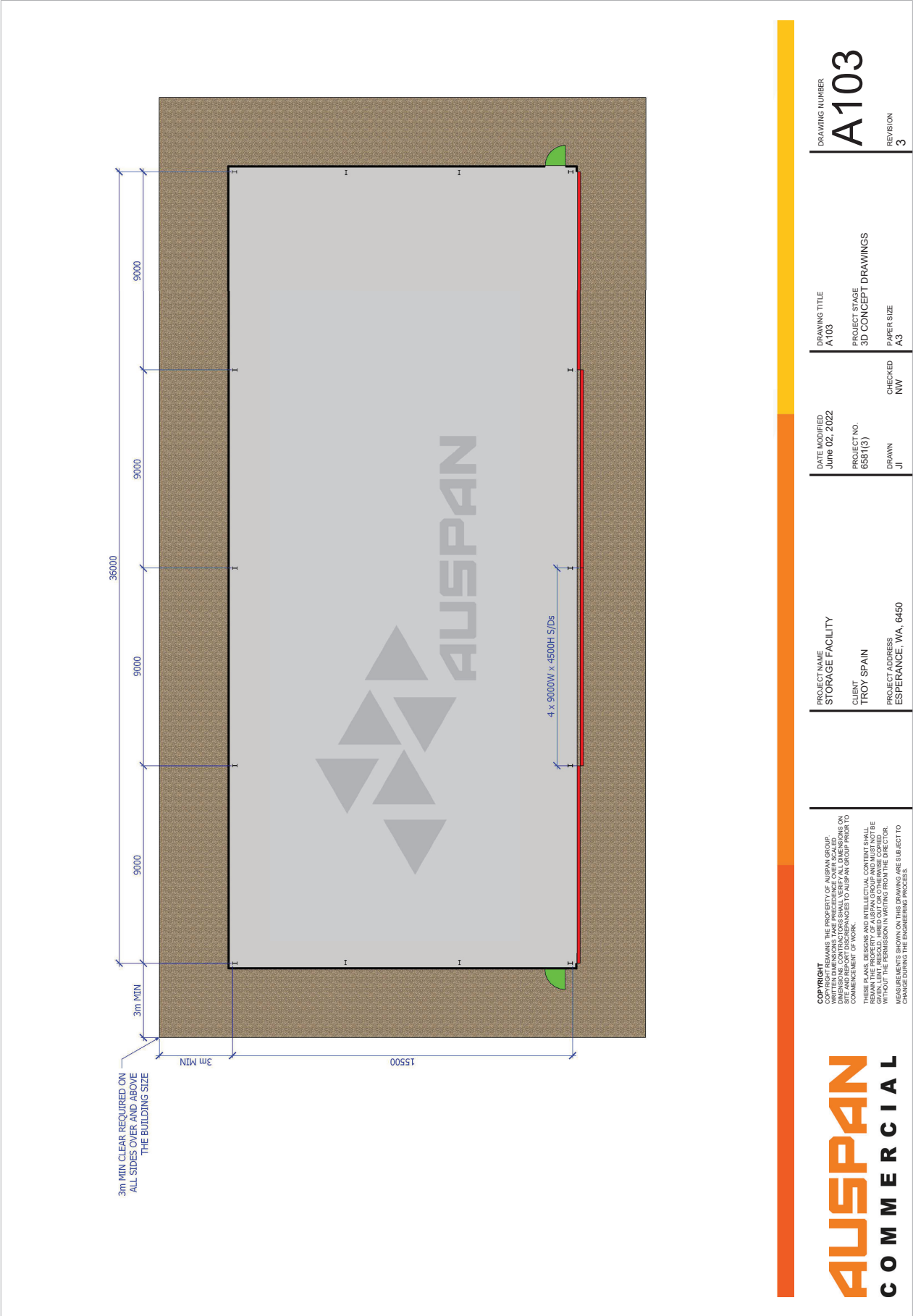
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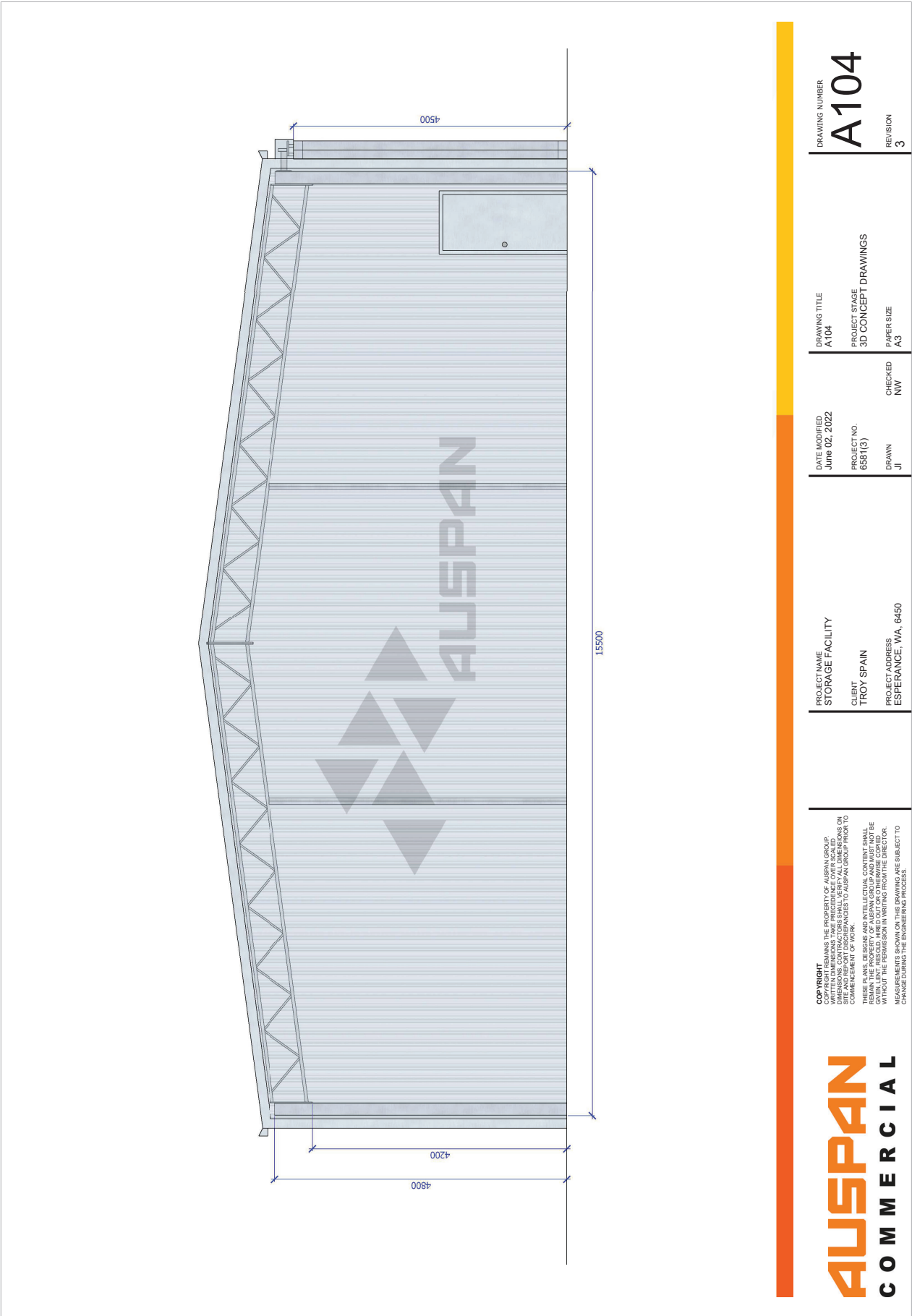
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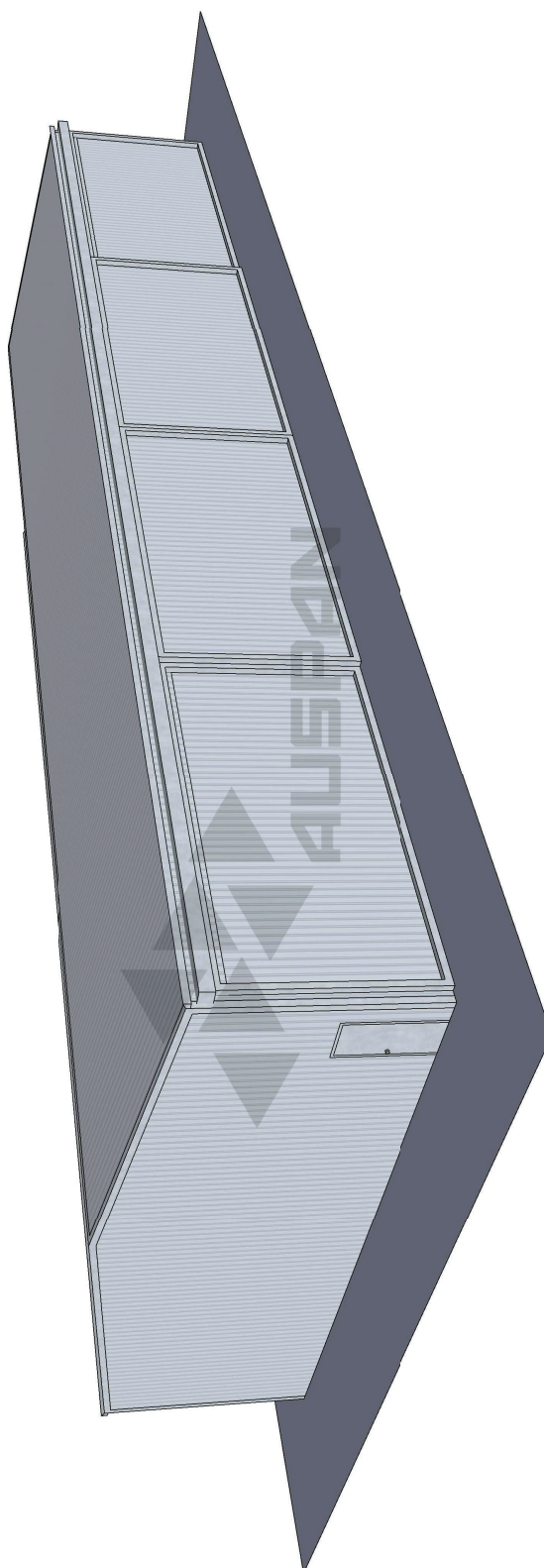
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ESPERANZA WA, 6450

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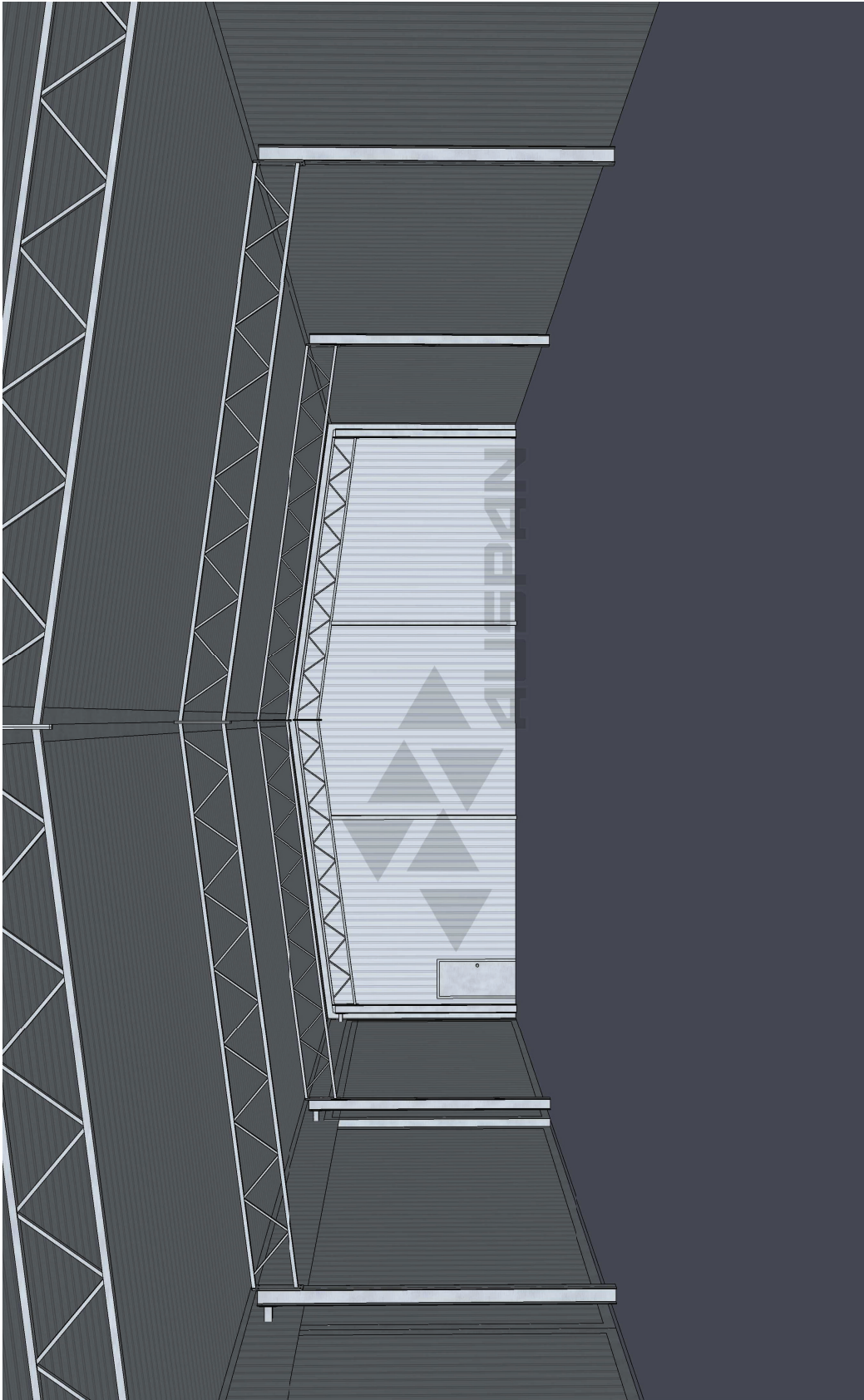
JL



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PROJECT NAME	DRAWING TITLE	DRAWING NUMBER
STORAGE FACILITY	A201	A201
DATE MODIFIED	PROJECT STAGE	REVISION
June 02, 2022	3D CONCEPT DRAWINGS	3
PROJECT NO.	PAPER SIZE	
6581(3)	A3	
CLIENT	CHECKED	
TROY SPAIN	NW	
PROJECT ADDRESS	DRAWN	
ESPERANCE, WA. 6450	JL	



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PROJECT NAME
STORAGE FACILITY
CLIENT
TROY SPAIN
PROJECT ADDRESS
ESPERANCE WA, 6450

DATE MODIFIED
June 02, 2022
PROJECT NO.
6581(3)
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CHECKED
NW

DRAWING TITLE
A301
PROJECT STAGE
3D CONCEPT DRAWINGS
PAPER SIZE
A3

DRAWING NUMBER
A301
REVISION
3



Planning Scheme variation justification letter for the development application of the proposed class 7b Storage Shed at Lot 201 (#2) Beech Street, Castletown.

26th May 2022

Dear Planning Officer,

This letter is to form part of the development application for the proposed storage shed at on Lot 201 (#2) Beech Street, Castletown.

Our client has chosen to develop the property by way of a approx. 500m² storage shed to compliment the existing office block. The property is used to run a building company and the storage shed will be used to store building materials.

Our justification for the variation to the front setback is as follows:

- The owner has plans to further develop the site in the future by adding storage sheds to the Western boundary. To allow enough space for vehicle manoeuvring between this current proposed development and the future developments both sheds will be required to be built as close as possible to the East & West boundaries.
- To the East of Beech Street a 50m vegetation buffer separates the General Industry Zoning with Residential Zoning. Therefore we believe that having a reduced setback to Beech Street will not have any detrimental effects to the amenity of the Street.
- The neighbouring property owner is in support of the reduced setback

Our justification for the variation to the not adding additional car parking is as follows:

- The amount of employees and therefore the amount of car parking bays required by the Business operating from the premises will not change with the addition of the new storage shed.

As such we are requesting that the Shire of Esperance accept this planning application with the above verifications in mind.

Should you have any comments / concerns regarding the proposed development or the plans provided please don't hesitate to contact me.

Regards

A handwritten signature in dark ink, appearing to read 'Nick Wells', written over a light blue horizontal line.

Nick Wells

Director

Wells Building Designers and Consultants

60 Windich Street ESPERANCE WA 6450

P: (08) 90715178

M: 0423900342

Item: 12.1.2

Development Application - Single House and Ancillary Dwelling - Lot 21 (4) Frank Freeman Drive Bandy Creek

Author/s	Richard Hindley	Manager Strategic Planning & Land Projects
Authoriser/s	Holly Phillips	Director External Services

File Ref: D22/15425

Applicant

Cartman Designs on behalf of Kimberley Clothier and Robert Payton

Location/Address

Lot 21 (4) Frank Freeman Drive, Bandy Creek



Executive Summary

For Council to consider Development Application 10.2022.5001 for a Dwelling – Single House at Lot 21 (4) Frank Freeman Drive, Bandy Creek.

Recommendation in Brief

That Council approve Development Application 10.2022. 5001 for a Dwelling – Single House at Lot 21 (4) Frank Freeman Drive, Bandy Creek subject to conditions.

Background

An application for development approval for a Dwelling – Single House at Lot 21 (4) Frank Freeman Drive, Bandy Creek was received by Planning Services on 16 May 2022.

Lot 21 (4) Frank Freeman Drive, Bandy Creek is zoned 'Rural Residential RR7' and has an area of 8004m².

The proposed Single House varies the secondary street setback requirement, proposing a 6m setback whereas the Scheme provides for a 10m setback.

Schedule 6 of Local Planning Scheme 24 (the Scheme) stipulates the 10m setback is created under Schedule 1 (which is created under Clause 32) and as such can be varied under Clause 34 which states:

34. Variations to site and development requirements

- (1) In this clause —
additional site and development requirements means requirements set out in clauses 32 and 33.
- (2) Except for development in respect of which the R-Codes apply, the local government may approve an application for a development approval that does not comply with an additional site and development requirements.
- (3) An approval under subclause (2) may be unconditional or subject to any conditions the local government considers appropriate.
- (4) If the local government is of the opinion that the non-compliance with an additional site and development requirement will mean that the development is likely to adversely affect any owners or occupiers in the general locality or in an area adjoining the site of the development the local government must —
 - (a) consult the affected owners or occupiers by following one or more of the provisions for advertising applications for development approval under clause 64 of the deemed provisions; and
 - (b) have regard to any expressed views prior to making its determination to grant development approval under this clause.
- (5) The local government may only approve an application for development approval under this clause if the local government is satisfied that —
 - (a) approval of the proposed development would be appropriate having regard to the matters that the local government is to have regard to in considering an application for development approval as set out in clause 67 of the deemed provisions; and
 - (b) the non-compliance with the additional site and development requirement will not have a significant adverse effect on the occupiers or users of the development, the inhabitants of the locality or the likely future development of the locality.

In utilising this clause to vary a development standard, affected owners or occupiers must be consulted with and the local government is to have regard to any expressed views before granting development approval.

Officer's Comment

The proposed Single House varies the secondary street setback, proposing a 6m setback whereas the Scheme provides for a 10m secondary street setback. There is also an approved caretaker dwelling on the site that will be changed to Ancillary Accommodation as part of this application.

The applicant (Cartman Designs) provided a justification for the proposed setback as follows:

"We are requesting a reduced secondary Street setback of 6m to the garage. The property owners purchased this property with several outstanding non-compliant structures on it and some structures being in disrepair.

They have spent considerable time and money on bringing these buildings up to an acceptable standard and achieving compliance with all outstanding items with the Shire of Esperance, as well as fencing upgrades for the horse paddocks.

Initially, they wished to place the house in the southeast corner of the property within the 10m rear setback. However, when discussions were entered into with the adjoining neighbour, it was found that this would be unacceptable to them.

The proposed house location has been moved north to achieve a 10m setback to the closest point of the proposed lap pool, therefore making the rear setback compliant. We are requesting the 6m secondary Street setback to minimise the impact on the property's existing fencing, yards, and structures.

We do not believe that this reduced setback will negatively impact the adjoining or surrounding property owners, as there are several examples of reduced setbacks being approved within this area with no negative impact."

An assessment of setbacks by Planning Officers show that a range of setbacks, several under 10m, exist within Racecourse Estate. It is therefore recommended that the development is approved.

Consultation

The application was referred to the adjoining landowner for comment between 20 May 2022 and 10 June 2022 with an extensive objection being received, as follows:

Objection	Planning Comment
<i>As per the planning Scheme No 24 I would like to see this proposal keep in alignment with existing recommendations and those of prior existing Schemes - and in keeping with the proposed Bandy Creek strategy. So that authenticity continues in keeping with the overall aesthetics of the Racecourse estate.</i>	Noted – The Scheme provides a 20m front and 10m secondary street setback. The relaxation can be accommodated under Clause 34 of the Scheme. Several setbacks under 10m exist within Racecourse Estate.
<i>My specific objections include my personal fears of the impact on my property's value due to this new dwellings situation as it is so unlike all the other estates homes which are set back away from the road frontage and they are distanced from each other offering privacy to all the varying individuals.</i>	Contested – impact on property value is not a valid planning consideration.
<i>Safety issues due to the closeness of the garage driveway to Kent Place as the verge is used by horses/riders, bicycles as they use the thoroughfare through to Daw Drive. Until other bridle paths are set with access down to bandy creek beach. The proposed plans means that there will be two driveways into Kent place and one driveway access to Frank Freeman drive.</i>	Contested – the proposal was assessed by asset management officers who advised that there is not a validated road safety issue presented by the proposed development.
<i>I have concerns around there being two dwellings on the Frank Freeman Drive property - the existing outbuildings includes a one bedroom shed house which is already set within boundaries.</i>	Contested - The current caretakers dwelling was approved in 1995 and given its size will be reclassified as an Ancillary Dwelling. A single house can be accommodated on the site in addition to this.
<i>Historically, previously when two solo men lived in the properties (7 Kent Place/Frank Freeman property) and where they had a mutual agreement between themselves this was never an issue though over the years, as the properties have been inherited and the Frank Freeman Drive property being sold it now could be problematic with there being two dwellings on the property particularly if one is used for staff, short term stay, as well as the</i>	Contested – any future use of the site would be the subject of a new Development Application.

<i>proposed new home. Which also increases the traffic into Kent Place.</i>	
<i>As the proposed house is on the bend where the garage driveway is planned, it is close to the existing 7 Kent Place driveway and with the proposed height of fencing increases the possibility around road safety issues.</i>	Contested – the proposal was assessed by asset management officers who advised that there is not a valid road safety issue presented by the proposed development. It should also be noted that fencing is to a rural standard as stipulated by the Fencing Local Law which is visually permeable.
<i>The removal of trees offering privacy to 7 Kent Place on the Frank Freeman property to make way for the proposed dwelling.</i>	Noted – a number of trees would be removed to facilitate the development.
<i>Predominantly, my feelings are that everyone else in the Racecourse Estate has had adhered to planning considerations and that there are several options for the clients of the Frank Freeman Drive property to build without requiring amendments to current planning guidelines impacting on other residents within the estate and existing neighbours.</i>	Contested - All development is assessed under the prevailing planning framework that applies at the time of the application.
<i>Emotionally my response is if the owners want to live that close to the roadside then they ought to have bought a property in another subdivision where precedents of existing homes are already set.</i>	Noted – the local government is bound to consider an application on its merits and cannot consider an alternative proposal in lieu of the lodged application.
<i>Perhaps council would like to relook at the existing outbuildings and their adherence to existing planning scheme No 24 at the same time. This may then create additional opportunities for the placement of the proposed dwelling.</i>	Noted – all developments are assessed under the planning framework provided by the Scheme.

Financial Implications

Application fees totalling \$147.00 were received as part of this application.

Asset Management Implications

N/A

Statutory Implications

The statutory implications arising from this report are:

- *Planning and Development Act 2005;*
- *Planning Scheme No. 24; and*
- *Planning and Development (Local Planning Schemes) Regulations 2015.*

Policy Implications

N/A

Strategic Implications

Council Plan 2022 - 2032

Place

Outcome 7. Responsible planning and development.

Environmental Considerations

Nil

Attachments

- A [↓](#). Development Plans
- B [↓](#). Objection
- C [↓](#). Email - Further Objection
- D [↓](#). Image Attachment for Further Objection

RECOMMENDATION AND DECISION

12.1.2 Development Application - Single House and Ancillary Dwelling - Lot 21 (4) Frank Freeman Drive Bandy Creek

Moved: Cr McMullen

Seconded: Cr Flanagan

O0622-139

Council Resolution

That Council approve Development Application 10.2021.5001.1 for a Single House and Ancillary Dwelling at Lot 21 (4) Frank Freeman Drive, Bandy Creek, subject to the following conditions:

- 1. Development shall be carried out and fully implemented in accordance with the details indicated on the stamped approved plan(s) unless otherwise required or agreed in writing by the Shire of Esperance (Planning Services).**
- 2. The land and buildings the subject of this approval shall be used for the purposes of Single House only and for no other purpose unless otherwise approved in accordance with the provisions of Local Planning Scheme No. 24 (refer below definitions as extracted from the Residential Design Codes).**

Single House – A dwelling standing wholly on its own green title or survey strata lot, together with any easement over adjoining land for support of a wall or for access or services and excludes dwellings on titles with areas held in common property.

- 3. The established caretakers building is hereby approved as an Ancillary Dwelling only and for no other purpose unless otherwise approved in accordance with the provisions of Local Planning Scheme No. 24 (refer below definitions as extracted from the Residential Design Codes).**

Ancillary Dwelling – Self contained dwelling on the same lot as a single house which may be attached to, integrated with or detached from the single house

- 4. This approval to establish an Ancillary Dwelling on the subject land shall not be viewed as providing a basis for subdivision of the land (either strata subdivision or fee simple (green title)) to create a separate title for the ancillary dwelling.**
- 5. During construction stage, adjoining lots are not to be disturbed without the prior written consent of the affected owner(s).**
- 6. A minimum of two (2) car parking bays are to be provided on-site in accordance with the requirements of Australian Standard AS2890.1:2004 Parking Facilities – Off-street Car Parking.**
- 7. The driveway/accessway shall be constructed and maintained to an all-weather standard (e.g. gravel, crushed rock) to facilitate access to the development by 2 wheel drive vehicles.**
- 8. All stormwater and drainage run off from all roofed and impervious areas is to be retained on-site to the satisfaction of the Shire of Esperance (Building Services).**
- 9. The provision of all services, including augmentation of existing services, necessary as a consequence of any proposed development shall be at the cost of the developer and at no cost to the Shire of Esperance.**
- 10. The approved development must be connected to a reticulated water supply provided by a licensed water provider.**
- 11. PRIOR TO THE APPLICATION FOR A BUILDING PERMIT, the applicant shall submit to the Shire of Esperance a plan showing the exact location of any bores and/or wells on the site and that any bore or bores used to provide water for potable purposes are, or can be**

installed not closer than 30 metres to any effluent disposal system to the satisfaction of the Shire of Esperance.

12. **PRIOR TO ANY APPLICATION FOR A BUILDING PERMIT BEING RECEIVED**, an application to construct or install an apparatus for the treatment of sewage and the disposal of effluent and liquid wastes must be submitted for the approval of the Shire of Esperance, in accordance with the *Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974*.
13. The development hereby approved must not create community safety concerns, or otherwise adversely affect the amenity of the subject locality by reason of (or the appearance or emission of) smoke, fumes, noise, vibration, odour, vapour, dust, waste water, waste products or other pollutants.
14. The works involved in the implementation of the development must not cause sand drift and/or dust nuisance. In the event that the Shire of Esperance is aware of, or is made aware of, the existence of a dust problem, measures such as installation of sprinklers, use of water tanks, mulching, or other land management systems as appropriate may be required to be installed or implemented to prevent or control dust nuisance, and such measures shall be installed or implemented within the time and manner directed by the Shire of Esperance.
15. All fencing shall be in accordance with the Shire of Esperance Local Law Relating to Fencing.
16. A Section 70A Notification under the Transfer of Land Act 1893 (as amended) must be registered against the Certificate of Title to the land the subject of the proposed development advising the owners and successors in title that:

The subject land occasionally experiences considerable problems with nuisance and disease carrying mosquitoes. These mosquitoes are known carriers of Ross River (RRV) and Barmah Forest (BFV) viruses. Human cases of RRV and BFV diseases occur in some years in this general locality.

The Section 70A Notification is to be registered on the Certificate of Title prior to the commencement of use with all costs associated with preparing and lodging the Section 70A Notification on the Certificate of Title at the applicant's/owner's expense.

AND the following advice notes:

1. **THIS IS NOT A BUILDING APPROVAL CERTIFICATE.** An application for a building approval certificate is required to be submitted and approved by the Shire of Esperance (Building Services) prior to any works commencing on-site.
2. The development is to comply with the *Building Code of Australia, Building Act 2011, Building Regulations 2012* and the *Local Government Act 1995*.
3. It is the responsibility of the applicant to ensure that building setbacks correspond with the legal description of the land. This may necessitate re-surveying and re-pegging the site. The Shire of Esperance will take no responsibility for incorrectly located buildings.
4. It is the responsibility of the developer to search the title of the property to ascertain the presence of any easements and/or restrictive covenants that may apply.
5. Horizon Power has requested the Shire to advise Applicants that Horizon Power has certain restrictions regarding the installation of conductive materials near its network assets. Applicants are advised to contact Horizon Power's Esperance office to ascertain whether any of Horizon Power's restrictions affect their proposed development.
6. The Department of Water and Environmental Regulation and Environment Regulation has prepared dust control guidelines for development sites, which outline the procedures for

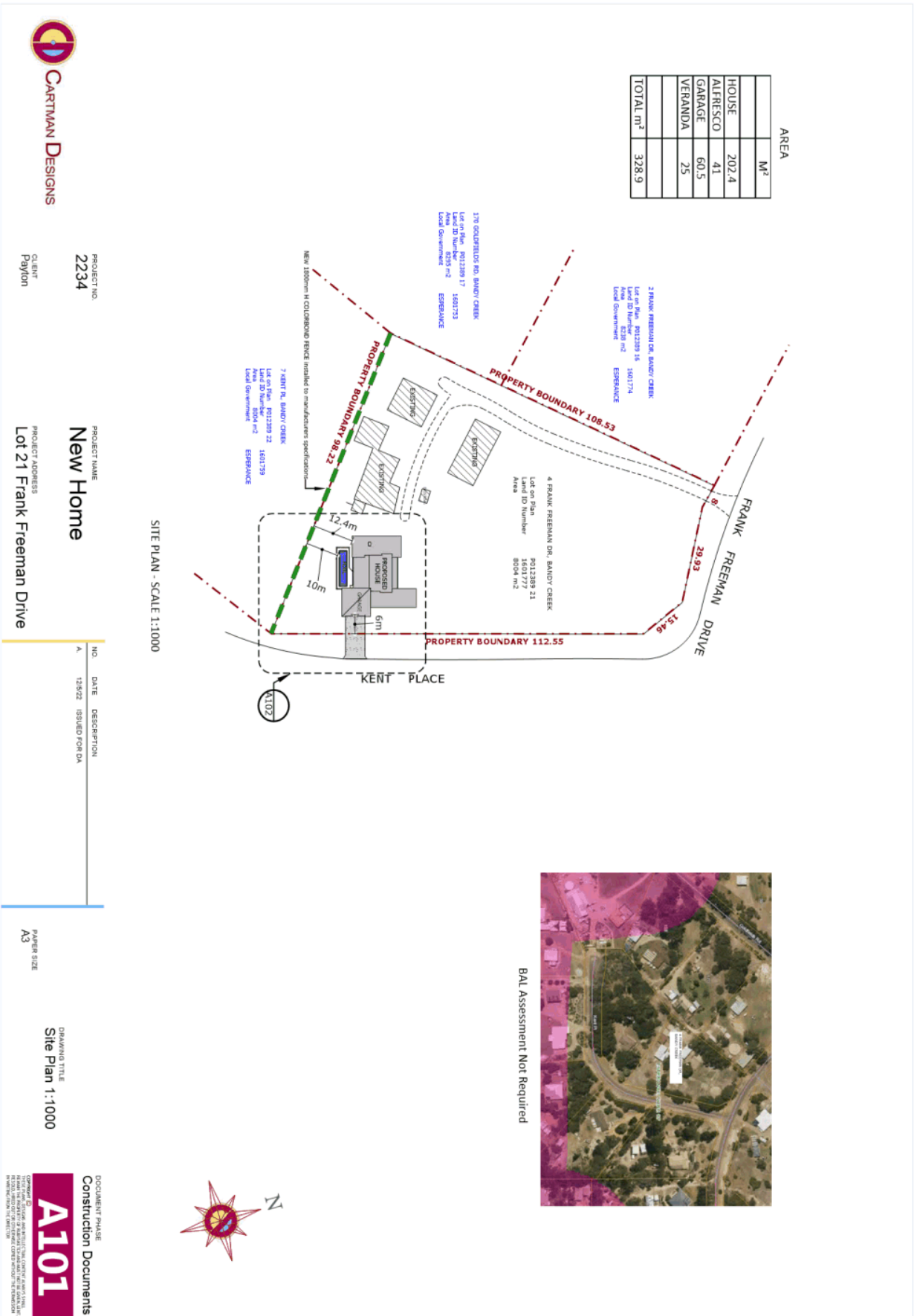
the preparation of dust management plans. Further information on the guidelines can be obtained from the Department of Water and Environmental Regulation and Environmental Regulation's website www.dwer.wa.gov.au under air quality publications.

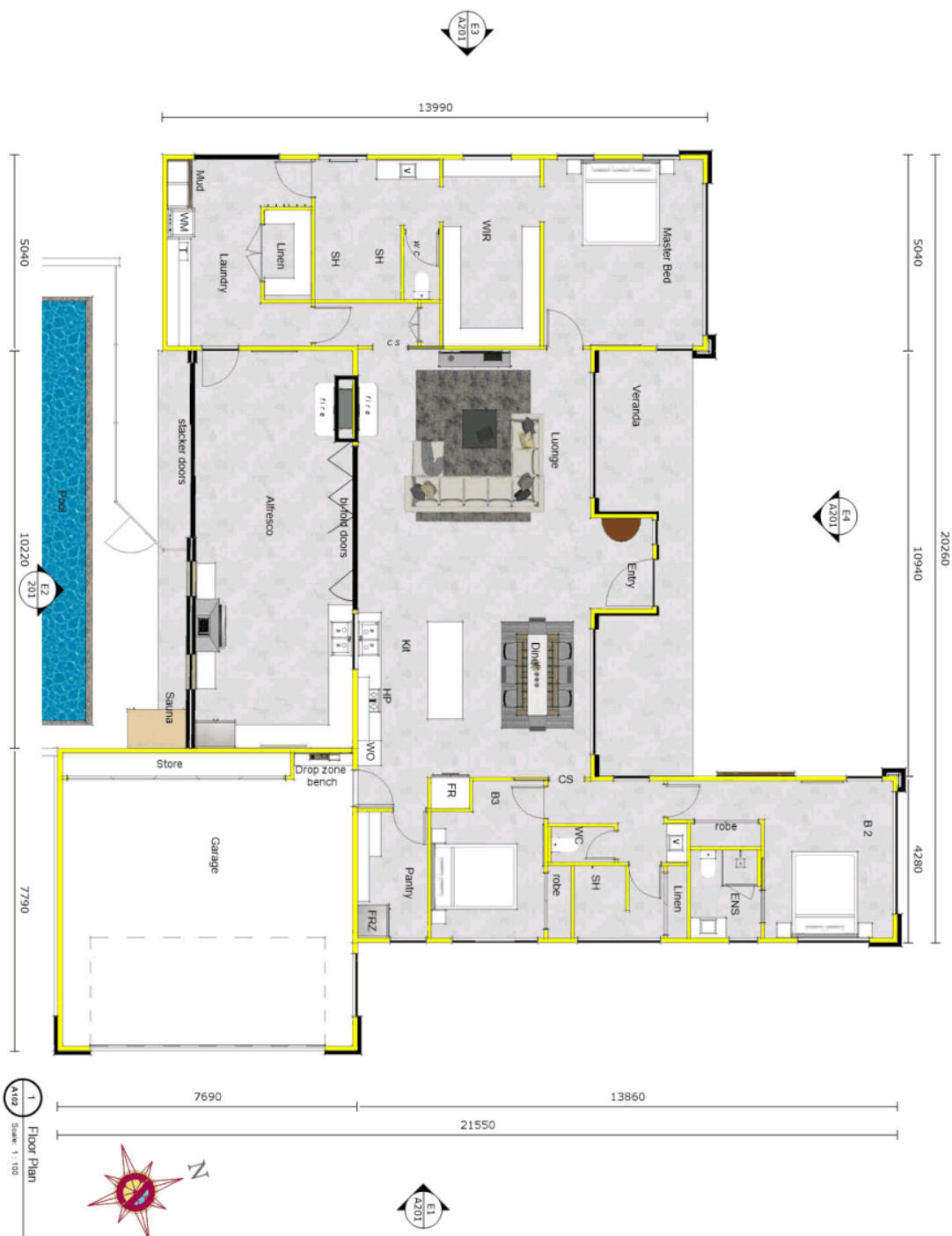
7. Any Applications for the on-site treatment of effluent must be submitted to Shire of Esperance demonstrating that a system of suitable capacity can be accommodated within the site and that adequate land area will be set aside for the system, and shall include the following information:

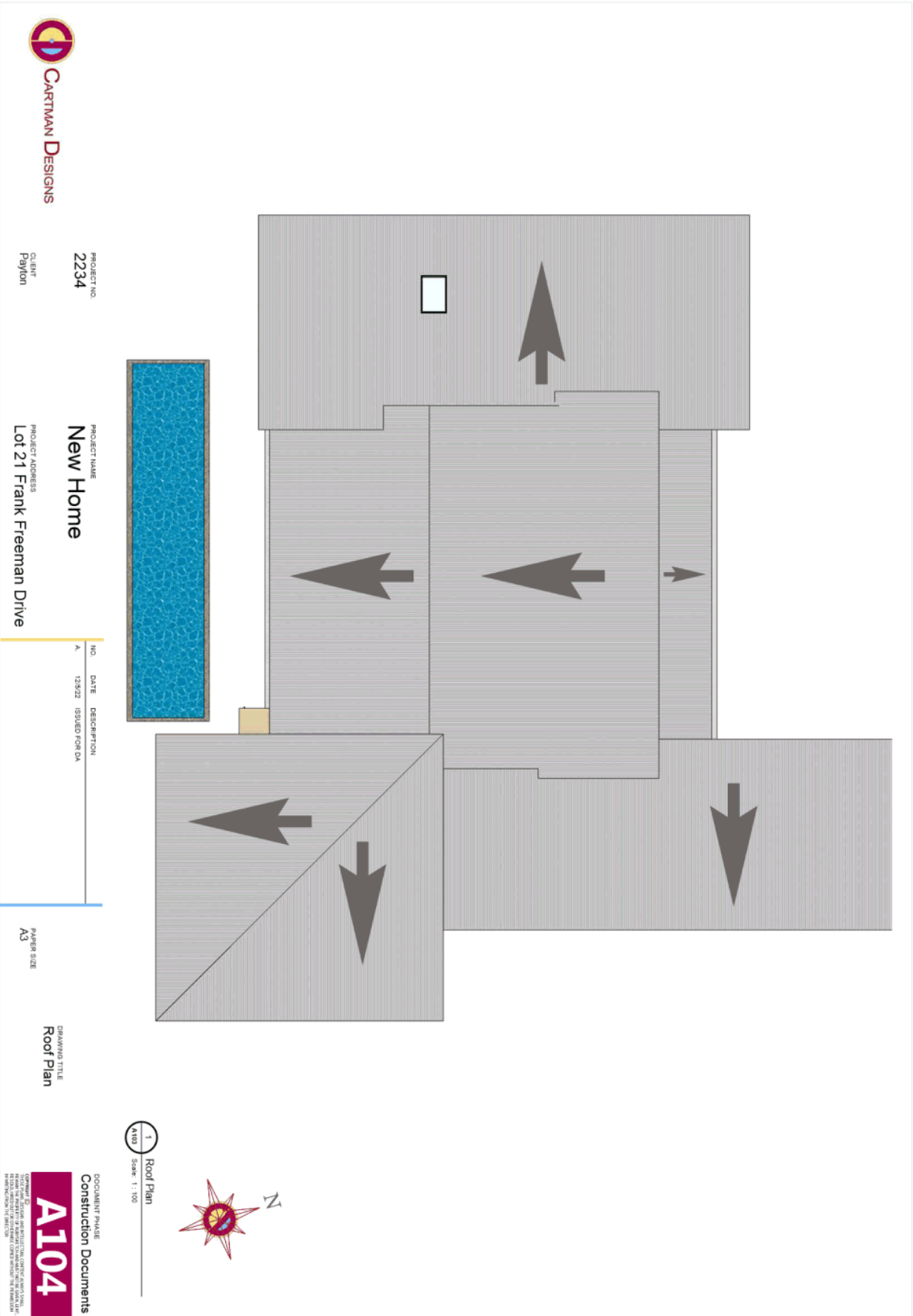
Two (2) copies of a modified site plan drawn to a 1:100 scale are requested within 21 days from the date of this correspondence detailing the following information:

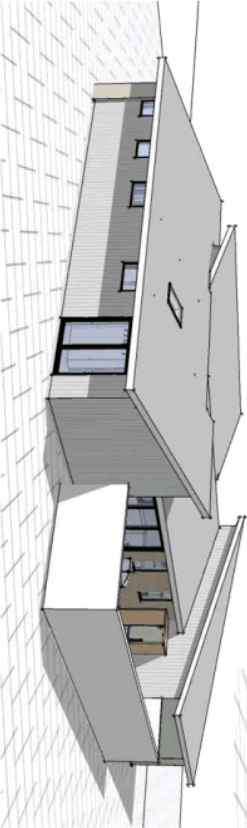


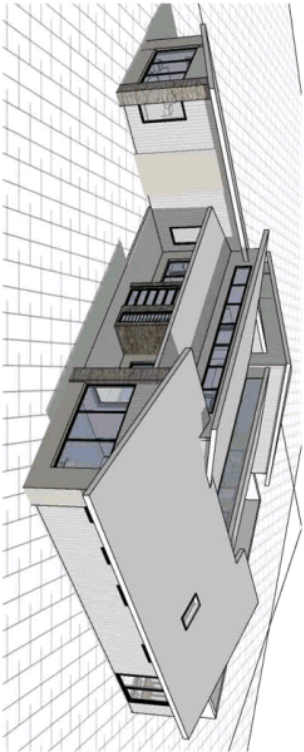
- A. Proposed location of the onsite waste water treatment and disposal system; and
 - B. Setbacks of the system to buildings, boundaries, trafficable areas, bores and water courses;
8. The development the subject of this development approval must comply with the *Environmental Protection Act 1986* and the *Environmental Protection (Unauthorised Discharge) Regulations 2004* in relation to discharges into the environment.
9. The approved development is required to comply with the following legislation (as amended from time to time):
- *Health (Miscellaneous Provisions) Act 1911*
 - *Sewerage (Lighting, Ventilation & Construction) Regulations 1971*
 - *Health Act (Laundries and Bathrooms) Regulations 1971*
10. The development the subject of this development approval is required to comply with the Shire Esperance Health Local Laws 2009.
11. Any water body (spa pool, swimming pool, swimming bath, water slide and wave pool) located at a temporary, short stay or holiday accommodation operated as a business is considered an aquatic facility under the Health (Aquatic Facilities) Regulations 2007 (Regulations), and is to be registered with Shire of Esperance PRIOR TO COMMENCEMENT OF USE.
12. Ensure sufficient on site drainage for disposal of pool waste water and backwash to prevent nuisance. All liquid waste water from the pool should be disposed of in its own adequately sized disposal system.


CARRIED
F8 - A0









**CARTMAN** Designs

PROJECT NO.
2234

CLIENT
Payton

PROJECT NAME
New Home

PROJECT ADDRESS
Lot 21 Frank Freeman Drive

NO.	DATE	DESCRIPTION
A.	12/02/22	ISSUED FOR DA

PAPER SIZE
A3

DRAWING TITLE
Perspectives

2

Perspective

A301

Scale: NTS

DOCUMENT PHASE
Construction Documents

A901

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Richard Hindley

From: Nikki Johnston [REDACTED]
Sent: Monday, 30 May 2022 10:47 AM
To: Shire of Esperance; Shane Burge
Subject: Fwd: Objection for planning submission for 4 Frank Freeman Drive
Categories: Shayne

[Caution: External Email] This email was sent from outside the organisation - be cautious, particularly with links and attachments.

Hello,
I just received notification that Peter Wilks is away on leave until 20 June, I have forwarded this email onto Richard Hindley as Peter will not have returned to work before the close of submissions.
Could you please forward onto Richard my first email regarding my concerns so that he has all the information as well.

Thankyou
Kind regards,
Nikki Johnston

Sent from my iPad

Begin forwarded message:

From: Nikki Johnston [REDACTED]
Date: 30 May 2022 at 10:31:42 am AWST
To: Peter.Wilks@esperance.wa.gov.au
Subject: Objection for planning submission for 4 Frank Freeman Drive

To The Chief Executive Officer and Peter Wilks - Senior Planning Officer;

Peter thankyou for your previous emails in regards to the planning proposal and processes and acknowledgement of my earlier concerns.

I am writing to you now as a formal objection to the proposed house dwelling and pool at Lot 21 (4) Frank Freeman Drive which is adjacent to my property of 7 Kent Place.

As per the planning Scheme No 24 I would like to see this proposal keep in alignment with existing recommendations and those of prior existing Schemes - and in keeping with the proposed Bandy Creek strategy. So that authenticity continues in keeping with the overall aesthetics of the Racecourse estate.

My specific objections include my personal fears of the impact on my property's value due to this new dwellings situation as it is so unlike all the other estates homes which are set back away from the road frontage and they are distanced from each other offering privacy to all the varying individuals.

Safety issues due to the closeness of the garage driveway to Kent Place as the verge is used by horses/riders, bicycles as they use the thoroughfare through to Daw Drive.
Until other bridle paths are set with access down to bandy creek beach.
The proposed plans means that there will be two driveways into Kent place and one driveway access to Frank Freeman drive.

I have concerns around there being two dwellings on the Frank Freeman Drive property - the existing outbuildings includes a one bedroom shed house which is already set within boundaries.

Historically, previously when two solo men lived in the properties (7 Kent Place/Frank Freeman property) and where they had a mutual agreement between themselves this was never an issue though over the years, as the properties have been inherited and the Frank Freeman Drive property being sold it now could be problematic with there being two dwellings on the property particularly if one is used for staff, short term stay, as well as the proposed new home. Which also increases the traffic into Kent Place.

As the proposed house is on the bend where the garage driveway is planned, it is close to the existing 7 Kent Place driveway and with the proposed height of fencing increases the possibility around road safety issues.

The removal of trees offering privacy to 7 Kent Place on the Frank Freeman property to make way for the proposed dwelling.

Predominantly, my feelings are that everyone else in the Racecourse Estate has had adhered to planning considerations and that there are several options for the clients of the Frank Freeman Drive property to build without requiring amendments to current planning guidelines impacting on other residents within the estate and existing neighbours.

Emotionally my response is if the owners want to live that close to the roadside then they ought to have bought a property in another subdivision where precedents of existing homes are already set. I also feel extremely upset that the clients planning arrangements that will impact my property yet enhance and reduce the impact on their property are placed at a higher priority than my considerations.

My angry response due to the way that I have been spoken to by the clients and their representative since I objected to their initial proposal leads me to ask, that perhaps council would like to relook at the existing outbuildings and their adherence to existing planning scheme No 24 at the same time. This may then create additional opportunities for the placement of the proposed dwelling.

My return email address for contact is [REDACTED]

Phone: [REDACTED]

Kind regards,
Nicole Johnston.

Sent from my iPad

Message protected by MailGuard: e-mail anti-virus, anti-spam and content filtering.
<https://www.mailguard.com.au/mg>

[Report this message as spam](#)

Emily Hegney

From: Johnston, Nikki <Nikki.Johnston@health.wa.gov.au>
Sent: Monday, 20 June 2022 12:18 PM
To: Peter Wilks; Shire of Esperance; Shane Burge; Richard Hindley;
ian.mickel@esperance.w.gov.au
Subject: Council meeting and proposed agenda item around planning submission
Attachments: Screenshot google maps racecourse estate.jpg

[Caution: External Email] This email was sent from outside the organisation - be cautious, particularly with links and attachments.

Hello Peter,

Thankyou for your information regarding the upcoming agenda and ordinary council meeting to discuss this planning request.

I am unable to attend in person as I am not currently in Esperance and unable to travel on those days.

I am unsure at this point if I can have someone attend for me, and was wondering if you have the capabilities to be able to use technology like zoom or Microsoft teams to be able to listen or participate remotely?
If not these are some extra points I would like for someone to include and address at the forthcoming meeting.

I have looked at the comments applied to my objection points and would like to add this google aerial view into the discussion for council meeting as a visual.

Though contested and apparently all developments have been assessed under the prevailing planning framework and there can be a relaxation in the setbacks.

Historically when planning laws were more 'loose' many of the 10 m setbacks were not adhered to and have retrospectively been allowed.

If you look at the aerial photography the setbacks are not related to homes/dwelling being that close to the verge of the road.

The outbuildings adjacent to my Kent Place property – particularly the stables are only 1-2metres from the boundary fence, I am to return to this property with my horses again then the closeness of these outbuildings is problematic. Where the letter states that the current owners – have spent considerable time and money on bringing these buildings up to an acceptable standard and achieving compliance” – I have never been previously consulted on these developments and I had existing arrangements with the previous owner before he sold the property to manage and negotiate around dual use of facilities. (round yard, stable hose down area, caretaker role)

I currently have the property tenanted and one of the clauses and provisions is for there to be no motorbikes on the property due to the closeness of horses – and as a road safety concern for other residents in the estate.

The contest around property valuation is a valid consideration as any 'use' that impinges on others has been many the cause of a legal dispute and as seen with recent Daw Drive proposals and Bandy Creek proposals.

Contest – around Road Safety – experientially when I lived at the property there were several road incidents between traffic and horses, Children on bikes, escaped - riderless horses. As neighbours and local residents people are always aware and helpful with the situations which commonly arose.

Council also has a separate document around ancillary dwellings , particularly relevant to being used by staff – as this agenda alludes to the existing dwelling being reclassified from a caretaker dwelling to an ancillary dwelling and I note the clauses stipulated as councils response, though if it were to be built now it would not meet the planning scheme No 24 requirements as they stand now regarding the setbacks and additional requirements.

If these additional responses could be shared in my absence as further related to the planning submission through the ordinary council meeting as my personal objections/questions around this may not be able to occur.

The original notation/submission around the new home dwelling didn't mention the original caretaker building being re classified – and has been skipped over.

Thankyou again for the transparent correspondence.
Kind regards,

Nikki Johnston
7 Kent Place Esperance WA 6450

Kind regards,

Name Nikki Johnston | Community Health | Harvey | School Health
Department of Health
Harvey Health Service
45 Hayward Street, Harvey, WA 6220
T: (08) 9782 2222 | F: (08) 9782 2290
Mobile: 0427 005 822
E: nikki.johnston@health.wa.gov.au
www.health.wa.gov.au

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Protect yourself from viruses



WASH HANDS
often with soap
and water, or
hand sanitiser



COVER COUGHS
and sneezes
with a tissue or use
your inner elbow



STAY HOME
from work or school
if you are sick

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Item: 12.1.3

Proposed Road Closure - Portion of Road Reserve for the Intersection of Beech Street and Fisheries Road adjoining Lot 202 (2) Beech Street, Castletown

Author/s	Richard Hindley	Manager Strategic Planning & Land Projects
Authorisator/s	Holly Phillips	Director External Services

File Ref: D22/16100

Applicant

Wells Building Designers and Consultants on behalf of of Drake Brockman Building and Construction Pty Ltd

Location/Address

Portion of the Road Reserve for the Intersection of Beech Street and Fisheries Road adjoining Lot 202 (2) Beech Street, Castletown.



Executive Summary

For Council to consider granting final approval to the closure of a portion of the Road Reserve for the intersection of Beech Street and Fisheries Road which will be amalgamated with Lot 202 (2) Beech Street, Castletown.

Recommendation in Brief

That Council;

1. Request the Minister of Lands to close the portion of the Road Reserve for the Intersection of Beech Street and Fisheries Road adjoining Lot 202 (2) Beech Street, Castletown under Section 58 (1) of the *Land Administration Act 1997*.
2. Request the Minister of Lands amalgamate the closed portion of road with Lot 202 (2) Beech Street, Castletown.

3. Advise the Minister of Lands that in accordance with Section 56 (4) of the *Land Administration Act 1997* that the Shire recognises that it is liable to indemnify the Minister against any claim for compensation in an amount equal to the amount of all costs and expenses reasonably incurred by the Minister in considering and granting the request.
4. Requires all costs associated with the road closure process in regard to title adjustments and new titles to be met by the applicant.

Background

The Shire of Esperance has been approached by the proponent to seek a resolution to an encroachment into the adjoining Road Reserve.

It is noted that the owners of Lot 202 (2) Beech Street, Castletown have undertaken works in a portion of the intersecting street adjoining their property. As the affected portion of land did not impact on the intersection, it was considered appropriate to undertake the road closure process with an aim of amalgamating the affected portion of land into Lot 202 (2) Beech Street.

Officer's Comment

From a planning perspective, the closure of the affected portion of the intersection of Beech Street and Fisheries Road is appropriate as the affected portion does not impact on the movement of vehicles and/or pedestrians and does not interfere with sight lines.

Should Council wish to proceed with the closure, a formal request will be lodged with the Minister for Lands under Section 58(1) of the *Land Administration Act 1997* to close the road portion and amalgamate the portion of Road Reserve into Lot 202 (2) Beech Street, Castletown.

Consultation

The road closure process operates under Section 58 of the *Land Administration Act 1997*, which requires a minimum 35-day public comment/referral period to all affected landowners and government agencies.

The proposed Road Closure was advertised from 29 April to 10 June 2022. A notice was also placed in the Esperance Weekender on 6 May 2021.

Four (4) submissions were received at the end of the advertising period, all of which came from government and servicing agencies. No submissions objected to the proposal.

Financial Implications

All costs associated with the road closure process in regard to title adjustments and new titles are to be met by the applicant. Thus, the Shire will need to indemnify the Minister against any costs associated with the request and in turn, the applicant will need to indemnify the Shire of all costs and charges in association with the closure.

An application fee of \$800 applies to this application.

Asset Management Implications

The proposed road closure has been discussed with Asset Management staff, who support the closure request. The affected portion of the Road Reserve for the intersection of Beech Street and Fisheries Road will be amalgamated with Lot 202 (2) Beech Street, Castletown.

Statutory Implications

Local Government Act 1995
Land Administration Act 1997

Policy Implications

Asset Management Policy ASS 006: Permanent Road Closures

Strategic Implications

Council Plan 2022 - 2032

Place

Outcome 10. Safe, affordable, accessible and sustainable transport systems.

Environmental Considerations

Nil

Attachments

Nil

RECOMMENDATION AND DECISION

12.1.3 Proposed Road Closure - Portion of Road Reserve for the Intersection of Beech Street and Fisheries Road adjoining Lot 202 (2) Beech Street, Castletown

Moved: Cr Obourne

Seconded: Cr Horan

O0622-140

Council Resolution

That Council:

- 1. Request the Minister of Lands to close the portion of the Road Reserve for the Intersection of Beech Street and Fisheries Road adjoining Lot 202 (2) Beech Street, Castletown under Section 58 (1) of the *Land Administration Act 1997*.**
- 2. Request the Minister of Lands amalgamate the closed portion of road with Lot 202 (2) Beech Street, Castletown.**
- 3. Advise the Minister of Lands that in accordance with Section 56 (4) of the *Land Administration Act 1997* that the Shire recognises that it is liable to indemnify the Minister against any claim for compensation in an amount equal to the amount of all costs and expenses reasonably incurred by the Minister in considering and granting the request.**
- 4. Requires all costs associated with the road closure process in regard to title adjustments and new titles to be met by the applicant.**

**CARRIED
F8 - A0**

Mr Hindley left the Chambers at 4:30pm and did not return.

Item: 12.1.4

Esperance Museum Winter Closure

Author/s	Mel Ammon	Manager Community Support
Authorisator/s	Holly Phillips	Director External Services

File Ref: D22/15787

Applicant

Location/Address

Esperance Museum

Executive Summary

For Council to note the six (6) week winter closure of the Esperance Museum.

Recommendation in Brief

That Council note the Esperance Museum will be closed for the period commencing 18 July 2022 and concluding on 1 September 2022.

Background

The Esperance Museum typically opens four days per week for three hours each day. Museum front of house operations heavily rely on a volunteer workforce with approximately 15 volunteers covering on average 34 shifts a month.

Over the summer and Easter school holidays, volunteers worked additional shifts to accommodate a seven-day opening of the Museum during peak visitor season. This creates 62 additional shifts requiring volunteer coverage.

Pre-COVID, there were 25 front of house volunteers. The Museum was already experiencing problems with fulfilling a full month roster while opening seven days per week. After a six-month COVID lockdown in 2020, a number of volunteers did not return. Since that time, the opening hours were reduced to the current four days per week, in line with the number of volunteers available.

Historically, the Museum has closed for three weeks each winter period, with the exception of 2021 when volunteers were enthusiastic for the doors to remain open after an extended lockdown period. During this time, building maintenance, cleaning and project work has been undertaken in the closed facility.

Officer's Comment

Since COVID, there have been many changes to way the volunteers contribute their time to the Museum. With the reduced volunteer numbers, hours of operation were reduced from seven days to four, with additional hours required over school holidays to cover the seasonal seven-day opening.

With lower volunteer numbers, some volunteers are working additional shifts. With the average age of the volunteer cohort being 72 (ages range from 60 to 810) staff are very mindful of not placing excessive demands on this group.

Over the past month, Shire staff have been advised that many volunteers intend to travel over the winter period to seek out warmer weather. Many of these volunteers are the people who work the extra hours when required, leaving large gaps in the front of house roster.

Staff have managed to fill a roster for all of June, and four days a week opening over the July school holidays. After the holidays, there is not enough volunteers available to fill the roster to open for the rest of July and August.

A number of projects will be undertaken during the closure. These projects have been identified as part of a transition plan in preparation for future precinct changes and include cleaning out and stocktaking objects in existing storerooms, cleaning and building maintenance.

Consultation

Museum volunteers

Financial Implications

The financial implication arising from this report is a projected loss of approximately \$2,100 in Museum income based on the six week closure.

Asset Management Implications

Nil

Statutory Implications

Nil

Policy Implications

Nil

Strategic Implications

Council Plan 2022 – 2032

Prosperity

Outcome 13. A vibrant and welcoming tourism destination.

Environmental Considerations

Nil

Attachments

Nil

RECOMMENDATION AND DECISION

12.1.4 Esperance Museum Winter Closure

Moved: Cr de Haas

Seconded: Cr Obourne

O0622-141

Council Resolution

That Council note the Esperance Museum will be closed for the period commencing 18 July 2022 and concluding on 1 September 2022.

**CARRIED
F8 - A0**

Miss Godwin left the Chambers at 4:35pm and did not return.

Item: 12.1.5

Waiving of Venue Hire Fees - Esperance Basketball Association

Author/s	Mel Ammon	Manager Community Support
Authorisator/s	Holly Phillips	Director External Services

File Ref: D22/16553

Applicant

Esperance Basketball Association

Location/Address

Esperance Indoor Stadium, Graham McKenzie Stadium and Noel White Pavilion.

Executive Summary

For Council to consider a request from the Esperance Basketball Association to waive venue hire fees for the Indoor Stadium, Graham McKenzie Stadium and Noel White Pavilion for the upcoming NBL1 Game (and associated events) between the South West Slammers and Kalgoorlie Giants.

Recommendation in Brief

That Council waive venue hire fees for the Esperance Indoor Sports Stadium, Graham McKenzie Stadium and Noel White Centre for the Esperance Basketball Association, excluding cleaning costs, for the NBL1 Game and associated events occurring from 8 to 11 July 2022.

Background

The Esperance Basketball Association in conjunction with Basketball WA, has arranged for the South West Slammers and Kalgoorlie Giants State Basketball League teams to play two men's and two women's games at the Esperance Indoor Stadium between 8 July to Sunday 11 July 2022.

The games form part of the Indigenous Round of the fixtures and will be played, and televised, on Saturday evening and Sunday afternoon. While the games will be ticketed, free clinics will be offered for players, umpires and coaches in the lead up to the event on Thursday and Friday.

Officer's Comment

An event of this calibre is an excellent opportunity for local youth to participate in player and umpire clinics as well as spectating premier basketball games.

Additional economic benefits are anticipated in the form of tourism, visitation and increased profiling of the region. For example, there will be an entourage of approximately 80 players, officials and staff travelling to Esperance for the extended weekend, as well as supporters who follow the teams throughout the season.

The event is being organised and run by the Esperance Basketball Association, who estimate the cost of organising the events at between \$15k to \$20k. The events do not conflict with any other user groups as netball fixtures are on a break over the school holiday period.

Games and clinics will be held at the Indoor Sports Stadium. Training, warm up and team change rooms will be at the Graham McKenzie Stadium, and the Noel White Centre will be used for team meetings, administration, media and catering. The Esperance Basketball Association has requested a fee waiver or reduction in fees for use of these facilities for the weekend.

It is recommended the venue hire be waived, with cleaning costs covered by the Esperance Basketball Association.

Consultation

Esperance Basketball Association

Financial Implications

Venue hire fees for the three facilities for the four-day period total \$7,072. The cleaning component of these fees is approximately \$3,000. Thus, the fee waiver proposed is \$4,072.

Asset Management Implications

Nil

Statutory Implications

Nil

Policy Implications

Nil

Strategic Implications

Council Plan 2022 – 2032

People

Outcome 3. A welcoming, inclusive and connected community.

Environmental Considerations

Nil

Attachments

A. Letter of Request - Esperance Basketball Association

RECOMMENDATION AND DECISION

12.1.5 Waiving of Venue Hire Fees - Esperance Basketball Association

Moved: Cr Horan

Seconded: Cr McMullen

O0622-142

Council Resolution

That Council waive venue hire fees totalling \$4,072 for the Esperance Indoor Sports Stadium, Graham McKenzie Stadium and Noel White Centre for the Esperance Basketball Association, for the NBL1 Game and associated events occurring from 8 to 11 July 2022.

**CARRIED
F8 - A0**

Esperance Basketball Association

Attn: Shane Burge,
Esperance Shire CEO,
shane.burge@esperance.wa.gov.au

Dear Shane,

The popularity for the sport of basketball has rapidly increased both regionally and nationally over the past 2 years, last year alone we had in excess of 800 competitors both male and female across our Junior and Senior competitions which makes basketball the most popular sport in the Esperance Region. As part of our vision for the future and to facilitate the upward trend of individuals partaking in the sport we have organised a State event which includes player, coach and umpire development opportunities.

On the weekend of July 8,9,10,11/2022 the Esperance Basketball Association in working with Basketball WA are holding an NBL1 event between the South West Slammers and Kalgoorlie Giants in Esperance. We are labelling this weekend a celebration of basketball and have Basketball WA providing coaching and umpiring clinics for any interested Esperance community members.

The organisation and running of this event comes at a significant cost to the Esperance Basketball Association (\$15-\$20K) and we are requesting court hire for the 4 days of the event. This event will see high community involvement through participation in clinics, spectating at the event whilst providing casual employment opportunities for event staff required. By holding this event we will also see a mini stimulus provided to local businesses by way of filling accommodation and providing the other necessary requirements to the athletes and officials attending (approx. 80 people).

We are requesting for the Esperance Shire to please assist the Esperance Basketball Association by either waiving or the reducing the rate for hiring the Esperance Indoor Stadium, Graham Mackenzie Stadium and Noel White Pavilion for the event dates as detailed above. If you could please confirm this would be greatly appreciated.

Thank you for time,

Chloe Weckert



Esperance Basketball Association NBL1 Committee



12.2 ASSET MANAGEMENT

Item: 12.2.1

Bandy Creek Boat Harbour Dredging and Sand Back Pass Trial

Author/s Mathew Walker Director Asset Management

Authoriser/s Shane Burge Chief Executive Officer

File Ref: D22/16380

Applicant

Internal

Location/Address

Castletown Quays

Executive Summary

For Council to receive an update on the Coordinated Bandy Creek Boat Harbour dredging & sand back-passing trial and consider seeking grant funding to install the permanent infrastructure.

Recommendation in Brief

That Council:

1. Note the update on the Coordinated Bandy Creek Boat Harbour dredging & sand back-passing trial; and
2. Request the Chief Executive Officer to:
 - a. Seek funding for the installation of a permanent back-passing pipeline and other infrastructure, so that the Coordinated Bandy Creek Boat Harbour dredging & sand back-passing can occur biennially at a significantly reduced cost; and
 - b. Bring a report to Council before accepting any grant funding for permanent back-passing pipeline and other infrastructure, so that Council can make a final determination to proceed with the project.

Background

In 2018 the Shire engaged BMT marine engineering consultants to undertake a Report to look at the Esperance Bay Coastal Erosions Options and recommend a long term solution. From the report the most cost effective solution over 20, 50 and 100 years was the Coordinated Bandy Creek Boat Harbour (BCBH) dredging & sand back-passing that offered a number of benefits. The Shire engaged BMT again to develop the Coordinated BCBH dredging & sand back-passing, including designs, environmental planning and liaison with the Department of Transport. From this work in consultation with the Department of Transport (DoT) a trial of this solution was considered the appropriate way forward so that it could be evaluated before committing to this as a long term solution.

A trial of the Coordinated BCBH dredging & sand back-passing occurred as part of the biennial dredging program at Bandy Creek Boat Harbour from May 2021 to September 2021. The trial involved the contractor installing a temporary above ground pipe for 3,500m and booster pumps to back-pass the sand to the erosion hotspot.

The cost of the trial was approximately \$835,000 above the cost of the BCBH maintenance dredging program funded by the following, with in kind project management provided for by DoT:

- Shire of Esperance \$442,000
- CAP Grant - \$300,000
- DoT - \$93,000

The trial resulted in 45,500m³ of dredged sand being placed in the erosion hotspot. The cost of the trial was significant due to the contractor having to:

- Install 3.5km of temporary pipe
- The refurbishment and operation of two diesel booster pumps
- The hire of an amphibious excavator and operator Ex Perth

Since the conclusion of the back passing operation, the site has been surveyed at intervals by DoT using a hydrographic survey of the sea bed to monitor the sand movement. Attached is the difference plot from the 22 September 2021 (post sand back-passing) to the 11 February 2022 based on the hydrographic surveys, which represents approximately 5 months in time. The sand movement over this time was approximately a net loss of 10,300 m³ of sand. The sand loss is roughly on track with expectations, which simplistically should be (45,500m³ / 24 months x 5 months) 9,500 m³ over 5 months.

Officer's Comment

Ideally it would be best to wait for the full two years to assess the trail of the Coordinated BCBH dredging & sand back-passing. Unfortunately if we wait for this, we will miss the next BCBH biennial dredging program flagged for May 2023 and have to resort back to sand renourishment via trucks in the interim.

Based on the current results, it is proposed to continue the Coordinated BCBH dredging & sand back-passing as a medium to long term solution. For this to be done economically a permanent slurry pipeline from BCBH to the beach along Norseman Road is required and if funding allows two electric booster pump stations installed.

It is proposed to run the slurry pipeline along the existing / new pathway, this will require approximately 3,500m of pipe, 17 access pits, 3 booster pump locations, 4 offtake points in to the compartments and a control system conduit. The electric booster pump station would be located around Chaplin Street and Phyllis Street. A concept design of this is attached. It is estimated to cost \$1.45 million to install the sand back-passing pipeline and associated infrastructure. It is further estimated to cost \$1.3 million to install two electric booster pump stations to replace the diesel booster pumps.

By continuing the sand renourishment in the most sustainable way possible the Coordinated BCBH dredging & sand back-passing offers a low risk, proven solution that replaces longshore sediment transport loss in the Esperance Bay. There are currently grant opportunities available to assist with cost of installing coastal management infrastructure to the scale that is proposed. It is recommend that Council seek grant funding to install the permanent solution, as the funding required is not something the Shire would be able to cover by itself without reducing existing programs, acknowledging that we have not been able to assess the trial fully due to timing issues

Consultation

Department of Transport

Financial Implications

It is recommended the Shire set aside \$700,000 in budget to help fund the Shire's contribution towards the project. This would then be match with grant funding to complete the project.

Asset Management Implications

The asset management implications of the project of the slurry pipeline are.

	Capital	Annual	Comments
Capital	1,450,000		
Interest (economic cost)		14,000	2% pa of \$700,000
Depreciation (ongoing costs)		29,000	Over 50 years
Maintenance (ongoing cost)		10,000	
		53,000	Per year

Statutory Implications

Nil

Policy Implications

Nil

Strategic Implications

Esperance Council Plan 2022 -2032

Planet

Outcome 4. The natural environment is valued, protected and enjoyed

Priority Project 4.1.6. Evaluate the sand back-passing trial at Bandy Creek Boat Harbour to establish if this solution will help to manage beach erosion in Esperance Bay.

Environmental Considerations

An Environmental Management Plan and Environmental Impact Assessment have been developed for the Coordinated Bandy Creek Boat Harbour dredging & sand back-passing.

Attachments

A. Post Trial - Diffplot Sep 21 to Feb 22

B. Back Pass Pipeline - Concept Design

RECOMMENDATION AND DECISION

12.2.1 Bandy Creek Boat Harbour Dredging and Sand Back Pass Trial

Moved: Cr Flanagan

Seconded: Cr McMullen

O0622-143

Officer's Recommendation

That Council:

1. Note the update on the Coordinated Bandy Creek Boat Harbour dredging & sand back-passing trial; and
2. Request the Chief Executive Officer to:
 - a. Seek funding for the installation of a permanent back-passing pipeline and other infrastructure, so that the Coordinated Bandy Creek Boat Harbour dredging & sand back-passing can occur biennially at a significantly reduced cost;
 - b. Bring a report to Council before accepting any grant funding for permanent back-passing pipeline and other infrastructure, so that Council can make a final determination to proceed with the project,

Council Resolution

That Council:

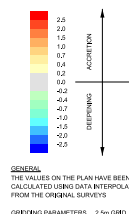
1. **Note the update on the Coordinated Bandy Creek Boat Harbour dredging & sand back-passing trial; and**
2. **Request the Chief Executive Officer to:**
 - a. **Seek funding for the installation of a permanent back-passing pipeline and other infrastructure, so that the Coordinated Bandy Creek Boat Harbour dredging & sand back-passing can occur biennially at a significantly reduced cost;**
 - b. **Bring a report to Council before accepting any grant funding for permanent back-passing pipeline and other infrastructure, so that Council can make a final determination to proceed with the project, and**
 - c. **That the report to Council contains an assessment of the Co-ordinated Bandy Creek Dredging and Sand Back Passing Trial and revised capital and operating financial estimates for the installation of permanent back-passing infrastructure, against the assumptions and recommendations set out in the BMT ESPERANCE BAY – Dredging and Sand Backpassing report dated March 2019.**

**CARRIED
F8 - A0**

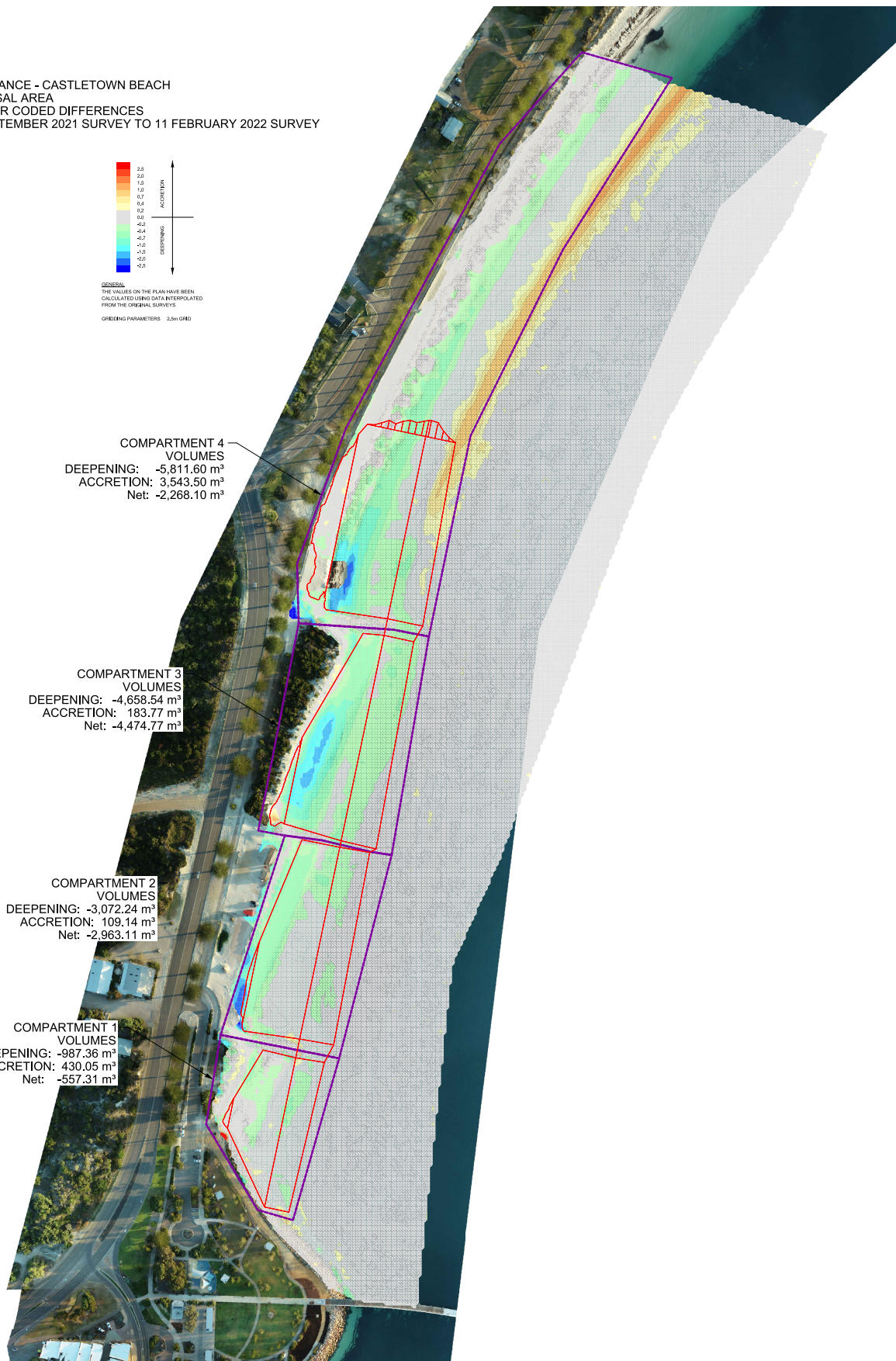
Reason: Council wanted to acknowledge that there is a need for more assessment of the budgeted costs, considering the differences between the new set of costs and the report received in May 2019.

Mr Trotman left the Chambers at 4:43pm and did not return.

ESPERANCE - CASTLETOWN BEACH
DISPOSAL AREA
COLOUR CODED DIFFERENCES
22 SEPTEMBER 2021 SURVEY TO 11 FEBRUARY 2022 SURVEY



COMPARTMENT 4 VOLUMES
DEEPENING: -5,811.60 m ³
ACCRETION: 3,543.50 m ³
Net: -2,268.10 m ³
COMPARTMENT 3 VOLUMES
DEEPENING: -4,658.54 m ³
ACCRETION: 183.77 m ³
Net: -4,474.77 m ³
COMPARTMENT 2 VOLUMES
DEEPENING: -3,072.24 m ³
ACCRETION: 109.14 m ³
Net: -2,963.11 m ³
COMPARTMENT 1 VOLUMES
DEEPENING: -987.36 m ³
ACCRETION: 430.05 m ³
Net: -557.31 m ³





SCHEDULE	
355MM PIPE	3,500M
PITS	17
T-PIECES	17
Y-JOINTS	3
GATE VALVES	6



NOTES

AMENDMENTS

Date	Description	Date	Description

DRAFT

Survey: —	Scale: Horiz 1 : 4000
Design: Matt Muller	(At Sheet) Vert 1 : 100
Drawn: Self Seaway	Datum: AHD
Reviewed: Simon Russell	RAW Filename: —
	Filename: ESP16001.DWG
Scale Bar (Plan View)	

SHIRE OF ESPERANCE

Concept Back Pass Sand Re-nourishment Pipeline, Bandy Creek to Castletown Quays

CONCEPT ESPERANCE

Date: 01/04/2022
Revision 00
ESP16001
Sheet No. 1 of 6

12.3 CORPORATE & COMMUNITY SERVICES

Item: 12.3.1

Proposed New Shire of Esperance Dog Local Law

Author/s	Sarah Walsh Neroli Logan	Coordinator Governance & Corporate Support Manager Development and Statutory Services
Authorisator/s	Felicity Baxter	Director Corporate & Community Services

File Ref: D22/12296

Applicant

Internal

Location/Address

N/A

Executive Summary

For Council to commence the review process for the Dog Local Law.

Recommendation in Brief

That Council request the CEO to;

1. Give Local Public Notice of the proposed Shire of Esperance Dog Local Law 2022 in accordance with s.3.12(3) of the *Local Government Act 1995*;
2. Forward a copy of the proposed local law and public notices to the Minister for Local Government; and
3. Prepare a further report at the conclusion of the public submission period to enable Council to consider submissions.

Background

Local Laws are enforceable rules made by local governments to apply within their district. They help to establish and maintain the quality of life in line with the expectations of the local community and provide a standard under which businesses, residents and ratepayers must conduct their activities.

Local Laws support higher legislation (Acts of Parliament) to control and manage the more basic matters that affect the community. They can be helpful in the resolution of disputes, as well as achieving effective government.

Section 3.16(1) of the *Local Government Act 1995* requires that all local laws of local government must be reviewed within an eight (8) year period after their commencement or from their last review date.

The Shire of Esperance Dog Local Law was gazetted in October 2002, updated in October 2009, and last reviewed in 2014. It is now due for its next scheduled review.

Officer's Comment

The purpose of the Dog Local Law is to make provisions about the impounding of dogs, to control the number of dogs that can be kept on premises and the manner of keeping those dogs.

The effect of the Dog Local Law is to extend the control over dogs which exist under the *Dog Act 1976*. It has been identified that multiple changes to the existing Shire of Esperance *Dog Local Law 2002* are required due to changes in legislation, terminology, penalties and the removal of dog prohibited areas and dog exercise areas as these are proposed to be determined by Council Resolution in future.

These changes include, but are not limited to, the change in title from *Dogs Local Law 2002* to *Dog Local Law 2022*, the addition of a contents page, expanded definitions, updated legislative references and clarification of inconsistencies relating to penalties. A new law is recommended, as opposed to amending the existing local law, due to the extensive changes required to reflect the current legislation and contemporary management practices.

Removal of the dog prohibited areas and dog exercise areas from the Local Law will provide greater flexibility, as this will no longer require the Local Law to be reviewed for changes to be made.

Due to the significant changes to the existing Local Law, it is proposed that a new Local Law be adopted, which will repeal the current Local Law.

Changes are summarised below:

Sections	Changes
Title	Dogs Local Law will now be titled Dog Local Law
Contents	Included
Definitions	<i>Pound</i> is changed to <i>Dog Management Facility</i> , other additions included
Part 5 Miscellaneous	Places where dogs are prohibited absolutely and dog exercise areas has been removed on the advice of WALGA. This is addressed by section 31 (2B) of the <i>Dog Act 1976</i> that states a local government, by absolute majority, may specify a public place where dogs are prohibited and Section 31 (3A) that states a local government, by absolute majority, may specific a public place to be a dog area.
Part 6 Enforcement	
Schedule 3 Modified Penalty Table	3.1 Failing to effectively confine a dog penalty increase from \$50/\$200 to \$200/\$400 for consistency with the regulations. Keeping more than the prescribed number of dogs now has a penalty. Dogs excreting penalty has increased from \$40 to \$200.

Consultation

Manager Development & Statutory Services
Manager Planning & Land Projects
Manager Parks and Environment
Shire Ranger Team Leader

Financial Implications

The financial implications arising from this report will be restricted to advertising costs and resource time during the review process.

Asset Management Implications

Nil

Statutory Implications

Local Government Act 1995 (s3.12 and s3.16)

Policy Implications

Nil

Strategic Implications

Council Plan 2022 – 2032

Performance

Outcome 15. Operational excellent and financial sustainability.

Environmental Considerations

Nil

Attachments

A¹. [Proposed Dog Local Law 2022](#)

RECOMMENDATION AND DECISION

12.3.1 Proposed New Shire of Esperance Dog Local Law

Moved: Cr Chambers

Seconded: Cr McMullen

O0622-144

Council Resolution

That Council request the CEO to;

- 1. Give Local Public Notice of the proposed Shire of Esperance Dog Local Law 2022 in accordance with s.3.12(3) of the *Local Government Act 1995*;**
- 2. Forward a copy of the proposed local law and public notices to the Minister for Local Government; and**
- 3. Prepare a further report at the conclusion of the public submission period to enable Council to consider submissions.**

**CARRIED
F8 - A0**



DOG ACT 1976
LOCAL GOVERNMENT ACT 1995

Shire of Esperance

DOG LOCAL LAW 2022

**DOG ACT 1976
LOCAL GOVERNMENT ACT 1995**

**Shire of Esperance
DOG LOCAL LAW 2022**

CONTENTS

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- 1.2 Commencement
- 1.3 Application
- 1.4 Repeal
- 1.5 Meaning of terms used in this local law

PART 2—IMPOUNDING OF DOGS

- 2.1 Charges and costs
- 2.2 No breaking into or destruction of the Dog Management Facility

PART 3—REQUIREMENTS AND LIMITATIONS ON THE KEEPING OF DOGS

- 3.1 Dogs to be confined
- 3.2 Limitation on the number of dogs

PART 4—APPROVED KENNEL ESTABLISHMENT

- 4.1 Interpretation
- 4.2 Application for licence for approved Kennel Establishment
- 4.3 Notice of proposed use
- 4.4 Exemption from notice requirements
- 4.5 When application can be determined
- 4.6 Determination of application
- 4.7 Where application cannot be approved
- 4.8 Conditions of approval
- 4.9 Compliance with conditions of approval
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PART 5—MISCELLANEOUS

5.1 Offence to excrete

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6.1 Interpretation

6.2 Modified penalties

6.3 Issue of infringement notice

6.4 Failure to pay modified penalty

6.5 Payment of modified penalty

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6.7 Service

6.8 Penalty

SCHEDULE 1—APPLICATION FOR A LICENCE FOR AN APPROVED KENNEL
ESTABLISHMENT

SCHEDULE 2—CONDITIONS OF A LICENCE FOR AN APPROVED KENNEL
ESTABLISHMENT

SCHEDULE 3—OFFENCES IN RESPECT OF WHICH MODIFIED PENALTY APPLIES

**DOG ACT 1976
LOCAL GOVERNMENT ACT 1995**

Shire of Esperance

DOG LOCAL LAW 2022

Under the powers conferred on it by the Dog Act 1976 and the Local Government Act 1995 and under all other enabling powers, the Council of the Shire of Esperance resolved on _____ to make the following local law.

PART 1—PRELIMINARY

1.1 Short title

This is the Shire of Esperance Dog Local Law 2022

1.2 Commencement

This local law commences 14 days after the day on which it is published in the Government Gazette.

1.3 Application

This local law applies throughout the district.

1.4 Repeal

The Shire of Esperance Dogs Local Law 2002 is repealed or are hereby repealed on the day this local law comes into operation.

1.5 Meaning of terms used in this local law

In this local law—

Act means the *Dog Act 1976*;

authorised person means a person appointed under the *Local Government Act 1995* section 9.10(2) to be an authorised person the purpose of this Act; or a person designated as an authorised officer under the *Public Health Act 2016* section 24(1) for the purposes of this Act;

application means the completed form lodged by an applicant as required by this local law;

applicant means the owner or occupier of premises who makes an application for a permit under this local law;

assistance dogs has the meaning given to it in the Act; authorised person means a person authorised by the local government to perform all or any of the functions conferred on an authorised person under this local law;

CEO means the Chief Executive Officer of the local government;

Council means the Council of the Shire of Esperance;

dangerous dog has the meaning given to it in the Act; district means the district of the local government; dog management facility has the meaning give to it in section 3(1) of the Act;

development approval means an approval issued under the local planning scheme as amended from time to time; public place has the same meaning given in the Act;

district means the district of the local government;

dog management facility established by the local government under section 11 of the Act and used for the purposes of keeping dogs ceased or impounded under the Act or this local Law.

kennel establishment means the kennel, yard and premises used to house a dog for commercial purposes, gain or reward.

local government means the Shire of Esperance;

local planning scheme means a local planning scheme made by the local government under the *Planning and Development Act 2005* which applies throughout the whole or a part of the district;

LG Act means the *Local Government Act 1995*;

lot has the meaning given to it in the *Planning and Development Act 2005*;

microchip means an identification devise of a prescribed type that is capable of being implanted in a dog and is designed to record information in a way that can be electronically retrieved;

premises has the same meaning given in the Act;

regulations means the *Dog Regulations 2013*;

schedule means a schedule in this local law;

seized means a dog seized by an authorised person, but not having been placed in a pound;
thoroughfare has the meaning given to it in section 1.4 of the LG Act;

valid in relation to a licence issued under this local law means current and for which all the associated fees have been paid in full.

PART 2—IMPOUNDING OF DOGS

2.1 Charges and costs

The following are to be imposed and determined by the local government under sections 6.16 to 6.19 of the LG Act—

- (a) the charges to be levied under section 29(4) of the Act relating to the seizure and impounding of a dog;
- (b) the additional fee payable under section 29(4) of the Act where a dog is released at a time or on a day other than those determined under clause 2.2;
- (c) the cost of implantation of a microchip referred to in section 30A(3) of the Act; and
- (d) the costs of the destruction and the disposal of a dog referred to in section 29(15) of the Act.

2.2 No breaking into or destruction of the Dog Management Facility

A person who –

- (a) unless he or she is the pound keeper or a person authorised to do so, releases or attempts to release a dog from a Dog Management Facility; or
- (b) destroys, breaks into, damages or in any way interferes with or renders not dog-proof –
 - (i) any Dog Management Facility; or
 - (ii) any vehicle or container used for the purpose of catching, holding or conveying a seized dog,

commits an offence.

PART 3—REQUIREMENTS AND LIMITATIONS ON THE KEEPING OF DOGS

3.1 Dogs to be confined

- (1) An occupier of premises on which a dog is kept must—
 - (a) cause a portion of the premises on which the dog is kept to be fenced in a manner capable of confining the dog;
 - (b) ensure the fence used to confine the dog and every gate or door in the fence is of a type, height and construction which having regard to the breed, age, size and physical condition of the dog is capable of preventing the dog at all times from passing over, under or through it;
 - (c) ensure that every gate or door in the fence is kept closed at all times when the dog is on the premises (unless the gate is temporarily opened in a manner that ensures that the dog remains confined) and is fitted with an effective operational latch or other means of fastening it;
 - (d) maintain the fence and all gates and doors in the fence in good order and condition; and
 - (e) where no part of the premises consists of open space, yard or garden or there is no open space or garden or yard of which the occupier has exclusive use or occupation, ensure that other means exist on the premises (other than the tethering of the dog) for effectively confining the dog within the premises.
- (2) An occupier who fails to comply with subclause (1) commits an offence.
- (3) Notwithstanding subclause (1) and (2), the confinement of dangerous dogs is dealt with in the Act and Regulations.

3.2 Limitation on the number of dogs

- (1) This clause does not apply to dangerous dogs (declared) or dangerous dogs (restricted breeds).
- (2) This clause does not apply to premises which have been—
 - (a) licenced under Part 4 as an approved Kennel Establishment; or
 - (b) granted an exemption under section 26 (3) of the Act.
- (3) For the purpose of section 26 (4) of the Act, a person shall not, without a permit, keep or permit to be kept—
 - (a) on premises situated on a lot having an area of 4 hectares or more—4 dogs over the ages of 3 months and the young of those dogs under that age; or
 - (b) on premises situated on any other lot—2 dogs over the age of 3 months and the young of those dogs under that age.

PART 4—APPROVED KENNEL ESTABLISHMENT

4.1 Interpretation

In this Part and in Schedule 2—

adjoining land means land or premises which have a common boundary or portion of a boundary with a lot or is separated from that lot by a right-of-way, pedestrian access way, access leg of a battle-axe lot or the equivalent not more than 6 metres in width;

fit and proper person means a person who does not have an unspent conviction under the *Animal Welfare Act 2002* or a history of contravention of the Act

licence means a licence to keep an approved kennel establishment on premises; premises, in addition to the meaning given to it in section 3 of Act, means the premises described in the application for a licence; and transferee means a person who applies for the transfer of a licence to him or her under clause 4.14 of this local law.

4.2 Application for licence for approved kennel establishment

An application for a licence must be made in the form of that in Schedule 1, and must be lodged with the local government together with—

- (a) plans and specifications of the kennel establishment, including a site plan;
- (b) copies of the notices to be given under clause 4.3;
- (c) written evidence that either the applicant or another person who will have the charge of the dogs, will reside on the premises or, in the opinion of the local government or CEO, sufficiently close to the premises so as to control the dogs and so as to ensure their health and welfare;
- (d) a written acknowledgment that the applicant has read and agrees to comply with any code of practice relating to the keeping of dogs adopted or nominated by the local government;
- (e) the fee for the application for a licence referred to in clause 4.10 (1) of this local law; and
- (f) a copy of a Development Approval issued by the local government under a local planning scheme.

4.3 Notice of proposed use

- (1) An applicant for a licence must give notice of the proposed use of the premises as an approved kennel establishment after the application for a licence has been lodged— (a) once in a newspaper circulating in the district; and (b) to the owner and occupiers of any premises adjoining the premises.
- (2) The notices in subclause (1) must specify that—
 - (a) any written submissions as to the proposed use are to be lodged with the CEO within 14 days of the date the notice is given; and
 - (b) the application and plans and specifications may be inspected at the offices of the local government.
- (3) Where—
 - (a) the notices given under subclause (1) do not clearly identify the premises; or
 - (b) a notice given under subclause (1) (a) is of a size or in a location in the newspaper which, in the opinion of the CEO, would fail to serve the purpose of notifying persons of the proposed use of the premises, then the local government may refuse to determine the application for a licence until the notices or notice, as the case may be, is given in accordance with its directions.

4.4 Exemption from notice requirements

Where an application for a licence is made in respect of premises on which an approved Kennel Establishment is either a—

- (a) permitted use; or
- (b) use which the local government may approve subject to compliance with specified notice requirements,

under a local planning scheme, then the requirements of clauses 4.2(b), 4.3 and 4.5(a) do not apply in respect of the application for a licence.

4.5 When application can be determined

An application for a licence is not to be determined by the local government until—

- (a) the applicant has complied with clause 4.2;
- (b) the applicant submits proof that the notices referred to in clause 4.3 (1) have been given in accordance with that clause; and
- (c) the local government has considered any written submissions received within the time specified in clause 4.3 (2) (a) on the proposed use of the premises.

4.6 Determination of application

In determining an application for a licence, the local government is to have regard to—

- (a) the matters referred to in clause 4.8;
- (b) any written submissions received within the time specified in clause 4.3 (2) (a) on the proposed use of the premises;
- (c) any economic or social benefits which may be derived by any person in the district if the application for a licence is approved;
- (d) the effect which the kennel establishment may have on the environment or amenity of the neighbourhood;
- (e) whether or not the imposition of and compliance with appropriate conditions of a licence will mitigate any adverse effects of the approved kennel establishment identified in the preceding paragraphs.

4.7 Where application cannot be approved

The local government cannot approve an application for a licence where—

- (a) an approved kennel establishment cannot be permitted by the local government on the premises under a local planning scheme; or
- (b) an applicant for a licence or another person who will have the charge of the dogs will not reside on the premises, or in the opinion of the local government, sufficiently close to the premises so as to control the dogs and so as to ensure their health and welfare; or
- (c) if the applicant is not a fit and proper person to keep an approved kennel establishment.

4.8 Conditions of approval

- (1) The local government may approve an application for a licence subject to the conditions contained in Schedule 2 and to such other conditions as the local government considers appropriate.
- (2) In respect of a particular application for a licence, the local government may vary any of the conditions contained in Schedule 2.

4.9 Compliance with conditions of approval

- (1) A licensee who does not comply with the conditions of licence commits an offence.

- (2) Notwithstanding clause 6.8, the penalty under this clause is \$5000 and where the offence is of a continuing nature, an additional daily penalty of \$100.

4.10 Fees

- (1) On lodging an application for a licence, the applicant is to pay a fee to the local government.
- (2) On the issue or renewal of a licence, the licensee is to pay a fee to the local government.
- (3) On lodging an application for the transfer of a valid licence, the transferee is to pay a fee to the local government.
- (4) The fees referred to in subclauses (1) to (3) are to be imposed and determined by the local government under sections 6.16 to 6.19 of the LG Act.

4.11 Form of licence

The licence is to be in the form determined by the local government and is to be issued to the licensee.

4.12 Period of licence

- (1) The period of effect of a licence is set out in section 27(5) of the Act.
- (2) A licence is to be renewed if the fee referred to in clause 4.9(2) is paid to the local government prior to the expiry of the licence.
- (3) On the renewal of a licence the conditions of the licence at the time of its renewal continue to have effect.

4.13 Variation or cancellation of licence

- (1) The local government may through a written notice to the licensee vary the conditions of a licence.
- (2) The local government may cancel a licence—
 - (a) on the request of the licensee;
 - (b) following a breach of the Act, the Regulations or this local law;
 - (c) following a breach of the *Animal Welfare Act 2002* or the *Public Health Act 2016*; if the licensee is not a fit and proper person.
- (3) The date a licence is cancelled is to be, in the case of—
 - (a) paragraph (a) of subclause (2), the date requested by the licensee; or
 - (b) paragraphs (b) and (c) of subclause (2), the date determined under section 27(6) of the Act.
- (4) If a licence is cancelled the fee paid for that licence is not refundable for the term of the licence that has not yet expired.

4.14 Transfer

- (1) An application for the transfer of a valid licence from the licensee to another person must be—
 - (a) made in the form determined by the local government;
 - (b) made by the transferee;
 - (c) made with the written consent of the licensee; and
 - (d) lodged with the local government together with—

- (i) written evidence that a person will reside at or within reasonably close proximity to the premises the subject of the licence; and
 - (ii) the fee for the application for the transfer of a licence referred to in clause 4.10 (3).
- (2) The local government is not to determine an application for the transfer of a valid licence until the transferee has complied with subclause (1).
- (3) The local government may approve, whether or not subject to such conditions as it considers appropriate, or refuse to approve an application for the transfer of a valid licence.
- (4) Where the local government approves an application for the transfer of a valid licence, then on the date of approval, unless otherwise specified in the notice issued under clause 4.15(b), the transferee becomes the licensee of the licence for the purposes of this local law.

4.15 Notification

The local government is to give written notice to—

- (a) an applicant for a licence of the local government's decision on her or his application;
- (b) a transferee of the local government's decision on her or his application for the transfer of a valid licence;
- (c) a licensee of any variation made under clause 4.13(1);
- (d) a licensee when her or his licence is due for renewal and the manner in which it may be renewed;
- (e) a licensee when her or his licence is renewed;
- (f) a licensee of the cancellation of a licence under clause 4.13(2)(a); and
- (g) a licensee of the cancellation of a licence under paragraphs (b) or (c) of clause 4.13(2), which notice is to be given in accordance with section 27(6) of the Act.

4.16 Inspection of kennel establishment

With the consent of the occupier, an authorised person may inspect an approved kennel establishment at any time.

PART 5—MISCELLANEOUS

5.1 Offence to excrete

- (1) A dog must not excrete on—
 - (a) any thoroughfare or other public place; or
 - (b) any land which is not a public place without the consent of the occupier.
- (2) Subject to subclause (3), if a dog excretes contrary to subclause (1), every person liable for the control of the dog at that time commits an offence.
- (3) The person liable for the control of the dog does not commit an offence against subclause (2) if any excreta is removed immediately by that person.

PART 6—ENFORCEMENT

6.1 Interpretation

In this Part—

infringement notice means the notice referred to in clause 6.3; and

notice of withdrawal means the notice referred to in clause 6.6 (1).

6.2 Modified penalties

- (1) The offences contained in Schedule 3 are offences in relation to which a modified penalty may be imposed.
- (2) The amount appearing in the fourth column of Schedule 3 directly opposite an offence is the modified penalty payable in respect of that offence if— (a) the dog is not a dangerous dog; or (b) the dog is a dangerous dog, but an amount does not appear in the fourth column directly opposite that offence.
- (3) The amount appearing in the fifth column of Schedule 3 directly opposite an offence is the modified penalty payable in respect of that offence if the dog is a dangerous dog. 6.3 Issue of infringement notice Where an authorised person has reason to believe that a person has committed an offence in respect of which a modified penalty may be imposed, he or she may issue to that person a notice.

6.4 Failure to pay modified penalty

Where a person who has received an infringement notice fails to pay the modified penalty within the time specified in the notice, or within such further time as may in any particular case be allowed by the CEO, he or she is deemed to have declined to have the offence dealt with by way of a modified penalty.

6.5 Payment of modified penalty

A person who has received an infringement notice may, within the time specified in that notice or within such further time as may in any particular case be allowed by the CEO, send or deliver to the local government the amount of the penalty, with or without a reply as to the circumstances giving rise to the offence, and the local government may appropriate that amount in satisfaction of the penalty and issue an acknowledgment of receipt.

6.6 Withdrawal of infringement notice

- (1) Whether or not the modified penalty has been paid, an authorised person may withdraw an infringement notice by sending a notice.
- (2) A person authorised to issue an infringement notice under clause 6.3 cannot sign or send a notice of withdrawal.

6.7 Service

An infringement notice or a notice of withdrawal may be served on a person personally, or by leaving it at or posting it to her or his address as ascertained from her or him, or as recorded by the local government under the Act, or as ascertained from inquiries made by the local government.

6.8 Penalty

Any person who contravenes any provision of this local law or fails to comply with a notice issued under this local law commits an offence, to a penalty - (a) not exceeding \$1,000; or (b) \$100 for each day or part of a day.

**SCHEDULE 1—APPLICATION FOR A LICENCE FOR AN APPROVED KENNEL
ESTALBSHMMNET (clause 4.2)**

I/we (full name)

.....

of (postal address)

.....

.....

(telephone number)

(facsimile number) (E-mail address)

Apply for a licence for an approved kennel establishment at (address of premises)

.....

For (number and breed of dogs)

* (insert name of person) will be residing at the premises
on and from (insert date)

* (insert name of person) will be residing (sufficiently close to
the premises so as to control the dogs and so as to ensure their health and welfare) at
..... (insert address of
residence) on and from (insert date).

Attached are –

- (a) a site plan of the premises showing the location of the kennel establishment and yards and all other buildings and structures and fences;
- (b) plans and specifications of the kennel establishment;
- (c) copy of notice of proposed use to appear in newspaper;
- (d) copy of notice of proposed use to be given to adjoining premises;
- (e) written evidence that a person will reside –
 - (i) at the premises; or
 - (ii) sufficiently close to the premises so as to control the dogs and so as to ensure their health and welfare; and
- (f) if the person in item (e) is not the applicant, written evidence that the person is a person in charge of the dogs.

I confirm that I have read and agree to comply with the Code of Practice known as
....., in the keeping of dogs at the proposed kennel
establishment.

Signature of applicant

Date

*delete where inapplicable.

Note: a licence if issued will have effect for a period of 12 months – section 27.5 of the Dog Act.

OFFICE USE ONLY

Application fee paid on *[insert date]*.

SCHEDULE 2—CONDITIONS OF A LICENCE FOR AN APPROVED KENNEL ESTABLISHMENT (clause 4.8(1))

An application for a licence for an approved kennel establishment may be approved subject to the following conditions –

- (a) each kennel establishment, unless it is fully enclosed, must have a yard attached to it;
- (b) each kennel establishment and each yard must be at a distance of not less than –
 - (i) 25m from the front boundary of the premises and 5m from any other boundary of the premises;
 - (ii) 10m from any dwelling; and
 - (iii) 25m from any church, school room, hall, factory, dairy or premises where food is manufactured, prepared, packed or stored for human consumption;
- (c) each yard for a kennel establishment must be kept securely fenced with a fence constructed of link mesh or netting or other materials approved by the local government;
- (d) the minimum floor area for each kennel establishment must be calculated at 2.5 times the length of the breed of dog (when it is fully grown), squared, times the number of dogs to be housed in the kennel establishment and the length of the dog is to be determined by measuring from the base of the tail to the front of its shoulder;
- (e) the floor area of the yard attached to any kennel establishment or group of kennel establishment must be at least twice the floor area of the kennel establishment or group of kennel establishment to which it is attached;
- (f) The upper surface of the kennel establishment floor must be –
 - (i) at least 100mm above the surface of the surrounding ground;
 - (ii) smooth so as to facilitate cleaning;
 - (iii) rigid;
 - (iv) durable;
 - (v) slip resistant;
 - (vi) resistant to corrosion;
 - (vii) non-toxic;
 - (viii) impervious;
 - (ix) free from cracks, crevices and other defects; and
 - (x) finished to a surface having a fall of not less than 1 in 100 to a spoon drain which in turn must lead to a suitably sized diameter sewerage pipe which must be properly laid, ventilated and trapped in accordance with the health requirements of the local government;
- (g) all kennel establishment floor washings must pass through the drain in item (f)(x) and must be piped to approved apparatus for the treatment of sewage in accordance with the health requirements of the local government;
- (h) the kennel establishment floor must have a durable upstand rising 75mm above the floor level from the junction of the floor and external and internal walls, or internal walls must be so constructed as to have a minimum clearance of 50mm from the underside of the bottom plate to the floor;
 - (i) where a yard is to be floored, the floor must be constructed in the same manner as the floor of any kennel establishment;
 - (ii) from the floor, the lowest internal height of a kennel establishment must be, whichever is the lesser of –
 - a. 2m;

- b. 4 times the height of the breed of dog in the kennel establishment, when it is fully grown, measured from the floor to the uppermost tip of its shoulders while in a stationary upright position;
- (i) the walls of each kennel establishment must be constructed of concrete, brick, stone or framing sheeted internally and externally with good quality new zincalume or new pre-finished colour coated steel sheeting or new fibrous cement sheeting or other durable material approved by the local government;
- (j) all external surfaces of each kennel establishment must be kept in good condition;
- (k) the roof of each kennel establishment must be constructed of impervious material;
- (l) all kennel establishment and yards and drinking vessels must be maintained in a clean condition and must be cleaned and disinfected when so ordered by an authorised person;
- (m) all refuse, faeces and food waste must be disposed of daily into the approved apparatus for the treatment of sewage;
- (n) noise, odours, fleas, flies and other vectors of disease must be effectively controlled;
- (o) suitable water must be available at the kennel establishment via a properly supported standpipe and tap; and
- (p) the licensee or the person nominated in the application for a licence, must, in accordance with the application for the licence, continue to reside –
 - (i) at the premises; or
 - (ii) in the opinion of the local government, sufficiently close to the premises so as to control the dogs, and to ensure their health and welfare.

SCHEDULE 3—OFFENCES IN RESPECT OF WHICH MODIFIED PENALTY APPLIES (clause 7.2)

Offence	Nature of offence	Modified penalty \$	Dangerous Dog Modified Penalty \$
2.2(a)	Attempting to or causing the unauthorised release of a dog from a Dog Management Facility	200	400
2.2(b)	Interfering with any Dog Management Facility or vehicle used for the purpose of catching, holding or conveying dogs	200	400
3.1	Failing to provide means for effectively confining a dog	200	400
3.2 (3)	Keeping more than prescribed number of dogs without a permit	100	200
4.9	Failing to comply with the conditions of a licence	200	400
5.1(2)	Dog excreting in public place	200	200

Dated this _____

The Common Seal of the Shire of Esperance was affixed in the presence of –

President.
Chief Executive Officer

Item: 12.3.2

Lions Club Lease

Author/s	Sarah Walsh	Coordinator Governance & Corporate Support
Authorisator/s	Felicity Baxter	Director Corporate & Community Services

File Ref: D22/12374

Applicant

The Lions Club of Esperance

Location/Address

Portion of Lot 487 Goldfields Road and Lot 903 Walmsley Street Castletown.



Executive Summary

For Council to consider entering into a lease with the Lions Club of Esperance for their clubrooms located at Lot 487 Goldfields Road and Lot 903 Walmsley Street Castletown.

Recommendation in Brief

That Council enters into a lease with the Lions Club of Esperance for their clubrooms located at Lot 487 Goldfields Road and Lot 903 Walmsley Street Castletown.

Background

The Lions Club of Esperance (Club) have been utilising an area of the Lions Park for their clubrooms since approximately 1968.

Over the years, the Club have worked together with the Shire's Parks team to maintain and develop the adjacent park area.

In 2019 it was identified that there is currently no written agreement in place with the Club for this area.

At this time, the Club was approached and agreed to enter into a lease, requesting a term of 21 years. At this time, it was discovered that the Shire's Management Order for Lot 903 Walmsley Street, Reserve 41745, did not include power to lease and so a request was lodged with the Department of Lands to amend this. We have now received an updated Management Order for this reserve, which includes power to lease. The Club has been contacted and confirmed that they still wish to proceed with a lease for their clubrooms for a term of 21 years.

Officer's Comment

Discussions with Shire Officers have determined that there are no concerns with proceeding to arrange a lease with the group over the clubrooms as there are no current plans for development or change of use of this area.

Currently, the Club mow the turf as required, and voluntarily undertake some minor maintenance of the sprinklers and playground equipment within the adjacent park area. Moving forward, due to the Club's aging membership, however it is recommended that the Shire assume complete responsibility for all the playground and park maintenance requirements.

As a portion of the building is partially located on a Shire managed reserve, with the other portion falling on freehold land, it is recommended that we enter into the lease for a period of 20 years. It is noted that any term greater than 20 years on freehold land requires WA Planning Commission approval.

This will be a land only lease as the Club owns the building, with all maintenance and repairs remaining the responsibility of the Club.

Consultation

The Lions Club of Esperance
Manager Strategic Planning & Land Projects
Coordinator Building Services
Coordinator Environmental Health
Compliance Officer
Manager Economic Development
Supervisor Parks & Reserves

Financial Implications

Recommended maintenance budget for the FY2022/23 year \$23,375 an increase from \$17,775 in FY2021/22. This is to cover the increase in servicing requirements and resources.

Lease preparation fee of \$132 Inc GST

Annual lease fee of \$110 Inc GST

Asset Management Implications

Nil – Land only lease, Club responsible for maintenance and renewal of the building.

Statutory Implications

Local Government Act 1995 – s.3.58 Disposing of Property

Local Government (Functions and General) Regulations 1996 – s.30(2)(e) Dispositions of property excluded from Act s.3.58

Land Administration Act 1997 – s.18 Crown land transactions that need Minister's approval

Policy Implications

COR 004: Building and Property Agreements

Strategic Implications

Council Plan 2022 - 2032

People

Outcome 2. A healthy and active community.

Objective 2.4 Grow community capacity by supporting community groups and volunteers.

Corporate Business Plan 2021/22 – 2024/25

Manage Shire Leases and Insurance

Environmental Considerations

Nil

Attachments

A. [Lions Club Lease Request](#)

B. [Confirmation of Lease Term Requested - Lions Club](#)

RECOMMENDATION AND DECISION

12.3.2 Lions Club Lease

Moved: Cr Graham

Seconded: Cr McMullen

O0622-145

Council Resolution

That Council, subject to Department of Lands' approval;

- 1. Enter into a lease with The Lions Club of Esperance for portion of Lot 487 Goldfields Road and Lot 903 Walmsley Street Castletown;**
- 2. The lease term being 20 years;**
- 3. Charge an annual lease fee of \$110 Inc GST;**
- 4. Charge a lease preparation fee of \$130 Inc GST; and**
- 5. Assume complete responsibility for all the playground and park maintenance requirements.**

**CARRIED
F8 - A0**



LIONS CLUB OF ESPERANCE INC.

PO Box 119 ESPERANCE WA 6450

201W2

PRESIDENT: Peter Dempster
SECRETARY: Philip Jones

18th June 2019

To:
Sarah Walsh
Coordinator Corporate Support
Shire of Esperance
PO Box 507 ESPERANCE WA 6450

Your reference: F13/1007 / D19/13654

Subject: Lease Request for Esperance Lions Clubrooms

Dear Sarah,

The club discussed your letter regarding entering into a lease agreement with the Shire and are willing to do so.

Bearing in mind that we have had the use of the park since approximately 1968, the Club is not sure what length of term we should seek.

Our Treasurer Ray Hancock is our contact for this matter.

Yours sincerely,

A handwritten signature in black ink, which appears to read 'Philip Jones'. The signature is fluid and cursive, with a long horizontal stroke at the end.

Philip Jones

Archived: Tuesday, 7 June 2022 8:57:39 AM
From: [REDACTED]
Mail received time: Mon, 23 May 2022 06:42:46
Sent: Mon, 23 May 2022 06:42:38
To: [Sarah Walsh](#)
Subject: Re: Lions Club Lease Confirmation
Importance: Normal
Sensitivity: None

[Caution: External Email] This email was sent from outside the organisation - be cautious, particularly with links and attachments.

Hi Sarah,

I am pleased to confirm the Lions Club has reconfirmed proceeding with a 21 year lease on the premises at the Lions park and is happy for the parks team to take over maintenance of the park from our members.

Ray Hancock

Treasurer Lions Club Of Esperance

On 9/05/2022 4:57 pm, Sarah Walsh wrote:

Hi Ray,

Thanks for your time on the phone this afternoon.

As discussed if it's possible to receive written confirmation that the Club still wish to enter into a lease for the clubrooms as noted in previous correspondence from 2019 it would be great. I've attached the previous correspondence for your reference.

Also, our parks team have put forward a recommendation that the Shire take over the responsibility for all the playground and park maintenance. Could you please advise if the Club would be happy for this to go ahead or if there are any comments in this regard the Club would like to put forward in response to this recommendation?

Should you have any queries in this regard, please let me know.

Kind regards,



Sarah Walsh
Coordinator Governance and Corporate Support
Shire of Esperance
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Item: 12.3.3

Financial Services Report - May 2022

Author/s	Beth O'Callaghan	Manager Financial Services
Authorisator/s	Felicity Baxter	Director Corporate & Community Services

File Ref: D22/15785

Attachments

A [↓](#). Monthly Financial Services Report May 2022

RECOMMENDATION AND DECISION

12.3.3 Financial Services Report - May 2022

Moved: Cr Horan

Seconded: Cr Flanagan

O0622-146

Council Resolution

That Council receive the attached report entitled Monthly Financial Services Report (incorporating the Statement of Financial Activity) for the month of May 2022.

**CARRIED
F8 - A0**



SHIRE OF ESPERANCE

MONTHLY FINANCIAL MANAGEMENT REPORTS

(Incorporating Statement of Financial Activity)

MAY 2022

CORPORATE & COMMUNITY SERVICES



CONTENTS – Monthly Financial Report

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Compilation Report

MANAGER FINANCIAL SERVICES
COMPILATION REPORT

MEETING DATE	: 28th June 2022
ACCOUNTING PERIOD	: The period ended 31st May 2022
COMPILATION DATE	: 10 th June 2022
CONTENTS	: Monthly Financial Report

OVERVIEW

(Source:- Summary of Reporting Programs page 2:1 and graphical progressive snapshot/Liquidity graph.)

The Statement of Financial Activity by reporting program is presented on page 3 and shows a surplus as at 31 May of \$17,804,954.

Rates Collected

Rates collected at the end of May was 99.03% this is presented on page 17. At the same time in 2021 rates collected was 98.54%.

2022/2023 Fees and Charges

Fees and Charges have been finalised and endorsed in principal by Council during May.

2022/2023 Budget

The budget process for 2022/2023 is continuing. Meetings have been held with Directors and the CEO. Budget workshops with Council will occur in June.

The 2022/2023 Budget is scheduled for Council adoption in early August.

Compilation Report

Working Capital (Note 1- page 7)

The Council is solvent and I do not consider there any other matters of liquidity that I would bring to Council's attention.

Current surplus at the end of May is \$17,804,954. The surplus is shown on the bottom of the Statement of Financial Activity on page 3 and also on the bottom of Composition of Net Current Funding Position on page 7. It represents our ability to meet the short-term demands of our suppliers.

Unrestricted cash at bank is \$19,437,231 and this is shown on page 7. Reserve balance is \$25,135,522.

Tamsen Kirby
Assistant Accountant

STATEMENT OF FINANCIAL ACTIVITY

BY REPORTING PROGRAM

For the Period Ended 1 July 2021 to 31 May 2022



DESCRIPTION	2021/2022 Budget (A)	YTD Budget (B)	YTD Actuals (C)	Variances	
				Amount \$ (C-B)	% (C/B)
Operating Income					
03 - General Purpose Funding	(28,721,182)	(28,767,261)	(34,117,494)	(5,350,233)	119
04 - Governance	(416,603)	(214,040)	(253,876)	(39,836)	119
05 - Law, Order & Public Safety	(1,302,827)	(467,687)	(502,330)	(34,643)	107
07 - Health	(159,863)	(155,026)	(154,784)	242	100
08 - Education & Welfare	(5,618,647)	(4,956,373)	(5,393,258)	(436,885)	109
10 - Community Amenities	(5,690,011)	(5,189,322)	(5,350,073)	(160,751)	103
11 - Recreation & Culture	(2,922,838)	(2,339,069)	(2,565,360)	(226,291)	110
12 - Transport	(2,245,773)	(1,956,632)	(1,833,677)	122,955	94
13 - Economic Services	(1,149,321)	(899,571)	(935,876)	(36,305)	104
14 - Other Property & Services	(756,558)	(476,059)	(459,751)	16,308	97
Income Total	(48,983,623)	(45,421,040)	(51,566,478)	(6,145,438)	
Expenditure					
03 - General Purpose Funding	429,321	396,693	352,313	(44,380)	89
04 - Governance	2,225,376	1,792,198	1,724,981	(67,217)	96
05 - Law, Order & Public Safety	2,129,523	1,940,982	1,810,395	(130,587)	93
07 - Health	464,685	415,518	295,263	(120,255)	71
08 - Education & Welfare	6,085,931	5,093,782	4,268,090	(825,692)	84
10 - Community Amenities	6,136,198	5,544,289	4,700,218	(844,071)	85
11 - Recreation & Culture	13,888,817	12,343,439	11,953,423	(390,016)	97
12 - Transport	20,352,424	18,686,746	17,649,276	(1,037,470)	94
13 - Economic Services	2,237,485	2,021,310	1,617,359	(403,951)	80
14 - Other Property & Services	1,002,868	1,001,402	1,301,370	299,968	130
Expenditure Total	54,952,628	49,236,359	45,672,688	(3,563,671)	
Operating Total	5,969,005	3,815,319	(5,893,791)	(9,709,110)	
Capital Income					
04 - Governance	(751,376)	(281,376)	(169,650)	111,726	60
05 - Law, Order & Public Safety	(797,738)	(74,252)	(214,252)	(140,000)	289
08 - Education & Welfare	(1,305,725)	(250,337)	(60,000)	190,337	24
10 - Community Amenities	(1,319,000)	(330,000)	(95,273)	234,727	29
11 - Recreation & Culture	(6,961,588)	(3,587,613)	(2,895,712)	691,901	81
12 - Transport	(11,754,782)	(9,037,986)	(6,731,987)	2,305,999	74
13 - Economic Services	(233,029)	(108,029)	(181,529)	(73,500)	168
14 - Other Property & Services	(2,407,763)	(936,809)	(866,660)	70,149	93
Income Total	(25,531,001)	(14,606,402)	(11,215,063)	3,391,339	
Expenditure					
04 - Governance	750,749	352,211	69,957	(282,254)	20
05 - Law, Order & Public Safety	1,576,238	839,151	345,046	(494,105)	41
08 - Education & Welfare	1,260,725	627,910	44,284	(583,626)	7
10 - Community Amenities	1,319,000	659,000	49,187	(609,813)	7
11 - Recreation & Culture	8,825,039	6,419,842	4,239,755	(2,180,087)	66
12 - Transport	24,191,512	19,153,377	15,984,267	(3,169,110)	83
13 - Economic Services	461,467	420,842	148,178	(272,664)	35
14 - Other Property & Services	1,622,003	1,579,997	89,907	(1,490,090)	6
15 - Funds Transfer	3,176,256	19,283	56,439	37,156	293
Expenditure Total	43,182,989	30,071,613	21,027,019	(9,044,594)	
Capital Total	17,651,988	15,465,211	9,811,956	(5,653,255)	
Total- Operating & Capital	23,620,993	19,280,530	3,918,165	(15,362,365)	
a) Asset Depreciation Charges	(19,236,798)	(17,717,592)	(17,687,030)		
b) Loss on Sale of Assets	(588,643)	(588,643)	(81,702)		
c) Profit on Sale of Assets	310,717	31,635	29,082		
d) Provision and Accruals	(140,400)	(113,224)	(7,996)		
e) Movement of Non-Current Receivable	0	0	(16,189)		
Less: Surplus / (Deficit) B/Fwd	3,959,285	3,959,285	3,959,285		
(Surplus)/Deficit	6,584	(3,066,579)	(17,804,954)		

STATEMENT OF FINANCIAL ACTIVITY

BY NATURE or TYPE

For the Period Ended 1 July 2021 to 31 May 2022



DESCRIPTION	2021/2022 Budget (A)	YTD Budget (B)	YTD Actuals (C)	Variance	
				Amount \$ (C-B)	% (C/B)
Operating					
Income					
Fees & Charges	(10,177,862)	(9,018,394)	(9,339,341)	(320,947)	104
Interest Earnings	(176,157)	(221,947)	(129,082)	92,865	58
Operating Grants & Subsidies	(8,840,068)	(8,401,980)	(14,417,799)	(6,015,819)	172
Profit on Asset Disposals	(310,717)	(31,635)	(29,082)	2,553	92
Rates	(22,134,979)	(22,134,979)	(22,020,243)	114,736	99
Reimbursements	(843,160)	(648,368)	(715,155)	(66,787)	110
Contributions & Donations Operating	(2,233,710)	(1,286,768)	(1,263,807)	22,961	98
Reserve Transfers into Muni	(4,266,970)	(3,676,969)	(3,651,969)	25,000	99
Income Total	(48,983,623)	(45,421,040)	(51,566,478)	(6,145,438)	
Expenditure					
Allocations	(711,700)	204,876	(731,936)	(936,812)	(357)
Depreciation	19,236,798	17,717,592	17,687,030	(30,562)	100
Insurance	745,335	744,279	745,268	989	100
Interest Expense	89,545	61,365	53,221	(8,144)	87
Loss on Asset Disposals	588,643	588,643	81,702	(506,941)	14
Material & Contracts	15,169,717	12,256,544	9,661,151	(2,595,394)	79
Other Expenditure	632,374	558,324	503,924	(54,400)	90
Utility Charges	1,127,856	1,037,239	1,206,102	168,863	116
Employment Expenses	18,074,060	16,067,497	16,466,227	398,730	102
Expenditure Total	54,952,628	49,236,359	45,672,688	(3,563,671)	
Total - Operating	5,969,005	3,815,319	(5,893,791)	(9,709,110)	(154)
Capital					
Income					
Non-Operating Grants & Subsidies	(17,612,497)	(11,517,515)	(8,514,413)	3,003,102	74
Reserve Transfers into Muni	(5,299,902)	(499,047)	(499,047)	0	100
Proceeds from Disposals	(1,688,809)	(1,688,809)	(1,271,809)	417,000	75
Proceeds from New Debentures	(750,000)	(750,000)	(750,000)	0	100
Self Supporting Loan Principle Received	(179,793)	(151,031)	(179,794)	(28,763)	119
Income Total	(25,531,001)	(14,606,402)	(11,215,063)	3,391,339	
Expenditure					
Material & Contracts	29,585,248	21,768,211	14,398,440	(7,369,771)	66
Employment Expenses	4,011,453	2,658,713	3,089,724	431,011	116
Purchase of Assets	5,430,113	4,705,269	2,562,279	(2,142,990)	54
Repayment of Debentures	229,919	170,137	170,137	0	100
Reserve Transfers from Muni	3,176,256	19,283	56,439	37,156	293
Advances to Community Groups	750,000	750,000	750,000	0	100
Expenditure Total	43,182,989	30,071,613	21,027,019	(9,044,594)	
Total - Capital	17,651,988	15,465,211	9,811,956	(5,653,255)	
Grand Total	23,620,993	19,280,530	3,918,165	(15,362,365)	
a) Asset Depreciation Charges	(19,236,798)	(17,717,592)	(17,687,030)		
b) Loss on Sale of Assets	(588,643)	(588,643)	(81,702)		
c) Profit on Sale of Assets	310,717	31,635	29,082		
d) Provision and Accruals	(140,400)	(113,224)	(7,996)		
e) Movement of Non-Current Receivable	0	0	(16,189)		
Less: Surplus / (Deficit) B/Fwd	3,959,285	3,959,285	3,959,285		
(Surplus)/Deficit	6,584	(3,066,579)	(17,804,954)		

SHIRE OF ESPERANCE



INCOME STATEMENT

Actuals for Month Ended 31 May 2022

	2021-22 BUDGET \$	2021-22 ACTUALS \$	VARIANCE \$	VARIANCE %
REVENUE				
Fees & Charges	(10,177,862)	(9,339,341)	(838,521)	92
Interest Earnings	(176,157)	(129,082)	(47,075)	73
Non-Operating Grants & Subsidies	(17,612,497)	(8,514,413)	(9,098,084)	48
Operating Grants & Subsidies	(8,840,068)	(14,417,799)	5,577,731	163
Profit on Asset Disposals	(310,717)	(29,082)	(281,635)	9
Rates	(22,134,979)	(22,020,243)	(114,736)	99
Reimbursements	(843,160)	(715,155)	(128,005)	85
Contributions & Donations Operating	(2,233,710)	(1,263,807)	(969,903)	57
Total Operating Revenue	(62,329,150)	(56,428,923)	(5,900,227)	91
Allocations	(711,700)	(731,936)	20,236	103
Depreciation	19,236,798	17,687,030	1,549,768	92
Insurance	745,335	745,268	67	100
Interest Expense	89,545	53,221	36,324	59
Loss on Asset Disposals	588,643	81,702	506,941	14
Material & Contracts	15,169,717	9,661,151	5,508,567	64
Other Expenditure	632,374	503,924	128,450	80
Utility Charges	1,127,856	1,206,102	(78,246)	107
Employment Expenses	18,074,060	16,466,227	1,607,833	91
Total Operating Expense	54,952,628	45,672,688	9,279,940	83
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS (SURPLUS)/DEFICIT	(7,376,522)	(10,756,235)		

**SHIRE OF ESPERANCE
MUNICIPAL FUND**
Statement of Financial Position
Month Ending 31 May 2022



Compared to 30th June 2021

	31/05/2022	30/06/2021
		\$
Current Assets		
Cash and Cash Equivalents	44,572,753	29,990,480
Trade and Other Receivables	893,562	1,626,044
Inventories	568,126	404,157
Current Assets Total	46,034,441	32,020,681
Current Liabilities		
Trade and Other Payables	(1,236,616)	(3,834,962)
Current Portion of Long Term Borrowings	(67,220)	(219,453)
Provisions	(3,001,494)	(2,914,416)
Other	(332,772)	(2,588,954)
Current Liabilities Total	(4,638,103)	(9,557,785)
Non Current Assets		
Other Receivables	1,881,565	10,521,537
Inventories- Non Current	3,893,859	3,893,859
Property, Plant and Equipment	101,303,980	102,446,053
Infrastructure	417,333,328	414,978,488
Non Current Assets Total	524,412,732	531,839,937
Non Current Liabilities		
Long Term Borrowings	(2,545,735)	(1,795,734)
Provisions- Non Current	(5,601,289)	(5,601,288)
Non Current Liabilities Total	(8,147,025)	(7,397,022)
Net Assets	557,662,046	546,905,811
Equity		
Reserves- Cash Backed	(25,135,522)	(29,230,099)
Revaluation Surplus	(208,364,083)	(208,364,083)
Retained Surplus	(324,162,441)	(309,311,629)
Equity Total	(557,662,046)	(546,905,811)

SHIRE OF ESPERANCE
COMPOSITION OF NET CURRENT FUNDING
POSITION



Month Ending 31 May 2022

	31/05/2022	30/04/2022
Current Assets		
Cash & Cash Equivalents	19,437,231	18,821,178
Inventories	392,069	329,723
Trade & Other Receivables	904,028	1,233,965
Current Assets Total	20,733,328	20,384,866
Current Liabilities		
Current Portion of Long Term Borrowings	(17,903)	(17,903)
Other	(332,772)	(305,966)
Provisions	(1,341,081)	(1,341,081)
Trade & Other Payables	(1,236,618)	(561,479)
Trusts	0	0
Current Liabilities Total	(2,928,374)	(2,226,429)
Total	17,804,954	18,158,437

Shire of Esperance For the Period Ended 31 May 2022

VARIANCES

Material Variances as per the Statement of Financial Activity:

Variances are explained if equal or greater than \$100,000 or 10% of the year to date budget amount - AASB 1031

Operating Income

General Purpose Funding

YTD Budget	YTD Actuals	Variance \$	Variance %
28,767,261	34,117,494	5,350,233	119

Financial Assistance Grants advance payment for 2022/23 was received in April. Prepaid rates has not been calculated as yet.

Governance

YTD Budget	YTD Actuals	Variance \$	Variance %
214,040	253,876	39,836	119

Receipt of LGIS WA membership credit and Good Driver rebate.

Education & Welfare

YTD Budget	YTD Actuals	Variance \$	Variance %
4,956,373	5,393,258	436,885	109

Homecare package income received sooner than expected.

Community Amenities

YTD Budget	YTD Actuals	Variance \$	Variance %
5,189,322	5,350,073	160,751	103

Claim for Regional Climate Alliance Coordinator was greater than budgeted as it includes funding for 2022/23 as well. Receipt of DPIRD grant for James St Precinct Masterplan.

Recreation & Culture

YTD Budget	YTD Actuals	Variance \$	Variance %
2,339,069	2,565,360	226,291	110

Timing difference with the Civic Centre Show income, BOILC swim school fees and GSG overflow camping fees.

Transport

YTD Budget	YTD Actuals	Variance \$	Variance %
1,956,632	1,833,677	-122,955	94

Timing difference with the airport landing fees and licensing commission less than budget YTD.

Operating Expenditure

General Purpose Funding

YTD Budget	YTD Actuals	Variance \$	Variance %
396,693	352,313	-44,380	89

Valuation expenses for the UV valuation have not been paid as yet.

Law, Order & Public Safety

YTD Budget	YTD Actuals	Variance \$	Variance %
1,940,982	1,810,395	-130,587	93

Timing difference with YTD brigade expenses, fire mitigation works and fire fighting expenses.

Health

YTD Budget	YTD Actuals	Variance \$	Variance %
415,518	295,263	-120,255	71

Employee costs are down due to vacant positions. Suicide Prevention project has not been fully spent as yet.

Education & Welfare

YTD Budget	YTD Actuals	Variance \$	Variance %
5,093,782	4,268,090	-825,692	84

Various Homecare expenses are below budget YTD.

Community Amenities

YTD Budget	YTD Actuals	Variance \$	Variance %
5,544,289	4,700,218	-844,071	85

Timing difference with some projects such as waste crushing, Kirwan Road rehabilitation and Bushfire Attack Level (BAL) Contour Mapping . Building maintenance lower than budgeted for public toilets and BBQs and Waste Facility buildings. Truck wash maintenance lower than expected YTD. Not all capitalisation of assets has occurred as yet therefore an expected loss on sale has not been reflected in the reports for the waste facility.

Recreation & Culture

YTD Budget	YTD Actuals	Variance \$	Variance %
12,343,439	11,953,423	-390,016	97

Park maintenance, surf club building compliance and public hall and museum building maintenance are less than budget YTD. Offsetting this is expenditure for the Backpass Trial and BOILC building maintenance which is ahead of budgeted schedule.

Transport

YTD Budget	YTD Actuals	Variance \$	Variance %
18,686,746	17,649,276	-1,037,470	94

Timing difference with road and street maintenance and airport building maintenance. As capitalisation of road making plant is continuing, budgeted loss on asset disposals is lower than expected YTD.

Economic Services

YTD Budget	YTD Actuals	Variance \$	Variance %
2,021,310	1,617,359	-403,951	80

Timing difference with wild dog control expenses, club development expenses and worker accommodation study.

Other Property & Services

YTD Budget	YTD Actuals	Variance \$	Variance %
1,001,402	1,301,370	299,968	130

Timing difference plant and vehicle maintenance expenditure. Plant depreciation recovery is lower than budgeted year to date.

Capital Income

Governance

YTD Budget	YTD Actuals	Variance \$	Variance %
281,376	169,650	-111,726	60

\$45,000 has been budgeted for the sale of the regional records facility which has not occurred as yet. Third round of LRCI funding has not been received for the CCTV town centre project. Offsetting this is the CCTV stage 2 and 4 grant payment received in March but was budgeted for June.

Law, Order & Public Safety

YTD Budget	YTD Actuals	Variance \$	Variance %
74,252	214,252	140,000	289

50% of the grant for the Condingup BFB shed was received sooner than expected.

Education & Welfare

YTD Budget	YTD Actuals	Variance \$	Variance %
250,337	60,000	-190,337	24

Homecare building refurbishment capital grants not received as yet.

Community Amenities

YTD Budget	YTD Actuals	Variance \$	Variance %
330,000	95,273	-234,727	29

LRCI Youth Precinct & Boat Ramp Toilet funding has not been received yet.

Recreation & Culture

YTD Budget	YTD Actuals	Variance \$	Variance %
3,587,613	2,895,712	-691,901	81

LRCI funding for Civic Centre rigging, lap pontoon and pump track has not been received yet.

Transport

YTD Budget	YTD Actuals	Variance \$	Variance %
9,037,986	6,731,987	-2,305,999	74

Timing difference with the receipt of roads and streets capital grants, and sale of road making plant.

Economic Services

YTD Budget	YTD Actuals	Variance \$	Variance %
108,029	181,529	73,500	168

The final payment for the Drought Communities project has been received sooner than budgeted.

Capital Expenditure

Governance

YTD Budget	YTD Actuals	Variance \$	Variance %
352,211	69,957	-282,254	20

Timing difference with CCTV stage 3 install.

Law Order & Public Safety

YTD Budget	YTD Actuals	Variance \$	Variance %
839,151	345,046	-494,105	41

Construction on the new Condingup Fire Brigade shed has not commenced. Ranger vehicle purchase has not occurred and will be a carryover into next year.

Education & Welfare

YTD Budget	YTD Actuals	Variance \$	Variance %
627,910	44,284	-583,626	7

Homecare building improvements have not commenced. Homecare vehicle purchases have not occurred and will be a carryover into next year.

Community Amenities

YTD Budget	YTD Actuals	Variance \$	Variance %
659,000	49,187	-609,813	7

Work has not commenced on the new Observatory Beach toilet or boat ramp toilet as yet. New compactor for the Waste Facility will be a carry over into the next year.

Recreation & Culture

YTD Budget	YTD Actuals	Variance \$	Variance %
6,419,842	4,239,755	-2,180,087	66

Timing difference with the Scaddan Country Club extension; multiple LRCI projects, Shoresands Park upgrade and BOILC plant room and heating upgrade.

Transport

YTD Budget	YTD Actuals	Variance \$	Variance %
19,153,377	15,984,267	-3,169,110	83

Timing difference with capital road expenditure and road making plant purchases. Airport Vehicle purchase has not occurred and will a carryover into next year.

Economic Services

YTD Budget	YTD Actuals	Variance \$	Variance %
420,842	148,178	-272,664	35

Timing difference with the expenditure on Myrup bore stand pipe and Salmon Gums water tank refurbishment. Two vehicles will be carryovers into next year.

Other Property & Services

YTD Budget	YTD Actuals	Variance \$	Variance %
1,579,997	89,907	-1,490,090	6

Timing difference with Flinders Estate Development and Ocean Street Development. Two vehicles will be carryovers into next year.

**Shire of Esperance
For the Period Ended 31 May 2022**

BUDGET AMENDMENTS

Amendments to original budget since budget adoption. (Surplus)/Deficit

Account #	Description	Council Ref	Net Change	Amended Budget Running Balance
	2021/22 Budget Estimated (Surplus)/Deficit			0
W4007	Ports Lighting Project	S0821-122	25,000	25,000
01-3230-955-956	Priority Projects Reserve	S0821-122	(25,000)	0
01-3510-105-044	Airport Fees and Charges Income	O1021-171	(1,000)	(1,000)
01-8700-956-911	Airport Reserve Funds Transfer	O1021-171	1,000	0
W4031	Worker Accommodation Study	O1121-208	40,000	40,000
01-4170-115-155	Community & Economic Development Grants Income	O1121-208	(20,000)	20,000
01-4170-955-956	Priority Projects Reserve	O1121-208	(20,000)	0
W4048	Prescribed Burn - West Beach	O0122-009	12,500	12,500
W4049	Prescribed Burn - Grass Patch	O0122-009	11,200	23,700
W4050	Prescribed Burn - Gibson	O0122-009	10,800	34,500
01-4090-115-175	Emergency Management - Grants	O0122-009	(34,500)	0
W3136	BOILC Plant Room & Heating Upgrade	O0122-011	550,000	550,000
W3974	LRCI - GPS CORS Network	O0122-011	(250,000)	300,000
W3982	LRCI - Town Entry Statements	O0122-011	(300,000)	0
01-3220-115-155	All-terrain Wheelchair Access grant	O0122-020	(10,000)	(10,000)
W4057	James Street Beach Inclusive Access	O0122-020	32,000	22,000
W3909	James Street Beach Cleaning	O0122-020	(22,000)	0
	Budget Review Amendments (Net)	O0322-071	6,584	6,584
W3251	Homecare Day Centre Upgrade	O0422-102	460,000	466,584
W2911	LRCI Homecare Building Improvements	O0422-102	(200,000)	266,584
01-7810-955-944	EHC Asset Replacement Reserve	O0422-102	(260,000)	6,584
W2154	Truckwash Bay Desludging	O0522-130	35,000	41,584
01-8700-956-913	Sanitation Reserve	O0522-130	(35,000)	6,584
W4102	Myrup Waste Transfer Station Detailed Design	O0522-131	600,000	606,584
01-7420-955-912	Transfer from Sanitation Reserve	O0522-131	(600,000)	6,584
01-3420-105-036	Sale of Blue Gums	O0522-132	(325,000)	(318,416)
W4101	Rehabilitation of Lot 12 Kirwan Road	O0522-131	150,000	(168,416)
01-8700-956-913	Sanitation Reserve	O0522-132	175,000	6,584
Amended Budget as per Council Resolution (1)				6,584

(1) Budget (Surplus)/Deficit position as per the Statement of Financial Activity.

**Shire of Esperance
For the Period Ended 31 May 2022**

RECEIVABLES STATUS

	Current	ATO	30 Days	60 Days	90 Days	90+Days	Total
General Receivables	473,317	0	50,019	168,076	181	15,743	707,336
Category							
Government Grants							\$0 A
Contributions & Reimbursements							\$0 B
Loan Repayments							\$0 C
Fees and Charges							\$15,743 D
Private Works							\$0 E
Proceeds Sale of Assets							\$0 F
							\$15,743

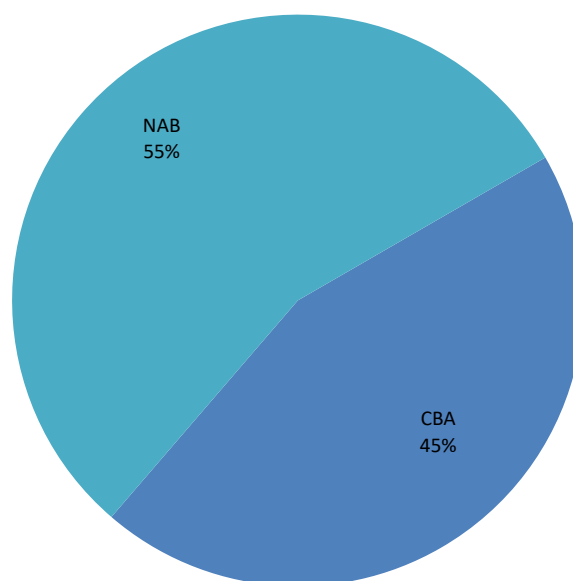
Amounts shown above include GST (where applicable)

90+Days Represented by:

A	<i>Government Grants:</i>		
		\$0	
	<i>Total (A)</i>	\$0	
B	<i>Contributions & Reimbursements:</i>		
		\$0	Staff payroll reimbursements
	<i>Total (B)</i>	\$0	
C	<i>Loan Repayments:</i>		
		\$0	
	<i>Total (C)</i>	\$0	
D	<i>Fees & Charges:</i>		
		\$5,494	Wylie Bay Waste charges
		\$249	Rent at Museum Village
		\$10,000	Private works - Footpath Taylor Street
	<i>Total (D)</i>	\$15,743	
E	<i>Private Works:</i>		
		\$0	
	<i>Total (E)</i>	\$0	
F	<i>Proceeds Sale of Assets:</i>		
		\$0	
	<i>Total (F)</i>	\$0	

Cash Investments as at 31 May 2022

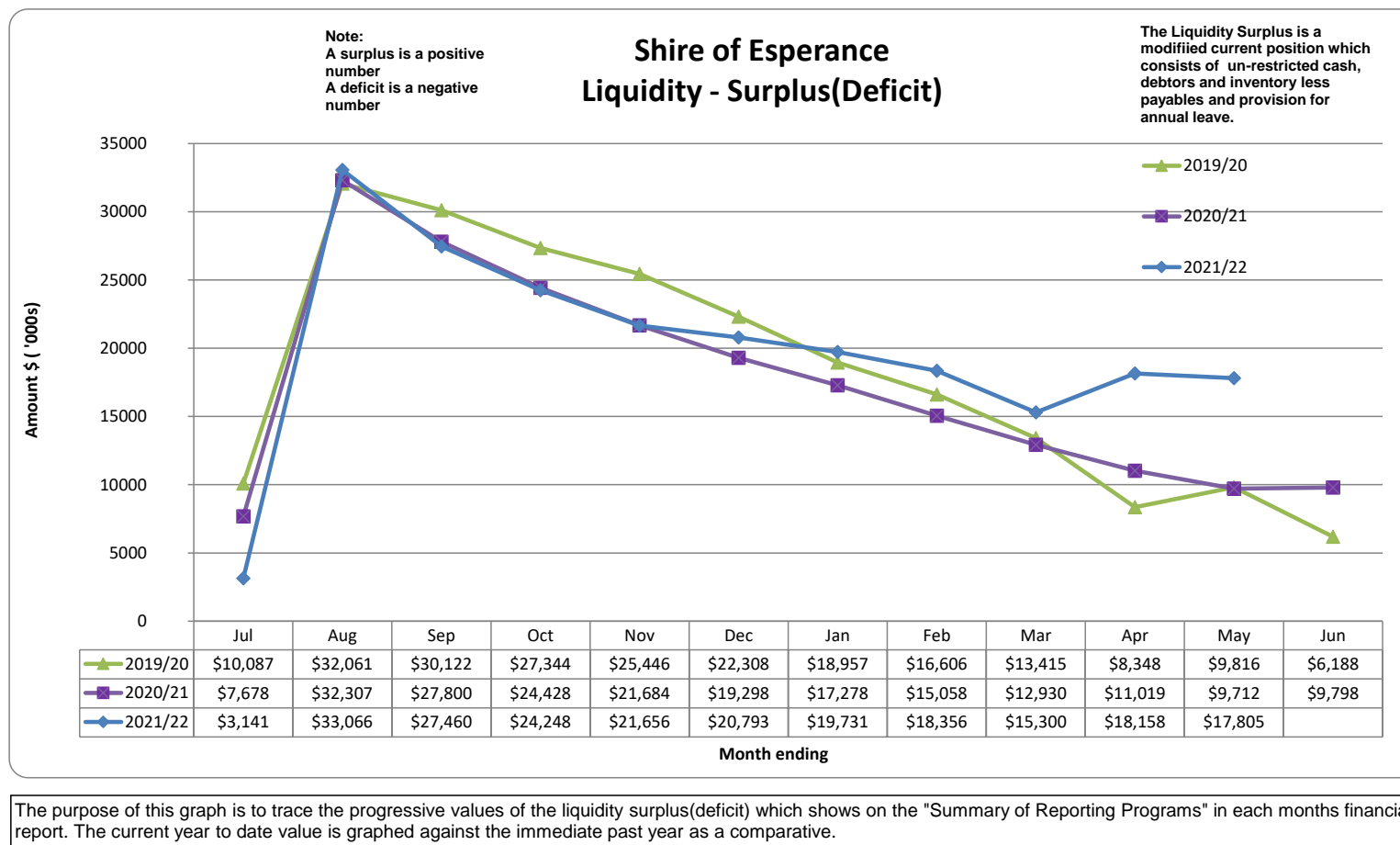
Diversification of Investments



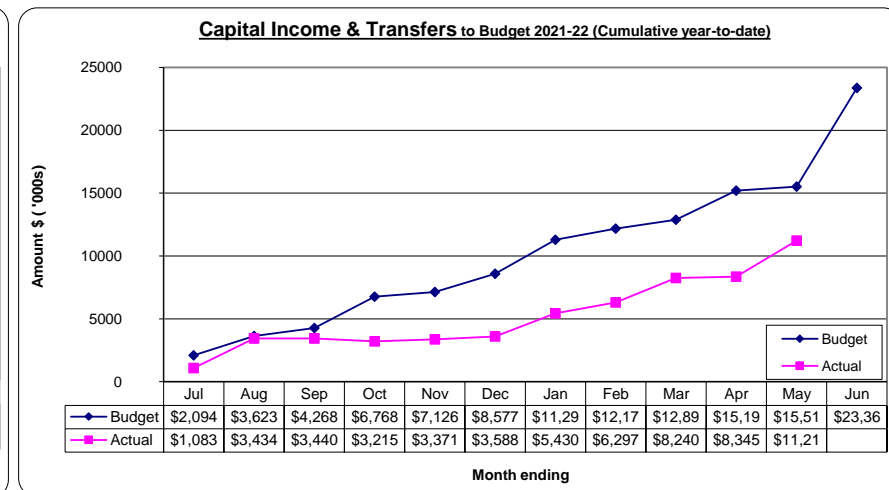
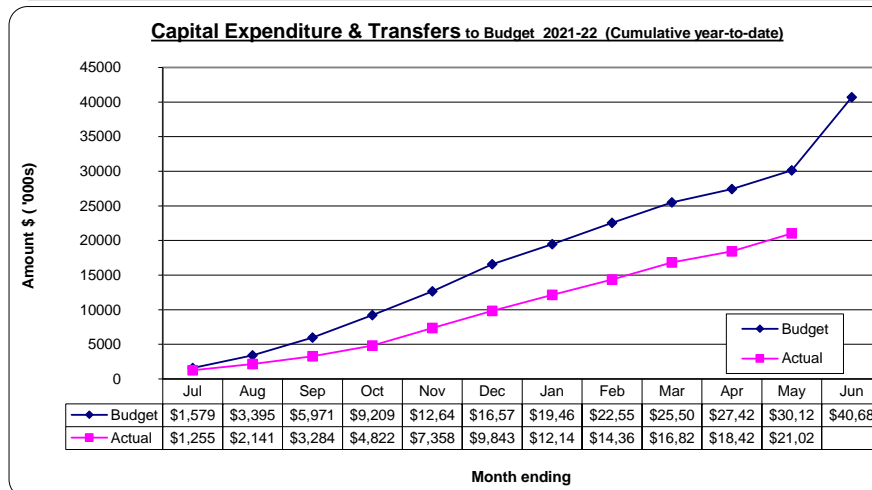
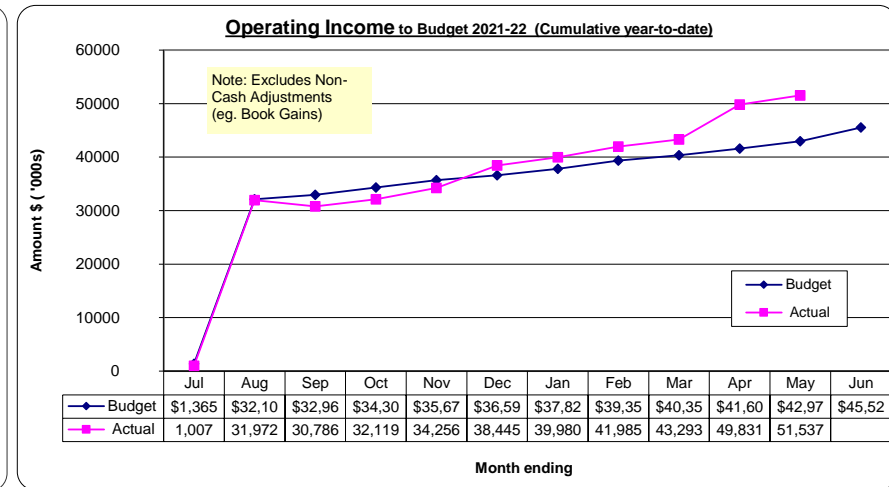
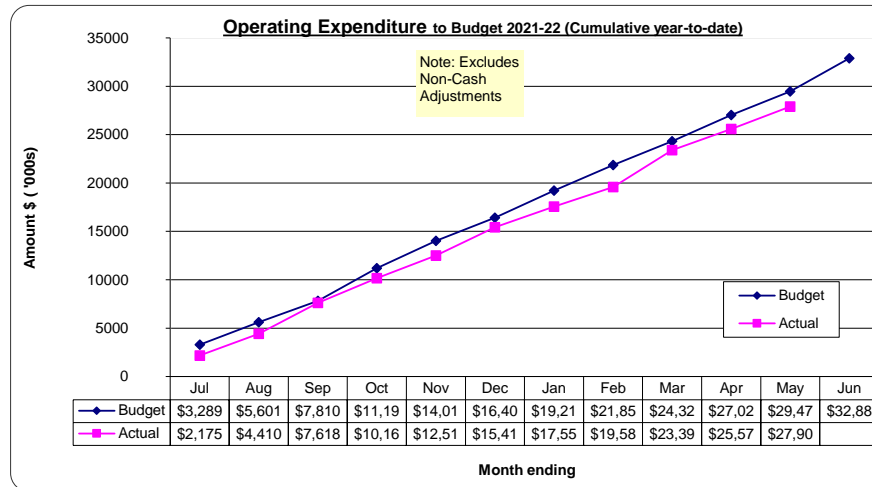
Finance Institution	Amount	Rate	Term	Maturity	Type of Investment
NAB	\$ 4,000,000	0.45%	90	08-Jun-22	Term Deposit - Reserve
NAB	\$ 4,000,000	0.45%	90	08-Jun-22	Term Deposit - Reserve
NAB	\$ 4,000,000	0.45%	90	08-Jun-22	Term Deposit - Reserve
NAB	\$ 4,000,000	0.51%	90	21-Jun-22	Term Deposit - Reserve
NAB	\$ 4,000,000	0.80%	60	08-Jul-22	Term Deposit - Reserve
NAB	\$ 4,000,000	0.45%	90	08-Jun-22	Term Deposit - Muni
CBA	\$ 4,000,000	0.32%	90	08-Jun-22	Term Deposit - Muni
CBA	\$ 10,222,608	0.20%	N/A	N/A	Business Online Saver - Muni
CBA	\$ 5,133,972	0.10%	N/A	N/A	Cash Management - Reserves
	\$ 43,356,580				

Investment Interest Earnings

	Budgeted Amount	YTD Interest
Municipal	\$ 44,579	26,573
Reserve	\$ 140,971	52,537



Shire of Esperance - Progressive Budget Snap-Shot





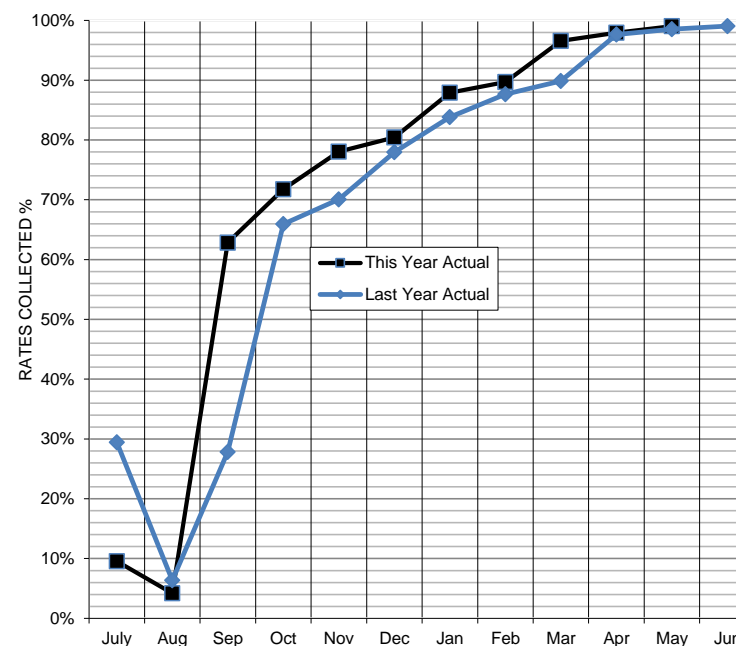
OTHER REPORTS AND GRAPHS

SHIRE OF ESPERANCE

SUMMARY OF RATE, RUBBISH AND ESL CHARGE DEBTORS AS AT 31st May 2022

Current Year (2021-22) Only	\$
Rates Levied	25,961,091
<u>Less</u> Pensioner Rebates Granted	-725,655
<u>Less</u> Discount Granted and Adjustments	-17,278
Total Current Year	25,218,158
Previous Years	
Arrears at 1st July 2021	236,402
Prepayments as at 1st July 2021	-1,242,046
Pensioner Deferred Rates at 1st July 2021	104,596
Total Arrears as at 1st July 2021	-901,048
Penalty Interest charged to Overdue	23,574
Receipts for Current Rates	-25,241,820
Prepayments	-723
Total Collections	-25,242,543
Total Current and Arrears Outstanding	-901,858
<u>Add</u> Prepayment of Rates	1,242,769
<u>Less</u> Pensioner Deferred Rates	-86,937
Net Rates Collectable	253,974
% Collected	99.03%

RATES COLLECTION PROGRESS (2021/2022)



**SHIRE OF ESPERANCE
TRUST FUNDS
as at 31 May 2022**

Funds held at balance date over which the Municipality has no control and which are not included in the financial statements are as follows:

Details	Balance 30-Jun-2021	Balance 31-May-2022
Contributions to Public Open Space	197,113	197,517
Other	1,124	1,124
General Bonds - Interest Bearing	39,844	50,771
Totals	238,081	249,412



**PAYMENT OF ACCOUNTS LISTING
(PAID UNDER DELEGATED
AUTHORITY)**

SHIRE OF ESPERANCE
THE ACCOUNTS REFERRED TO IN THE SCHEDULE AND SUMMARISED BELOW HAVE BEEN PAID
FOR THE PERIOD ENDING 31st May 2022

MUNICIPAL FUND

CHEQUES

ACTUAL PAYMENTS:	Cheques: 27671 - 27672	\$916.10
------------------	------------------------	----------

EFT

ACTUAL PAYMENTS:	Transaction No's: E4391 - E4401	\$4,526,714.61
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CREDIT CARDS

ACTUAL PAYMENTS:	Transactions: 28/04/2022 - 25/05/2022	\$16,316.41
------------------	--	-------------

PAID UNDER THE DELEGATED

AUTHORITY TO CEO

MUNICIPAL TOTAL: \$4,543,947.12

***ESTIMATE % LOCAL PAYMENTS
(INCLUDING CREDIT CARDS)***

\$	3,164,859.00	69.65%
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TRUST FUND

CHEQUES

ACTUAL PAYMENTS:	Cheques : -	\$0.00
------------------	-------------	--------

EFT

ACTUAL PAYMENTS:	Transaction No's: -	\$0.00
------------------	---------------------	--------

TRUST TOTAL: \$0.00

TOTAL: \$4,543,947.12

Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 28 June 2022 for confirmation in respect to accounts already paid.

Tran Amount

Municipal Fund - Cheque Payments

<i>EFT Ref / Cheque No</i>	<i>Date</i>	<i>Creditor</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
C27671	19/05/2022	386	Shire of Esperance - Petty Cash	Museum petty cash	\$233.90
C27672	19/05/2022	8041	Esperance Home Care - Petty Cash	Petty cash recoup - EHC	\$682.20

Total Creditor payments made by Cheque from Municipal Fund 916.10

Municipal Fund - EFT Payments

<i>EFT Ref / Cheque No</i>	<i>Date</i>	<i>Creditor</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
E4391	02/05/2022	33	Australian Services Union	Payroll deduction	\$207.20
E4391	02/05/2022	140	Esperance Shire Staff Jackpot	Payroll deduction	\$600.00
E4391	02/05/2022	144	Esperance Staff Social Club	Payroll deduction	\$280.00
E4391	02/05/2022	154	LGRCEU	Payroll deduction	\$132.00
E4391	02/05/2022	1963	Child Support Agency	Payroll deduction	\$3,444.20
E4392	03/05/2022	260	Horizon Power	Electricity charges	\$36,856.46
E4392	03/05/2022	290	Telstra	Telephone charges	\$112.00
E4392	03/05/2022	392	Water Corporation	Water usage charges	\$127.08
E4393	05/05/2022	-	John Batman Group	***** C A N C E L L E D *****	\$0.00
E4393	05/05/2022	1	Australian Taxation Office	Payroll deduction	\$152,503.00
E4393	05/05/2022	58	Boulevard Lottery Centre & Newsagency	Stationery	\$522.99
E4393	05/05/2022	62	Building And Construction Industry	BCITF Levy payment 01/03/2022 - 31/03/2022	\$5,004.19
E4393	05/05/2022	126	Esperance Electrical Service	Electrical services	\$3,819.00
E4393	05/05/2022	184	Best Western Hospitality Inn Esperance	Bookeasy sales - Accommodation	\$362.38
E4393	05/05/2022	536	Landgate	GRVs	\$833.55
E4393	05/05/2022	571	St John Ambulance Association in WA	First aid products	\$640.20
E4393	05/05/2022	867	Esperance Mobile Welding	Fabricate and fit security features to plant	\$5,903.80

Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 28 June 2022 for confirmation in respect to accounts already paid.

Tran Amount

Municipal Fund - EFT Payments

<i>EFT Ref / Cheque No</i>	<i>Date</i>	<i>Creditor</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
E4393	05/05/2022	984	Thorp Realty Pty Ltd	Rent	\$2,445.72
E4393	05/05/2022	1319	Sheridan's For Badges	Name badges	\$180.07
E4393	05/05/2022	1400	Bayview Motel Esperance	Bookeasy sales - Accommodation	\$1,353.44
E4393	05/05/2022	1470	Express Your Self Printing	Business cards	\$1,547.00
E4393	05/05/2022	1490	Salmon Gums Development Group	Community grants program	\$800.00
E4393	05/05/2022	1550	Comfort Inn Bay of Isles	Bookeasy sales - Accommodation	\$162.80
E4393	05/05/2022	1695	Bay of Isles Mini-Excavators	Plant hire	\$750.00
E4393	05/05/2022	2113	Banksia Medical Centre	Drug and alcohol screening	\$781.00
E4393	05/05/2022	2120	ADT Security	Security services – Airport	\$171.96
E4393	05/05/2022	2269	Esperance Island View Apartments	Bookeasy sales - Accommodation	\$3,708.32
E4393	05/05/2022	2382	Griffs Electrical	Alterations to Museum Village mains switchboard	\$2,476.10
E4393	05/05/2022	2397	Circuitwest Inc.	Strings and Catch - Final presenter fees	\$5,225.00
E4393	05/05/2022	2496	Professionals Esperance Real Estate	Rent	\$1,320.00
E4393	05/05/2022	2560	Rexel Electrical Supplies Pty Ltd	Lighting	\$475.97
E4393	05/05/2022	2763	Esperance Lock & Shoe Service	Key & lock supplies	\$198.00
E4393	05/05/2022	2765	Esperance Autos	2x 2021 Isuzu DMax utes	\$104,206.92
E4393	05/05/2022	3055	Esperance Golf Club (Inc)	Community grants program for automatic reticulation	\$55,000.00
E4393	05/05/2022	3227	Esperance Fire Services	Hire of fire extinguishers	\$3,847.00
E4393	05/05/2022	3478	Avis Car Hire	Car hire	\$7,191.36
E4393	05/05/2022	3526	Southern Suspension & 4 X 4 Centre	Parts	\$827.90
E4393	05/05/2022	3532	Esperance Bay Holiday Park	Bookeasy sales - Accommodation	\$893.20
E4393	05/05/2022	3600	Port Side Lawn Mowing	Gate repair - EHC	\$605.00
E4393	05/05/2022	3604	Kelyn Training Services	Advanced traffic management	\$11,806.95

Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 28 June 2022 for confirmation in respect to accounts already paid.

Tran Amount

Municipal Fund - EFT Payments

<i>EFT Ref / Cheque No</i>	<i>Date</i>	<i>Creditor</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
E4393	05/05/2022	3752	Securepay Pty Ltd	Monthly charge	\$31.13
E4393	05/05/2022	3797	LED Esperance	Electrical supplies	\$3,204.63
E4393	05/05/2022	3938	C K Mader	Rent	\$600.00
E4393	05/05/2022	4276	Modern Teaching Aids Pty Ltd	Lockable storage and whiteboard - Library	\$569.91
E4393	05/05/2022	4618	JJ's Holiday Cottage	Bookeasy sales - Accommodation	\$334.40
E4393	05/05/2022	4699	Esperance Care Services Inc	Rags – Depot	\$50.00
E4393	05/05/2022	4891	South Coast Foodservice	Consumables	\$2,195.26
E4393	05/05/2022	4909	H M & E T Jaarola	Morning melodies	\$100.00
E4393	05/05/2022	4989	Woolworths Group Limited	Consumables and a vacuum cleaner	\$399.07
E4393	05/05/2022	5161	Pink Lake Tourist Park	Bookeasy sales - Accommodation	\$1,257.96
E4393	05/05/2022	5163	Anderson HL & CJ	Bookeasy sales - Accommodation	\$200.00
E4393	05/05/2022	5164	Esperance Beachfront Resort	Bookeasy sales - Accommodation	\$228.80
E4393	05/05/2022	5165	Driftwood Apartments	Bookeasy sales - Accommodation	\$790.24
E4393	05/05/2022	5175	Goldies Place	Bookeasy sales - Accommodation	\$352.00
E4393	05/05/2022	5231	Mobile Windmill Service and Maintenance	40 Days dogging	\$30,800.00
E4393	05/05/2022	5295	Komatsu Australia Pty Ltd	Parts	\$656.02
E4393	05/05/2022	5393	Esperance Eagle View Accommodation	Bookeasy sales - Accommodation	\$2,965.60
E4393	05/05/2022	5419	D Crawford	Lawn mowing	\$200.00
E4393	05/05/2022	5444	Reece Australia Pty Ltd	Gas rental charge reclaim gas	\$33.00
E4393	05/05/2022	5481	C H Bradley	Jackpot winnings	\$150.00
E4393	05/05/2022	5559	BookEasy Australia Pty Ltd	Bookeasy commission February 2022	\$1,093.82
E4393	05/05/2022	5604	Esperance Milk Supply	Milk supply - Admin and Depot	\$67.72
E4393	05/05/2022	5622	Subway Esperance	Catering	\$188.00

Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 28 June 2022 for confirmation in respect to accounts already paid.

Tran Amount

Municipal Fund - EFT Payments

<i>EFT Ref / Cheque No</i>	<i>Date</i>	<i>Creditor</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
E4393	05/05/2022	5796	Pink Lake IGA	Consumables	\$167.60
E4393	05/05/2022	5826	Conplant Pty Ltd	Parts	\$431.12
E4393	05/05/2022	5943	Red Dot Stores	CBDC activity materials - EHC	\$139.98
E4393	05/05/2022	6082	The Jetty Resort	Bookeasy sales - Accommodation	\$870.44
E4393	05/05/2022	6098	R M Hindley	Battery for plant	\$237.60
E4393	05/05/2022	6178	SB Hazelden & SM Henning	Bookeasy sales - Accommodation	\$1,504.80
E4393	05/05/2022	6221	PFD Food Services Pty Ltd	Consumables	\$522.75
E4393	05/05/2022	6418	McMullen's Blinds Sails Canvas	Make and fit a tonneau cover	\$682.00
E4393	05/05/2022	6495	MCM Protection Pty Ltd	Security monitoring - April 2022	\$3,097.05
E4393	05/05/2022	6552	Esperance Bird and Animal Park	Bookeasy sales - Accommodation	\$633.60
E4393	05/05/2022	7005	The Weed Terminator	Mulching – Scaddan	\$1,207.36
E4393	05/05/2022	7422	Bindi Bindi Publishing	Childrens books	\$111.00
E4393	05/05/2022	7425	Esperance Cleaning Service	Cleaning at Blue Waters Lodge - April	\$2,398.00
E4393	05/05/2022	7460	Auscoinswest	Souvenir coins and coin albums for resale	\$666.60
E4393	05/05/2022	7471	G & J Wilson Plumbing and Gas Services	Plumbing services	\$4,224.81
E4393	05/05/2022	7715	TD Contractors A/L Removal	Earthworks at Esperance Golf Club	\$14,531.97
E4393	05/05/2022	7879	Drillers Ridge Pty Ltd	Bookeasy sales - Accommodation	\$2,059.20
E4393	05/05/2022	7910	GMN Mechanical	Services and repair - Mechanical	\$12,665.02
E4393	05/05/2022	7932	All West Building Approvals Pty Ltd	2x Certificate of design compliance	\$440.00
E4393	05/05/2022	8024	C A Poole	Bookeasy accommodation sales	\$1,320.00
E4393	05/05/2022	8057	SB Hazelden & SM Henning	Bookeasy sales - Accommodation	\$1,126.40
E4393	05/05/2022	8059	P E Pedersen	Rates refund	\$183.37
E4393	05/05/2022	8117	Foxtel Cable Television Pty Limited	Foxtel - BOILC	\$105.00

Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 28 June 2022 for confirmation in respect to accounts already paid.

Tran Amount

Municipal Fund - EFT Payments

<i>EFT Ref / Cheque No</i>	<i>Date</i>	<i>Creditor</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
E4393	05/05/2022	8380	Jade William & Leticia Hurley	Bookeasy sales - Accommodation	\$968.00
E4393	05/05/2022	8602	SAFE Esperance Branch	Community grant to assist with purchase of cat enclosures	\$1,100.00
E4393	05/05/2022	8644	AM Wreckers Group Pty Ltd	Removal of vehicle to Depot	\$220.00
E4393	05/05/2022	8663	Commercial Aquatics Australia Pty Ltd	Air relief valves	\$1,348.60
E4393	05/05/2022	8783	The Trustee for Recherche Medical	Pre-employment drug & alcohol screening	\$135.00
E4393	05/05/2022	8800	South Regional TAFE	Staff training courses	\$1,222.84
E4393	05/05/2022	8897	T S Hainsworth	Reimbursement	\$177.82
E4393	05/05/2022	8972	Dunn's Cleaning Service Pty Ltd	Carpet clean - EHC	\$1,302.00
E4393	05/05/2022	9003	Rural Traffic Services Pty Ltd	Traffic control	\$1,415.96
E4393	05/05/2022	9061	Improved Living Solutions	17" Self-propelled wheel chair - EHC	\$598.50
E4393	05/05/2022	9094	Network Innovations AsiaPac Pty Ltd	Sim card charges	\$79.99
E4393	05/05/2022	9100	On Duty Diesel and Mechanical	Parts, repairs and servicing to plant	\$1,138.94
E4393	05/05/2022	9112	Esperance Outdoor Power Equipment	Parts	\$36.00
E4393	05/05/2022	9117	Esperance Gas Distribution Company	Gas charges	\$13,176.49
E4393	05/05/2022	9138	Department of Biodiversity Conservation	National parks passes	\$12,915.10
E4393	05/05/2022	9147	Key Pest and Weed Control	Pest treatments	\$440.00
E4393	05/05/2022	9163	Esperance Combined Tyres & Mechanic	Supply of tyres and tyre repairs	\$4,045.00
E4393	05/05/2022	9207	Datacom Systems (AU) Pty Ltd	Wylie Bay toner for printer	\$316.17
E4393	05/05/2022	9236	T Stewarts Engineering	Engineering services and repairs	\$11,043.58
E4393	05/05/2022	9270	W C Govans	Automatic door servicing - April 2022	\$1,980.00
E4393	05/05/2022	9330	Coastal Climate Choice Pty Ltd	Bi-Annual HVAC Servicing - March 2022 - Museum	\$120.00
E4393	05/05/2022	9414	Chadwick Mobile Auto Electrics	Fit x4 roof light bars with beacons to plant	\$2,400.00
E4393	05/05/2022	9415	J Bell	Poster delivery	\$600.00

Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 28 June 2022 for confirmation in respect to accounts already paid.

Tran Amount

Municipal Fund - EFT Payments

<i>EFT Ref / Cheque No</i>	<i>Date</i>	<i>Creditor</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
E4393	05/05/2022	9466	Esperance Glass	Supply and repair glass	\$987.14
E4393	05/05/2022	9503	EcoValley Honey - Winton Hughes Wasey	Consignment sales	\$87.20
E4393	05/05/2022	9531	Seas It All Pty Ltd	Bookeasy accommodation	\$2,723.60
E4393	05/05/2022	9578	Department of Mines, Industry	Building services levies	\$2,191.04
E4393	05/05/2022	9641	Aussie Broadband Pty Ltd	Internet services	\$382.90
E4393	05/05/2022	9645	TPG Network Pty Ltd	Visitor Centre internet charges	\$130.90
E4393	05/05/2022	9671	R P Western	Consignment sales	\$23.92
E4393	05/05/2022	9676	Mega Phones	Pendant monitoring - EHC	\$950.00
E4393	05/05/2022	9830	Albany M&C Security Services	Security services	\$1,926.10
E4393	05/05/2022	9832	RAC Tourism Assets Pty Ltd	Bookeasy accommodation	\$107.36
E4393	05/05/2022	9838	Blue Haven Shell Studio Accommodation	Bookeasy sales - Accommodation	\$2,094.40
E4393	05/05/2022	10110	K P McGrinder	Jackpot winnings pay 22	\$150.00
E4393	05/05/2022	10115	MBIT Technologies Pty Ltd	Business messaging service	\$11.00
E4393	05/05/2022	10145	DE & DL Henderson - The Rest	Bookeasy sales - Accommodation	\$660.00
E4393	05/05/2022	10147	Kingspan Water & Energy Pty Ltd	Mobilisation invoice	\$34,072.50
E4393	05/05/2022	10234	Shawline Publishing Group Pty Ltd	Consignment sales	\$10.17
E4393	05/05/2022	10242	D L Dunwoodie	Morning melodies entertainment	\$100.00
E4393	05/05/2022	10269	Lite N' Easy Pty Ltd	Meal preparation - EHC	\$534.05
E4393	05/05/2022	10298	Mackenzie Refrigeration & Air Conditioning	Supply and install air conditioner - EHC	\$3,157.00
E4393	05/05/2022	10358	Esperance Weekender	Position vacancy advertising	\$1,550.00
E4393	05/05/2022	10386	M J & M J Wood	Bookeasy sales - Accommodation	\$633.60
E4393	05/05/2022	10416	J M Smith	Rent	\$600.00
E4393	05/05/2022	10459	Cloud Payment Group	Debt collection	\$5,167.25

Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 28 June 2022 for confirmation in respect to accounts already paid.

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Municipal Fund - EFT Payments

<i>EFT Ref / Cheque No</i>	<i>Date</i>	<i>Creditor</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
E4393	05/05/2022	10518	Townzies Turf and Gardens	Gardening services - EHC	\$445.50
E4393	05/05/2022	10600	I Riollot & D Smallman	Civic Centre - French week concert	\$2,200.00
E4393	05/05/2022	10651	Louise Stewart Brown Creative Artwork	Consignment sales	\$97.36
E4393	05/05/2022	10675	Archipelago Apartments	Bookeasy sales - Accommodation	\$3,555.20
E4393	05/05/2022	10726	J Wang	Pre-employment medical	\$187.00
E4393	05/05/2022	10727	Dr A R Wiebe	Pre-employment medical	\$187.00
E4393	05/05/2022	10729	Albany Mobility Solutions	Mobility products - EHC	\$3,429.55
E4393	05/05/2022	10750	BFB Minerals Pty Ltd	Rates refund	\$447.50
E4393	05/05/2022	10751	C A Byrne	Rates refund	\$1,597.54
E4393	05/05/2022	10753	G B Kirby	Rates refund	\$859.55
E4393	05/05/2022	10754	N Cinquina	Refund of application fee - Copies of plans	\$60.00
E4393	05/05/2022	10755	K Nieukerke	Refund of application fee FOI 2021/007	\$15.00
E4394	06/05/2022	8991	K Keogh	Rates refund	\$900.00
E4395	06/05/2022	260	Horizon Power	Electricity charges	\$36,239.45
E4395	06/05/2022	290	Telstra	Telephone charges	\$12,915.34
E4395	06/05/2022	392	Water Corporation	Water usage charges	\$1,189.55
E4396	19/05/2022	1	Australian Taxation Office	Payroll deduction	\$154,997.00
E4396	19/05/2022	58	Boulevard Lottery Centre & Newsagency	Stationery	\$235.40
E4396	19/05/2022	126	Esperance Electrical Service	Electrical services	\$1,409.00
E4396	19/05/2022	184	Best Western Hospitality Inn Esperance	Bookeasy sales - Accommodation	\$490.77
E4396	19/05/2022	187	Ixom Operations Pty Ltd	Cylinder & gas charges	\$421.48
E4396	19/05/2022	395	BOC Gases	Cylinder & gas charges	\$248.96
E4396	19/05/2022	410	Pink Lake Butchers	Consumables	\$26.97

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E4396	19/05/2022	571	St John Ambulance Association in WA	First aid kit annual services	\$861.07
E4396	19/05/2022	867	Esperance Mobile Welding	Welding services	\$3,009.05
E4396	19/05/2022	977	Lewis Lewis Properties Pty Ltd	Catering and refreshment services	\$132.50
E4396	19/05/2022	984	Thorp Realty Pty Ltd	Rent	\$2,420.00
E4396	19/05/2022	1045	Stewart & Heaton Clothing Co Pty Ltd	Bush fire brigade uniforms and personal protective equipment	\$5,628.24
E4396	19/05/2022	1080	Southern Mallee Bushfire Brigade	Hazard burn assistance	\$2,750.00
E4396	19/05/2022	1193	Gibson Bushfire Brigade	Hazard burn assistance	\$1,375.00
E4396	19/05/2022	1200	Quarry Road Bushfire Brigade	Hazard burn assistance	\$750.00
E4396	19/05/2022	1259	South East Petroleum	Fuel supplies	\$451.66
E4396	19/05/2022	1271	Department of Transport	Disclosure of information fees	\$12.30
E4396	19/05/2022	1330	The Cannery Arts Centre	Air conditioner rust prevention protection	\$4,320.00
E4396	19/05/2022	1400	Bayview Motel Esperance	Bookeasy sales - Accommodation	\$147.84
E4396	19/05/2022	1470	Express Your Self Printing	Membership fee brochure	\$1,082.00
E4396	19/05/2022	1550	Comfort Inn Bay of Isles	Bookeasy sales - Accommodation	\$1,222.32
E4396	19/05/2022	1554	Esperance Lottery Centre & Newsagency	Newspapers - Library	\$88.72
E4396	19/05/2022	1695	Bay of Isles Mini-Excavators	Plant hire	\$3,399.00
E4396	19/05/2022	1981	Esperance Sportspower	Staff uniforms- EHC	\$1,472.00
E4396	19/05/2022	2113	Banksia Medical Centre	Return to work drug and alcohol screening	\$55.00
E4396	19/05/2022	2166	D G & M D Clarke	Reimbursement of supplies and catering for event – Library	\$119.15
E4396	19/05/2022	2188	Star Transport	Freight services for trade blocks	\$8,516.75
E4396	19/05/2022	2317	Southern Cross Austereo Pty Ltd	Radio advertising	\$330.00
E4396	19/05/2022	2496	Professionals Esperance Real Estate	Rent	\$1,360.00
E4396	19/05/2022	2763	Esperance Lock & Shoe Service	Key & lock supplies	\$320.00

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E4396	19/05/2022	2823	Institute of Public Works Engineering	IPWEA Nams+ and subscription 1/7/2022 – 30/06/2023	\$2,079.00
E4396	19/05/2022	3152	WA Rangers Association	Membership renewal	\$50.00
E4396	19/05/2022	3227	Esperance Fire Services	Fire panel inspection and test	\$1,479.50
E4396	19/05/2022	3364	Esperance Volunteer Fire and Rescue	Hazard reduction burn assistance	\$500.00
E4396	19/05/2022	3379	J M Bower	Volunteer travel reimbursement	\$50.40
E4396	19/05/2022	3478	Avis Car Hire	Car hire	\$7,061.84
E4396	19/05/2022	3526	Southern Suspension & 4 X 4 Centre	Parts and supplies	\$337.80
E4396	19/05/2022	3605	Ausrecord	Supply of shelving	\$567.60
E4396	19/05/2022	3736	Easisalary Pty Ltd	Novated lease ITC credits - April 2022	\$902.00
E4396	19/05/2022	3797	LED Esperance	Electrical supplies	\$366.03
E4396	19/05/2022	3832	D P Dohnt	Volunteer call out fee for HACC clients	\$86.40
E4396	19/05/2022	3938	C K Mader	Rent	\$600.00
E4396	19/05/2022	4068	Total Asphalt And Traffic Management	Asphalting works	\$389,242.01
E4396	19/05/2022	4321	The Royal Life Saving Society (WA)	5x Extra-large lifejackets	\$137.50
E4396	19/05/2022	4567	WA Police Service	Police checks for volunteers - EHC	\$133.60
E4396	19/05/2022	4650	J L Draffin	Manual handling training	\$2,860.00
E4396	19/05/2022	4699	Esperance Care Services Inc	Supply of rags – Depot	\$75.00
E4396	19/05/2022	4826	Austswim	Staff training	\$2,520.00
E4396	19/05/2022	4841	Carter Trading Trust	Part refund part of building application fee	\$15.40
E4396	19/05/2022	4879	Esperance Travellers Inn	Bookeasy sales - Accommodation	\$123.20
E4396	19/05/2022	4891	South Coast Foodservice	Consumables	\$6,354.33
E4396	19/05/2022	4947	Toll Ipec Pty Ltd	Freight services	\$1,367.52
E4396	19/05/2022	4980	Wrinkly Tin & Cladding Company Pty Ltd	Refund building application fee	\$110.00

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E4396	19/05/2022	4989	Woolworths Group Limited	Consumables	\$3,186.79
E4396	19/05/2022	5047	Gevers Goddard Jones Pty Ltd	Policies & procedures annual subscription	\$660.00
E4396	19/05/2022	5161	Pink Lake Tourist Park	Bookeasy sales - Accommodation	\$241.12
E4396	19/05/2022	5163	Anderson HL & CJ	Bookeasy sales - Accommodation	\$1,056.00
E4396	19/05/2022	5165	Driftwood Apartments	Bookeasy sales - Accommodation	\$448.80
E4396	19/05/2022	5226	The Doo Drop Inn	Bookeasy sales - Accommodation	\$748.00
E4396	19/05/2022	5295	Komatsu Australia Pty Ltd	Supply of hose for plant	\$204.85
E4396	19/05/2022	5419	D Crawford	Mowing services	\$200.00
E4396	19/05/2022	5553	K P Ross	Jackpot winnings pay 23	\$150.00
E4396	19/05/2022	5559	BookEasy Australia Pty Ltd	Commission	\$1,240.06
E4396	19/05/2022	5622	Subway Esperance	Catering	\$113.00
E4396	19/05/2022	5731	Esperance Clearwater Motel Apartment	Bookeasy sales - Accommodation	\$142.56
E4396	19/05/2022	5736	Datatrax Pty Ltd	Tourism touchscreen advertisement	\$190.00
E4396	19/05/2022	5796	Pink Lake IGA	Consumables	\$725.81
E4396	19/05/2022	5843	State Library of WA	Freight recoup Jan-June 2022	\$534.73
E4396	19/05/2022	5877	Castletown Chemist	Webster packs & chemist items - EHC	\$128.00
E4396	19/05/2022	5896	Toyota Financial Services	Lease payments	\$555.23
E4396	19/05/2022	6009	McLeods Barristers & Solicitors	Legal advice	\$3,063.47
E4396	19/05/2022	6024	SeatAdvisor Pty Ltd	Ticket sales April 2022	\$293.87
E4396	19/05/2022	6147	J S & T S Hainsworth	Reimbursement	\$600.00
E4396	19/05/2022	6164	Data 3 Limited	Computer parts and supplies	\$302.08
E4396	19/05/2022	6179	Bay Of Isles Furniture	Library furniture	\$299.00
E4396	19/05/2022	6187	Pivotel Satellite Pty Limited	3x Emergency GPS for plant	\$681.12

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E4396	19/05/2022	6221	PFD Food Services Pty Ltd	Consumables	\$1,670.60
E4396	19/05/2022	6466	AUS10 Fencing and Farm Services	Fencing services	\$9,608.72
E4396	19/05/2022	6495	MCM Protection Pty Ltd	Locking of toilet blocks - April 2022	\$1,551.00
E4396	19/05/2022	6552	Esperance Bird and Animal Park	Bookeasy sales - Accommodation	\$149.60
E4396	19/05/2022	6641	DMS Diesels	Install hi-flow DPF - Bush fire brigade	\$323.87
E4396	19/05/2022	6655	Australian Mobility Equipment	Wheelchair repair - EHC	\$1,350.80
E4396	19/05/2022	6807	S A Fissioli	Reimbursement of vaccination	\$34.95
E4396	19/05/2022	6823	Instant Weighing	Calibrations	\$7,122.50
E4396	19/05/2022	7005	The Weed Terminator	Trim weeds and mulching services	\$17,325.00
E4396	19/05/2022	7043	Connect Call Centre Services	Ranger call centre	\$458.32
E4396	19/05/2022	7121	Saltwater Catering	Traffic management training - Catering	\$594.00
E4396	19/05/2022	7130	Truck Centre WA Pty Ltd	Parts and supplies	\$1,171.83
E4396	19/05/2022	7438	Independence Australia	Stock for clients - EHC	\$4,404.69
E4396	19/05/2022	7471	G & J Wilson Plumbing and Gas Services	Plumbing services	\$8,205.06
E4396	19/05/2022	7687	DJ & HL & J Watkins	Purchase of gravel	\$25,459.23
E4396	19/05/2022	7703	Talis Consultants	Consultancy services	\$785.75
E4396	19/05/2022	7715	TD Contractors A/L Removal	Earthworks and concrete	\$5,925.52
E4396	19/05/2022	7797	Wicked Welding & Fabrication Pty Ltd	Welding service – Tool box locks	\$50.60
E4396	19/05/2022	7840	T S Kirby	Reimbursement of meals & police clearance	\$296.84
E4396	19/05/2022	7879	Drillers Ridge Pty Ltd	Bookeasy sales - Accommodation	\$1,328.80
E4396	19/05/2022	7932	All West Building Approvals Pty Ltd	2x Certificate of design compliance	\$522.50
E4396	19/05/2022	7980	Centrecare Incorporated - ACCESS	Employee assistance program – Counselling services	\$154.00
E4396	19/05/2022	8042	Dr M S Mottershead	Pre-employment medical	\$187.00

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E4396	19/05/2022	8057	SB Hazelden & SM Henning	Bookeasy sales - Accommodation	\$1,496.00
E4396	19/05/2022	8099	Silver Chain Group Limited	Pendant rental & monitoring - EHC	\$88.70
E4396	19/05/2022	8185	Smartsensor Technologies Pty Ltd	Big belly bin parts	\$1,083.50
E4396	19/05/2022	8205	Holiday Guide Pty Ltd	Marketing fee	\$745.60
E4396	19/05/2022	8303	Liquor Barons Esperance	Refreshments	\$408.90
E4396	19/05/2022	8334	WBD Pty Ltd	Building design and consultant services - Surf club	\$5,742.00
E4396	19/05/2022	8497	The Print Shop Bunbury	Posters - Civic Centre	\$1,374.30
E4396	19/05/2022	8502	Statewide Building Certification WA	Revise certificate of design compliance	\$330.00
E4396	19/05/2022	8567	Esperance Mobility Sales & Service	Mobility products - EHC	\$370.00
E4396	19/05/2022	8609	Esperance Chalet Village	Bookeasy sales - Accommodation	\$633.60
E4396	19/05/2022	8615	L G Beilken	Rates refund	\$2,232.90
E4396	19/05/2022	8643	Aquamonix Pty Limited	Parts	\$438.90
E4396	19/05/2022	8644	AM Wreckers Group Pty Ltd	Towing services	\$220.00
E4396	19/05/2022	8783	The Trustee for Recherche Medical	Pre-employment drug and alcohol screening	\$135.00
E4396	19/05/2022	8862	Australian Medical Supplies	Adjustable bed - EHC	\$3,680.00
E4396	19/05/2022	8882	Esperance Tjaltjraak Services Pty Ltd	Welcome to Country for Edge of the Bay event	\$330.00
E4396	19/05/2022	8972	Dunn's Cleaning Service Pty Ltd	Cleaning services	\$25,928.32
E4396	19/05/2022	9003	Rural Traffic Services Pty Ltd	Traffic management services	\$36,394.37
E4396	19/05/2022	9021	GA Power Equipment Spares	Whipper snipper parts	\$287.72
E4396	19/05/2022	9061	Improved Living Solutions	Mobility products - EHC	\$2,300.00
E4396	19/05/2022	9081	Show Technology Australia Pty Limited	Show Tech - Unique Hazer	\$2,563.83
E4396	19/05/2022	9094	Network Innovations AsiaPac Pty Ltd	Satellite phone charges	\$40.00
E4396	19/05/2022	9100	On Duty Diesel and Mechanical	Mechanical services and repairs	\$1,927.75

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E4396	19/05/2022	9112	Esperance Outdoor Power Equipment	Parts and oil	\$418.10
E4396	19/05/2022	9117	Esperance Gas Distribution Company	Gas services	\$523.14
E4396	19/05/2022	9126	Sara Hall T/as Pink Lily Beauty	Nail Treatment - EHC	\$385.00
E4396	19/05/2022	9143	Paperbark Technologies Pty Ltd	Assess pine trees	\$640.00
E4396	19/05/2022	9147	Key Pest and Weed Control	Six weekly general pest maintenance services	\$1,265.55
E4396	19/05/2022	9156	Blumar Pty Ltd	Refund of bond	\$2,000.00
E4396	19/05/2022	9163	Esperance Combined Tyres & Mechanic	Tyre supply, maintenance and repairs	\$16,443.25
E4396	19/05/2022	9207	Datacom Systems (AU) Pty Ltd	Printer toners and computer headsets	\$1,010.47
E4396	19/05/2022	9208	Estate of A E Silburn	Refund fees - EHC	\$25.30
E4396	19/05/2022	9236	T Stewarts Engineering	Fabricate bracket for slide	\$264.73
E4396	19/05/2022	9237	Esperance Metaland	Steel supplies and final payment for Ranbuild shed	\$26,204.06
E4396	19/05/2022	9238	Monjilup Farm Services	Windmill repair	\$344.99
E4396	19/05/2022	9270	W C Govans	Replace battery in auto door	\$164.94
E4396	19/05/2022	9306	Drake-Brockman Building and construction	Erect Ranbuild shed 9m x 28m x 4.2m	\$42,000.00
E4396	19/05/2022	9308	Florissons Home Furnishers	Office chair	\$399.00
E4396	19/05/2022	9330	Coastal Climate Choice Pty Ltd	New air conditioners and removal of old - EHC	\$16,751.00
E4396	19/05/2022	9443	B Brewer	Jackpot winnings	\$150.00
E4396	19/05/2022	9466	Esperance Glass	Replace shower screen	\$968.00
E4396	19/05/2022	9503	EcoValley Honey - Winton Hughes Wasey	Consignment sales	\$88.80
E4396	19/05/2022	9531	Seas It All Pty Ltd	Bookeasy sales - Accommodation	\$1,056.00
E4396	19/05/2022	9564	South East Auto & Heavy Diesel	Supply of parts	\$270.29
E4396	19/05/2022	9572	Dhueys Electrical	Repaired broken duress button - BOILC	\$396.00
E4396	19/05/2022	9639	Avon Waste	Rubbish & recycling collections	\$17,135.32

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E4396	19/05/2022	9659	The Deli King	Voucher and catering services	\$480.00
E4396	19/05/2022	9662	Bennett's Batteries and Lubricants	Battery	\$165.00
E4396	19/05/2022	9671	R P Western	Consignment sales	\$12.80
E4396	19/05/2022	9719	S J & M C Hayward	Refund of lifetime dog registration	\$80.00
E4396	19/05/2022	9832	RAC Tourism Assets Pty Ltd	Bookeasy sales - Accommodation	\$202.40
E4396	19/05/2022	9838	Blue Haven Shell Studio Accommodation	Bookeasy sales - Accommodation	\$712.80
E4396	19/05/2022	9857	D J Kennedy	Lawnmowing services - EHC	\$385.00
E4396	19/05/2022	9894	Calibre Care	Hire of mobility products - EHC	\$115.50
E4396	19/05/2022	10017	Blue Force Pty Ltd	Pendant monitoring - EHC	\$20.20
E4396	19/05/2022	10036	D J Coyne	Fit and install rubber ramp - EHC	\$250.00
E4396	19/05/2022	10142	R-Group International Pty Ltd	Teams phone system charges	\$3,219.59
E4396	19/05/2022	10145	DE & DL Henderson - The Rest	Bookeasy sales - Accommodation	\$396.00
E4396	19/05/2022	10207	Wendy's Garden Service	Gardening - EHC	\$405.00
E4396	19/05/2022	10218	D B Ambrose	Gardening - EHC	\$720.00
E4396	19/05/2022	10269	Lite N' Easy Pty Ltd	Meal preparation & delivery - EHC	\$695.92
E4396	19/05/2022	10325	V Reck	EBA admin costs 11 Mar - 6 May 2022	\$2,160.00
E4396	19/05/2022	10358	Esperance Weekender	Advertising services	\$4,207.00
E4396	19/05/2022	10386	M J & M J Wood	Bookeasy sales - Accommodation	\$580.80
E4396	19/05/2022	10414	Integrated ICT	Veeam cloud connect backup service	\$2,166.89
E4396	19/05/2022	10416	J M Smith	Rent	\$600.00
E4396	19/05/2022	10459	Cloud Payment Group	Debt collection services	\$3,520.33
E4396	19/05/2022	10518	Townzies Turf and Gardens	Gardening services - EHC	\$990.00
E4396	19/05/2022	10564	WA Girl Macrame	Consignment sales	\$11.96

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E4396	19/05/2022	10591	Functional Revival	O/T services - EHC	\$448.25
E4396	19/05/2022	10651	Louise Stewart Brown Creative Artwork	Consignment sales	\$43.08
E4396	19/05/2022	10675	Archipelago Apartments	Bookeasy sales - Accommodation	\$396.00
E4396	19/05/2022	10727	Dr A R Wiebe	Pre-employment medical	\$187.00
E4396	19/05/2022	10731	Thermal Installations Pty Ltd	Insulation panels	\$4,675.00
E4396	19/05/2022	10733	Reed Family Trust	Lay turf Esperance oval	\$3,841.37
E4396	19/05/2022	10745	J A Roodbeen	Rates refund	\$975.00
E4396	19/05/2022	10758	Dr E Lazarus	Pre-employment Medical	\$187.00
E4396	19/05/2022	10759	Motum Pty Ltd	Body point wheelchair accessories - EHC	\$528.00
E4396	19/05/2022	10760	N L Curtis	Reimbursement of training and accommodation	\$334.50
E4396	19/05/2022	10762	M Mogate	Refund overflow camping	\$360.00
E4396	19/05/2022	10763	J I Prott	Rates refund	\$3,444.23
E4396	19/05/2022	10766	L Ellery	Refund BSL levy - 18067	\$61.65
E4396	19/05/2022	10767	R A Nelson	Refund of building application fee	\$110.00
E4396	19/05/2022	10768	J Kinnear	Refund of building application fee	\$110.00
E4397	20/05/2022	260	Horizon Power	Electricity charges	\$45,070.18
E4397	20/05/2022	290	Telstra	Telephone charges	\$2,274.85
E4397	20/05/2022	392	Water Corporation	Water usage charges	\$7,559.84
E4398	23/05/2022	325	Easton WJ & V	Hire of earthmoving plant	\$13,554.75
E4398	23/05/2022	1469	Beachwind Enterprises Pty Ltd	Hire of earthmoving plant	\$211,767.49
E4398	23/05/2022	2693	Worth Kerbing	Kerbing services	\$1,611.61
E4398	23/05/2022	6014	Esperance Tree Lopping	Pruning and removal of trees and stumps	\$15,136.00
E4398	23/05/2022	6636	Esperance Earthworks Pty Ltd	Hire of earthmoving plant	\$70,993.01

Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 28 June 2022 for confirmation in respect to accounts already paid.

Tran Amount

Municipal Fund - EFT Payments

<i>EFT Ref / Cheque No</i>	<i>Date</i>	<i>Creditor</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
E4398	23/05/2022	7522	Jacka Trenching and Fencing	Traffic control	\$13,934.80
E4398	23/05/2022	8230	Ballantyne Earthmoving	Hire of earthmoving plant and labour	\$32,628.75
E4398	23/05/2022	8317	Titan Contracting	Mowing services	\$50,216.16
E4398	23/05/2022	10615	Quaintrelle (WA) Pty Ltd T/A	Hire of plant	\$22,866.21
E4399	25/05/2022	26	Blackwoods Atkins	Parts & equipment	\$789.01
E4399	25/05/2022	47	B E Stearne & Co Pty Ltd	Reticulation supplies	\$175.05
E4399	25/05/2022	63	Bunnings Ltd	Hardware	\$17,834.47
E4399	25/05/2022	77	Cockburn Cement Limited	Cement & pallet charges	\$767.80
E4399	25/05/2022	111	Esperance Appliance Centre Pty Ltd	5x new vacuum cleaners - EHC	\$2,990.00
E4399	25/05/2022	112	Esperance Ag Services	Parts & equipment	\$2,966.94
E4399	25/05/2022	121	Esperance Communications	Communication equipment & photocopier maintenance	\$9,339.98
E4399	25/05/2022	136	Powerplant Motorcycles	Equipment & repairs	\$1,661.05
E4399	25/05/2022	281	Bluescope Distribution P/L	Steel supplies & fabrication	\$5,212.50
E4399	25/05/2022	323	Westrac Equipment Pty Ltd	Plant parts & repairs	\$9,894.99
E4399	25/05/2022	440	Wesfarmers Kleenheat Gas Pty Ltd	Gas supplies	\$739.85
E4399	25/05/2022	707	Haslams	Protective clothing	\$4,214.05
E4399	25/05/2022	1259	South East Petroleum	Fuel supplies	\$89,025.33
E4399	25/05/2022	1291	Sharpe Brothers Pty Ltd	Mulch and concrete supplies	\$630.00
E4399	25/05/2022	1461	Kip & Steve's Mechanical Repairs	Parts and repairs	\$3,423.74
E4399	25/05/2022	1469	Beachwind Enterprises Pty Ltd	Hire of earthmoving plant	\$10,189.30
E4399	25/05/2022	1485	Freight Lines Group	Freight charges	\$9,884.82
E4399	25/05/2022	1575	GPC Asia Pacific Pty Ltd/Repco	Auto supplies	\$4,429.01
E4399	25/05/2022	2005	Trility Solutions Pty Ltd	Lead washers	\$36.52

Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 28 June 2022 for confirmation in respect to accounts already paid.

Tran Amount

Municipal Fund - EFT Payments

<i>EFT Ref / Cheque No</i>	<i>Date</i>	<i>Creditor</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
E4399	25/05/2022	2333	Winc Australia Pty Limited	Stationery	\$163.87
E4399	25/05/2022	2440	Staines Esperance	Parts	\$8,286.20
E4399	25/05/2022	2469	Coates Hire	Hire of plant	\$11,604.87
E4399	25/05/2022	2765	Esperance Autos	Filter	\$476.78
E4399	25/05/2022	3366	Bullivants Pty Ltd	Inspect and tag lifting equipment	\$1,089.00
E4399	25/05/2022	3406	Colquhoun's Fremantle Bag Co	Mislabelled bags	\$770.00
E4399	25/05/2022	3774	Goodchild Enterprises	Batteries	\$778.80
E4399	25/05/2022	3834	Dicks Electronics	CBDC consumables - EHC	\$445.10
E4399	25/05/2022	4210	Farm & General EOPP	Parts and personal protective equipment	\$8,385.65
E4399	25/05/2022	4647	Marketforce	Position advertisements	\$6,531.25
E4399	25/05/2022	4648	Wurth Australia Pty Ltd	Workshop consumables	\$189.20
E4399	25/05/2022	5215	Public Transport Authority of Western Australia	TransWA April 2022	\$4,190.45
E4399	25/05/2022	5253	T-Quip	Parts	\$2,225.45
E4399	25/05/2022	5503	David Gray & Co Pty Ltd	Blue and green bin supplies	\$4,598.22
E4399	25/05/2022	6009	McLeods Barristers & Solicitors	Template leasing documents	\$4,554.00
E4399	25/05/2022	6133	Dy-Mark (Aust) Pty Ltd	Paint supplies	\$1,186.68
E4399	25/05/2022	6183	Kleen West	Cleaning supplies and personal protective equipment	\$3,638.81
E4399	25/05/2022	6407	Dell Australia Pty Limited	Dell laptops, desktops and supplies	\$45,643.16
E4399	25/05/2022	6714	Holcim Pty Ltd	Aggregate & kerbmix supplies	\$37,890.07
E4399	25/05/2022	6873	WT Hydraulics	Hose shield	\$273.24
E4399	25/05/2022	6941	MJB Industries	18 x Single pipe headwall's	\$6,721.33
E4399	25/05/2022	7130	Truck Centre WA Pty Ltd	2 x 2021 Mack trucks	\$646,701.00
E4399	25/05/2022	8267	Valvoline (Australia) Pty Ltd	Oil supplies	\$3,237.04

Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 28 June 2022 for confirmation in respect to accounts already paid.

Tran Amount

Municipal Fund - EFT Payments

<i>EFT Ref / Cheque No</i>	<i>Date</i>	<i>Creditor</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
E4399	25/05/2022	8955	Esperance Laundry and Linen	Laundry service to mats – Admin and Depot	\$356.50
E4399	25/05/2022	8959	Topsigns	Signage requirements	\$5,123.66
E4399	25/05/2022	9006	Corsign WA Pty Ltd	Signage requirements	\$11,405.90
E4399	25/05/2022	9022	AFGRI Equipment Australia Pty Ltd	Purchase of paint	\$2,426.19
E4399	25/05/2022	9028	Terry White Chemmart Esperance	Webster packs & chemist items - EHC	\$2,370.67
E4399	25/05/2022	9155	T Reynolds	Refund of Civic Centre tickets	\$232.50
E4399	25/05/2022	9170	ThermoAir	Repairs and replace fridge in Chambers	\$14,290.64
E4399	25/05/2022	9320	Redox Pty Ltd	Chemicals for BOILC	\$1,601.60
E4399	25/05/2022	9464	Air Filter Dry Clean Systems WA	Dry clean air filters	\$1,194.22
E4399	25/05/2022	9574	Clarke & Stokes Agriservices Pty Ltd	Parts	\$3,516.10
E4399	25/05/2022	10313	Asphalt In A Bag	Purchase of Asphalt	\$1,787.50
E4399	25/05/2022	10431	Skipper Transport Parts	Parts and supplies	\$317.40
E4399	25/05/2022	10686	I D Smith	Refund of Civic Centre tickets	\$142.00
E4399	25/05/2022	10741	Esperance Rural Supplies - Elders	Chemical supplies and animal food for pound	\$377.78
E4399	25/05/2022	10764	R Wilson	Refund of Civic Centre tickets	\$71.00
E4399	25/05/2022	10770	The Trustee for Jucasta Farm Family	Purchase of gravel	\$39,726.23
E4399	25/05/2022	10773	N A Vine	Part refund of Civic Centre tickets	\$11.00
E4399	25/05/2022	10774	V F Young	Refund of Civic Centre tickets	\$254.00
E4399	25/05/2022	10775	M Braybrooke	Refund of Civic Centre tickets	\$79.00
E4399	25/05/2022	10776	Esperance Travellers Inn	Bookeasy sales - Accommodation	\$123.20
E4399	25/05/2022	105198	The Trustee for TMSW Unit Trust	Road traffic management plan review and approval	\$1,701.70
E4400	25/05/2022	32	Australia Post	Postage	\$1,017.85
E4400	25/05/2022	314	WA Treasury Corporation	Loan repayment	\$5,076.87

Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 28 June 2022 for confirmation in respect to accounts already paid.

Tran Amount

Municipal Fund - EFT Payments

<i>EFT Ref / Cheque No</i>	<i>Date</i>	<i>Creditor</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
E4400	25/05/2022	7576	Les Mills Asia Pacific	Contract fee - BOILC	\$654.33
E4400	25/05/2022	7580	BP Australia Pty Ltd (6791)	Shire of Esperance - Avgas	\$1,730.57
E4400	25/05/2022	8784	Sheriff's Office, Perth	Lodgement fee - 22/127066	\$159.00
E4400	25/05/2022	9321	Superchoice Services Pty Limited	Superannuation April 2022	\$204,802.58
E4400	25/05/2022	9997	Sandwai Pty Ltd	Monthly fees - May 2022	\$1,936.00
E4401	27/05/2022	260	Horizon Power	Electricity charges	\$21,958.68
E4401	27/05/2022	290	Telstra	Telephone charges	\$6,503.69
E4401	27/05/2022	392	Water Corporation	Water usage charges	\$10,981.37

Total Creditor payments made by EFT from Municipal Fund 3,470,369.19

Municipal Fund - EFT Wage Payments

<i>EFT Ref / Cheque No</i>	<i>Date</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
Bulk EFT	12/05/2022	Payroll (Net)	Wages for 28/04/2022 to 11/05/2022 (Period 23)	\$538,220.52
Bulk EFT	26/05/2022	Payroll (Net)	Wages for 12/05/2022 to 25/05/2022 (Period 24)	\$518,124.90

Total Employee Wage payments made by EFT from Municipal Fund \$1,056,345.42

SHIRE OF ESPERANCE				
List of accounts direct debited from Council's Municipal Fund submitted to the Ordinary Council Meeting meeting held on 28 June 2022 for confirmation in respect to accounts already paid.				
DATED	CREDITOR	NAME	PARTICULARS	AMOUNT
1/05/2022	GoFax Pty Ltd	Felicity Baxter	GoFax monthly account access	19.90
4/05/2022	Mailchimp	Felicity Baxter	Mailchimp monthly subscription	140.18
10/05/2022	ABC Archives	Felicity Baxter	MABO screening - Technical and license fee	710.00
13/05/2022	Department of Health	Shane Burge	Swimming pool chlorination permit	127.00
29/04/2022	H.I West Perth OPI	Emily Hegney	Accommodation - Ron Chambers	427.32
30/04/2022	Facebook	Emily Hegney	Facebook advertisement	47.35
3/05/2022	Quality Inn Railway Motel	Emily Hegney	Accommodation - Stanley Halls	429.30
5/05/2022	Quest Innaloo	Emily Hegney	Accommodation - Tamsen Kirby	836.39
6/05/2022	Quality Inn Railway Motel	Emily Hegney	Accommodation - Stanley Halls	164.00
11/05/2022	Virgin Australia	Emily Hegney	Flight - Martin Robinson	76.00
12/05/2022	Sec* St Catherines	Emily Hegney	Accommodation - Mary Bidstrup	540.00
13/05/2022	Ingot Hotel Perth	Emily Hegney	Accommodation - Paul Farmilo	1,100.12
17/05/2022	Quality Inn Railway Motel	Emily Hegney	Accommodation - Stanley Halls	429.30
19/05/2022	Woolworths	Emily Hegney	Biggest Morning Tea - Consumables	24.70
20/05/2022	Quality Inn Railway Motel	Emily Hegney	Accommodation - Stanley Halls	112.50
20/05/2022	The View on Hannans OP	Emily Hegney	Accommodation - Martin Robinson	579.31
24/05/2022	Woolworths	Emily Hegney	Milk stock	10.74
27/04/2022	Fluid Management Technology	Matthew Walker	Fuel FOB keys fluid management	550.00
10/05/2022	Department of Water and Environmental Regulation	Matthew Walker	Clearing permit extension to MIP7548	200.00
19/05/2022	Main Roads Western Australia	Matthew Walker	Main Roads over size permits	100.00
25/09/2022	Procad Pty Ltd	Matthew Walker	CAD training - Mary Parker	2,500.00
30/04/2022	Bunnings	Melissa Ammon	Bug zappers	458.00
9/05/2022	Horizon power	Melissa Ammon	Quarry Road Bush Fire Brigade power bill	508.53
9/05/2022	French Hot Bread - Esperance	Melissa Ammon	DAIP meeting - Catering	65.42
10/05/2022	Woolworths	Melissa Ammon	DAIP meeting - Catering	18.50
10/05/2022	French Hot Bread - Esperance	Melissa Ammon	DAIP meeting - Catering	16.36
10/05/2022	Subway - Esperance	Melissa Ammon	DAIP meeting - Catering	65.00
11/05/2022	Woolworths	Melissa Ammon	COVID care packages	27.00
19/05/2022	Woolworths	Melissa Ammon	COVID care packages	20.00
21/05/2022	Repco	Melissa Ammon	Headlights	194.00
17/05/2022	Officeworks	Scott McKenzie	Standing desk - BOILC	1,811.95
28/04/2022	Subway Esperance	Ashley Peczka	Lunch catering	42.50
28/04/2022	South Coast Food Service	Trevor Ayers	French Week supplies	92.94

SHIRE OF ESPERANCE				
List of accounts direct debited from Council's Municipal Fund submitted to the Ordinary Council Meeting meeting held on 28 June 2022 for confirmation in respect to accounts already paid.				
DATED	CREDITOR	NAME	PARTICULARS	AMOUNT
28/04/2022	Ecoboy Pty Ltd	Trevor Ayers	French Week supplies	78.00
28/04/2022	The Pier Hotel	Trevor Ayers	French Week supplies	81.60
28/04/2022	BWS Liquor	Trevor Ayers	French Week supplies	78.00
30/04/2022	Facebook	Trevor Ayers	Facebook advertising - STRINGS	93.00
4/05/2022	Westnet	Trevor Ayers	Visitor Centre web hosting	2.95
9/05/2022	Anything & Everything Esperance	Trevor Ayers	Civic Centre bar mats	223.30
11/05/2022	Woolworths	Trevor Ayers	Club Development - WHS Workshop supplies	15.95
12/05/2022	The Deli King	Trevor Ayers	Club Development - WHS Workshop supplies	90.00
12/05/2022	Sheldon Lunchbox	Trevor Ayers	Club Development - WHS Workshop supplies	180.00
15/05/2022	Vend Pos	Trevor Ayers	Visitor Centre point of sale system	118.30
3/05/2022	FDB Office	Monica Greatrex	Lockable whiteboard	599.00
11/05/2022	Department of Transport	Monica Greatrex	NDIS check - K McAleese	145.00
13/05/2022	DoAbility Pty Ltd	Monica Greatrex	Foot scrubber	42.50
17/05/2022	Xero AU	Monica Greatrex	Xero monthly subscription	54.00
25/05/2022	Department of Transport	Monica Greatrex	NDIS check - K Lanham	145.00
28/04/2022	Woolworths	Karen Voyatzis	Kitchen groceries	178.78
2/05/2022	Woolworths	Karen Voyatzis	Kitchen groceries	312.72
4/05/2022	Woolworths	Karen Voyatzis	Kitchen groceries	130.68
9/05/2022	Woolworths	Karen Voyatzis	Kitchen groceries	272.04
11/05/2022	Woolworths	Karen Voyatzis	Kitchen groceries	189.33
16/05/2022	Woolworths	Karen Voyatzis	Kitchen groceries	288.07
17/05/2022	Woolworths	Karen Voyatzis	Kitchen groceries	216.95
18/05/2022	DoAbility Pty Ltd	Karen Voyatzis	Foot scrubber	42.50
23/05/2022	Woolworths	Karen Voyatzis	Kitchen groceries	294.43
		Commonwealth Bank	Total Credit Card Purchases 28/04/2022 - 25/05/2022	16,316.41

Item: 12.3.4

Long Term Financial Plan 2022/23 to 2031/32

Author/s	Felicity Baxter	Director Corporate & Community Services
Authorisator/s	Shane Burge	Chief Executive Officer

File Ref: D22/15873

Applicant

Shire of Esperance

Location/Address

N/A

Executive Summary

The Long Term Financial Plan (LTFP) has been prepared based on a number of objectives and assumptions that are outlined in this report and supporting attachments. Strategies, priorities, issues, and risks are all dynamic influences in relation to any planning and as such the LTFP is reviewed and adjusted annually to reflect material changes.

This plan is set against economic uncertainty and will be reviewed every 12 months to reflect the prevailing economic conditions, such as COVID19 and changing community demands placed on the Shire. Consideration has been given to the economic drivers that will influence the future cost of providing infrastructure, facilities and services for the period 2022/23 to 2031/32. The values disclosed in this plan represent estimated future prices and costs.

The LTFP is a modelling tool to project the Shires financial commitments over the next ten years as a means of helping to ensure financial sustainability. It is a dynamic tool which analyses financial trends over a ten year period on a range of assumptions and provides information to assess the impacts of current decisions and budgets on future financial sustainability.

Recommendation in Brief

That Council adopt the revised Long Term Financial Plan 2022/23 – 2031/32.

Background

The LTFP is a 10-year rolling plan that informs the Council Plan and allocates the necessary resources to ensure that the Shire's priorities are achieved. From these planning processes, annual budgets that are aligned with strategic objectives can be developed. It provides the basis for the preparation of the annual budget and reflects the known impacts of projects included in the informing plans and strategies.

The Shire constructed an operating baseline by using the 2021/22 budget and removing one off expenditure and carry-overs to obtain a minimum level of revenue and expenditure that the Shire requires to operate current service levels. Capital and new operating initiatives with accompanying funding sources were then incorporated with key consideration for renewal requirements and meeting the initiatives of the recently revised Council Plan. Strategic decisions have been made to distribute funds to new capital and operating projects or changes to existing services, repayment of loan debt or transfers to reserves, with particular focus on the Myrup Waste Transfer Station commencing in FY 2022/23, the James Street Precinct project in FY 2023/24 and continuation of property development in preparation for sale of the Flinders Land Development stage three and four.

The future years of the LTFP estimates the future impacts of current decisions and identify the available options to close the gap between revenues and expenditure. Forecasting informs decision making and priority setting and assists in the management of the local government's response to community growth or contraction. It will also assist in the management of cash flows and funding requirements, community assets and risk. There should be a high level of accuracy in the forecasts for the first 2 – 3 years, a good level of accuracy for years 4 and 5 and a reasonable level of accuracy for the remaining 5 years of the plan.

This LTFP indicates our long-term financial sustainability, allows for early identification of financial issues and their longer-term impacts, shows the linkages between specific plans and strategies, and enhances the transparency and accountability of the Council to the community.

Officer's Comment

The following information explains the major financial assumptions applicable to the Long Term Financial Plan and the major assumptions that have been used to develop the plan.

Assumptions

In preparing the LTFP the following assumptions and variables have been applied:

- Unless otherwise indicated through new proposals, service delivery levels are maintained at current levels
- All income and expenditures throughout the LTFP have been escalated based on relevant index rate
- Rate increase of 6% for the first year, and forecast to reflect the Local Government Cost Index for the remaining years
- Superannuation Guarantee is budgeted at 10.5% for 2022/23 with annual increments of 0.5% until reaching a rate of 12% on 1 July 2025 for the life of the plan.
- Perth Consumer Price Index (CPI) and Local Government Cost Index (LGCI) have been estimated conservatively and used for the remainder of the costs.

Employment Expenses

Increases in employment expenses have three main elements. These are:

1. Increases contained in the enterprise agreement
2. Increases and movements of levels within the current workforce and;
3. Additional positions that are required to meet the strategic direction of the Council and the growth of the community.

Employee costs are estimated to increase significantly at 6.2% (inclusive of expected growth in the shire) overall in the first year the plan, decreasing in the following years. Factors affecting this decision include the difficulties of attracting and retaining staff; increased difficulties for staff in locating accommodation, and the challenges associated with one of the lowest rates of unemployment experienced in the state.

Materials and Contracts

Increases in Materials and contracts are in line with the Local Government Cost Index with a 6% plus additional 0.2% to take into account the estimated growth in the Shire of Esperance. However, certain materials have increased well above the quoted 5.7% LGCI inflation rate. For example the sudden increase in fuel prices has escalated plant operating costs by 20%, and the supply of bitumen for road works has risen by 50%. This puts pressure on the Shire's ability to maintain service delivery standards and the extent of capital works within the predicted funding levels. A conservative approach has been taken that this is a transitional situation which will correct in future years. Rates will be closely monitored in future reviews of the plan.

Utility Charges

Utility charges have been factored in to increase by 6% for the life of the plan. Horizon power confirm a 5.9% increase in Street Lighting in the 2022/23 year.

Loan Borrowings and Repayments

Loan repayments are calculated on loan schedules that are currently in existence and the estimation of any future loan borrowings. The LTFP has proposed loan borrowings of \$5m for a new Myrup Waste Facility, \$5m for the James Street Precinct Project, and \$3.5m for stage three of Flinders Estate. It is proposed that any future sales of land within the Flinders Estate will firstly repay debt before any further proceeds are placed into the Land Development Reserve.

Reserve Transfers

Transfer to Reserves are in line with existing reserve calculations that are contained within the 2021/22 budget and increased by 2% to take into account inflation factors. In areas such as the airport or waste management these transfers could change if their net operating results changed. Continual scrutiny and review of the fees being charged in these areas are essential to ensure sufficient money is being captured in the reserves to pay for large capital expenditure in future years. Interest on Reserve holdings has been calculated at 1.0% and is reinvested into the reserve.

Rate Revenue

Rate yield increases are forecast for 6% for 2022/23, 5% for 2023/24 and 4.5% for the following 3 years of the plan until it reduces to 2.5% for the remainder of the plan. It is estimated that the additional income that is generated that is higher than normal operational requirements will be spent on increased material costs of new capital and reducing the asset management gap that the Shire currently has.

Operating Grants

An initial increase of 4.5% for the 2022/23 year decreasing to 2% for the remaining years has been allowed for in the LTFP. Although this funding source is somewhat unknown as political and economic factors can influence any increases that the different levels of government may offer, a small increase has been assumed to cater for general inflation increases.

Fees and Charges

Fees and Charges that Council has discretion over has been increased by 5% in the first year then an average of 2.7% on average for the remainder of the plan.

Capital Grants

Road grants from the Regional Roads Group have been estimated at the existing levels, averaged from the past two years. Regional Road Group is a competitive process and application has to be made each year for specific projects, the allocations can therefore fluctuate significantly. Roads to Recovery grants have been maintained for the life of this plan.

A large number of the capital projects are reliant upon grants from external sources. If the funding from these sources does not eventuate the projects may need to be reviewed or alternate funding sourced.

Capital Expenditure

Capital Expenditure is in line with existing Asset Management Plans and has been increased by 2% in line with depreciation estimates.

Road expenditure is in line with existing annual allocations and increased by 2% in line with expected inflation. Additional expenditure is expected to be increased over the life of the plan to help address the asset management gap in the transport area and more specifically rural road re-sheeting.

The 10 year capital works program has been developed with consideration to the funding source and if the asset is renewal, upgrade or new. As identified in the capital grants section a number of key infrastructure projects are heavily reliant upon external grant funds. If external funding from these projects does not eventuate to the amounts as indicated in the plan then the scope of each capital project will need to be revisited or the project postponed until further funding is sourced.

Council Plan

Per Item 12.3.2 of the 24 May 2022 Ordinary Council Agenda, the four year Financial Summary is presented for inclusion in the Council Plan.

Consultation

The Council Plan has been referenced and consulted in developing the plan.

A number of workshops were held with Council to go through a number of scenarios and assumptions.

Financial Implications

Although the adoption of the Long Term Financial Plan does not have any financial implications, the annual budget will be drafted in line with year 1 of the Long Term Financial Plan.

The LTFP also documents the implications of sustainability for the Shire over a 10 year period and the implications from a financial perspective of the assumptions that underpin the plan.

Asset Management Implications

The Long Term Financial Plan sets out the strategies to close the life cycle gap and still ensure service delivery is maintained at an acceptable level to the community.

Statutory Implications

Section 5.56(1) and (2) of the *Local Government Act 1995* requires that each local government is 'to plan for the future of the district', by developing plans in accordance with the regulations. *Local Government (Administration) Regulations 1996* Section 19 outlines what is required of Planning for Future documents.

Policy Implications

Nil

Strategic Implications

Council Plan 2022 - 2032

Performance

Outcome 15. Operational excellence and financial sustainability.

Objective 15.1. Provide responsible, agile and innovative planning and resource management.

Priority Project 15.1.1. Review the Long Term Financial Plan and informing plans per IPR Framework.

Environmental Considerations

Nil

Attachments

A. Long Term Financial Plan 2023-2032: Statements & Schedules

RECOMMENDATION AND DECISION

12.3.4 Long Term Financial Plan 2022/23 to 2031/32

Moved: Cr Chambers

Seconded: Cr de Haas

O0622-147

Council Resolution

That Council:

- 1. Adopt the Long Term Financial Plan 2022/23 – 2031/32.**
- 2. Request the Chief Executive Officer give local public notice of the reviewed Long Term Financial Plan and update the Council Plan to include the Financial Summary as per the requirements of the *Local Government Act 1995*.**

**CARRIED
F8 - A0**

Shire of Esperance Long Term Financial Plan 2022/23 to 2031/32

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Shire of Esperance Long Term Financial Plan 2022/2023 - 2031/2032										
Variable Assumptions Underpinning the Plan										
	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030	2030/2031	2032/2033
	Custom	High	Medium	Medium	Medium	Medium	Medium	Medium	Low	Low
OPERATING REVENUES										
Rates	6.0%	5.0%	4.5%	4.5%	4.5%	4.5%	4.5%	4.5%	2.5%	2.5%
Rates Other	6.0%	5.0%	4.5%	4.5%	4.5%	4.5%	4.5%	4.5%	2.5%	2.5%
Operating Grants & Subsidies	4.5%	3.0%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.0%	2.0%
Contributions & Donations Operating	4.5%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%
Non-Operating Grants & Subsidies	4.5%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%
Fees & Charges	5.0%	3.0%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.0%	2.0%
Service Charges	5.7%	3.0%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.0%	2.0%
Interest Earnings	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%
Other revenue	5.7%	3.0%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.0%	2.0%
Reimbursements	5.7%	3.0%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.0%	2.0%
OPERATING EXPENSES										
Employment Expenses	6.2%	4.7%	3.2%	3.2%	3.2%	3.2%	3.2%	3.2%	2.7%	2.7%
Material & Contracts	6.2%	4.7%	3.2%	3.2%	3.2%	3.2%	3.2%	3.2%	2.7%	2.7%
Utility Charges	6.0%	5.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
Depreciation	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%
Interest Expense	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%
Insurance	6.0%	5.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
Other Expenditure	5.7%	3.0%	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%	2.0%	2.0%
GROWTH										
Expected Growth in Shire	0.20%	0.20%	0.20%	0.20%	0.20%	0.20%	0.20%	0.20%	0.20%	0.20%
CAPITAL ASSETS										
FCWP	Capital Projects to be escalated manually									

Shire of Esperance Long Term Financial Plan 2022/2023 - 2031/2032

Statement of Projected Comprehensive Income by Nature and Type

	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32
OPERATING REVENUE	\$0s	\$0s	\$0s	\$0s	\$0s	\$0s	\$0s	\$0s	\$0s	\$0s
Rates	23,400,872	24,570,915	25,676,606	26,832,054	28,039,496	29,301,273	30,619,831	31,997,723	32,797,666	33,617,608
Rates Growth	44,153	46,802	49,142	51,353	53,664	56,079	58,603	61,240	63,995	65,595
Operating Grants & Subsidies	9,929,083	10,226,956	10,482,630	10,744,695	11,013,313	11,288,646	11,570,862	11,860,133	12,097,336	12,339,283
Contributions & Donations Operating	1,755,051	1,790,152	1,825,955	1,862,475	1,899,724	1,937,719	1,976,473	2,016,002	2,056,322	2,097,449
Fees & Charges	9,918,684	10,216,245	10,471,651	10,733,442	11,001,778	11,276,823	11,558,743	11,847,712	12,084,666	12,326,359
Interest Earnings	246,381	251,309	256,335	261,461	266,691	272,025	277,465	283,014	288,675	294,448
Reimbursements	831,284	856,223	877,628	899,569	922,058	945,109	968,737	992,956	1,012,815	1,033,071
Non Capital Projects - Income	100,000	0	0	0	0	0	0	0	0	0
Total Revenue	46,225,508	47,958,601	49,639,947	51,385,049	53,196,724	55,077,673	57,030,713	59,058,780	60,401,475	61,773,813
OPERATING EXPENSES										
Employment Expenses	(20,079,605)	(20,890,524)	(21,820,558)	(22,687,326)	(23,732,638)	(24,933,962)	(25,684,491)	(26,457,617)	(27,247,335)	(28,060,636)
Material & Contracts	(10,719,172)	(11,222,973)	(11,582,108)	(11,952,735)	(12,335,223)	(12,729,950)	(13,137,308)	(13,557,702)	(13,923,760)	(14,299,702)
Utility Charges	(1,195,491)	(1,255,266)	(1,292,924)	(1,331,712)	(1,371,663)	(1,412,813)	(1,455,197)	(1,498,853)	(1,543,819)	(1,590,133)
Insurance	(826,479)	(867,803)	(893,837)	(920,652)	(948,272)	(976,720)	(1,006,021)	(1,036,202)	(1,067,288)	(1,099,307)
Other Expenditure	(672,205)	(692,372)	(709,681)	(727,423)	(745,609)	(764,249)	(783,355)	(802,939)	(818,998)	(835,378)
Interest Expense	(81,600)	(341,111)	(463,817)	(434,491)	(404,849)	(374,140)	(342,376)	(309,630)	(275,821)	(242,306)
Non Capital Projects - Labour	(120,000)	(125,640)	(123,840)	(123,840)	0	0	0	0	0	0
Non Capital Projects - Contracts & Materials	(527,500)	(1,444,353)	(267,860)	(1,781,328)	(1,603,000)	(452,900)	(243,600)	(257,900)	(258,000)	(215,400)
Non Capital Projects - Other	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)
Depreciation	(20,413,644)	(20,894,227)	(21,236,891)	(21,238,179)	(21,307,591)	(21,452,284)	(21,322,987)	(21,291,514)	(21,251,436)	(21,300,777)
Total Expenditure	(54,655,696)	(57,754,268)	(58,411,515)	(61,217,686)	(62,468,843)	(63,117,017)	(63,995,336)	(65,232,357)	(66,406,456)	(67,663,638)
Profit/(Loss) - normal operations	(8,430,188)	(9,795,667)	(8,771,568)	(9,832,637)	(9,272,119)	(8,039,344)	(6,964,623)	(6,173,577)	(6,004,981)	(5,889,825)
OTHER										
Non-Operating Grants, Subsidies & Contributions	5,858,639	11,490,690	9,292,160	6,273,185	7,367,977	6,020,948	6,308,208	6,112,617	6,483,737	6,823,932
Profit on Asset Disposals	653,783	858,154	1,115,921	439,583	439,583	439,583	439,583	439,583	339,415	246,443
Loss on Asset Disposals	0	0	0	0	0	0	0	0	0	0
TOTAL OTHER	6,512,422	12,348,843	10,408,081	6,712,769	7,807,560	6,460,532	6,747,791	6,552,200	6,823,151	7,070,375
Income Statement - Profit/(Loss)	(1,917,766)	2,553,176	1,636,513	(3,119,868)	(1,464,559)	(1,578,812)	(216,831)	378,624	818,170	1,180,550

Shire of Esperance Long Term Financial Plan 2022/2023 - 2031/2032

Statement of Projected Financial Postition

	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030	2030/2031	2031/2032
ASSETS										
CURRENT ASSETS	\$0s	\$0s	\$0s	\$0s	\$0s	\$0s	\$0s	\$0s	\$0s	\$0s
Cash and Cash Equivalents	26,733,018	19,206,651	22,512,385	21,359,968	16,057,587	17,817,409	18,759,388	20,415,258	21,150,747	20,568,344
Receivables	2,606,265	2,606,265	2,606,265	2,606,265	2,606,265	2,606,265	2,606,265	2,606,265	2,606,265	2,606,265
Inventories	404,157	404,157	404,157	404,157	404,157	404,157	404,157	404,157	404,157	404,157
Financial Assets	169,328	169,328	169,328	169,328	169,328	169,328	169,328	169,328	169,328	169,328
Contract Assets	112,969	112,969	112,969	112,969	112,969	112,969	112,969	112,969	112,969	112,969
Other Assets	13,362	13,362	13,362	13,362	13,362	13,362	13,362	13,362	13,362	13,362
Total Current Assets	30,039,099	22,512,732	25,818,466	24,666,049	19,363,668	21,123,490	22,065,469	23,721,339	24,456,828	23,874,425
NON-CURRENT ASSETS										
Receivables	103,126	103,126	103,126	103,126	103,126	103,126	103,126	103,126	103,126	103,126
Other Financial Assets	11,263,790	11,433,790	11,273,790	10,963,790	11,143,790	11,023,790	10,983,790	10,963,790	10,923,790	10,903,790
Inventories	3,893,859	3,893,859	3,893,859	3,893,859	3,893,859	3,893,859	3,893,859	3,893,859	3,893,859	3,893,859
Land	26,179,027	26,179,027	26,179,027	26,179,027	26,179,027	26,179,027	26,179,027	26,179,027	26,179,027	26,179,027
Investment Property	6,164,122	7,430,576	5,863,147	4,897,180	3,931,214	2,965,247	1,999,281	1,033,314	312,579	120,122
Buildings	55,675,896	61,947,921	66,147,685	63,687,491	61,322,007	59,047,572	56,860,679	54,757,961	52,736,176	50,792,210
Furniture and Equipment	690,176	788,055	919,258	1,129,979	1,338,976	1,279,705	1,277,177	1,222,197	1,222,618	1,220,086
Plant and Equipment	16,963,523	17,532,531	16,900,091	17,511,620	18,216,589	17,810,554	18,432,689	18,407,545	18,697,376	19,852,295
Infrastructure - Roads (Ex Formation)	339,527,672	339,861,849	336,658,273	337,847,199	338,825,116	339,999,310	342,047,062	344,455,673	347,156,788	350,222,927
Infrastructure - Drainage	18,678,273	18,774,157	18,875,039	18,980,964	19,092,074	19,208,410	19,330,015	19,457,027	19,589,487	19,727,432
Infrastructure - Parks, Gardens and Reserves	8,863,672	8,460,983	8,101,031	7,787,175	7,511,662	7,271,071	7,062,301	6,882,542	6,729,250	6,600,221
Infrastructure - Footpaths and Cycleways	12,427,378	12,197,467	11,983,403	11,784,606	11,600,621	11,430,912	11,274,968	11,132,396	11,002,724	10,885,498
Infrastructure - Airports (Ex Formation)	4,096,463	3,911,370	3,715,801	3,727,309	9,459,862	8,986,870	8,537,526	8,110,650	7,705,118	7,319,863
Infrastructure - Culverts & Pipes	8,063,794	7,946,775	7,831,454	7,717,807	7,605,809	7,495,436	7,386,665	7,279,473	7,173,836	7,069,732
Infrastructure - Other	20,862,068	32,513,244	31,554,017	30,647,693	29,760,547	28,907,677	28,087,760	27,299,523	26,796,171	26,057,837
Work in Progress	812,014	812,014	812,014	812,014	812,014	812,014	812,014	812,014	812,014	812,014
Infrastructure Assets	412,519,320	423,665,845	418,719,019	418,492,752	423,855,691	423,299,687	423,726,297	424,617,284	426,153,374	427,883,509
Total Non-Current Assets	534,264,853	553,786,744	550,811,016	547,670,838	550,796,292	546,414,580	544,267,939	541,990,116	541,033,939	541,760,037
TOTAL ASSETS	564,303,952	576,299,476	576,629,482	572,336,887	570,159,960	567,538,071	566,333,408	565,711,455	565,490,767	565,634,462

LIABILITIES

CURRENT LIABILITIES

Payables	1,396,085	1,396,085	1,396,085	1,396,085	1,396,085	1,396,085	1,396,085	1,396,085	1,396,085	1,396,085
Current Portion of Long Term Borrowings	250,624	727,651	1,146,508	862,726	892,369	923,077	947,831	980,577	998,858	1,016,855
Provisions	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000
Provisions- Long Service Leave	1,135,449	1,135,449	1,135,449	1,135,449	1,135,449	1,135,449	1,135,449	1,135,449	1,135,449	1,135,449
Provision- Waste Facility	617,365	617,365	617,365	617,365	617,365	617,365	617,365	617,365	617,365	617,365
Other Liabilities	3,000,129	3,170,129	3,010,129	2,700,129	2,880,129	2,760,129	2,720,129	2,700,129	2,660,129	2,640,129
Lease Liabilities	22,310	22,310	22,310	22,310	22,310	22,310	22,310	22,310	22,310	22,310
Total Current Liabilities	7,621,962	8,268,989	8,527,846	7,934,064	8,143,707	8,054,415	8,039,169	8,051,915	8,030,196	8,028,193

NON-CURRENT LIABILITIES

Long Term Borrowings	5,511,096	14,306,418	12,741,053	12,162,109	11,240,097	10,286,312	9,313,727	8,300,404	7,283,265	6,248,413
Lease Liabilities	22,900	22,900	22,900	22,900	22,900	22,900	22,900	22,900	22,900	22,900
Provisions	293,399	293,399	293,399	293,399	293,399	293,399	293,399	293,399	293,399	293,399
Provision- Waste Facility	5,307,889	5,307,889	5,307,889	5,307,889	5,307,889	5,307,889	5,307,889	5,307,889	5,307,889	5,307,889
Total Non-Current Liabilities	11,135,284	19,930,606	18,365,241	17,786,297	16,864,285	15,910,500	14,937,915	13,924,592	12,907,453	11,872,601

TOTAL LIABILITIES	18,757,246	28,199,595	26,893,087	25,720,361	25,007,992	23,964,915	22,977,084	21,976,507	20,937,649	19,900,794
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NET ASSETS	545,546,706	548,099,882	549,736,395	546,616,527	545,151,968	543,573,156	543,356,324	543,734,948	544,553,118	545,733,669
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EQUITY

Retained surplus	313,132,148	323,982,495	322,567,435	320,059,243	324,133,066	320,690,242	319,526,066	318,263,579	318,325,270	320,066,676
Reserves - cash backed	24,050,475	15,753,303	18,804,877	18,193,200	12,654,818	14,518,831	15,466,176	17,107,286	17,863,766	17,302,909
Asset revaluation surplus	208,364,083	208,364,083	208,364,083	208,364,083	208,364,083	208,364,083	208,364,083	208,364,083	208,364,083	208,364,083
TOTAL EQUITY	545,546,706	548,099,882	549,736,395	546,616,527	545,151,968	543,573,156	543,356,324	543,734,948	544,553,118	545,733,669

Shire of Esperance Long Term Financial Plan 2022/2023 - 2031/2032 Projected Rate Setting Statement

	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030	2030/2031	2031/2032
REVENUES	\$0s	\$0s	\$0s	\$0s	\$0s	\$0s	\$0s	\$0s	\$0s	\$0s
Rate Levies (Under adopted assumptions)	23,445,024	24,617,717	25,725,748	26,883,407	28,093,160	29,357,352	30,678,433	32,058,963	32,861,662	33,683,203
Other Revenue	22,780,484	23,340,884	23,914,199	24,501,642	25,103,564	25,720,321	26,352,280	26,999,817	27,539,814	28,090,610
Revenues Sub-total	46,225,508	47,958,601	49,639,947	51,385,049	53,196,724	55,077,673	57,030,713	59,058,780	60,401,475	61,773,813
EXPENSES										
All Operating Expenses	(54,655,696)	(57,754,268)	(58,411,515)	(61,217,686)	(62,468,843)	(63,117,017)	(63,995,336)	(65,232,357)	(66,406,456)	(67,663,638)
Net Operating Profit/(Loss)	(8,430,188)	(9,795,667)	(8,771,568)	(9,832,637)	(9,272,119)	(8,039,344)	(6,964,623)	(6,173,577)	(6,004,981)	(5,889,825)
NON CASH ITEMS										
(Profit)/Loss on Asset Disposals	(653,783)	(858,154)	(1,115,921)	(439,583)	(439,583)	(439,583)	(439,583)	(439,583)	(339,415)	(246,443)
Movements in Provisions and Accruals	1,091,056	24,272	456,527	941,626	134,423	429,402	358,267	326,142	271,750	171,674
Depreciation on Assets	20,413,644	20,894,227	21,236,891	21,238,179	21,307,591	21,452,284	21,322,987	21,291,514	21,251,436	21,300,777
Sub-total	20,850,917	20,060,346	20,577,497	21,740,222	21,002,430	21,442,102	21,241,670	21,178,072	21,183,771	21,226,007
CAPITAL EXPENDITURE AND REVENUE										
Investment Property	(4,930,000)	(2,038,300)	(96,650)	(64,450)	(64,450)	(64,450)	(64,450)	(64,450)	(49,850)	(21,100)
Buildings	0	(8,500,000)	(6,500,000)	0	0	0	0	0	0	0
Furniture and Equipment	(151,635)	(193,054)	(240,546)	(340,257)	(366,502)	(116,782)	(167,598)	(113,000)	(163,000)	(160,000)
Plant and Equipment	(3,147,397)	(3,746,495)	(2,364,068)	(3,868,919)	(4,183,549)	(2,702,459)	(3,946,751)	(3,088,827)	(3,728,389)	(4,943,938)
Infrastructure - Roads (Ex Formation)	(12,816,922)	(13,837,362)	(10,261,622)	(14,590,422)	(14,423,622)	(14,661,622)	(15,594,522)	(16,042,022)	(16,434,522)	(16,912,222)
Infrastructure - Drainage	(300,000)	(306,000)	(312,100)	(318,300)	(324,700)	(331,200)	(337,800)	(344,600)	(351,500)	(358,500)
Infrastructure - Parks, Gardens and Reserves	(430,900)	(439,534)	(444,634)	(457,290)	(466,429)	(475,746)	(485,241)	(494,916)	(504,772)	(514,912)
Infrastructure - Footpaths and Cycleways	(300,000)	(306,000)	(312,100)	(318,300)	(324,700)	(331,200)	(337,800)	(344,600)	(351,500)	(358,500)
Infrastructure - Airports (Ex Formation)	(100,000)	(20,000)	0	(200,000)	(6,000,000)	0	0	0	0	0
Infrastructure - Other	(500,000)	(12,583,062)	(300,000)	(316,000)	(300,000)	(300,000)	(300,000)	(300,000)	(557,000)	(300,000)
Repayment of Loans	(250,624)	(727,651)	(1,146,508)	(862,726)	(892,369)	(923,077)	(947,831)	(980,577)	(998,858)	(1,016,855)
Proceeds from New Loans	3,500,000	10,000,000	0	0	0	0	0	0	0	0
Grants / Contributions for the Development of Assets	5,858,639	11,490,690	9,292,160	6,273,185	7,367,977	6,020,948	6,308,208	6,112,617	6,483,737	6,823,932
Proceeds Disposal of Assets	1,337,456	2,581,842	3,526,478	2,505,520	2,640,491	2,232,470	2,457,400	2,198,308	2,144,689	1,768,740
Transfers to Restricted Municipal Reserves	(2,346,273)	(3,596,589)	(5,298,917)	(2,674,133)	(2,668,016)	(3,225,932)	(2,631,272)	(3,025,146)	(2,617,557)	(1,654,722)
Transfers from Restricted Municipal Reserves	1,855,280	11,893,761	2,247,344	3,285,809	8,206,398	1,361,920	1,683,927	1,384,036	1,861,077	2,215,578
Proceeds from Self Supporting Loans	198,207	190,733	404,455	95,696	99,514	103,510	100,639	104,813	93,542	80,972
Net Cash From Investing Activities	(12,524,169)	(10,137,022)	(11,806,708)	(11,850,586)	(11,699,957)	(13,413,620)	(14,263,092)	(14,998,364)	(15,173,904)	(15,351,526)
ESTIMATED SURPLUS/(DEFICIT) JULY 1 B/FWD	(6,584)	(110,024)	17,633	16,854	73,852	104,206	93,344	107,300	113,432	118,318
ESTIMATED SURPLUS/(DEFICIT) JUNE 30 C/FWD	(110,024)	17,633	16,854	73,852	104,206	93,344	107,300	113,432	118,318	102,975

Long Term Financial Plan Funding Summary

	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32
FUNDING FROM OPERATIONAL ACTIVITIES										
Operating Revenue										
Rates	23,445,024	24,617,717	25,725,748	26,883,407	28,093,160	29,357,352	30,678,433	32,058,963	32,861,662	33,683,203
Operating Grants	9,929,083	10,226,956	10,482,630	10,744,695	11,013,313	11,288,646	11,013,313	11,288,646	11,570,862	11,860,133
Fees & Charges	9,918,684	10,216,245	10,471,651	10,733,442	11,001,778	11,276,823	11,001,778	11,276,823	11,558,743	11,847,712
Other	2,932,716	2,897,684	2,959,918	3,023,505	3,088,473	3,154,853	4,337,189	4,434,349	4,410,209	4,382,765
Total	46,225,508	47,958,601	49,639,947	51,385,049	53,196,724	55,077,673	57,030,713	59,058,780	60,401,475	61,773,813
Operating Expense										
Employee Costs	(20,079,605)	(20,890,524)	(21,820,558)	(22,687,326)	(23,732,638)	(24,933,962)	(23,732,638)	(24,933,962)	(25,684,491)	(26,457,617)
Materials & Contracts	(10,719,172)	(11,222,973)	(11,582,108)	(11,952,735)	(12,335,223)	(12,729,950)	(12,335,223)	(12,729,950)	(13,137,308)	(13,557,702)
Depreciation	(20,413,644)	(20,894,227)	(21,236,891)	(21,238,179)	(21,307,591)	(21,452,284)	(21,322,987)	(21,291,514)	(21,251,436)	(21,300,777)
Other	(3,443,276)	(4,746,544)	(3,771,959)	(5,339,445)	(5,093,392)	(4,000,821)	(6,604,489)	(6,276,931)	(6,333,221)	(6,347,542)
Total	(54,655,696)	(57,754,268)	(58,411,515)	(61,217,686)	(62,468,843)	(63,117,017)	(63,995,336)	(65,232,357)	(66,406,456)	(67,663,638)
Non Cash Items- Adjustments	20,850,917	20,060,346	20,577,497	21,740,222	21,002,430	21,442,102	21,241,670	21,178,072	21,183,771	21,226,007
Capital Expenditure & Revenue										
Capital Expenditure	(22,676,854)	(41,969,807)	(20,831,720)	(20,473,938)	(26,453,952)	(18,983,459)	(21,234,162)	(20,792,415)	(22,140,533)	(23,569,172)
Repayment of Loans	(250,624)	(727,651)	(1,146,508)	(862,726)	(892,369)	(923,077)	(947,831)	(980,577)	(998,858)	(1,016,855)
New Loan Borrowings	3,500,000	10,000,000	0	0	0	0	0	0	0	0
External Grant Funding	5,858,639	11,490,690	9,292,160	6,273,185	7,367,977	6,020,948	6,308,208	6,112,617	6,483,737	6,823,932
Sale of Assets	1,337,456	2,581,842	3,526,478	2,505,520	2,640,491	2,232,470	2,457,400	2,198,308	2,144,689	1,768,740
Other- Including Reserves	(292,786)	8,487,905	(2,647,118)	707,372	5,637,896	(1,760,502)	(846,706)	(1,536,297)	(662,938)	641,828
Total	(12,524,169)	(10,137,022)	(11,806,708)	(11,850,586)	(11,699,957)	(13,413,620)	(14,263,092)	(14,998,364)	(15,173,904)	(15,351,526)
Estimated Surplus/(Deficit) B'fwd	(6,584)	(110,024)	17,633	16,854	73,852	104,206	93,344	107,300	113,432	118,318
Estimated Closing Position	(110,024)	17,633	16,854	73,852	104,206	93,344	107,300	113,432	118,318	102,974

Shire of Esperance Long Term Financial Plan 2022/2023 - 2031/2032
Forward Capital Works Program - Summary

	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030	2030/2031	2031/2032
STATEMENT OF CAPITAL WORKS SUMMARY	\$0s	\$0s	\$0s	\$0s	\$0s	\$0s	\$0s	\$0s	\$0s	\$0s
Investment Property	4,930,000	2,038,300	96,650	64,450	64,450	64,450	64,450	64,450	49,850	21,100
Buildings	0	8,500,000	6,500,000	0	0	0	0	0	0	0
Furniture & Equipment	151,635	193,054	240,546	340,257	366,502	116,782	167,598	113,000	163,000	160,000
Plant & Equipment	3,147,397	3,746,495	2,364,068	3,868,919	4,183,549	2,702,459	3,946,751	3,088,827	3,728,389	4,943,938
Infrastructure - Roads (Ex Formation)	12,816,922	13,837,362	10,261,622	14,590,422	14,423,622	14,661,622	15,594,522	16,042,022	16,434,522	16,912,222
Infrastructure - Drainage	300,000	306,000	312,100	318,300	324,700	331,200	337,800	344,600	351,500	358,500
Infrastructure - Parks, Gardens & Reserves	430,900	439,534	444,634	457,290	466,429	475,746	485,241	494,916	504,772	514,912
Infrastructure - Footpaths and Cycleways	300,000	306,000	312,100	318,300	324,700	331,200	337,800	344,600	351,500	358,500
Infrastructure - Airports (Ex Formation)	100,000	20,000	0	200,000	6,000,000	0	0	0	0	0
Infrastructure - Other	500,000	12,583,062	300,000	316,000	300,000	300,000	300,000	300,000	557,000	300,000
Total Capital Works	22,676,854	41,969,807	20,831,720	20,473,938	26,453,952	18,983,459	21,234,162	20,792,415	22,140,533	23,569,172
REPRESENTED BY:										
Total Renewal Investment	14,568,597	29,390,757	14,172,433	16,923,141	18,648,405	15,522,032	17,715,715	17,215,848	18,519,277	19,916,165
Total Upgrade Investment	2,868,417	10,184,715	6,160,282	2,957,547	7,205,722	3,054,892	3,105,072	3,156,212	3,208,382	3,261,622
Total New Investment	5,239,840	2,394,335	499,005	593,250	599,825	406,535	413,375	420,355	412,875	391,385
Total Capital Works	22,676,854	41,969,807	20,831,720	20,473,938	26,453,952	18,983,459	21,234,162	20,792,415	22,140,533	23,569,172
Funded by:										
Total - Own source funding	11,695,227	13,011,817	9,218,907	13,577,173	13,537,635	13,471,951	14,500,084	14,938,218	15,374,177	15,787,720
Total - Capital grants & contributions	4,981,183	10,538,848	8,545,682	5,237,665	6,197,486	5,258,478	5,320,808	5,384,309	5,449,048	5,515,192
Total - Borrowings	3,580,109	7,753,225	2,166,667	0	0	0	0	0	0	0
Total- Reserves	1,542,880	9,714,076	153,987	623,580	5,548,340	(509,440)	425,870	(258,420)	282,620	957,520
Total - Proceeds	877,456	951,842	746,478	1,035,520	1,170,491	762,470	987,400	728,308	1,034,689	1,308,740
Total - Capital grants & contributions	22,676,854	41,969,807	20,831,720	20,473,938	26,453,952	18,983,459	21,234,162	20,792,415	22,140,533	23,569,172

Long Term Financial Plan Major Projects and Funding Summary

	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32
Capital Projects										
Flinders Subdivision Stage 3										
Capital Allocation	3,500,000	2,000,000	0	0	0	0	0	0	0	0
Sales Costs	0	0	78,000	45,800	45,800	45,800	45,800	45,800	31,200	8,000
Loan Proceeds	(3,500,000)	0	0	0	0	0	0	0	0	0
Interest Expense	0	118,621	108,064	97,132	85,812	74,092	61,955	49,388	36,376	22,902
Principal Repayments	0	297,707	308,265	319,198	330,517	342,238	354,374	366,940	379,953	393,428
Sales Proceeds	0	0	(1,800,000)	(1,080,000)	(1,080,000)	(1,080,000)	(1,080,000)	(1,080,000)	(720,000)	(200,000)
Reserves Transfers (to)/from:	0	2,416,328	(1,305,671)	(617,870)	(617,871)	(617,870)	(617,871)	(617,872)	(272,471)	224,330
Flinders Subdivision Stage 4										
Capital Allocation	1,430,000	0	0	0	0	0	0	0	0	0
Sales Costs	0	38,300	18,650	18,650	18,650	18,650	18,650	18,650	18,650	13,100
Loan Proceeds	0	0	0	0	0	0	0	0	0	0
Interest Expense	0	0	0	0	0	0	0	0	0	0
Principal Repayments	0	0	0	0	0	0	0	0	0	0
Sales Proceeds	0	(780,000)	(390,000)	(390,000)	(390,000)	(390,000)	(390,000)	(390,000)	(390,000)	(260,000)
Reserves Transfers (to)/from:	1,430,000	(741,700)	(371,350)	(371,350)	(371,350)	(371,350)	(371,350)	(371,350)	(371,350)	(246,900)
New Waste Management Site & Transfer Stations										
Capital Allocation	200,000	12,283,062	0	0	0	0	0	0	0	0
Loan Proceeds	0	(5,000,000)	0	0	0	0	0	0	0	0
Interest Expense	0	111,466	143,723	137,970	132,042	125,934	119,640	113,155	106,474	99,591
Principal Repayments	0	138,557	189,641	195,396	201,322	207,431	213,724	220,209	226,890	233,773
Capital Grants	0	(1,000,000)	0	0	0	0	0	0	0	0
Reserves Transfers (to)/from:	200,000	6,533,085	333,364	333,366	333,364	333,365	333,364	333,364	333,364	333,364
James Street Precinct										
Capital Allocation	0	8,500,000	6,500,000	0	0	0	0	0	0	0
Loan Proceeds	0	(5,000,000)	0	0	0	0	0	0	0	0
Interest Expense	0	37,500	146,536	140,868	135,028	129,011	122,810	116,422	109,840	103,058
Principal Repayments	0	45,841	186,828	192,497	198,337	204,354	210,554	216,942	223,524	230,306
Capital Grants	0	(8,000,000)	0	0	0	0	0	0	0	0
Reserves Transfers (to)/from:	0	(4,416,659)	6,833,364	333,365	333,365	333,365	333,364	333,364	333,364	333,364

Other										
Furniture & Equipment Replacement	80,635	83,054	85,546	87,257	89,002	90,782	92,598	93,000	95,000	95,000
IT Equipment	71,000	70,000	75,000	53,000	77,500	26,000	75,000	20,000	68,000	65,000
Civic Centre Technical Equipment	0	40,000	80,000	200,000	200,000	0	0	0	0	0
Light Vehicles	828,800	638,800	403,000	379,200	714,800	810,500	534,800	607,800	429,900	870,100
Heavy Plant	1,587,100	2,128,700	1,100,500	2,754,800	2,723,300	1,134,600	2,714,800	1,853,700	2,145,200	3,284,200
Misc. Plant	189,821	193,618	197,490	201,440	205,469	209,578	213,769	218,044	222,405	226,853
Light Vehicles (Waste)	0	52,000	0	0	0	0	57,400	0	0	0
Heavy Plant (Waste)	0	374,500	37,100	0	0	0	63,200	0	363,300	121,900
Light Vehicles (Airport)	51,000	0	0	54,100	28,700	56,300	0	0	59,800	31,700
Heavy Plant (Airport)	15,300	0	0	10,800	0	0	0	87,900	0	0
Light Vehicles (Home Care)	154,000	37,500	304,600	147,200	189,900	170,100	41,400	0	186,400	87,800
Fire Fighting Appliances - DFES	321,376	321,377	321,378	321,379	321,380	321,381	321,382	321,383	321,384	321,385
MRWA RRG Project expenditure	3,108,900	3,171,100	3,234,500	3,299,200	3,365,200	3,432,500	3,501,200	3,571,200	3,642,600	3,715,500
Municipal Allocation - Rural	6,196,800	6,320,700	6,447,100	6,576,000	6,707,500	6,841,700	6,978,500	7,118,100	7,260,500	7,405,700
Municipal Allocation - Town	950,400	970,040	989,500	1,009,400	1,029,500	1,050,100	1,071,200	1,092,500	1,114,300	1,136,600
State Black Spot Projects	0	0	0	0	0	0	0	0	0	0
Roads to recovery program (70% Rural, 30% Urban)	1,824,122	1,824,122	1,824,122	1,824,122	1,824,122	1,824,122	1,824,122	1,824,122	1,824,122	1,824,122
Asset Management Gap	0	800,000	(3,000,000)	1,100,000	700,000	700,000	1,390,000	1,590,000	1,730,000	1,950,000
MRWA Direct	736,700	751,400	766,400	781,700	797,300	813,200	829,500	846,100	863,000	880,300
Drainage Allocation	300,000	306,000	312,100	318,300	324,700	331,200	337,800	344,600	351,500	358,500
Playground Replacement	180,900	184,534	184,534	191,990	195,829	199,746	203,741	207,816	211,972	216,212
POS Infrastructure Renewal	250,000	255,000	260,100	265,300	270,600	276,000	281,500	287,100	292,800	298,700
Dual Use Paths	300,000	306,000	312,100	318,300	324,700	331,200	337,800	344,600	351,500	358,500
Runway 11/29 Overlay and Lighting Replacement	0	0	0	0	6,000,000	0	0	0	0	0
GA Apron, Taxi Way & Fire Bomber Area - Improved Access	0	0	0	200,000	0	0	0	0	0	0
Apron Extension, Seal Hangar Area	0	0	0	0	0	0	0	0	0	0
CCTV & GA Lighting Improvements	100,000	0	0	0	0	0	0	0	0	0
Digital Screen	0	20,000	0	0	0	0	0	0	0	0
Marine Infrastructre (need 300K pa)	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000
Esperance Jetty (from Jetty Reserve)	0	0	0	16,000	0	0	0	0	257,000	0
Total Capital allocation	17,546,854	19,148,445	14,235,070	20,409,488	26,389,502	18,919,009	21,169,712	20,727,965	22,090,683	23,548,072
Municipal	(11,695,227)	(12,211,817)	(12,218,907)	(12,477,173)	(12,837,635)	(14,381,951)	(14,110,084)	(16,348,218)	(16,644,177)	(17,837,720)
Grants & Contributions	(4,965,161)	(5,021,536)	(5,079,015)	(5,237,665)	(6,197,486)	(5,258,478)	(5,320,808)	(5,384,309)	(5,449,048)	(5,515,192)
Proceeds	(877,456)	(951,842)	(746,478)	(1,035,520)	(1,170,491)	(762,470)	(987,400)	(728,308)	(1,034,689)	(1,308,740)
Reserves Transfers (to)/from:	9,010	963,250	(3,809,330)	1,659,130	6,183,890	(1,483,890)	751,420	(1,732,870)	(1,037,230)	(1,113,580)

Non- Capital Projects

	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32
Waste Management (Capping & Scoping Document)										
Operational Allocation	0	0	0	0	0	0	0	0	0	0
Contracts & Materials	0	0	0	1,404,168	1,400,000	0	0	0	0	0
Grants & Contributions	0	0	0	0	0	0	0	0	0	0
Reserves	0	0	0	0	0	0	0	0	0	0
Municipal Funds	0	0	0	1,404,168	1,400,000	0	0	0	0	0
Waste Management - FOGO Operational Equipment SCP 5.1.2										
Operational Allocation	0	0	0	0	0	0	0	0	0	0
Contracts & Materials	0	944,393	0	0	0	0	0	0	0	0
Grants & Contributions	0	0	0	0	0	0	0	0	0	0
Reserves	0	(944,393)	0	0	0	0	0	0	0	0
Municipal Funds	0	0	0	0	0	0	0	0	0	0
Suicide prevention initiatives - SCP 2.1.2										
Operational Allocation	0	0	0	0	0	0	0	0	0	0
Contracts & Materials	100,000	0	0	0	0	0	0	0	0	0
Grants & Contributions	WA Primary Hea (100,000)	0	0	0	0	0	0	0	0	0
Reserves	0	0	0	0	0	0	0	0	0	0
Municipal Funds	0	0	0	0	0	0	0	0	0	0
Other										
Esperance Entrances- SCP 9.2.1	50,000	0	0	0	0	0	0	0	0	0
Public Bus Service Trial - SCP 10.4.1	60,000	0	0	0	0	0	0	0	0	0
Implement Tourism Strategy - SCP 13.1.1 & 13.2	220,000	209,400	206,400	206,400	0	0	0	0	0	0
Digital Technology - Renewal & Development - SCP 15.1.2	82,500	186,500	157,000	194,900	158,500	136,200	180,500	178,500	179,400	179,400
Communication and Engagement Strategy - SCP 16.1.1	10,000	0	0	0	0	0	0	0	0	0
Community priorities and benchmarking - SCP 16.1.4	25,000	0	27,500	0	30,000	0	32,500	0	35,000	0
Website Upgrade - SCP 16.1.2	50,000	0	0	0	0	0	0	0	0	0
Strategic Plan Review	0	0	0	30,000	0	0	0	32,000	0	0
GRV Revaluation	0	168,000	0	0	0	285,000	0	0	0	0
Fair Value - Land & Buildings	0	22,000	0	0	0	0	28,000	0	0	0
Financial Management Review	0	12,000	0	0	12,800	0	0	13,600	0	0
Staff Perception Survey	20,000	0	20,800	0	21,700	0	22,600	0	23,600	0
Council Elections	0	47,700	0	49,700	0	51,700	0	53,800	0	56,000
Tri- Annual Water Review ESWS	0	0	0	40,000	0	0	0	0	40,000	0
Statutory Functions Upgrade	30,000	0	0	0	0	0	0	0	0	0
Community Education Program - Statutory Services	20,000	0	0	0	0	0	0	0	0	0
Municipal Funds	567,500	645,600	411,700	521,000	223,000	472,900	263,600	277,900	278,000	235,400

Shire of Esperance Long Term Financial Plan 2022/2023 - 2031/2032

ASSET RENEWAL SCHEDULE

	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	TOTAL
DEPRECIATION											
Buildings	2,228,760	2,227,975	2,300,236	2,460,194	2,365,484	2,274,436	2,186,892	2,102,719	2,021,785	1,943,966	22,112,446
Furniture and Equipment	151,635	193,054	240,546	340,257	366,502	116,782	167,598	113,000	163,000	160,000	2,012,374
Plant and Equipment	2,010,448	2,225,645	2,250,030	2,221,870	2,308,089	2,346,023	2,337,216	2,385,664	2,403,869	2,480,280	22,969,133
Infrastructure - Roads	14,193,617	14,366,231	14,317,901	14,244,615	14,279,979	14,313,573	14,365,481	14,445,362	14,539,257	14,646,468	143,712,483
Infrastructure - Other	1,691,019	1,637,290	2,049,697	1,978,879	1,914,427	1,854,313	1,798,797	1,747,539	1,700,226	1,666,402	18,038,589
TOTAL	20,275,479	20,650,194	21,158,410	21,245,815	21,234,481	20,905,126	20,855,985	20,794,284	20,828,136	20,897,116	208,845,026
RENEWAL											
Buildings	0	4,250,000	3,250,000	0	0	0	0	0	0	0	7,500,000
Furniture & Equipment	151,635	153,054	160,546	140,257	166,502	116,782	167,598	113,000	163,000	160,000	1,492,374
Plant & Equipment	3,147,397	3,746,495	2,364,068	3,868,919	4,183,549	2,702,459	3,946,751	3,088,827	3,728,389	4,943,938	35,720,792
Infrastructure - Roads (Ex Formation)	9,688,665	10,657,377	7,028,985	11,304,075	11,082,525	11,264,645	12,140,525	12,529,905	12,863,115	13,280,315	111,840,136
Infrastructure - Drainage	300,000	306,000	312,100	318,300	324,700	331,200	337,800	344,600	351,500	358,500	3,284,700
Infrastructure - Parks, Gardens & Reserves	430,900	439,534	444,634	457,290	466,429	475,746	485,241	494,916	504,772	514,912	4,714,374
Infrastructure - Footpaths and Cycleways	300,000	306,000	312,100	318,300	324,700	331,200	337,800	344,600	351,500	358,500	3,284,700
Infrastructure - Other	300,000	300,000	300,000	316,000	300,000	300,000	300,000	300,000	557,000	300,000	3,273,000
TOTAL	14,318,597	20,158,460	14,172,433	16,723,141	16,848,405	15,522,032	17,715,715	17,215,848	18,519,277	19,916,165	171,110,076
RESERVE FUNDS (ASSET MANAGEMENT)											
Building Mtce	51,833	52,351	52,875	53,403	53,937	54,477	55,022	55,572	56,128	56,689	542,286
Jetty Reserve	140,000	142,982	144,412	145,856	147,155	148,626	150,112	151,613	153,130	152,091	1,475,977
Airport Reserve	231,224	291,546	292,512	293,687	293,419	244,403	244,703	245,400	245,488	245,775	2,628,155
Sanitation Reserve	1,121,691	1,131,869	1,064,466	461,518	448,758	435,912	436,937	437,128	438,166	436,671	6,413,116
TOTAL	1,544,748	1,618,749	1,554,265	954,464	943,269	883,417	886,773	889,713	892,912	891,225	11,059,534
TOTAL Asset Management	15,863,345	21,777,209	15,726,698	17,677,605	17,791,674	16,405,449	18,602,489	18,105,562	19,412,188	20,807,390	182,169,610
Shortfall (Depn - Asset Mgmt)	4,412,134	(1,127,015)	5,431,712	3,568,210	3,442,807	4,499,677	2,253,496	2,688,723	1,415,948	89,726	26,675,416
Asset Sustainability Ratio Target > =90%	78%	105%	74%	83%	84%	78%	89%	87%	93%	100%	87%

Long Term Financial Plan 2022/2023 - 2031/2032

Loan Repayment Schedule

Council Loans	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030	2030/2031	2031/2032
	\$0s	\$0s	\$0s	\$0s	\$0s	\$0s	\$0s	\$0s	\$0s	\$0s
Opening	728,206	4,175,789	13,638,871	12,896,818	12,129,788	11,336,933	10,517,366	9,670,174	8,794,410	7,889,094
New Proceeds	3,500,000	10,000,000	0	0	0	0	0	0	0	0
Interest Paid	32,330	297,521	425,751	400,778	374,950	348,240	320,611	292,038	262,487	231,923
Principal Paid	52,417	536,918	742,053	767,030	792,855	819,567	847,192	875,764	905,316	935,883
Principal Outstanding	4,175,789	13,638,871	12,896,818	12,129,788	11,336,933	10,517,366	9,670,174	8,794,410	7,889,094	6,953,211
Net Movement	3,447,583	9,463,082	(742,053)	(767,030)	(792,855)	(819,567)	(847,192)	(875,764)	(905,316)	(935,883)

Self Supporting Loans

Opening	1,784,138	1,585,931	1,395,198	990,743	895,047	795,533	692,023	591,384	486,571	393,029
New Proceeds	0	0	0	0	0	0	0	0	0	0
Interest Paid	49,270	43,590	38,066	33,713	29,899	25,900	21,765	17,592	13,334	10,383
Principal Paid	198,207	190,733	404,455	95,696	99,514	103,510	100,639	104,813	93,542	80,972
Principal Outstanding	1,585,931	1,395,198	990,743	895,047	795,533	692,023	591,384	486,571	393,029	312,057
Net Movement	(198,207)	(190,733)	(404,455)	(95,696)	(99,514)	(103,510)	(100,639)	(104,813)	(93,542)	(80,972)

Total Loans

Opening	2,512,344	5,761,720	15,034,069	13,887,561	13,024,835	12,132,466	11,209,389	10,261,558	9,280,981	8,282,123
New Proceeds	3,500,000	10,000,000	0	0	0	0	0	0	0	0
Interest Paid	81,600	341,111	463,817	434,491	404,849	374,140	342,376	309,630	275,821	242,306
Principal Paid	250,624	727,651	1,146,508	862,726	892,369	923,077	947,831	980,577	998,858	1,016,855
Principal Outstanding	5,761,720	15,034,069	13,887,561	13,024,835	12,132,466	11,209,389	10,261,558	9,280,981	8,282,123	7,265,268
Net Movement	3,249,376	9,272,349	(1,146,508)	(862,726)	(892,369)	(923,077)	(947,831)	(980,577)	(998,858)	(1,016,855)

Total Interest on Loans Program

Recreation and culture	49,270	81,090	184,602	174,581	164,927	154,911	144,575	134,014	123,174	113,441
Other property and services	32,330	148,555	135,492	121,940	107,880	93,295	78,161	62,461	46,173	29,274
Community amenities	0	111,466	143,723	137,970	132,042	125,934	119,640	113,155	106,474	99,591
Total	81,600	341,111	463,817	434,491	404,849	374,140	342,376	309,630	275,821	242,306

Shire of Esperance Long Term Financial Plan 2022/2023 - 2031/2032

Cash Reserves

	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030	2030/2031	2031/2032
LAND PURCHASE AND DEVELOPMENT	\$0s	\$0s	\$0s	\$0s	\$0s	\$0s	\$0s	\$0s	\$0s	\$0s
Opening Balance	2,883,537	1,942,372	20,494	987,689	1,653,421	2,325,811	3,004,924	3,690,830	4,383,597	4,737,890
Transfer to Reserve	488,835	1,749,424	2,680,205	1,479,877	1,486,534	1,493,258	1,500,049	1,506,908	1,153,836	507,379
Transfer From Reserve	(1,430,000)	(3,671,302)	(1,713,010)	(814,145)	(814,144)	(814,145)	(814,143)	(814,142)	(799,543)	(770,794)
Balance 30 June	1,942,372	20,494	987,689	1,653,421	2,325,811	3,004,924	3,690,830	4,383,597	4,737,890	4,474,475
EASTERN SUBURBS WATER PIPELINE										
Opening Balance	38,158	38,540	38,925	39,314	39,707	40,104	40,505	40,911	41,320	41,733
Transfer to Reserve	382	385	389	393	397	401	405	409	413	417
Transfer From Reserve	-	-	-	-	-	-	-	-	-	-
Balance 30 June	38,540	38,925	39,314	39,707	40,104	40,505	40,911	41,320	41,733	42,150
JETTY										
Opening Balance	158,204	298,204	441,186	585,598	715,454	862,608	1,011,235	1,161,347	1,312,960	1,209,090
Transfer to Reserve	140,000	142,982	144,412	145,856	147,155	148,626	150,112	151,613	153,130	152,091
Transfer From Reserve	-	-	-	(16,000)	-	-	-	-	(257,000)	-
Balance 30 June	298,204	441,186	585,598	715,454	862,608	1,011,235	1,161,347	1,312,960	1,209,090	1,361,181
EMPLOYEE ENTITLEMENTS (LEAVE)										
Opening Balance	1,086,090	1,096,951	1,107,920	1,119,000	1,130,190	1,141,492	1,152,906	1,164,435	1,176,080	1,187,841
Transfer to Reserve	10,861	10,970	11,079	11,190	11,302	11,415	11,529	11,644	11,761	11,878
Transfer From Reserve	-	-	-	-	-	-	-	-	-	-
Balance 30 June	1,096,951	1,107,920	1,119,000	1,130,190	1,141,492	1,152,906	1,164,435	1,176,080	1,187,841	1,199,719
AERODROME										
Opening Balance	6,122,401	6,032,215	6,128,761	6,246,273	6,219,530	1,317,859	1,347,851	1,417,554	1,426,424	1,455,052
Transfer to Reserve	231,224	291,546	292,512	293,687	293,419	244,403	244,703	245,400	245,488	245,775
Transfer From Reserve	(321,410)	(195,000)	(175,000)	(320,430)	(5,195,090)	(214,410)	(175,000)	(236,530)	(216,860)	(197,190)
Balance 30 June	6,032,215	6,128,761	6,246,273	6,219,530	1,317,859	1,347,851	1,417,554	1,426,424	1,455,052	1,503,636
OFF STREET PARKING										
Opening Balance	543,174	548,606	554,092	559,633	565,229	570,881	576,590	582,356	588,180	594,061
Transfer to Reserve	5,432	5,486	5,541	5,596	5,652	5,709	5,766	5,824	5,882	5,941
Transfer From Reserve	-	-	-	-	-	-	-	-	-	-
Balance 30 June	548,606	554,092	559,633	565,229	570,881	576,590	582,356	588,180	594,061	600,002
SANITATION (RUBBISH REMOVAL) SERVICES										
Opening Balance	9,560,108	10,577,929	3,837,640	4,542,773	3,266,757	1,982,150	2,084,697	2,103,850	2,207,614	2,058,106
Transfer to Reserve	1,121,691	1,131,869	1,064,466	461,518	448,758	435,912	436,937	437,128	438,166	436,671
Transfer From Reserve	(103,870)	(7,872,158)	(359,334)	(1,737,534)	(1,733,364)	(333,365)	(417,784)	(333,364)	(587,674)	(418,694)
Balance 30 June	10,577,929	3,837,640	4,542,773	3,266,757	1,982,150	2,084,697	2,103,850	2,207,614	2,058,106	2,076,083

EHC ASSET REPLACEMENT										
Opening Balance	547,376	552,850	558,378	563,962	569,602	575,298	581,051	586,861	592,730	598,657
Transfer to Reserve	5,474	5,528	5,584	5,640	5,696	5,753	5,811	5,869	5,927	5,987
Transfer From Reserve	-	-	-	-	-	-	-	-	-	-
Balance 30 June	552,850	558,378	563,962	569,602	575,298	581,051	586,861	592,730	598,657	604,644
ESPERANCE HOMECARE FUNDRAISING										
Opening Balance	276,394	279,158	281,950	284,769	287,617	290,493	293,398	296,332	299,295	302,288
Transfer to Reserve	2,764	2,792	2,819	2,848	2,876	2,905	2,934	2,963	2,993	3,023
Transfer From Reserve	-	-	-	-	-	-	-	-	-	-
Balance 30 June	279,158	281,950	284,769	287,617	290,493	293,398	296,332	299,295	302,288	305,311
PLANT REPLACEMENT										
Opening Balance	484,600	626,846	477,814	1,317,893	933,372	478,905	1,096,994	830,964	1,223,674	1,556,311
Transfer to Reserve	142,246	6,268	840,078	13,179	9,334	618,089	10,970	392,710	332,637	15,563
Transfer From Reserve	-	(155,300)	-	(397,700)	(463,800)	-	(277,000)	-	-	(828,900)
Balance 30 June	626,846	477,814	1,317,893	933,372	478,905	1,096,994	830,964	1,223,674	1,556,311	742,974
BUILDING MAINTENANCE										
Opening Balance	306,283	358,116	410,467	463,342	516,745	570,683	625,159	680,181	735,753	791,880
Transfer to Reserve	51,833	52,351	52,875	53,403	53,937	54,477	55,022	55,572	56,128	56,689
Transfer From Reserve	-	-	-	-	-	-	-	-	-	-
Balance 30 June	358,116	410,467	463,342	516,745	570,683	625,159	680,181	735,753	791,880	848,569
GOVERNANCE AND WORKERS COMPENSATION										
Opening Balance	140,102	221,503	303,718	386,755	470,623	555,329	640,882	727,291	814,564	902,710
Transfer to Reserve	81,401	82,215	83,037	83,868	84,706	85,553	86,409	87,273	88,146	89,027
Transfer From Reserve	-	-	-	-	-	-	-	-	-	-
Balance 30 June	221,503	303,718	386,755	470,623	555,329	640,882	727,291	814,564	902,710	991,737
IT SYSTEMS & PROCESS DEVELOPMENT RESERVE										
Opening Balance	37,569	37,945	88,324	139,207	190,599	242,505	294,931	347,880	401,359	455,372
Transfer to Reserve	376	50,379	50,883	51,392	51,906	52,425	52,949	53,479	54,014	54,554
Transfer From Reserve	-	-	-	-	-	-	-	-	-	-
Balance 30 June	37,945	88,324	139,207	190,599	242,505	294,931	347,880	401,359	455,372	509,926
ESPERANCE HOME CARE LEAVE ENTITLEMENTS										
Opening Balance	384,025	387,865	391,744	395,661	399,618	403,614	407,650	411,727	415,844	420,002
Transfer to Reserve	3,840	3,879	3,917	3,957	3,996	4,036	4,077	4,117	4,158	4,200
Transfer From Reserve	-	-	-	-	-	-	-	-	-	-
Balance 30 June	387,865	391,744	395,661	399,618	403,614	407,650	411,727	415,844	420,002	424,203

ESPERANCE HOME CARE LONG SERVICE LEAVE RESERVE										
Opening Balance	242,313	244,736	247,183	249,655	252,152	254,673	257,220	259,792	262,390	265,014
Transfer to Reserve	2,423	2,447	2,472	2,497	2,522	2,547	2,572	2,598	2,624	2,650
Transfer From Reserve	-	-	-	-	-	-	-	-	-	-
Balance 30 June	244,736	247,183	249,655	252,152	254,673	257,220	259,792	262,390	265,014	267,664
PRIORITY PROJECTS RESERVE										
Opening Balance	749,148	806,639	864,706	923,353	982,586	1,042,412	1,102,836	1,163,865	1,225,503	1,287,758
Transfer to Reserve	57,491	58,066	58,647	59,234	59,826	60,424	61,028	61,639	62,255	62,878
Transfer From Reserve	-	-	-	-	-	-	-	-	-	-
Balance 30 June	806,639	864,706	923,353	982,586	1,042,412	1,102,836	1,163,865	1,225,503	1,287,758	1,350,636
TOTAL RESERVES SUMMARY										
Opening Balance	23,559,482	24,050,475	15,753,303	18,804,877	18,193,200	12,654,818	14,518,831	15,466,176	17,107,286	17,863,766
Transfer to Reserve	2,346,273	3,596,589	5,298,917	2,674,133	2,668,016	3,225,932	2,631,272	3,025,146	2,617,557	1,654,722
Transfer From Reserve	(1,855,280)	(11,893,761)	(2,247,344)	(3,285,809)	(8,206,398)	(1,361,920)	(1,683,927)	(1,384,036)	(1,861,077)	(2,215,578)
Total Reserves 30 June	24,050,475	15,753,303	18,804,877	18,193,200	12,654,818	14,518,831	15,466,176	17,107,286	17,863,766	17,302,909

Item: 12.3.5

2022/23 Community Grants Program - Budget Allocation

Author/s	Shane Tobin	Community Development & Events Coordinator
Authoriser/s	Felicity Baxter	Director Corporate & Community Services

File Ref: D22/16016

Applicant

Internal Application

Location/Address

N/A

Executive Summary

For Council to consider the applications received under the Community Grants Program and determine allocations in the 2022/23 budget and a pre-approval for the 2023/24 budget. To formalise the internal approval processes for the Small Grants funding.

Recommendation in Brief

That Council includes funds into the 2022/23 Annual Budget, to be distributed in accordance with the criteria and guidelines of the Community Grants Program. That Council adopts the proposed Small Grants Approval policy and rescinds the existing donations delegation.

Background

The Community Grants Program is the Shire's principal community investment program. Through this program Council contributes to community wellbeing by:

- Supporting and stimulating diverse projects, programs and activities;•
- Encouraging collaboration through engagement and participation in the community;•
- Facilitating stronger, more sustainable and resilient communities; and•
- Supporting the maintenance and upgrade of community facilities.

The guidelines and application forms for the Community Grants Program are available on the Shire's website. The guidelines state that "The grants program is designed to provide limited financial assistance and is not intended to be relied upon as a primary or recurrent source of funding", and "All funding requests must not exceed 50% of the total project cost (with the exception of the Small Grants category)."

Among other requirements, part of the guiding assessment criteria states that applicants need to demonstrate the community need for the project, benefit to the community, alignment to the Shire of Esperance Council Plan, organisational ability to effectively manage the project and capacity to make a financial and in-kind contribution towards the project.

A total of 9 applications, requesting \$289,371 were received under the annual grant category of the Community Grants Program. Last year there were 27 applications totalling \$357,766. As anticipated, the reduced number of applications was due to the restructuring of the grants categories with the minimum annual grant amount raised from \$1,000 to \$3,000 resulting in a reduction in applications for smaller funding amounts. Additionally, Council resolved in January 2022 that core operational funding for the Esperance Brass Band; The Cannery Arts Centre and Esperance Community Arts Inc. will now comprise a separate annual budget allocation. This resolution further reduced the number of applications.

Included in the applications received, was an application from the Esperance Football and Sporting Club for consideration of a pre-allocation of funds to be distributed in the 2023/2024 financial year. Confirmation of Shire funding is requested to meet the timing requirements of Esperance Football and Sporting Club's CSRFF

grant application. The Wildflower Festival application includes in-kind Shire support for up to \$2,000 for Civic Centre hire. And an application for the Esperance Music Festival Inc. has been withdrawn.

The Small Grants category will be open for the full financial year 2022/23 to enable community groups to respond to opportunities timely as they present throughout the year.

Officer's Comment

The Community Grants Program applications have been supplied to Council along with a summary of each application to assist with the assessment of applications received.

Total applications this year were valued at \$289,371. Last year's applications totalled \$357,766 which included core arts funds.

An annual allocation for the Small Grants Category also needs to be approved for the 2022/2023 budget. It has been proposed that this be set at \$50,000, which is double the previous Support Grants budget of \$25,000. It is anticipated that as the maximum amount is being changed from \$1,000 to \$3,000 that there will be increased demand upon this funding pool.

Following research and discussions with WALGA, it has been identified that the current approval process of using *Delegation 11.1: Donations* is technically not required under the LG Act 1995. Instead it is best practice to have a policy in place to identify parties who are approved by Council to process community grant applications. The Small Grants Approval policy has been drafted and is recommended to Council for adoption. The existing delegation should then be rescinded by Council by absolute majority vote.

Consultation

The Community Grants Program applications have been workshopped with Council in May, with several of the applicants also being invited to present to Council in early June. At the workshop the proposed approval process for the Small Grants Category was also confirmed.

Applications were originally assessed by the Community Development Team with input from other Shire officers where appropriate. Final approval was then confirmed by the CEO and Shire President.

Advice has been received from WALGA to put in place a Small Grants Policy. The existing donations delegation is no longer required.

Financial Implications

Allocations approved in this agenda item will be factored into Council's 2022/23 and 2023/24 Annual Budget.

Asset Management Implications

Nil.

Statutory Implications

The statutory implications associated with this item are contained within Local Government Act 1995, Section 6.2 - Local Government to prepare annual budget.

Policy Implications

N/A

Strategic Implications

Council Plan 2022 - 2032

People

Outcome 2. A healthy and active community.

Objective 2.4. Grow community capacity by supporting community groups and volunteers.

Environmental Considerations

N/A

Attachments

A [↓](#). Small Grants Approval Policy

B [↓](#). Delegation 11.1 - to be rescinded

RECOMMENDATION AND DECISION

12.3.5 2022/23 Community Grants Program - Budget Allocation

Moved: Cr de Haas

Seconded: Cr Obourne

O0622-148

Council Resolution

That Council:

- 1. Includes \$280,494 into the 2022/2023 Annual Budget, to be distributed in accordance with the criteria and guidelines of the Community Grants Program:**
 - a. Small Grants category budget of \$50,000.00 allocated during the year in accordance with the criteria and guidelines of the Community Grants Program;**
 - b. Annual grants category budget of \$230,494 allocated as follows:**

Organisation	Requested Amount	Approved Amount
Esperance-Goldfields Surf LifeSaving Club Inc.	\$160,877	\$152,000
Rotary Club of Esperance Inc	\$20,000	\$20,000
Esperance Care Services Inc.	\$19,068	\$19,068
Esperance Zone Innovation (EZI) Group Inc.	\$10,000	\$10,000
Rotary Club of Esperance Inc	\$10,000	\$10,000
Esperance Community Arts (Inc)	\$10,000	\$10,000
Cannery Arts Centre (Inc)	\$5,500	\$5,500
Esperance Pistol Club	\$3,926	\$3,926

- 2. Includes \$95,130 into the 2023/2024 Annual Budget, to be distributed in accordance with the criteria and guidelines of the Community Grants Program.**

Organisation	Requested Amount	Approved Amount
Esperance Football & Sporting Club (Inc.)	\$157,562	\$95,130

- 3. Advise the Esperance Lotteries House Association Inc that their application will be considered by Council as part of the 2022/23 Budget deliberations, but separate to the Community Grants Program.**
- 4. Adopt the Small Grants Approval Policy.**
- 5. Rescind the existing delegation: Local Government Financial Management Regulations 1996: 11.1 Donations (r.12)**

**CARRIED
F8 - A0**



Council Policy

COR #: SMALL GRANTS APPROVAL POLICY

Document Status:	Draft	TRIM Ref:	D22/
Document Controller:	Manager Community & Economic Development	Version No:	1
Date Adopted:		Resolution #:	
Date Reviewed:		Resolution #:	

Objective

This policy aims to ensure the transparency of funding decisions made in relation to the Small Grants funding which forms part of the Shire of Esperance's Community Grants Program

Policy

A Small Grants budget will be set as part of the budget approval process

The CEO shall shortlist a Small Grants panel. The panel will be responsible for receiving and assessing Small Grant applications with reference to Community Grants Guidelines which are to be made publicly available.

No less than two panel members shall assess each individual application.

The CEO and Shire president will be jointly responsible for the final approval.

Following approval, outgoing grant agreements are to be executed in line with Council Policy EXE010: Execution of Documents & Common Seal Usage

Approved grants will be reported back to Council monthly through the Information Bulletin.

..... Policy Ends

PART 11 LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

11.1 Donations (r.12)	
Function Performed	Authority to allocate amounts to applicants of the Community Grant Program's Support Category for donations, sponsorship, trophies and other such minor requests which promote community development.
<i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions.</i>	
Power being Delegated	Local Government (Financial Management) Regulations 1996 r.12(1a) - Payments from municipal fund or trust fund, restrictions on making
Power originally assigned to	Local Government
Power to Delegate	Local Government Act 1995 s.5.42 - Delegation of some powers or duties to the CEO s.5.43 - Limitations on delegations to the CEO
Power Delegated to	Chief Executive Officer
Council Conditions	1) Application approvals and rejections must be co-signed by the Chief Executive Officer and Shire President. 2) Applications for a Support Community Grant can be received at any time. 3) The maximum amount that can be approved is \$1000, per application. 4) If the Chief Executive Officer has a declarable interest, the Director Corporate & Community Services will assess the application. 5) If the Shire President has a declarable interest, the Deputy Shire President will co-sign the application.
Power to Sub-Delegate	Local Government Act 1995 s.5.44 - CEO may delegate powers and duties to other employees CEO has elected to not sub-delegate this role, with the exception of meeting the Council Conditions.
Compliance Links	Community Grants Program Guidelines
DELEGATION ADMINISTRATION	
Decision Reference	Decision Reference
1. Adopted - June 2013, Resolution # O0613-012	6. Amended - June 2019, Resolution #O0619-120
2. Reviewed - May 2015, Resolution # O0515-026	7. Reviewed - May 2020, Resolution #O0520-148
3. Reviewed - July 2016, Resolution # O0716-032	8. Amended - May 2021, Resolution #O0521-147
4. Reviewed - June 2017, Resolution # O0617-133	9. Reviewed - May 2022, Resolution #O0522-112
5. Reviewed - May 2018, Resolution # O0518-098	

12.4 EXECUTIVE SERVICES

Item: 12.4.1

WALGA Annual General Meeting and WA Local Government Convention 2022

Author/s	Emily Hegney	Executive Assistant
Authorisator/s	Shane Burge	Chief Executive Officer

File Ref: D22/12957

Applicant

Executive Services

Location/Address

Internal

Executive Summary

For Council to consider nominating two (2) voting delegates for the 2022 WALGA Annual General Meeting, to be held in Perth on Monday 3 October 2022, as part of the 2022 Annual Local Government Convention.

Recommendation in Brief

That Council nominate two (2) Councillors as the Shire's Voting Delegates for the WALGA Annual General Meeting and request the CEO to register Councillors for the Local Government Convention 2022.

Background

The 2022 WA Local Government Convention & Trade Exhibition (Local Government Week) will be held on Monday the 3rd and Tuesday the 4th of October 2022 in Perth.

As per previous Local Government Weeks, WALGA will hold its Annual General Meeting, to discuss and consider local government industry issues. Each Council of WALGA has the ability to elect two (2) voting delegates to participate at the WALGA Annual General Meeting (non-voting delegates are also able and encouraged to attend).

Officer's Comment

Attendance at the annual WA Local Government Convention is open to all Councillors. Registration fees, travel and accommodation expenses will be paid by Council in advance for any Elected Member(s) choosing to attend the WA Local Government Convention.

The theme for the 2022 WA Local Government Convention is *Embracing Change*. With increasing community expectations of Local Governments, legislative reform, and a rapidly changing economic, social and political environment, Local Governments must find new ways of serving and engaging with their communities, doing business and strengthening their influence. Agility, ingenuity, innovation and boldness will be required. This Convention will explore changes to the Local Government landscape over the coming years and how the sector can come together to inform, guide and embrace change.

As a member of WALGA, it is important that Council also attend WALGA's Annual General Meeting, requiring the election of voting delegates by Council.

Financial Implications

The costs associated for this conference can be accommodated within 2022/23 budget: *Members of Council Travel, Accommodation and Conference expenses*. Anticipated costs are approximately \$3,000 per delegate, comprising registration of \$1,200; airfares in the vicinity of \$500 return and accommodation of approximately \$1000 per delegate plus meals and other miscellaneous expenses.

Due to his Honorary Life Membership with WALGA, Cr Mickel has a complementary Full Delegate Registration to this event. However, this does not include optional events such as the Gala Dinner.

Policy Implications

Council Policy EXEC-007: Elected Member Entitlements

Strategic Implications

Council Plan 2022 – 2032

Performance

Outcome 14. Community confidence and trust in Council.

Objective 14.1. Provide transparent, accountable and effective leadership.

Attachments

A¹. Email - Notice of WALGA 2022 Annual General Meeting

B¹. Official Notice of WALGA 2022 AGM and Council Information

RECOMMENDATION AND DECISION

12.4.1 WALGA Annual General Meeting and WA Local Government Convention 2022

Moved: Cr Obourne

Seconded: Cr Horan

O0622-149

Council Resolution

That Council:

- 1. Nominate Councillors Mickel and de Haas as the Shire's Voting Delegates for the WALGA Annual General Meeting to be held in Perth on 3 October 2022.**
- 2. Request the CEO to register Councillors Obourne, O'Donnell, Mickel, Chambers, Graham, de Haas, Horan and McMullen to attend the 2022 Western Australian Local Government Convention held in Perth on 3-4 October 2022.**

**CARRIED
F8 - A0**

Ms Poot left the Chambers at 5:06pm and did not return.

From: [Kathy Robertson](#)
To: [CEO](#)
Subject: Notice of WALGA 2022 Annual General Meeting
Date: Friday, 20 May 2022 10:13:12 AM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)

Sent on behalf of Nick Sloan, Chief Executive Officer, WALGA

Shane Burge
Chief Executive Officer
Shire of Esperance

Dear Shane

NOTICE OF WALGA 2022 ANNUAL GENERAL MEETING

The Annual General Meeting for the Western Australian Local Government Association (WALGA) will be held on **Monday, 3 October 2022** at Crown Perth.

The [Notice of the Annual General Meeting](#) contains general information on the meeting, guidelines for the preparation and submission of motions and the Voting Delegates registration form.

Key dates are as follows:

- **Friday, 22 July** – Deadline to submit motions proposing amendments to WALGA's Constitution
- **Friday, 12 August** – Deadline to submit motions for the AGM Agenda
- **Friday, 23 September** – Registration of Voting Delegates closes
- **Monday, 3 October** – Annual General Meeting, Crown Perth

To submit motions, register Voting Delegates or for further enquiries, please contact Kathy Robertson, Executive Officer Governance on 9213 2036 or email [\[redacted\]](#)

Regards

Nick Sloan | Chief Executive Officer | WALGA
[\[redacted\]](#)



www.walga.asn.au | www.youreveryday.com.au

Our work regularly takes us across the State and as such WALGA would like to acknowledge the many traditional owners of the land on which we work throughout Western Australia. We pay our respects to their Elders, past, present and emerging.

This email is private and confidential. If you are not the intended recipient, please advise us by return email immediately, and delete the email and any attachments without using or disclosing the contents in any way. The views expressed in this email are those of the author, and do not represent those of the Association unless this is clearly indicated. You should scan this email and any attachments for viruses. The WA Local Government Association accepts no liability for any direct or indirect damage or loss resulting from the use of any attachments to this email.

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Notice of Annual General Meeting

**and
procedural information
for submission of motions**

**Crown Perth
Monday, 3 October 2022**

**Deadline for submission of motions:
Friday, 12 August 2022**



2022 Local Government Convention and AGM general information

WALGA Annual General Meeting

The Annual General Meeting (AGM) for the Western Australian Local Government Association (WALGA) will be held from 9:00am on **Monday, 3 October 2022**. The formal Agenda will begin at 11:30am after a short morning tea break. The AGM should be attended by up to two Voting Delegates from all Member Local Governments. Lunch will be provided at the conclusion of the meeting.

Cost for attending

Attendance at the AGM is **free of charge** to all Elected Members and staff from Member Local Governments. Voting Delegates and Proxies must register their attendance in advance. Please use the registration form provided at the end of this document. Observers (non-voting) are also welcome to attend the AGM, but registration is essential via our website.

Submission of Motions

Member Local Governments are invited to submit motions for inclusion on the Agenda for consideration at the AGM. Motions should be submitted in writing to the Chief Executive Officer of WALGA. A template motion can be found on our website [here](#).

The closing date for submission of motions is **5:00pm Friday, 12 August**.

*Please note that any motions proposing alterations or amendments to the WALGA Constitution must be received by **5:00pm Friday, 22 July** in order to satisfy the 60-day constitutional notification requirement.*

The following guidelines should be followed by Members in the formulation of motions:

- Motions should focus on policy matters rather than issues which could be dealt with by the WALGA State Council with minimal delay.
- Due regard should be given to the relevance of the motion to the total membership and to Local Government in general. Some motions are of a localised or regional interest and might be better handled through other forums.
- Due regard should be given to the timeliness of the motion – will it still be relevant come the Local Government Convention or would it be better handled immediately by the Association?
- The likely political impact of the motion should be carefully considered.
- Due regard should be given to the educational value to Members – i.e. does awareness need to be raised on the particular matter?
- The potential media interest of the subject matter should be considered.
- Annual General Meeting motions submitted by Member Local Governments must be accompanied by fully researched and documented supporting comment.



Criteria for Motions

As per the Corporate Governance Charter, prior to the finalisation of the agenda, the WALGA President and Chief Executive Officer will determine whether motions abide by the following criteria:

Motions will be included in the Agenda where they:

1. are consistent with the objects of the Association (refer to clause 3 of the [Constitution](#));
2. demonstrate that the issue/s raised will concern or are likely to concern a substantial number of Local Governments in WA;
3. Seek to advance the Local Government policy agenda of the Association and/or improve governance of the Association;
4. Have a lawful purpose (a motion does not have a lawful purpose if its implementation would require or encourage non-compliance with prevailing laws); or
5. Are clearly worded and unambiguous in nature.

Motions will not be included where they are:

6. Consistent with current Association advocacy/policy positions as per the [Advocacy Positions Manual](#) (as the matter has previously been considered and endorsed by WALGA).

Motions of similar objective:

7. Will be consolidated as a single item.

Submitters of motions will be advised of the determinations.

Enquiries relating to the preparation or submission of motions should be directed to Kathy Robertson, Executive Officer Governance on [REDACTED]

Further information about the 2022 Local Government Convention can be found on our website at www.walga.asn.au.

Emergency Motions

No motion shall be accepted for debate at the AGM after the closing date unless the WALGA President determines that it is of an urgent nature, sufficient to warrant immediate debate, and Delegates resolve accordingly at the meeting. Please refer to the [AGM Standing Orders](#) for details.

A handwritten signature in blue ink, appearing to read "Karen Chappel".

President Cr Karen Chappel JP
WALGA President

A handwritten signature in blue ink, appearing to read "Nick Sloan".

Nick Sloan
Chief Executive Officer



EMAIL BACK

Voting Delegate Registration 2022 WALGA Annual General Meeting



All Member Councils are entitled to be represented by two voting delegates at the Annual General Meeting of the WA Local Government Association to be held on Monday, 3 October 2022 at Crown Perth.

In the event one or both of the registered Voting Delegates is unable to attend, provision is made for two Proxy Voting Delegates to be registered.

Only registered Voting Delegates or Proxies will be permitted to exercise voting entitlements on behalf of Member Councils. Delegates may be Elected Members or serving officers.

Please complete, sign and return this form before **5:00pm Friday, 23 September**.

VOTING DELEGATES	PROXY VOTING DELEGATES
Name of Voting Delegates:	Name of Proxy Voting Delegates:
Delegate 1:	Proxy 1:
Delegate 2:	Proxy 2:
Local Government: Shire/Town/City of	
Signature of Chief Executive Officer:	
Date:	

ON COMPLETION, PLEASE EMAIL TO: [REDACTED]
Attention: Kathy Robertson, Executive Officer Governance

Please Note:

- All Voting Delegates must present at the WALGA Delegate Service Desk prior to the AGM to collect their electronic voting device (keypad) and identification tag to gain entry to the AGM.
- Observers (non-voting) are also welcome to attend the AGM, however registration is essential.
- Registration as a Voting Delegate is separate to any registration as a Convention Delegate.
- For further information or to register as an AGM Observer or Convention Delegate, please visit our website at www.walga.asn.au or contact Kathy Robertson on [REDACTED]

Item: 12.4.2

Information Bulletin - May 2022

Author/s	Emily Hegney	Executive Assistant
Authorisator/s	Shane Burge	Chief Executive Officer

File Ref: D22/15784

Applicant

Internal

Strategic Implications

Council Plan 2022-2032

Performance

Outcome 15. Operational excellence and financial sustainability.

Objective 15.1. Provide responsible, agile and innovative planning and resource management.

Attachments

- A¹. Information Bulletin - May 2022
- B¹. Council Priorities Summary - Corporate Performance - May 2022
- C¹. Delegations Discharge - Corporate Resources

RECOMMENDATION AND DECISION

12.4.2 Information Bulletin - May 2022

Moved: Cr Flanagan

Seconded: Cr de Haas

O0622-150

Council Resolution

That Council accepts:

- 1. Information Bulletin – May 2022**
- 2. Council Priorities Summary – Corporate Performance – May 2022**
- 3. Delegations Discharge – Corporate Resources**

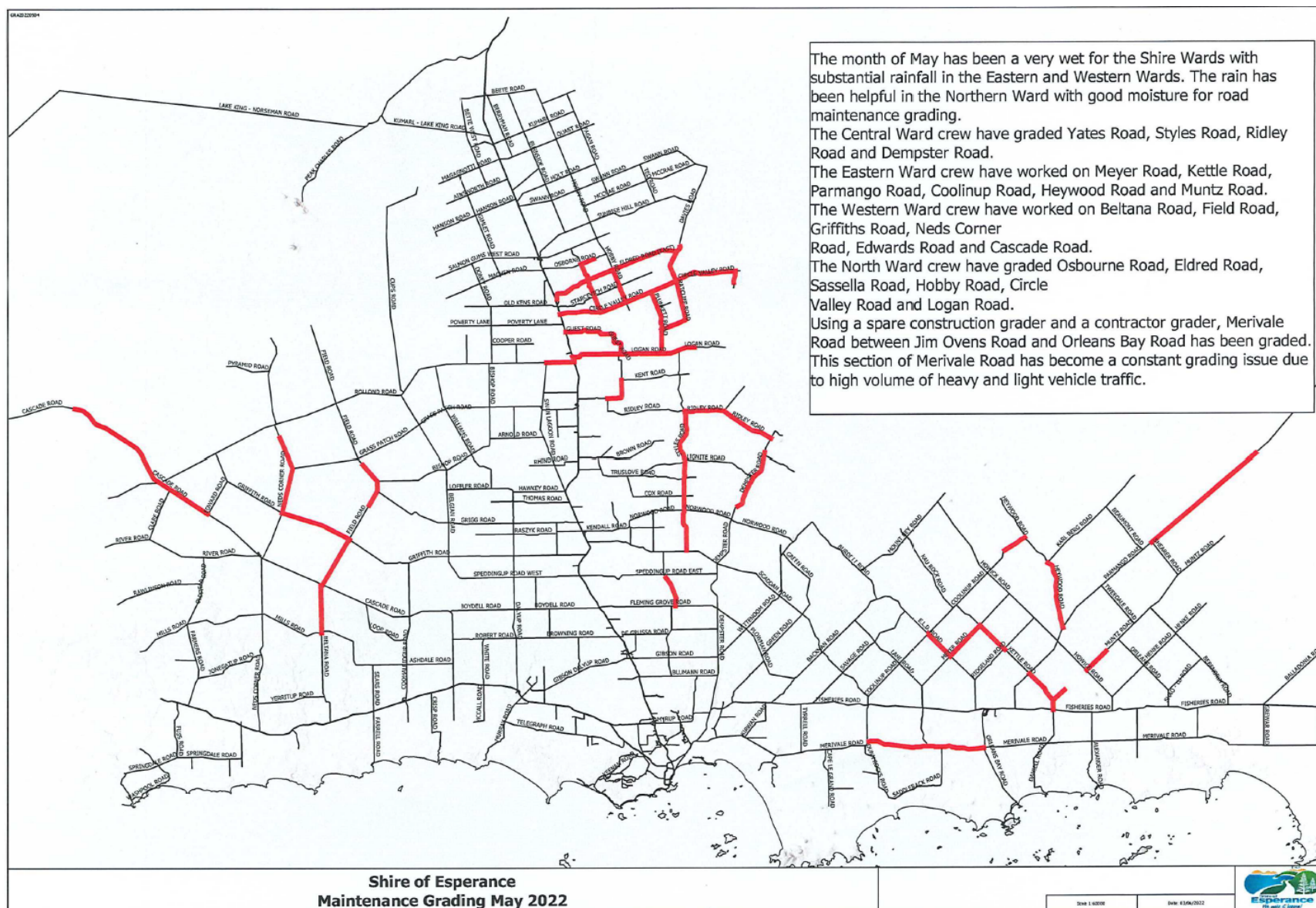
**CARRIED
F8 - A0**



INFORMATION BULLETIN

ORDINARY COUNCIL MEETING

May 2022



Shire of Esperance

Building Applications Approved from 1 May 2021 to 31 May 2022

Building Permits

Approval Date	Permit Number	Name & Address of Owner	Builder Name & Address	Reg No	Situation of Building	Type of Work	Materials of External Walls	Roof Covering	Main Material of Floor	No of Buildings	Floor Area Sq.M	Cost \$ Excluding Land
18/05/2022	17489		Robert James Kyle	BC10881	Lot: 252 Pin: 69443 85 Walmsley Street BANDY CREEK	Amendment to Dwelling - Various Changes During Construction	Brick, double	Steel	Concrete	1	316.0	30,000.00
12/05/2022	17853		Elkon Group Pty Ltd t/a Dixon Construction 71 The Esplanade ESPERANCE WA 6450	BC14605	Lot: 691 Pin: 2788 5 Griffin Street WEST BEACH	Occupancy Permit-Manual Arts Workshop with Storage, Accessible Toilet						
11/05/2022	17978		Glenkindie Pty Ltd PO Box 2272 ESPERANCE WA 6450	BC103055	Lot: 15 Pin: 2548 163 Twilight Beach Road WEST BEACH	Amendment - Timber Framed Patio 62.4m2		Steel	Concrete	1	62.0	
06/05/2022	18043.1		Winkly Tin & Cladding Company Pty Ltd 3 Corry Street ESPERANCE WA 6450		Lot: 304 Pin: 1376 59 Goldfields Road CASTLETOWN	Retaining Wall	Concrete or stone	N/A	Concrete			9,500.00
06/05/2022	18043.2		Winkly Tin & Cladding Company Pty Ltd 3 Corry Street ESPERANCE WA 6450		Lot: 305 Pin: 1376 57 Goldfields Road CASTLETOWN	Retaining Wall	Concrete or stone	N/A	Concrete			9,500.00
19/05/2022	18048		G F Solly 17 North Road CASTLETOWN WA 6450		Lot: 30 Pin: 52179 26 Kingsmill Retreat PINK LAKE	Shed 32m2	Steel	Steel	Concrete		32.0	10,000.00
13/05/2022	18050		D J Bond 5 Alana Road GIBSON WA 6448	C/B	Lot: 459 Pin: 8297 27 Emily Street ESPERANCE	Dwelling - Alterations/Addition & Front Deck	Curtain Glass	Steel	Concrete	1	14.0	10,000.00
03/05/2022	18083		Winkly Tin & Cladding Company Pty Ltd 3 Corry Street ESPERANCE WA 6450		Lot: 16 D: 40294 57 Westmacott Street CASTLETOWN	Shed 98m2	Steel	Steel	Concrete	1	98.0	18,600.00
31/05/2022	18084		Winkly Tin & Cladding Company Pty Ltd 3 Corry Street ESPERANCE WA 6450		Lot: 276 Pin: 69443 92 Walmsley Street BANDY CREEK	Shed 58m2	Steel	Steel	Other	1	58.0	18,600.00
20/05/2022	18085		R A Nelson 8 Lyon Parade CASTLETOWN WA 6450		Lot: 238 Pin: 69443 30 Asken Turn BANDY CREEK	Shed 64 m2	Steel	Steel	Other	1	64.0	19,000.00
11/05/2022	18088		K Neukerke Lot 128 Eleven Mile Beach Road PINK LAKE WA 6450		Lot: 128 Pin: 42943 805 Eleven Mile Beach Road PINK LAKE	Addition to Shed - Sunroom & Verandah with Deck Addition 54m2	Steel	Steel	Concrete	1	54.0	19,999.00
11/05/2022	18089		PT Cerovac 1 Victoria Street NULSEN WA 6450		Lot: 508 Pin: 210407 1 Victoria Street NULSEN	Patio Addition	Timber	Steel	Concrete	1	12.0	3,242.00
11/05/2022	18070		Drake-Brookman Building and Construction Pty Ltd 201 Beech Street CASTLETOWN WA 6450	BC101783	Lot: 14 Pin: 73198 28 McDonald Road CHADWICK	Industrial Shed 450m2 (Restricted Use for Haulage & No Public Access)	Steel	Steel	Concrete	1	450.0	313,130.00
13/05/2022	18073		Drake-Brookman Building and Construction Pty Ltd 201 Beech Street CASTLETOWN WA 6450	BC101783	Lot: 320 Pin: 180519 31 Brazier Street CHADWICK	Class 7b Storage Building 252m2	Steel	Steel	Concrete	1	252.0	111,089.00
24/05/2022	18074		Winkly Tin & Cladding Company Pty Ltd 3 Corry Street ESPERANCE WA 6450		Lot: 163 Pin: 9826 5 Japonica Place CASTLETOWN	Steel Framed Patio Addition 42m2	Steel	Steel	Concrete	1	42.0	18,000.00

Shire of Esperance

Building Applications Approved from 1 May 2022 to 31 May 2022

Building Permits

Approval Date	Permit Number	Name & Address of Owner	Builder Name & Address	Reg No	Situation of Building	Type of Work	Materials of External Walls	Roof Covering	Main Material of Floor	No of Buildings	Floor Area Sq.M	Cost \$ Excluding Land
05/05/2022	18076		S D McKenzie 14 Butler Street CASTLETOWN WA 6450		Lot: 705 D: 52120 14 Butler Street CASTLETOWN	Retaining Wall	Concrete or stone		Other	1		18,000.00
05/05/2022	18077		KJ Norton Building Company 5 Kwi Close CASTLETOWN WA 6450	BC8566	Lot: 389 Pin: 1376 45 Castletown Quays CASTLETOWN	Dwelling with Attached Garage and Alfresco 350m2	Brick, double	Steel	Concrete	1	350.0	650,000.00
13/05/2022	18079		K E Rowatt 4 Balfour Street KALGOORLIE WA 6430		Lot: 851 D: 52935 77 Westmacott Street CASTLETOWN	Carport Addition to Dwelling 73m2	Steel	Steel	Other	1	73.0	18,000.00
02/05/2022	18081		Wheatbelt Steel 98 Byfield Street NORTHAM WA 6401	103188	Lot: 877 Pin: 210300 2 580 Mills Road EAST MUNGLINUP	Farm Shed Extension 280m2	Steel	Steel	Other	1	280.0	66,000.00
05/05/2022	18082		KG Timmines T/As Timmins and Timmins Building Contractors 4 Hill Street CHADWICK WA 6450	BC101749	Lot: 741 Pin: 12843 13 Orr Street WEST BEACH	Retaining Walls	Concrete or stone	N/A	Concrete	2	35.0	15,000.00
25/05/2022	18083		J D Forbes 168 Helms Drive PINK LAKE WA 6450		Lot: 38 Pin: 16846 168 Helms Drive PINK LAKE	Water Tank 108,584L	Steel	Steel	Other	1	110.0	13,500.00
11/05/2022	18084		KJ Norton Building Company 5 Kwi Close CASTLETOWN WA 6450	BC8566	Lot: 790 D: 76717 3 Phillips Street WEST BEACH	Patio Addition on Balcony	Steel	Steel		1	60.0	30,000.00
18/05/2022	18085		J Lister - Buttle 16 Phillips West Beach Western Australia 6450		S/L: 1 S/P: 28058 138 Dempster Street ESPERANCE	Patio Freestanding	Other	Steel	Timber	1	21.0	5,000.00
19/05/2022	18086		J A McKenna 17 Hastings Crescent CASTLETOWN WA 6450		Lot: 61 Pin: 57159 17 Hastings Crescent CASTLETOWN	Steel Framed Patio & Deck Addition 39.4m2	Steel	Steel	Timber	1	39.0	15,000.00
03/05/2022	18088		Auspan Building Systems PTY LTD 15 Corbett Street GNOWANGERUP WA 6335	12984	Lot: 1821 Pin: 209911 2 439 Speddingup West Road LORT RIVER	Farm Shed 664m2	Steel	Steel	Concrete	1	664.0	380,612.00
27/05/2022	18089		L J Hughes 225 Goldfields Road CASTLETOWN WA 6450	BC102424	Lot: 529 Pin: 73456 979 Eleven Mile Beach Road PINK LAKE	Shed 108m2	Steel	Steel	Concrete	1	108.0	40,000.00
10/05/2022	18090		JLL (WA) Pty Ltd Level 31 152-158 St Georges Terrace PERTH WA 6000	100409	Lot: 531 Pin: 30470 58 The Esplanade ESPERANCE	Class 5 Fit-Out - Part Floor - Centrelink	Steel	Steel	Concrete	1	275.0	504,366.00
10/05/2022	18092		D B Murray 26 Smith Street WEST BEACH WA 6450		Lot: 43 Pin: 12389 12 McCarthy Road BANDY CREEK	Demolition - Shed 25m2	Steel	Steel	Concrete	1	25.0	500.00
17/05/2022	18093		WA Country Builders 96-102 Stirling Terrace ALBANY WA 6330	BC11422	Lot: 922 Pin: 77482 22 Windich Street ESPERANCE	Two Storey Dwelling with Attached Garage 323.17m2	Brick, veneer	Steel	Concrete	1	323.0	753,332.00
17/05/2022	18095		Glenkindie Pty Ltd PO Box 2272 ESPERANCE WA 6450	BC103055	Lot: 336 Pin: 13885 2 Adelaide Close WEST BEACH	Two Storey Dwelling Additions & Alterations 91m2	Fibre Cement	Steel	Concrete	1	96.0	410,000.00
30/05/2022	18096		E N Mack 91 Stable Road CHADWICK WA 6450		Lot: 1 D: 39749 91 Stable Road CHADWICK	Class 10a - Shed 180m2 - Stage One - Footings & Framing	Steel	Steel	Concrete	1	180.0	20,000.00

Shire of Esperance

Building Applications Approved from 1 May 2022 to 31 May 2022

Building Permits

Approval Date	Permit Number	Name & Address of Owner	Builder Name & Address	Reg No	Situation of Building	Type of Work	Materials of External Walls	Roof Covering	Main Material of Floor	No of Buildings	Floor Area Sq.M	Cost \$ Excluding Land
19/05/2022	18098		WA Country Builders 96-102 Stirling Terrace ALBANY WA 6330	BC11422	Lot: 518 Pin: 411482 8 Mississippi Bend PINK LAKE	Dwelling with Attached Carport & Verandah 388.81m2 and Water Tank Dwelling with Attached Carport & Verandah 388.81m2 and Water Tank	Brick, veneer	Steel	Concrete	1 1	388.0 130.0	533,766.00 20,000.00
23/05/2022	18099		Eikon Group Pty Ltd t/a Dixon Construction 71 The Esplanade ESPERANCE WA 6450	BC14605	Lot: 40 Pin: 222408 75 Dempster Street ESPERANCE	Class 6 Fit-Out - Cloud 11 & Re-roof	Brick, double	Steel	Concrete	1		304,102.00
24/05/2022	18103		Glenkindie Pty Ltd PO Box 2272 ESPERANCE WA 6450	BC103055	Lot: 125 Pin: 222409 18 Dempster Street ESPERANCE	Stage One - Shed 109.6m2, Retaining Walls & Fencing Stage One - Shed 109.6m2, Retaining Walls & Fencing Stage One - Shed 109.6m2, Retaining Walls & Fencing	 Brick, double	 Steel	Concrete Concrete	1 1 2	 110.0 27.0	15,000.00 190,000.00 20,000.00
25/05/2022	18105		Ellett Construction Services PO Box 2285 KARDINIA WA 6163	BC102338	Lot: 7 Pin: 57177 Shark Lake Road MONJINGUP	Class 5 Sample Station	Other	Other	Other	1	36.0	124,500.00
26/05/2022	18106		Auspan Building Systems PTY LTD 15 Corbett Street GNOVANGERUP WA 6335	12984	Lot: 38 Pin: 138633 Coolgardie-Esperance Highway GRASS PATCH	Class 7b Farm Shed 900m2	Steel	Steel	Concrete	1	900.0	469,688.00
30/05/2022	18108		KJ Norton Building Company 5 Kwi Close CASTLETOWN WA 6450	BC9866	Lot: 245 Pin: 69443 16 Asken Turn BANDY CREEK	Dwelling with Attached Garage & Alfresco 322m2	Brick, double	Steel	Concrete	1	322.0	790,000.00
31/05/2022	18109		Auspan Building Systems PTY LTD 15 Corbett Street GNOVANGERUP WA 6335	12984	Lot: 49 Pin: 8495 10 Sinclair Street CASTLETOWN	Class 7b Farm Machinery Storage Shed 1800m2	Steel	Steel	Concrete	1	1800.0	617,888.00

Total number of Building Permits: 38 \$6,615,822.00

Total number of Licences/Certificates Reported: 38 \$6,615,822.00

I certify to the best of my knowledge and belief, the particulars given in this return are a true and complete record of proposed building operations known to this local authority.

Signature Chantelle Hoffrichter
(Case Management Officer)


Date 1 June 2022

Shire of Esperance

Building Applications Approved from 1 May 2022 to 31 May 2022

Building Permits

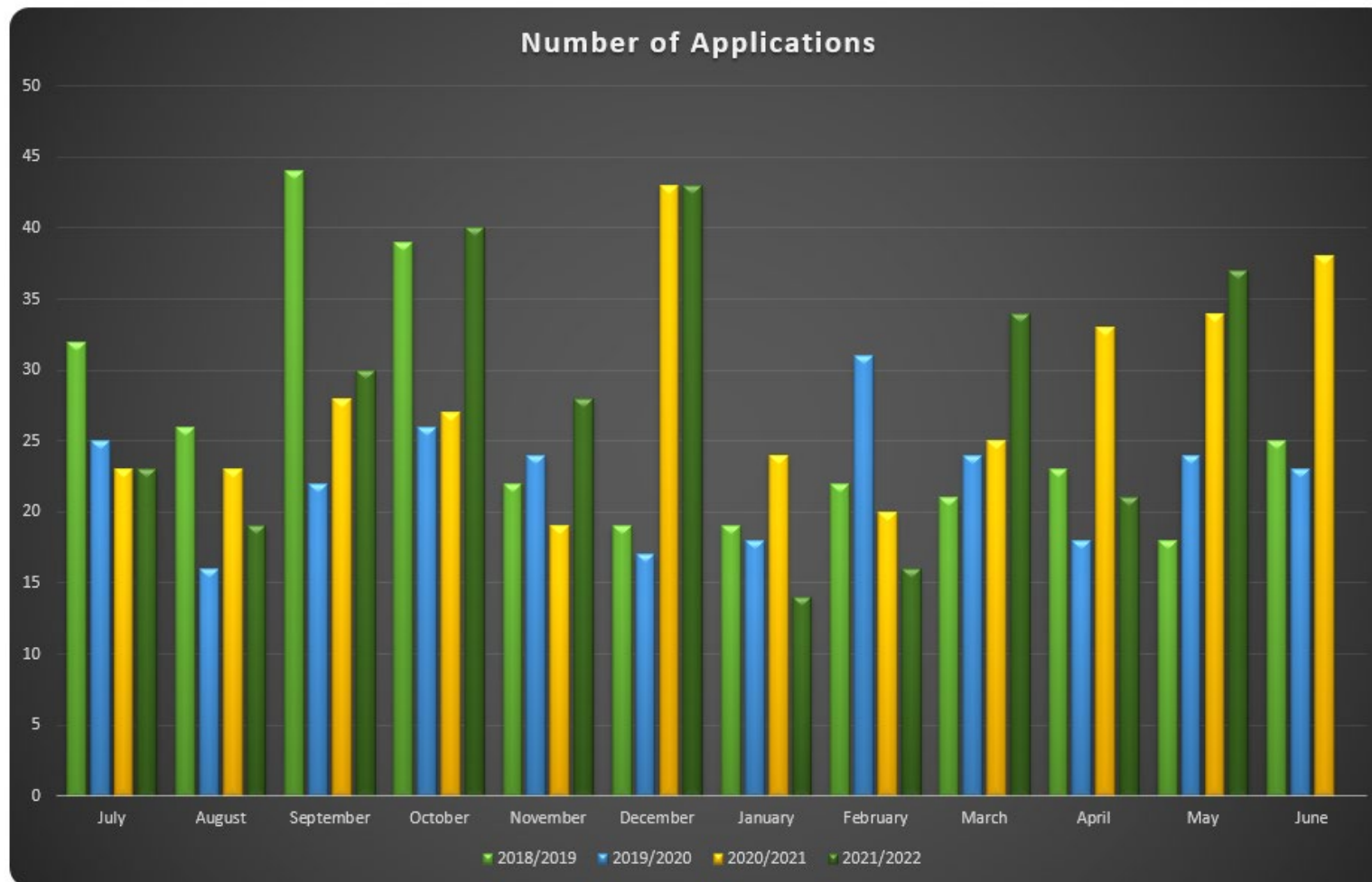
Building Statistics May 2022



Monthly Building Statistics 2021-22																							
Month		July		August		September		October		November		December		January		February		March		April		May	
Classification	Work	Num	Value	Num	Value	Num	Value	Num	Value	Num	Value	Num	Value	Num	Value	Num	Value	Num	Value	Num	Value	Num	Value
1) Dwelling	New	5	\$1,358,829	11	\$2,138,189	4	\$924,610	3	\$597,102	7	\$2,301,371	9	\$2,813,298	1	\$448,465	4	\$2,076,687	7	\$2,334,738	2	\$379,481	5	\$2,777,098
	Alter	4	\$84,800	2	\$123,470			3	\$117,000	2	\$85,000	3	\$423,751	2	\$166,000	2	\$621,000	5	\$68,397	2	\$51,400	2	\$420,000
	Demo					1	\$54,430					1	\$30,000			2	\$20,500			1	\$22,000		
	Unauth	2	\$87,799									3	\$38,500					1	\$30,000				
2) Two or more sole occupancy Units	New																					1	\$0
	Alter																						
	Demo																						
	Unauth																						
3) Residential Building	New																						
	Alter																						
	Demo																						
	Unauth																						
4) Caretakers Dwelling	New					1	\$203,163																
	Alter																						
	Demo																						
	Unauth																						
5) Office Building	New									1	\$160,000	1	\$120,000					1	\$0			1	\$628,896
	Alter																						
	Demo																						
	Unauth																						
6) Retail	New					2	\$0			4	\$545,000	1	\$5,000									1	\$304,102
	Alter					1	\$280,000			1	\$18,000	1	\$811,095										
	Demo																						
	Unauth																						
7) Carpark or Storage	New					2	\$135,000	8	\$351,423	3	\$465,046	8	\$411,689			2	\$0			2	\$482,809	5	\$1,645,155
	Alter							1	\$8,800			2	\$20,000										
	Demo																						
	Unauth	1	\$10,000									2	\$17,000										
8) Laboratory/ Workshop	New																	1	\$0			1	\$913,130
	Alter																						
	Demo																						
	Unauth																						
9) Health-care, Assembly or Aged care Building	New																						
	Alter	1	\$78,827																				
	Demo																						
	Unauth																						
10) Non-habitable	New	6	\$380,399	6	\$1,873,054	18	\$1,900,763	18	\$785,252	9	\$130,645	9	\$359,688	9	\$303,941	4	\$274,100	19	\$1,024,043	10	\$131,900	20	\$508,341
	Alter	4	\$272,170			1	\$8,500	2	\$17,000	1	\$18,000	3	\$14,521	2	\$28,250	1	\$16,000			1	\$18,500		
	Demo															1	\$15,000				\$45,000	1	\$500
	Unauth																			3	\$45,000		
SUB TOTAL		20	\$2,375,025	19	\$4,134,713	30	\$3,486,466	35	\$1,877,577	28	\$3,723,062	38	\$4,509,042	14	\$946,656	16	\$3,023,287	33	\$3,427,178	18	\$1,111,090	37	\$6,597,222
Unauthorised TOTAL		3	\$97,769	0	\$0	0	\$0	5	\$52,500	0	\$0	5	\$55,500	0	\$0	0	\$0	1	\$30,000	3	\$45,000	0	\$0
Totals		23	\$2,472,794	19	\$4,134,713	30	\$3,486,466	40	\$1,930,077	28	\$3,723,062	43	\$4,564,542	14	\$946,656	16	\$3,023,287	34	\$3,457,178	21	\$1,156,090	37	\$6,597,222

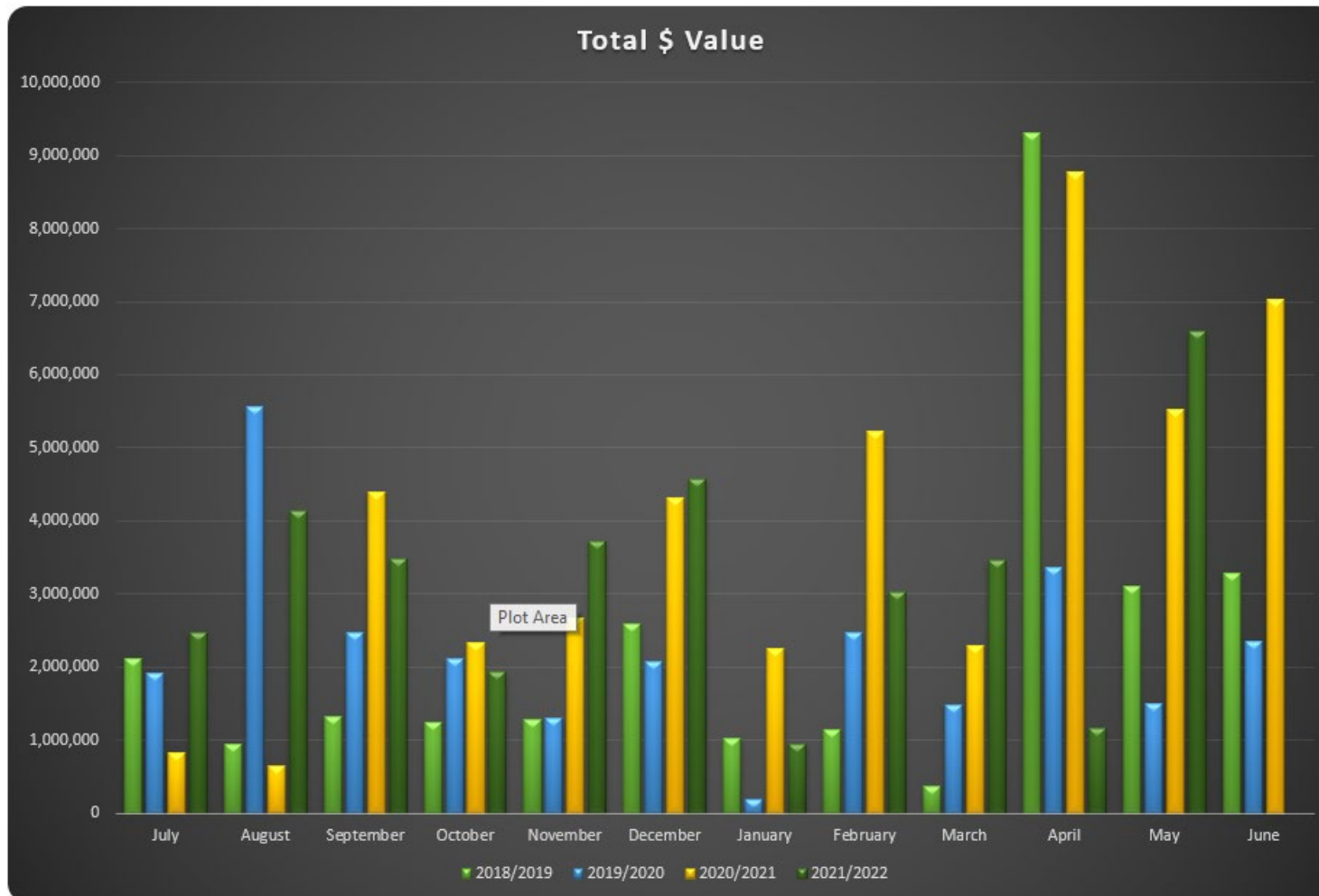
Shire of Esperance
Building Permits

Building Applications Approved from 1 May 2022 to 31 May 2022



**Shire of Esperance
Building Permits**

Building Applications Approved from 1 May 2022 to 31 May 2022



Shire of Esperance

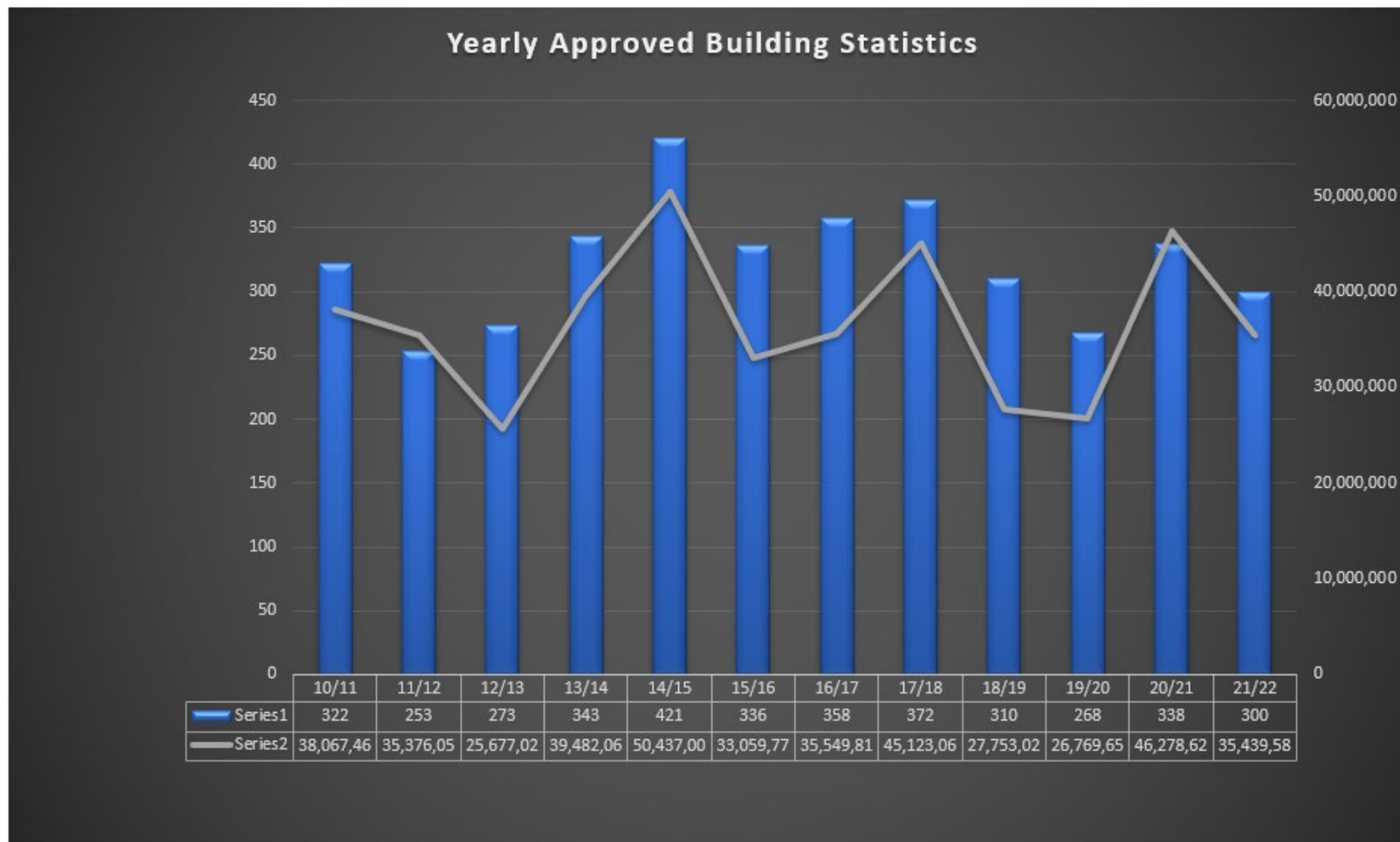
Building Applications Approved from 1 May 2022 to 31 May 2022

Building Permits

		Yearly Comparison															
		2014 – 2015		2015 – 2016		2016 – 2017		2017 – 2018		2018 – 2019		2019 – 2020		2020 – 2021		2021 – 2022	
5) Office Building	Demo	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0.00	0	\$0.00
	Unauth	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0.00	0	\$0.00
	New	7	\$1,975,614	4	\$2,107,000	0	\$0	3	\$159,515	2	\$530,000	2	\$0	4	\$0.00	3	\$748,896.00
	Alter	4	\$254,867	1	\$694,000	4	\$659,316	2	\$44,190	4	\$28,000	6	\$1,699,076	6	\$326,000.00	1	\$160,000.00
6) Retail	Demo	0	\$0	0	\$0	0	\$0	1	\$6,500	0	\$0	0	\$0	0	\$0	0	\$0
	Unauth	1	\$25,000	0	\$0	0	\$0	0	\$0	0	\$0	1	\$5,000	0	\$0	0	\$0
	New	3	\$365,000	4	\$403,000	2	\$185,000	3	\$360,000	2	\$22,000	3	\$88,000	4	\$200,000	8	\$854,102
	Alter	2	\$132,000	3	\$924,500	3	\$534,600	2	\$256,542	6	\$399,898	0	\$0	8	\$1,255,837	3	\$609,095
7) Carpark or Storage	Demo	0	\$0	0	\$0	0	\$0	1	\$20,000	0	\$0	0	\$0	1	\$5,000	0	\$0
	Unauth	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	1	\$18,500	0	\$0
	New	9	\$1,811,400	4	\$304,814	4	\$117,500	7	\$9,709,410	5	\$989,422	6	\$518,584	14	\$2,399,396	30	\$3,491,122
	Alter	2	\$1,642,810	0	\$0	2	\$2,615,488	2	\$1,257,780	2	\$109,700	6	\$2,434,500	4	\$3,780,093	3	\$28,800
8) Laboratory/ Workshop	Demo	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	1	\$120,000	1	\$34,760	0	\$0
	Unauth	0	\$0	0	\$0	1	\$15,000	0	\$0	1	\$25,000	1	\$50,000	1	\$20,001	3	\$27,000
	New	4	\$2,515,000	8	\$2,901,279	7	\$1,592,000	2	\$434,000	3	\$410,500	4	\$1,934,544	7	\$944,742	2	\$313,130
	Alter	2	\$340,000	4	\$3,122,326	1	\$19,290	1	\$20,000	0	\$0	0	\$0	6	\$243,282	0	\$0
9) Health-care, Assembly or Aged care Building	Demo	2	\$14,000	2	\$14,000	1	\$50,000	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0
	Unauth	2	\$245,802	2	\$51,500	1	\$120,000	0	\$0	1	\$3,000	0	\$0	0	\$0	0	\$0
	New	4	\$2,278,115	2	\$24,700	2	\$7,549,980	3	\$938,059	1	\$7,954,650	2	\$128,000	7	\$0	0	\$0
	Alter	5	\$445,000	5	\$374,000	2	\$20,000	1	\$150,000	8	\$90,900	5	\$1,981,701	1	\$0	1	\$78,827
10) Non-habitable	Demo	0	\$0	1	\$46,000	0	\$0	0	\$0	0	\$0	1	\$19,000	0	\$0	0	\$0
	Unauth	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	1	\$5,000	0	\$0
	New	183	\$3,527,129	147	\$2,483,715	144	\$2,839,365	150	\$12,023,766	122	\$2,423,198	98	\$2,603,490	98	\$3,486,463	128	\$7,673,126
	Alter	30	\$504,410	23	\$212,899	36	\$378,570	27	\$299,425	53	\$401,925	47	\$544,727	44	\$555,532	15	\$392,941
SUB TOTAL	Demo	7	\$12,500	2	\$2,485	1	\$30,000	4	\$67,500	3	\$47,500	4	\$59,300	1	\$89,000	2	\$60,500
	Unauth	20	\$147,800	38	\$340,500	52	\$613,330	70	\$797,950	29	\$271,190	15	\$120,800	14	\$120,000	3	\$45,000
	New	395	\$49,597,399	288	\$32,579,273	296	\$34,657,981	293	\$44,079,617	272	\$27,152,834	248	\$26,264,050	317	\$46,057,123	288	\$35,211,318
	Alter	26	\$839,602	48	\$480,500	62	\$891,830	79	\$1,043,450	38	\$600,190	20	\$505,600	21	\$221,501	12	\$228,269
Totals		421	\$50,437,001	336	\$33,059,773	358	\$35,549,811	372	\$45,123,067	310	\$27,753,024	268	\$26,769,650	338	\$46,278,624	300	\$35,439,587
		Num	Val	Num	Val	Num	Val	Num	Val	Num	Val	Num	Val	Num	Val	Num	Val
Class 2-3	New	28	\$9,069,129	22	\$5,740,793	160	\$12,337,815	168	\$23,624,750	13	\$9,906,572	17	\$2,669,128	36	\$3,544,136	45	\$5,610,413
	Alter	15	\$2,814,677	13	\$5,114,826	48	\$4,227,264	35	\$2,027,937	20	\$628,498	17	\$6,115,277	25	\$5,605,212	8	\$876,722
	Demo	3	\$14,500	3	\$60,000	2	\$80,000	6	\$94,000	0	\$0	2	\$139,000	2	\$39,760	0	\$0
	Unauth	3	\$270,802	2	\$51,500	2	\$748,330	79	\$1,043,450	2	\$28,000	2	\$55,000	3	\$43,501	3	\$27,000

Shire of Esperance
Building Permits

Building Applications Approved from 1 May 2022 to 31 May 2022





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Council Priorities Summary

May 2022

Shire of Esperance

Council Priorities May 2022

Asset Management

Asset Management

Action Code	Action Name	Comments	Responsible Officer Position
B1.9	Develop and Esperance Cemetery Master Plan and Implementation Schedule	On hold.	Director Asset Management
C6.8	Implement CCTV Master Plan	Project Specifications finalised. Quotes received for CCTV poles.	Manager Asset Planning
G1.3	Design and Construct Flinders Subdivision		Director Asset Management

Parks and Environment

Action Code	Action Name	Comments	Responsible Officer Position
B2.7	Review Trails Master Plan and Implementation Schedule		Director Asset Management
N1.6	Progress the Pink Lake Feasibility Study	<p>The Pink Lake Feasibility Study has been completed and received by Council. The reports and next stages of the project were presented to Council in August 2020.</p> <p>Council endorsed to work with project partners on the next stage of the project and trial. The Shire is in a partnership with a WA university and is hosting a student working on the next stage of the project. The Shire has met with project partners and stakeholders to progress a trial research project. Research project is progressing.</p>	Manager Parks & Environment

Shire of Esperance

Council Priorities May 2022

Action Code	Action Name	Comments	Responsible Officer Position
N1.7	Review the Coastal Management Plan	The review of the Coastal Management Plan is scheduled to be completed during the 2021/22 financial year. A desktop review is underway with a consultant expected to provide stage 1 report shortly to assist with the review of the coastal management plan.	Manager Parks & Environment

Project Management

Action Code	Action Name	Comments	Responsible Officer Position
B1.11	Upgrade the Graham Mackenzie Stadium	Deferred pending further review.	Asset Administration Supervisor
B1.13	Construct Animal Management Facility	Completed and handed over.	Asset Administration Supervisor
B1.14	Extend the Scaddan Country Club	On hold until a builder can be found willing to complete the works.	Director Asset Management

Shire of Esperance

Council Priorities May 2022

Corporate and Community Services

Community and Economic Development

Action Code	Action Name	Comments	Responsible Officer Position
B1.12	Update Greater Sports Ground Master Plan	The Masterplan was endorsed by Council in October.	Manager Community & Economic Development
G1.2	Develop Master Plan for the James Street Cultural Precinct	Council endorsed the Development Plan at the March OCM.	Manager Community & Economic Development
G3.4	Finalise the Tourism Strategy	This was endorsed by Council last financial year. Events Strategy was commissioned. Kalgoorlie-Boulder-Esperance aviation route business case for REX has been commissioned. Cruise Ship Opportunities: Have met with Southern Ports. Have met with TWA cruise department and have recently been appointed to the WA Cruise Committee (State Govt). Three cruises now confirmed to Esperance.	Manager Community & Economic Development
G3.5	Consolidate the Esperance tourism governance structure	Nothing to report this month.	Manager Community & Economic Development

Shire of Esperance

Council Priorities May 2022

Action Code	Action Name	Comments	Responsible Officer Position
G4.1	Participate with GEDC, ECCI and Industry in the Implementation of the Regional Economic Development Strategy	The accommodation study is still progressing with the GEDC also having provided a contribution towards the next stage of the James Street project.	Manager Community & Economic Development

Corporate and Community Services

Action Code	Action Name	Comments	Responsible Officer Position
L4.3	Review the Strategic Community Plan	Endorsed at May OCM, subject to Financial information being included once Long Term Financial Plan is endorsed in June OCM.	Governance & Corporate Support Coordinator

Human Resources

Action Code	Action Name	Comments	Responsible Officer Position
C4.4	Develop standardised induction protocols for Shire Volunteers	Updating Volunteers Induction Manual , including protocols, following feedback.	Manager Human Resources

Shire of Esperance

Council Priorities May 2022

External Services

Community Support

Action Code	Action Name	Comments	Responsible Officer Position
C6.9	Develop a Fire Mitigation Plan for the District	The Bushfire Risk Management Plan (BRMP) has been finalised with endorsement now received from both the Office of Bushfire Risk Management (OBRM) and Council.	Manager Community Support
C3.10	Develop a Library Strategic Plan	In progress. Planning underway to prepare the Library for transition through James St Precinct Project	Manager Community Support

Council Enterprises

Action Code	Action Name	Comments	Responsible Officer Position
C3.1	Manage the Bay of Isles Leisure Centre	Facility visits have increased from last month but are below last years records, this could be contributed to COVID cases currently in the community. Bay of Isles Leisure Centre staffing was effected by COVID with staff doing additional shifts to maintain services. Swim school has 420 participants this term. Pool Trainee completed the Aquatic Technical Officer units and is waiting for Leisure Industry of Western Australia Accreditation and proof of qualification.	Bay of Isles Leisure Centre Manager
C3.9	Develop options for the operation of the Bay of Isles Leisure Centre	Council briefed in early April 2021 and item to Council in May 2021.	Bay of Isles Leisure Centre Manager

Shire of Esperance

Council Priorities May 2022

Action Code	Action Name	Comments	Responsible Officer Position
B1.10	Manage the Wylie Bay Landfill Closure Plan	An application to extend the licence at Wylie Bay is currently being processed by DWER.	Manager Development & Statutory Services
N2.4	Investigate Food Organics and Garden Organics Processing	No further action in May 2022. The Food Waste to Health Soils Grant recipients will be announced in June 2022.	Manager Development & Statutory Services
N2.5	Plan for new Landfill Site	Contract signed with Shire of Coolgardie for the future disposal of residual waste.	Manager Development & Statutory Services

Development and Statutory Services

Action Code	Action Name	Comments	Responsible Officer Position
C2.3	Develop the Shire Public Health Plan	Public Health Plan endorsed by Council July 2021.	Manager Development & Statutory Services

Shire of Esperance

Council Priorities May 2022

Strategic Planning and Land Projects

Action Code	Action Name	Comments	Responsible Officer Position
B3.5	Review Local Planning Scheme and Policies	Applications processed in accordance with established planning framework. Tiny House on Wheels LPP draft for future consideration by Council	Manager Strategic Planning & Land Projects

Shire of Esperance

Council Priorities May 2022

Executive Services

Marketing and Communications

Action Code	Action Name	Comments	Responsible Officer Position
L3.1	Develop an organisation Marketing and Branding Strategy	Quotes have been updated and finalising a work plan. Contractor will be chosen in June.	Manager Marketing & Communications
L4.5	Develop Communications Plan	Communication and Engagement Strategy was endorsed in May 2021.	Manager Marketing & Communications

Office of the CEO

Action Code	Action Name	Comments	Responsible Officer Position
L1.8	Improved reporting to Council on service provision and infrastructure progress	Monthly reports updated to reflect Councillors requirements.	Chief Executive Officer
L2.12	Develop agreements on access to indigenous land, Shire use and aboriginal heritage use agreement	Recent consultation with ETNTAC have confirmed that a workshop would be worthwhile to agree on a number of Heritage issues it may be futile to progress a formal Heritage agreement whilst the new Heritage Act is being enacted.	Chief Executive Officer
L2.13	Foster and develop a stronger customer focused and service oriented culture within the organisation	Continued reinforcement of customer service. Focus on finalising the EBA negotiations with staff to ensure attraction and retention.	Chief Executive Officer
L3.2	Undertake Benchmarking on services for business improvement	Benchmarking report provided to Councillors in December.	Chief Executive Officer

Shire of Esperance

Council Priorities May 2022

Action Code	Action Name	Comments	Responsible Officer Position
L3.3	Investigate Organisational Effectiveness and Services	Consider in 2022 as per KPI report.	Chief Executive Officer
L4.4	Initiate the next stage of the Reflect Reconciliation Action Plan	To be considered by the RAP working group.	Chief Executive Officer



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Annual Road Program Monthly Report

May 2022

Shire of Esperance

Road Program Report May 2022

Built Environment

Efficient Transport Networks

Transport networks that meet the needs of our community and provide safe movement for all users

Action Code	Action Name
B2.1	Renew, Upgrade and Build New Rural Infrastructure

Task

Task Name	Progress	Status
Develop a strategic road building materials plan for the Shire.	0%	Deferred
Floodway - Grass Patch Road - Floodway West Belgian Road	0%	Not Started
Gravel Resheet - Angove Road - Hicks Road to Gates	100%	Completed
Gravel Resheet - Bluman Road - 2.5kms West of Coramup Crossing	100%	Completed
Gravel Resheet - Coomalbidgup Road - Cascades Road to Griffiths Road	100%	Completed
Gravel Resheet - Eastern Loop Road - Teasdale Road to End Cul-De-Sac	100%	Completed
Gravel Resheet - Old Smokey Road - South of Lake to Plowman Road	40%	In Progress

Wednesday, 15 June 2022

Page 2 of 7

Shire of Esperance

Road Program Report May 2022

Task Name	Progress	Status
Gravel Resheet - Plowman Road - East of Floodway to Backmans Road	0%	Not Started
Gravel Resheet - Ridgeland Road - Floodway to Howick Road	15%	Ongoing
Limestone Resheet - Coolinup Road - Howick Road to North of Bends	0%	Not Started
Limestone Resheet - Dempster Road - Scaddan Road to Norwood Road	0%	Not Started
Limestone Resheet - Eldred Road (East) - Davies Road to Hobby Road	0%	Not Started
Limestone Resheet - Holt Road - 2018/19 Budget to east of Hobby Road	0%	Not Started
Limestone Resheet - Howick Road - Coolinup Road to West of Pit	0%	Not Started
Limestone Resheet - Quast Road - Hobby Road to Fagon Road	0%	Not Started
New Construction - Eleven Mile Beach Road - Collier Road to Eleven Mile Beach Road	65%	In Progress
New Construction - Fisheries Road - Condingup to end of Seal	40%	In Progress
New Construction - Grass Patch Road - Williams Road to Belgian Road	85%	In Progress
New Construction - Neds Corner Road - Cascade Road	95%	In Progress

Shire of Esperance

Road Program Report May 2022

Task Name	Progress	Status
New Construction - Orleans Bay Road - Continue from previous widening	85%	In Progress
New Construction - Scaddan Road - Bacman Road West past Bends	80%	In Progress
Reconstruction - Blumann Road - Coramup Road to 100m West of Crossing	100%	Completed
Reconstruction - Cascade Road - Roberts Road to Start of Bend	100%	Completed
Reconstruction - Fisheries Road - East of Dempster Road	100%	Completed
Reconstruction - Fisheries Road - Myrup to Dempster	95%	In Progress
Reconstruction - Merivale Road - West Stockyards Road to Tyrells Road	5%	In Progress
Reconstruction - Parmango Road - Beamont Road North	100%	Completed
Reconstruction - Parmango Road - North of CBH Bins	100%	Completed
Review Road Maintenance Program Effectiveness	55%	In Progress
Various Culverts	25%	In Progress
Various Road Grids	5%	Ongoing
Various Survey Design & GIS	10%	Ongoing
Various Tourist Signage	0%	Not Started

Shire of Esperance

Road Program Report May 2022

Action Code	Action Name
B2.2	Renew, Upgrade and Build New Urban Infrastructure

Task

Task Name	Progress	Status
CARPARK - Chapmans Point	100%	Completed
CARPARK - GSG Access & Parking between Brazier Street and Football Grandstand	95%	In Progress
CARPARK - Parish Car Park	100%	Completed
CONSTRUCTION - Lease Road Fuels Depot Access at Brazier Street and BP Entrance	0%	Not Started
CONSTRUCTION - Roundabout Esplanade Intersection at Norseman Road and Dempster Street	75%	In Progress
DRAINAGE WORKS - Brockman Street between Brockman Pump and Taylor Street	0%	Not Started
DRAINAGE WORKS - Warrington Street between Pump Station and Brockman Street	0%	Not Started
DRAINAGE WORKS - Woods Street and Simpson Street	100%	Completed
FOOTPATH CONSTRUCTION - Bandy Creek Road between Fisheries Road and Cycle Path	80%	In Progress
FOOTPATH CONSTRUCTION - Freeman St between Pink Lake Road and Freeman Street	100%	Completed

Shire of Esperance

Road Program Report May 2022

Task Name	Progress	Status
FOOTPATH CONSTRUCTION - Rail Crossing between Harbour Road and Cycle Path	90%	In Progress
FOOTPATH CONSTRUCTION - Senior Citizens Mobility Access between Forrest Street to Opposite Woollies	100%	Completed
IMPROVEMENT - CBD Streetscape at Dempster Street and The Esplanade	5%	In Progress
IMPROVEMENT - Christmas Poles/Power at Dempster Street and Andrews Street	75%	Not Started
IMPROVEMENT - Esperance Primary School at Stubbing Street and Windich Street	100%	Completed
IMPROVEMENT - Foreshore Extension at Goldfields Road and Jetty	0%	Not Started
IMPROVEMENT - Padbury Street at Pink Lake Road and Padbury Street	0%	Not Started
IMPROVEMENT - Rotary Lookout at Doust Street	100%	Completed
KERBING WORKS - Various Areas	60%	In Progress
RESEALS - ASPHALT OVERLAY - Goldfields Road between Norseman Road and YHA	100%	Completed
RESEALS - ASPHALT OVERLAY - Goldfields Road between Westmacott Street and Walmsley Street	70%	In Progress
RESEALS - ASPHALT OVERLAY - Norseman Road between Roundabout and North of Sheldon Road	35%	In Progress

Shire of Esperance

Road Program Report May 2022

Task Name	Progress	Status
RESEALS - BITUMEN - Kipping Road between South Coast HWY and Cul de sac	35%	In Progress
RESEALS - BITUMEN - Various Urban Roads - Crack Sealing	50%	In Progress

Register - Delegations Discharge - Corporate Resources

Instrument of Delegation Number - D13/13348

Delegated Authority	Date Exercised	Details	How Authority was exercised or duty discharged	Amount	Person/groups, not part of Council and Committees, directly affected	Authorised Person
1.2 - Agreement to payment of rates & charges	17/05/2022	Payment plan to pay rates by 30/06/2023	Payment arrangement		A/9761	Beth O'Callaghan
1.2 - Agreement to payment of rates & charges	18/05/2022	Payment plan to pay rates by 10/03/2023	Payment arrangement		A/31864	Beth O'Callaghan
1.2 - Agreement to payment of rates & charges	24/05/2022	Payment plan to pay rates by 23/06/2023	Payment arrangement		A/91488	Beth O'Callaghan
1.2 - Agreement to payment of rates & charges	24/05/2022	Payment plan to pay rates by 23/06/2023	Payment arrangement		A/8888	Beth O'Callaghan
1.2 - Agreement to payment of debtor	9/06/2022	Payment plan to pay Debtor by 13/7/2022	Payment arrangement		Debtor # 6247-30	Beth O'Callaghan

Item: 12.4.3

Public Transport Trial MOU

Author/s	Shane Burge	Chief Executive Officer
Authorisator/s	Shane Burge	Chief Executive Officer

File Ref: D22/15821

Applicant

Public Transport Authority

Location/Address

Esperance Townsite

Executive Summary

For Council to consider the Memorandum of Understanding for the public bus service trial to be undertaken by the Public Transport Authority (PTA).

Recommendation in Brief

That Council endorse the Memorandum of Understanding for a public bus service trial in partnership with the Public Transport Authority.

Background

At the December Ordinary Council Meeting, Council resolved the following-

O1221-001

Council Resolution

That Council

- 1. Request the Public Transport Authority conduct a 12 month trial public town bus service.*
- 2. Commit up to \$60,000 as a 50/50 co-contribution to the trial.*
- 3. Request the CEO bring a proposed Memorandum of Understanding back to Council for endorsement prior to the commencement of the trial.*
- 4. Fund the \$60,000 from the Priority Projects Reserve*

*CARRIED
F9 - A0*

Since that time the Public Transport Authority had undertaken community consultation, with very positive results (See Attachment 1).

The consultation results provided confidence for the Public Transport Authority to finalise the network design which included timings, stopping locations and route design.

Several minor bus stop issues came to light through the process. The bus stop posts that will be assigned to these trial service routes will need to be orange in colour. This means all the current blue school bus posts which are located along the trial routes will also need to change colour. The colour change is necessary as the orange colour designates the location as a public bus stop. It is expected that approximately 60 new bus stop posts installed and a further 60 blue posts changed from blue to orange.

Officer's Comment

The MOU as attached is in line with the expectations of the agreement between the PTA and the Shire at the time of agreeing to the trial.

In summary in exchange for the contribution from the Shire of \$60,000 the PTA will-

- provide the bus service for 12 months in accordance with the route schedule and timetable
- require a minimum of 6 passengers per trip to justify the retention of the service
- review of the service after six months of operation and provide feedback

Consultation

Public Transport Authority WA

Financial Implications

The financial implications arising from this report are in line with the \$60,000 for the 12 month trial that Council had previously resolved to fund from the Priority Projects Reserve.

Asset Management Implications

Nil

Statutory Implications

Nil

Policy Implications

Nil

Strategic Implications

Council Plan 2022 - 2032

Place

Outcome 10. Safe, affordable, accessible and sustainable transport system.

Priority Project 10.4.1. Support a public bus service trial.

Environmental Considerations

Public transport is often seen as a positive initiative for the environment to encourage a ride sharing arrangement and reduce individual transport.

Attachments

A. [Public Consultation Report](#)

B. [Public Bus Service Trial MOU](#)

RECOMMENDATION AND DECISION

12.4.3 Public Transport Trial MOU

Moved: Cr Flanagan

Seconded: Cr Horan

O0622-151

Council Resolution

That Council

- 1. Acknowledge the public consultation that the Public Transport Authority conducted in relation to the public bus service trial.**
- 2. Endorse the Memorandum of Understanding titled Provision of the Esperance Trial Bus Service.**

**CARRIED
F8 - A0**



Esperance Bus Trial My Say Consultation Report Friday 1 April – Friday 6 May 2022

Contents

Introduction	3
Have your say on a new bus service trial in Esperance	3
Assets	3
Traffic and overall sentiment	4
Visits by Channel	4
Sentiment	4
Results	5
(Q1) Would you catch TransEsperance bus services?	5
If the answer to Q1 is yes	5
(Q2) How often would you catch these services?	5
(Q3) Where (street/suburb) do you usually board this service?	5
(Q4) What would be your usual destination on public transport?	5
(Q5) What would be the main purpose of your regular public transport trips?	5
(Q6) Do you feel the proposed bus services will be:	5
(Q7) Why do you feel this way?	5
(Q8) How did you hear about this consultation?	5
(Q9) If we need to contact you for further clarification, what is your email address?	6
If the answer to Q1 is no.....	6
(Q11) Why wouldn't you use these services?	6
(Q13) Do you have any further feedback?	6
(Q14) How did you hear about this consultation?	6
(Q15) If we need to contact you for further clarification, what is your email address?	6
Social media engagement	7
Permalink	7
Engagement	7
Comments	7



Introduction

127 responses

Have your say on a new bus service trial in Esperance

We are seeking community feedback on a new bus service trial in Esperance, improving public transport access to the town centre and surrounding suburbs.

The service would include the following three new bus services, which would operate three trips per route from Monday to Friday:

- Route 810 between Nuslen and Esperance
- Route 811 between Castletown and Esperance
- Route 812 between West Beach and Esperance.

The trial would run for a period of 12 months.

The proposed timetable for each route can be found [here](#).

[View a map of the proposed new bus service.](#)







Assets

- Esperance bus network map
- Survey



Traffic and overall sentiment

Visits by Channel

TRAFFIC CHANNEL	AWARE VISITS	INFORMED VISITS(%)	ENGAGED VISITS(%)
 DIRECT	128	101 (78.9%)	46 (35.9%)
 SOCIAL	428	296 (69.2%)	58 (13.6%)
 EMAIL	0	0 (0%)	0 (0%)
 SEARCH ENGINE	12	11 (91.7%)	3 (25%)
 .GOV SITES	8	6 (75%)	1 (12.5%)
 REFERRALS	5	2 (40%)	0 (0%)

Sentiment

The overall sentiment for survey responses is weighted positively, in favour of introducing the new Esperance bus trial.



Results

(Q1) Would you catch TransEsperance bus services?

Yes: 112 (88.2%)

No: 15 (11.8%)

If the answer to Q1 is yes

(Q2) How often would you catch these services?

Most days: 28 (24.7%)

Weekly: 45 (39.8%)

Monthly: 22 (19.5%)

Rarely: 12 (10.6%)

Never: 6 (5.4%)

(Q3) Where (street/suburb) do you usually board this service?

Written responses are available in the detailed survey response document.

(Q4) What would be your usual destination on public transport?

Written responses are available in the detailed survey response document.

(Q5) What would be the main purpose of your regular public transport trips?

Work: 25 (22.3%)

Appointment: 11 (9.8%)

Shopping/leisure: 70 (62.5%)

Other: 6 (2.4%)

(Q6) Do you feel the proposed bus services will be:

Positive: 97 (89.0%)

Negative: 9 (8.3%)

Neutral: 3 (2.7%)

(Q7) Why do you feel this way?

Written responses are available in the detailed survey response document.

(Q8) How did you hear about this consultation?

Facebook: 59 (52.7%)

Noel White Centre consultation: 2 (1.8%)

Shire of Esperance: 32 (28.6%)

My Say website: 4 (3.6%)

Other: 15 (13.3%)

Other: Word of mouth, Senior Citizens Centre



(Q9) If we need to contact you for further clarification, what is your email address?

Email addresses for each respondent are available in the detailed survey response document.

If the answer to Q1 is no

(Q11) Why wouldn't you use these services?

Written responses are available in the detailed survey response document.

(Q13) Do you have any further feedback?

Written responses are available in the detailed survey response document.

(Q14) How did you hear about this consultation?

Facebook: 10 (71.4%)
Noel White Centre consultation: 0 (0%)
Shire of Esperance: 2 (14.3%)
My Say website: 1 (7.1%)
Other: 1 (7.1%)

(Q15) If we need to contact you for further clarification, what is your email address?

Email addresses for each respondent are available in the detailed survey response document.



Social media engagement



Permalink

<https://business.facebook.com/Transperth/posts/285732300395847>

























Engagement

Likes: 77
Shares: 18
Comments: 37
























Comments

See the following pages.



-  Linda Dorrington
Waiting  ...
Like Reply 2 w
-  Masta Bates
Hope quarry rd is on the list ...
Like Reply 4 w
-  Lesley Gilbert
Good idea ! ...
Like Reply 5 w
-  Jodie Vincent
Great idea ...
Like Reply 3 w
-  Claire Louise
First bus needs to be earlier than 9 for people working the 9-5 office hours. ...
Like Reply 5 w  4
-  Nona Vine
[Claire Louise](#) these buses are used to pick up and drop off school children. This is probably why they can't start till after 9. ...
Like Reply 5 w  3
-  Marg Hall
[Nona Vine](#) yes they do but it's not entirely for the school children. It's still a public service and on the odd occasion people do catch the bus at those times. ...
Like Reply 4 w
-  Nona Vine
Lived here for 30yrs and have never been able to catch a bus. Have had several private companies try bus services but they have come and gone. ...
Like Reply 4 w
-  Write a reply...    
-  Pauline Pike
The questions in this survey are irrelevant as there is no current service. Ask appropriate questions 🙄 ...
Like Reply 5 w
-  Trudy Giles
[Pauline Pike](#) there are links showing the proposed time table and routes on the page. 👍 ...
Like Reply 4 w Edited
-  Write a reply...    
-  Lorna Stevens
Gibson 6 mile hill chadwick ? ...
Like Reply 5 w



-  Sarah Moore
Great idea  2 ***
Like Reply 5 w
-  Lynn Kidd
Hope everyone gets behind this ***
Like Reply 2 w
-  Chris Burke
Sounds like a plan, do you have a bus running to kalg on mon ***
Like Reply 3 w
-  Pam King
Need to have services, West Beach. Castletown. SINCLAIR & NULSEN. ***
Like Reply 5 w  2
-  Sue Walker
That would be great ***
Like Reply 1 w
-  Rose Grundy
Yes MUCH needed in town ***
Like Reply 2 w
-  Catherine Haddrill
Awesome idea ***
Like Reply 3 w
-  Wendy Reeves
Great idea  2 ***
Like Reply 5 w
-  Lorri Western
Awesome idea. I hope our community gets behind this service. ***
Like Reply 5 w  2
-  Valerie Chambers
Great idea hope this one takes off has been tried before I think ***
Like Reply 5 w 
-  Vivienne Rawson
Awesome idea. Hope it takes off. ***
Like Reply 5 w  2
-  Trudy Giles
Such a shame there isn't a loop around the Eleven Mile Beach and also out to Quarry Road/Bandy Creek/6 Mile Hill. Area's that are too far to walk into town from. ***
Like Reply 4 w  6
-  Gail Peach
Awesome idea for the elderly who don't drive ***
Like Reply 4 w 
-  Mary Dixon Ne Oversby
Great idea not everyone has a car. The way petrol prices are some might find it more convenient. ***
Like Reply 4 w  5





Merle Gorman

It is not viable, Esperance is smaller than Albany and as you know a lot of the time the buses there are running around with very few on board, Emu Point empty most of the time. Why not try help fund one of the existing tour operators do a water-front tour - I was behind the wheel of the Fremantle Tram back in America Cup Days (modified Mitsubishi). LOOK OUTSIDE.



Like Reply 4 w

→ 1 reply



Luke Oxley

I like the idea of busses in Esperance, but can't you just put the busses on the routes for the school stops (1 bus for every 2 routes or so)? Then there are routes pre planned for you. Not much work will have to go into infrastructure.

Like Reply 3 w



Lorraine Woollett

Do all outer places and all suburbs great idea great for working people to

Like Reply 4 w



Les Western

Instead of using the large buses why not the coaster size bus, would be more economically viable..like Perth etc, silly running large buses around with no one aboard.

Like Reply 1 w



Leon Henderson

Great idea especially for school holidays

Like Reply 2 w



Bryan Mccluer

We came from Perth tonight to Esperance the driver was very nice and friendly we ran into him after we ate.

Like Reply 1 w





Julie Hogg

Great idea but won't need the big buses much so several smaller buses.

Like Reply 6 d



-  **Courteney Pengilly**
This is great definitely a great idea, but the Map needs to be finished properly. Albany SHS and Spencer Park shopping centre definitely aren't here. And no Saturday bus? ...
Like Reply 1 w 
-  **Helen Warner**
[Courteney Pengilly](#) do you realise this is for Esperance not Albany??? ...
Like Reply 1 w
-  **Courteney Pengilly**
[Helen Warner](#) yes I do hence why I made the comment. In the guide on the side there is Albany names. ...
Like Reply 1 w
-  **Helen Warner**
[Courteney Pengilly](#) oh yeh, took me awhile to find what you were talking about, but I see it now! 🤔🤔 ...
Like Reply 1 w





Government of **Western Australia**
Public Transport Authority

PROVISION OF THE ESPERANCE TRIAL BUS SERVICE

PTA170023A MEMORANDUM OF UNDERSTANDING

PUBLIC TRANSPORT AUTHORITY

SHIRE OF ESPERANCE

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THIS AGREEMENT is dated: 2022

BETWEEN:

SHIRE OF ESPERANCE 77 Windich Street, Esperance, WA, 6450, Western Australia (**Shire**)

and

PUBLIC TRANSPORT AUTHORITY OF WESTERN AUSTRALIA, a body corporate established under the *Public Transport Authority Act 2003*, of Public Transport Centre, West Parade, Perth, Western Australia (**PTA**)

BACKGROUND

- A.** The State of Western Australia and the Shire of Esperance wish to promote greater use of public transport services within the Esperance region.
- B.** To facilitate this objective, PTA and the Shire have agreed to enter into a funding arrangement (this Agreement) to trial public transport services and gauge the level of support in the local community. Should the trial service be successful, the PTA will consider the introduction of permanent public transport services to these regions.
- C.** The Shire has agreed to pay the PTA the Contribution Amount which represents a proportion cost of operating the Bus Services detailed in this Agreement.

1. OPERATIVE PART

1.1. Definitions

In this Agreement:

Agreement means this Memorandum of Understanding.

Approved Route means the routes as described in Schedule A.

Approved Timetable means the operational days and times that an Approved Route is required to operate as described in Schedule B.

Bus Services means driving a bus along the relevant Approved Route in accordance with the Approved Timetable.

Date of Commencement means 3 July, 2022.

Contract means the contract between the PTA and PTA's contracted service provider for the provision of the Bus Services.

Contribution Amount means during the Term, a portion of the Total Operating Cost as detailed in clause 4.1.

GST means the tax imposed under the "A New Tax System" (Goods or Services Tax) Act 1999.

Schedule means a schedule to this Agreement.

Term means 12 months from the Date of Commencement.

Total Operating Cost means the PTA's contracted service charge for providing the Bus Services.

1.2 Interpretation

In this Agreement:

- (a) headings are for convenience only and do not affect interpretation; and unless the context indicates a contrary intention;
- (b) a reference to a party includes that party's executors, administrators, successors and permitted assigns;
- (c) a reference to a document (including this Agreement) is to that document as varied, novated, ratified or replaced from time to time;
- (d) a reference to a statute includes its delegated legislation and a reference to a statute or delegated legislation or a provision of either includes consolidations, amendments, re-enactments and replacements;
- (e) a word importing the singular includes the plural (and vice versa);
- (f) a reference to a party, clause, schedule, exhibit, attachment or annexure is a reference to a party, clause, schedule, exhibit, attachment or annexure to or of this Agreement, and a reference to this Agreement includes all schedules, exhibits, attachments and annexures to it;
- (g) if a word or phrase is given a defined meaning, any other part of speech or grammatical form of that word or phrase has a corresponding meaning; and
- (h) "includes" in any form is not a word of limitation.

2. AGREEMENT

2.1. Mutual obligations

For the Term, the PTA agrees to provide the Bus Services and the Shire agrees to pay the Contribution Amount on the terms and conditions detailed in this Agreement. PTA is at all times acknowledged as the operator of the Bus Services.

3. SERVICES

3.1. Description of Bus Services

- (a) PTA is to provide the Bus Services in accordance with the Approved Route (Schedule A) and the Approved Timetable (Schedule B).
- (b) PTA requires a minimum of six passengers per trip to be achieved during the trial to justify the retention of the bus service. Any operation past the Term will be at the sole discretion of the PTA.
- (c) PTA will review the performance of the Bus Services at approximately six months of operation and provide the Shire with feedback including any recommendations to vary the Bus Services.

3.2. Variation of Bus Services

- a) All parties must agree in writing before the Bus Services are varied, except in the case of an emergency.
- b) If the Shire requests the PTA to provide additional Bus Services on a trial or permanent basis, the PTA may request a higher level of contribution from the Shire. In such

circumstances, the value of the increased Contribution Amount will be agreed in writing by both parties.

4. FUNDING FOR SERVICES

4.1. Contribution Amount

- (a) The Shire agrees to pay PTA the full Contribution Amount of \$60,000 (including GST).
- (b) The Contribution Amount is payable prior to the commencement of this Agreement.

5. PARTNERSHIP

The Shire and the PTA agree always to present the arrangements for the Bus Services in any public forum or medium in a positive and favourable light.

6. PAYMENT AND GST

6.1. PTA to issue tax invoices

The PTA will issue the Shire a tax invoice for:

- (a) the Contribution Amount applicable during the Term and further term (if applicable) that corresponds with the Bus Services provided; and
- (b) any other services requested by the Shire to be supplied by PTA on a cost recovery basis.

6.2. Shire to pay within thirty days

- (a) The Shire is to pay a PTA tax invoice within 30 days of receiving it.
- (b) Failure to pay a tax invoice is a breach of an essential term of this Agreement, entitling the PTA to terminate this Agreement and terminate the Bus Services if the Shire fails to pay the same within 30 days of receiving a notice of default.

6.3. All amounts exclusive of GST

All amounts in this Agreement are exclusive of GST and are subject to this clause.

6.4. Addition of GST

In addition to the amounts otherwise payable under this Agreement, the Shire agrees to pay any GST payable by the PTA in relation to any supply made by the PTA under this Agreement and the PTA agrees to pay any GST payable by the Shire in relation to any supply made by the Shire under this Agreement.

7. SERVICE PROVISION MANAGEMENT

- (a) The PTA takes responsibility for the management of the Bus Services it agrees to provide under this Agreement.
- (b) The PTA will provide the Shire with the usage statistics for the Term.
- (c) The PTA will provide passenger information and complaint management services.
- (d) The PTA and the Shire agree to meet (if required) to discuss performance and other operational issues related to the provision of the Bus Services.

8. CONFIDENTIALITY

The parties agree to keep all commercial information (including but not limited to costs and rates of payment to contractors, and sub-contractors) relating to this Agreement confidential and shall not pass any such commercial information to a third person without first obtaining the express written consent of the other party to this Agreement. The obligations of confidentiality do not apply to information that:

- (a) is already in the public domain or is accessible to the public, other than by breach of this Agreement; or
- (b) is required to be disclosed at law.

Notwithstanding the provisions of this clause, a party may disclose confidential information to its officers, employees and agents on a "need to know basis" for the purposes of this Agreement.

9. VARYING THIS AGREEMENT

9.1. General

The parties agree that the terms of this Agreement, including the Term and further term (if applicable) and the content of any Schedules, may only be varied, if the variation is agreed in writing between the parties and signed by the duly authorised signatory of each party.

10. OWNERSHIP OF INFRASTRUCTURE

The parties agree that any infrastructure supplied by the PTA for the provision of the Bus Services is legally and beneficially owned by the PTA.

11. PROMOTION OF SERVICES

The Shire must consult the PTA for endorsement of any promotional materials created to promote the Bus Services. The Shire must seek approval from the PTA prior to any announcement or communications activities regarding the trial, particularly those to be made in the media.

12. INTELLECTUAL PROPERTY RIGHTS

The title, copyright and all other rights to the intellectual property in and to all documents, photographs, drawings, pictures, designs, films, slides, video tapes, audio tapes, objects, displays and other materials of whatsoever kind produced, created, designed, devised or made by, or on behalf of the PTA in relation to the Bus Services for the purposes of this Agreement vests in the PTA.

13. DISPUTE RESOLUTION

If a dispute between the parties arises out of or in connection with this Agreement then either party shall deliver by hand, or send by certified mail to the other party, a notice of dispute in writing adequately identifying and providing details of the dispute.

Any dispute arising in connection with this Agreement which cannot be settled by negotiation between the parties shall be submitted to arbitration in accordance with the Commercial Arbitration Act 2012.

14. WAIVER

- (a) Failure to exercise or enforce, or delay in exercising or enforcing, or the partial exercise or enforcement of, a right, power or remedy provided by law or under this Agreement by a party does not preclude, or operate as a waiver of, the exercise or enforcement, or further exercise or enforcement, of that or any other right, power or remedy provided by law or under this Agreement.
- (b) A waiver or consent by a party under this Agreement is only effective and binding on that party if it is given or confirmed in writing by that party.
- (c) No waiver of a breach of a term of this Agreement operates as a waiver of another breach of that term or of a breach of any other term of this Agreement.
- (d) Failure to exercise or enforce, or a delay in exercising or enforcing, or the partial exercise or enforcement of, a right, power, or remedy under any law or under this Agreement by the PTA does not preclude, or operate as an estoppel of any form of, the exercise or enforcement, or further exercise or enforcement, of that or any other right, power or remedy provided under any law or under this Agreement.

15. SEVERABILITY

Where any provision of this Agreement is void, illegal or unenforceable, it may be severed without affecting the enforceability of the other provisions in this Agreement.

16. ENTIRE AGREEMENT

The terms and conditions and schedules of this Agreement together constitute the entire Agreement between the parties for the provision of the Bus Services by the PTA and supersede any prior arrangements, representations or undertakings (whether in writing or not) and any discussions, negotiations, understandings or agreements.

EXECUTED AS AN AGREEMENT:

Signed for and on behalf of
the **Shire of Esperance** by:

.....
Signature

.....
Name of Authorised Signatory

.....
Date

Signed for and on behalf of the)
PUBLIC TRANSPORT AUTHORITY)
OF WESTERN AUSTRALIA by)
)
an officer of the Authority duly authorised by)
the Authority pursuant to section 51(5) of)
the Public Transport Authority Act 2003 for that)
purpose in the presence of:)

.....
Signature of Duly Authorised Officer

.....
Witness (signature)

.....
Name (Please Print)

.....
Name (please print)

.....
Position held

.....
Address

.....
Occupation

SCHEDULE A

APPROVED ROUTE DESCRIPTION

ESPERANCE BUS STN - NULSEN

810F

From a stop in Dempster St before James St, Via Dempster St, U-turn at Roundabout at James St and Dempster St, L Hicks St, L Randell St, L Forrest St, L Windich St, L Brazier St, L Jane St, R Black St, L Padbury St, R Pink Lake Rd, R Harbour Rd, L Pink Lake Rd, L Milner St, R Ocean St, L Blake St, R Frederick St, R Freeman St, R Ocean St, L Backland St, L Pink Lake Rd, R Victoria St, R Dixon St, L McCudden St, L Dean St, R Rowse St, L Dalyup Dr, L Rowse St / Ponton St / Winston Wy, To a Stop Winston Wy before Travers Ave

NULSEN - ESPERANCE BUS STN

810T

From a stop on Winston Wy after Pink Lake Rd, Winston Wy /Ponton St / Rowse St, R Dalyup Dr, R Rowse St, L Dean St, R McCudden St, R Dixon St, L Victoria St, L Pink Lake Rd, R Backland St, R Ocean St, L Freeman St, L Frederick St, L Blake St, R Ocean St, L Milner St, R Pink Lake Rd, R Harbour Rd, L Pink Lake Rd, L Padbury St, R Black St, L Jane St, R Brazier St, R Windich St, R Forrest St, R Randell St, R Hicks St, R Dempster St, To a stop on Dempster before James st

ESPERANCE BUS STN - CASTLETOWN

811F

From a stop in Dempster St before James St, via Dempster St, U-turn at Roundabout at James St and Dempster St, L Hicks St, L Randell St, L Forrest St, R Windich St, L Andrew St, L The Esplanade, R Norseman Rd, R Goldfields Rd, R Walmsley St, L Ormonde St, R Goldfields Rd, L Monet Ave, R Chantilly Cct, R Dauphin Cr, L St Germain Ave, R Easton Rd, R Remark Dve, L Fisheries Rd, L North Rd, R Magnolia Cr, L Arthur St, R Baseden St, R Burton Rd, R Daphne St, To a stop on Daphne St before Norseman Rd

CASTLETOWN - ESPERANCE BUS STN

811T

From a stop on Daphne St, L Burton St, L Baseden St, L Arthur St, R Magnolia Cr, L North Rd, R Fisheries Rd, R Remark Dve, L Easton Rd, L St Germain Ave, R Dauphin Cr, L Chantilly Cct, L Monet Ave, R Goldfields Rd, L Ormonde St, R Walmsley St, L Goldfields Rd, L Norseman Rd, L The Esplanade, R Andrew St, R Windich St, L Forrest St, R Randell St, R Hicks St, R Dempster St, To a stop on Dempster St before James St

ESPERANCE BUS STN - WEST BEACH

812F

From a stop on Dempster St before James, Via Dempster St, U-turn at Roundabout at James St and Dempster St, L Hicks St, L Randell St, L Forrest St, R Windich St, L Andrew St, R Dempster St, R William St, via Mungan St, L Wegner Dr, L Brockman St, R Corry St, L Emily St, R The Esplanade / Twilight Beach Road, R Phillips St, R Johns St, L Springfield St, L Amelia Cct / Peppermint Gve, R Johns St, L Twilight Beach Rd, To a stop on Twilight Beach Rd before Giles St

WEST BEACH - ESPERANCE BUS STN

812T

From a Stop on Twilight Beach Rd after Doust St, R Johns St, L Peppermint Gr/Amelia Cct, R Spingfield St, R Johns St, L Phillips St, L Twilight Beach Rd/ The Esplanade, L Emily St, R Corry St, L Brockman St, R Wegner Dr, R Mungan St / William St, L Dempster St, L Andrew St, R Windich St, L Forrest St, R Randell St, R Hicks St, R Dempster St, To a stop on Dempster St before James St

SCHEDULE B

TIMETABLES

Route 810 - To Esperance

Timed Stops	⊙	⊙	⊙	⊙	⊙
Stop No.	74535	74578	74549	73954	74587
Route No.	Winston Wy / Hartfield Pl	Dean St / McCudden St	Frederick St / Freeman St	Brazier St / Stubbs St	Esperance Bus Stn
Monday to Friday					
am 810	9:00	9:04	9:10	9:15	9:22
810	10:55	10:59	11:05	11:10	11:17
pm 810	12:00	12:04	12:10	12:15	12:22
No Saturday, Sunday and Public Holiday service					

Route 810 - To Nulsen

Timed Stops	⊙	⊙	⊙	⊙	⊙
Stop No.	74587	73953	73930	73918	73914
Route No.	Esperance Bus Stn	Brazier St / Stubbs St	Frederick St / Freeman St	Dean St / McCudden St	Winston Wy / Hartfield Pl
Monday to Friday					
am 810	10:30	10:37	10:42	10:48	10:52
810	11:30	11:37	11:42	11:48	11:52
pm 810	2:28	2:35	2:40	2:46	2:50
No Saturday, Sunday and Public Holiday service					

Route 811 - To Esperance

Timed Stops	⊙	⊙	⊙	⊙	⊙
Stop No.	74048	73996	74582	74559	74587
Route No.	Daphne St / Norseman Rd	Easton Rd / Osborne St	Goldfields Rd / Mitchell St	Forrest St / Windich St	Esperance Bus Stn
Monday to Friday					
am 811	9:00	9:06	9:14	9:22	9:25
811	10:00	10:06	10:14	10:22	10:25
811	11:30	11:36	11:44	11:52	11:55
No Saturday, Sunday and Public Holiday service					

Route 811 - To Castletown

Timed Stops	⊙	⊙	⊙	⊙	⊙
Stop No.	74587	74560	74583	73997	74049
Route No.	Esperance Bus Stn	Forrest St / Windich St	Goldfields Rd / Mitchell St	Easton Rd / Osborne St	Daphne St / Norseman Rd
Monday to Friday					
am 811	9:30	9:33	9:41	9:49	9:55
811	11:00	11:03	11:11	11:19	11:25
pm 811	2:20	2:23	2:31	2:39	2:45
No Saturday, Sunday and Public Holiday service					

Route 812 - To Esperance

Timed Stops	⊙	⊙	⊙	⊙	⊙
Stop No.	74540	74544	74550	73937	74587
Route No.	Twilight Beach Rd / Doust St	Phillips St / Mills Pl	Emily St / The Esplanade	William St / Dempster St	Esperance Bus Stn
Monday to Friday					
am 812	9:00	9:06	9:10	9:15	9:21
812	10:30	10:36	10:40	10:45	10:51
pm 812	12:30	12:36	12:40	12:45	12:51
No Saturday, Sunday and Public Holiday service					

Route 812 - To West Beach

Timed Stops	⊙	⊙	⊙	⊙	⊙
Stop No.	74587	74556	74551	74545	74541
Route No.	Esperance Bus Stn	William St / Dempster St	Emily St / The Esplanade	Phillips St / Mills Pl	Twilight Beach Rd / Doust St
Monday to Friday					
pm 812	12:00	12:06	12:11	12:15	12:21
812	2:30	2:36	2:41	2:45	2:51
No Saturday, Sunday and Public Holiday service					

Item: 12.4.4

Clock Tower - Funding Request

Author/s	Shane Burge	Chief Executive Officer
Authorisator/s	Shane Burge	Chief Executive Officer

File Ref: D22/16518

Applicant

Esperance Miniature Railway Society Inc.

Location/Address

Adventureland Park, Esperance

Executive Summary

For Council to consider providing financial support and waiving fees to assist the Miniature Railway Society Inc. to undertake remedial work on the clock tower to allow them to obtain an Occupancy Permit.

Recommendation in Brief

That Council;

1. Waive Building and Occupancy Permit application fees to Esperance Miniature Railway Society Inc. for the Clock Tower at Adventureland Park.
2. Approve funding of \$25,000 to support the required remediation works on the Clock Tower to achieve an Occupancy Permit.
3. Amend the municipal budget as follows-

Description		Budget Figure	Amended Figure	Variation
Community Grants	01-3780-405	0	25,000	25,000
Priority Projects Reserve	01-3780-960	(0)	(25,000)	(25,000)
Net result				0

Background

The landowner where the clock tower is installed is Southern Ports Authority with a lease to the Shire of Esperance. The clock tower belongs to the Esperance Miniature Railway Society Inc. who have a volunteer membership based around providing miniature railway rides to children.

A building license was issued in 2006 for the construction of the “clock tower” at Adventureland Park with the engineering aspects of the building being prepared and approved by Duncan Jack Consulting.

The clock tower was built around 2008 using a modular construction which involved sections of the towers being constructed off site and then each section being craned into position. The tower features a locally built pendulum mechanism, 4 face clock and individually casted bells. Volunteers involved in the project hope that the tower will remain in Esperance for many years.

Once construction is completed the Miniature Railway Society are required to obtain an “Occupancy Permit” through the Shire of Esperance which is a statutory requirement. Structural engineers are required to provide “certification” of the clock tower as part of the process required to obtain an Occupancy Permit.

Engineering certification could not be obtained due mainly to the tower exceeding in height (around 5m) and casted bells being installed that were not detailed in the original building permit. Additionally, concern was also raised on an unused underground fuel storage tank positioned near the concrete footing of the clock tower that could potentially compromise the structural integrity of the clock tower.

Over the past few years the Miniature Railway Society Inc. have engaged a number of engineering consultants (at a considerable cost) to consider the remedial work that is required to both the tower and footings. Given the unique nature of the construction, specialist engineering consultants have been required and have recently provided a solution to the construction issues. The fuel tank issue had also recently been resolved by Southern Ports Authority by filling the tanks with concrete ensuring the structural integrity of the footings to the clock tower would not be undermined.

The Esperance Miniature Railway Inc. have recently received quotes from a local business to undertake the remedial works. These costs are in the vicinity of \$70,000 with the works needing to be undertaken or overseen by a Registered Builder. The Miniature Railway Society state that the total outstanding costs to finalise the project are approximately \$85,000

Officer's Comment

The clock tower is a unique piece of infrastructure that has been built with a large number of volunteer hours and support. The tower adds significantly to the atmosphere of Adventureland Park and particularly to the experience of the miniature railway. The miniature railway precinct adds considerable tourism and playground benefit to the Esperance community.

From Councils statutory perspective, the Shire have an obligation to discharge responsibilities in relation to approvals/building codes. In this instance for a variety of reasons this obligation on the part of the Shire has not been fulfilled. The Shire is also required to issue an Occupancy Permit which, in this instance, requires engineering certification.

Over recent times the Miniature Railway Society have been proactive in trying to find a resolution to the situation to ensure an occupancy permit can be obtained. As noted in their letter to the Shire (Attachment A) considerable money has also been spent to get them to this stage.

A suitable solution to the issue has now been found through the Miniature Railway Society's engagement of WGA Engineers by enlarging the footings to the building and installing strengthening rods on the inside of the clock tower (Attachment B). Provided this remediation work is undertaken then WGA will provide the engineering certification that is required to issue the Occupancy Permit.

The Miniature Railway Society Inc. are keen to undertake the work although funding has now become an issue for them, due mainly to the costs incurred to date on finding a solution to the engineering issues. The Miniature Railway Society Inc. have indicated that they have some funds to undertake the work although they need further support.

Southern Ports as the owners of the land have also been engaged in this process and are also considering a funding request. Provided both the Shire and the Southern Ports contribute to the remediation work then the issue should be able to be resolved.

As the clock tower is currently on Shire leased land from Southern Ports and the tower is in a prominent public location with significant public ownership it is the officer's recommendation to support the request for funding and waiver of building fees to allow the remediation works to resolve the issue.

Consultation

Esperance Miniature Railway Society has consulted with a number of engineers in pursuing the solution to the clock tower.

The Shire has consulted with Southern Ports in relation to funding in assisting the Miniature Railway Society Inc. A positive verbal response has been received although formal consideration of the request is currently being considered.

Esperance Miniature Railway Society Inc. have also applied for additional funding from other sources although the outcome is yet to be received.

Financial Implications

The financial implications arising from request is a contribution to the remediation works of \$25,000 to be funded from the priority projects reserve.

The building application fee is estimated at \$110 and the Occupancy Permit Application Fee is \$110.

Description		Budget Figure	Amended Figure	Variation
Community Grants	01-3780-405	0	25,000	25,000
Priority Projects Reserve	01-3780-960	(0)	(25,000)	(25,000)
Net result				0

Asset Management Implications

Nil as the clock tower is owned by the Esperance Miniature Railway Society Inc.

Statutory Implications

Resolution of this issue would ensure compliance with Building Act 2011 and associated regulations.

Policy Implications

Nil

Strategic Implications

Council Plan 2022 - 2032

Place

Outcome 9. Attractive and welcoming places.

Objective 9.3. Provide quality community facilities, parks and spaces.

Environmental Considerations

Nil

Attachments

A. Miniature Railway Request Letter

B. Remediation Solution Drawings

RECOMMENDATION AND DECISION

Moved: Cr de Haas

Seconded: Cr Horan

12.4.4 Clock Tower - Funding Request

O0622-152

Officer's Recommendation

That Council;

1. Waive Building and Occupancy Permit application fees to Esperance Miniature Railway Society Inc. for the Clock Tower at Adventureland Park.
2. Approve funding of \$25,000 to support the required remediation works on the Clock Tower to achieve an Occupancy Permit.
3. Amend the municipal budget as follows-

Description		Budget Figure	Amended Figure	Variation
Community Grants	01-3780-405	0	25,000	25,000
Priority Projects Reserve	01-3780-960	(0)	(25,000)	(25,000)
Net result				0

Council Resolution

That Council;

1. **Waive Building and Occupancy Permit application fees to Esperance Miniature Railway Society Inc. for the Clock Tower at Adventureland Park.**
2. **Approve funding of \$25,000 to support the required remediation works on the Clock Tower to achieve an Occupancy Permit.**
3. **Amend the municipal budget as follows-**

Description		Budget Figure	Amended Figure	Variation
Community Grants	01-3780-405	0	25,000	25,000
Priority Projects Reserve	01-3780-960	(0)	(25,000)	(25,000)
Net result				0

4. **Advise the Esperance Miniature Railway Society that once an Occupancy Permit is issued that any further unauthorised work to the Clock Tower will constitute a breach of its sub-licence conditions to occupy the site.**

**CARRIED
F8 - A0**

Reason: Council wanted to ensure that all future work on the clock tower is authorised.



Esperance Miniature Railway Society Inc.

Attention: Shane Burge

To the Esperance Shire Council,

The Esperance Miniature Railway Society Committee are pleased to confirm that we are engaging Crossview Enterprises to complete the required remedial works on the Clock Tower. I have attached for reference a copy of the quote from Crossview Enterprises and a copy of the latest drawings as designed by Wallbridge Gilbert Aztec.

Since June 2021, the Esperance Miniature Railway Society have spent \$29,319.71 in pursuit of obtaining an Occupancy Permit for the Clock Tower. We estimate that at minimum, a further \$84,700.79 is required to complete the works.

At this point in time, the Esperance Miniature Railway Society are able to contribute approximately another \$30,000 towards the project. As such, we are requesting the Esperance Shire provide a grant of \$25,000 towards the project. We also request that the Esperance Shire waive the Building Permit fees.

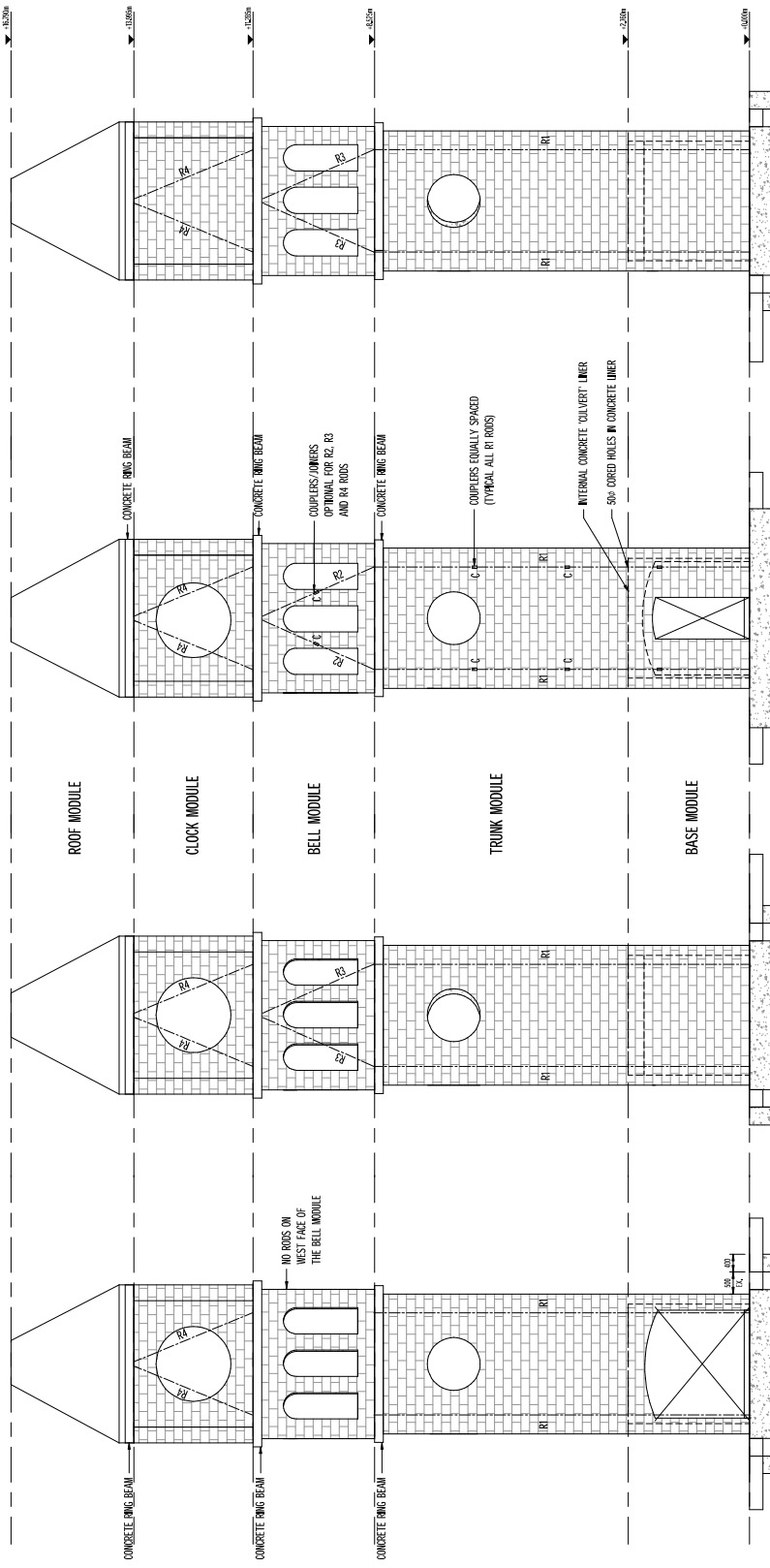
On behalf of the Esperance Miniature Railway Society,
Nicholas Boucher
Secretary



ATTACHMENT C

DRAWINGS

Draft



WEST ELEVATION
SCALE 1:30

NORTH ELEVATION
SCALE 1:30

EAST ELEVATION
SCALE 1:30

SOUTH ELEVATION
SCALE 1:30

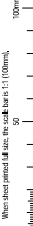
WGA

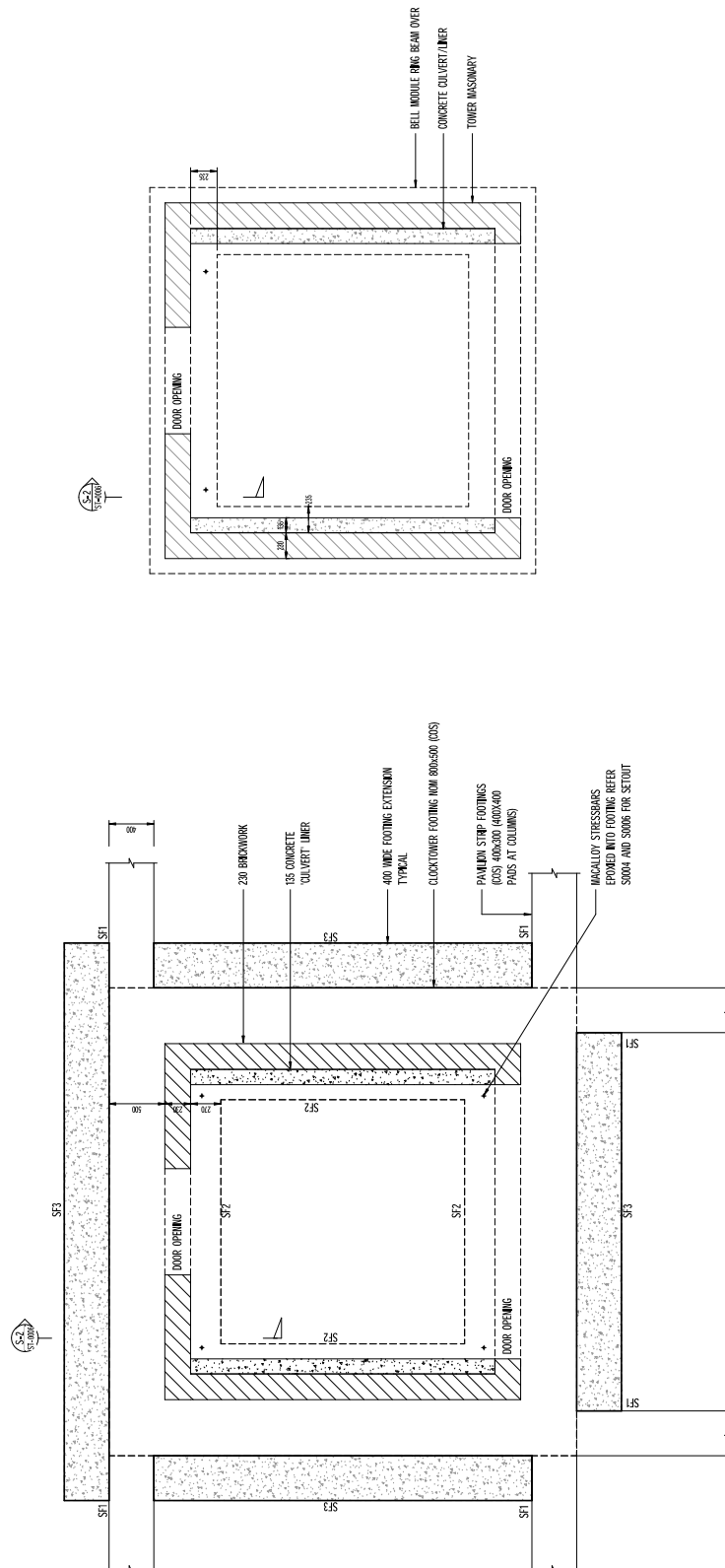
WALLBROOK GILBERT
ARCHITECTS
Level 4, 65, Market Street
Perth
Western Australia 6000
Telephone 08 9336 6528
Email info@wga.com.au
www.wga.com.au

ESPERANCE CLOCK TOWER
CLOCKTOWER TAYLOR ST-ESPERANCE
CLOCKTOWER ELEVATIONS
A1
DOCUMENT NUMBER
JTB Number
Author WGA210679-DR-ST-0002 A
Date
Revised
Revised

REV	DATE	REASON FOR CHANGE	ISSUED FOR CLIENT COMMENT	PROJECT NAME	SCALE	DATE	BY	CHK	APP
A	18/02/22	ISSUED FOR CLIENT COMMENT							

PRELIMINARY ISSUE
NOT FOR CONSTRUCTION





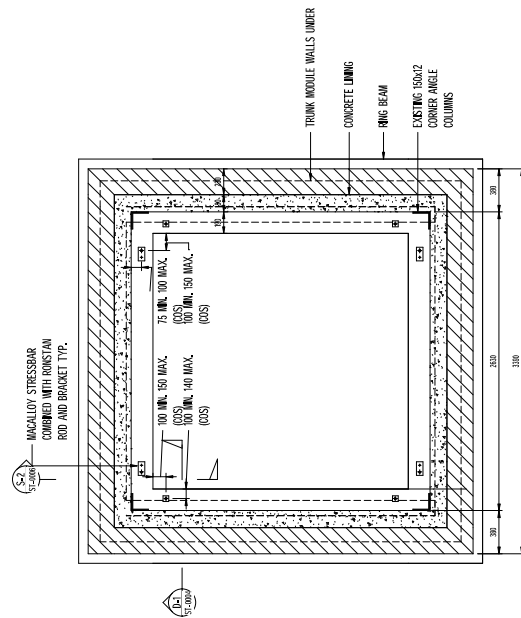
BASE MODULE
SCALE 1:20

FOUNDATION PLAN
SCALE 1:20

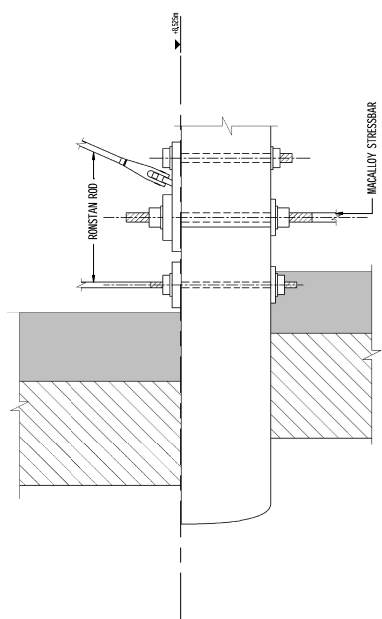
PRELIMINARY ISSUE
NOT FOR CONSTRUCTION

REV	DATE	REVISION	ISSUED FOR CLIENT COMMENT	PROJECT NAME	SCALE	DATE	BY	CHK	APP
A	18/02/22	18/02/22	ISSUED FOR CLIENT COMMENT	ESPERANCE CLOCK TOWER	1:20	18/02/22	RM	HLD	RM

WGA
WALLERIDGE GILBERT
ARCHITECTS
Level 1, 65, 67, 69, 71, 73, 75, 77, 79, 81, 83, 85, 87, 89, 91, 93, 95, 97, 99, 101, 103, 105, 107, 109, 111, 113, 115, 117, 119, 121, 123, 125, 127, 129, 131, 133, 135, 137, 139, 141, 143, 145, 147, 149, 151, 153, 155, 157, 159, 161, 163, 165, 167, 169, 171, 173, 175, 177, 179, 181, 183, 185, 187, 189, 191, 193, 195, 197, 199, 201, 203, 205, 207, 209, 211, 213, 215, 217, 219, 221, 223, 225, 227, 229, 231, 233, 235, 237, 239, 241, 243, 245, 247, 249, 251, 253, 255, 257, 259, 261, 263, 265, 267, 269, 271, 273, 275, 277, 279, 281, 283, 285, 287, 289, 291, 293, 295, 297, 299, 301, 303, 305, 307, 309, 311, 313, 315, 317, 319, 321, 323, 325, 327, 329, 331, 333, 335, 337, 339, 341, 343, 345, 347, 349, 351, 353, 355, 357, 359, 361, 363, 365, 367, 369, 371, 373, 375, 377, 379, 381, 383, 385, 387, 389, 391, 393, 395, 397, 399, 401, 403, 405, 407, 409, 411, 413, 415, 417, 419, 421, 423, 425, 427, 429, 431, 433, 435, 437, 439, 441, 443, 445, 447, 449, 451, 453, 455, 457, 459, 461, 463, 465, 467, 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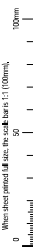
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PRELIMINARY ISSUE
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REVISION	DATE	REVISION	DATE	REVISION	DATE
A	18/02/22	ISSUED FOR CLIENT COMMENT			

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PROJECT NAME: ESPLANADE
PROJECT NO: 10679-DR-ST-0004
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Item: 12.4.5

Legislative Impacts for Volunteer Bush Fire Brigades - Proposed WALGA Advocacy Position

Author/s	Mel Ammon	Manager Community Support
Authorisator/s	Shane Burge	Chief Executive Officer

File Ref: D22/16608

Applicant

Location/Address

Executive Summary

For Council to consider a response to WALGA on the Arrangements for Volunteer Bush Fire Brigades: Proposed Advocacy Position, paper.

Recommendation in Brief

That Council advise WALGA the preferred position of the Shire of Esperance in the future management of Bush Fire Brigades, as per the WALGA document *Arrangements for Management of Volunteer Bush Fire Brigades*, is Option 2:

“Improvements – continue with the current arrangements for Local Government management of BFB’s with additional support provided by the State Government with respect to increased funding and better access to training resources and other support.”

Background

Volunteer Bush Fire Brigades have formally been part of emergency response in Western Australia since the introduction of the *Bush Fire Act 1954*. Prior to this time, the role was carried out as required with minimal formal oversight. Under the *Bush Fire Act 1954*, Local Governments have the legislated responsibility for the management of Bush Fire Brigades and bush fire response in their local government area.

In 2003, the Emergency Services Levy (ESL) was introduced to financially assist local governments in the running of Bush Fire Brigades and the provision of resources, including trucks and sheds, personal protective clothing and equipment and training of volunteers. The ESL is managed by the Dept of Fire and Emergency Services (DFES) and provided to Local Governments for management and acquittal on an annual basis.

The State Government is currently drafting the *Consolidated Emergency Service Act* which will consolidate the *Fire Brigades Act 1942*, *Bush Fire Act 1954* and the *Fire and Emergency Services Act 1998* into a single piece of legislation.

With the development of the new legislation it has been deemed an opportunistic time for review and consideration to potential changes in the management of bush fire brigades for Local Governments. WALGA have provided a paper *Arrangements for Management of Volunteer Bush Fire Brigades: Proposed Advocacy Position* (Attachment A), addressing this issue.

Officer’s Comment

WALGA have sought feedback from Local Governments on the management and operation of Bush Fire Brigades across the State. 93% were not wholly satisfied with the current arrangements for the

management of BFB's and 51% expressed their Local Government does not support the requirements for Local Government to manage BFB's.

Over many years there has been an increasing level of frustration and confusion over changes in the way DFES are involved with bush fire management, and the ever increasing responsibilities for the management of bush fire brigades put on the Local Government. With the introduction of the *Work Health and Safety Act 2020*, further pressure has been applied to Local Governments for managing volunteer Bush Fire Brigades.

There have been a number of reports written in recent years where the management and operation of bush fire brigades have been explored. The 2016 Ferguson Report on the Waroona Bushfire and the 2017 Economic Regulation Authority Review of the Emergency Services Levy have both identified a need for change.

The WALGA paper has identified 4 options for the future management of BFB's;

1. Status quo – continue with current arrangements, with majority of Local Governments managing their own BFB's, where alternate arrangements can be made directly with DFES
2. Improvements – continue with current arrangements with Local Governments managing BFB's with additional support provided with respect to funding and other support
3. Hybrid Model – Local Governments continue to manage BFB's where they have capacity and resources to do so, however alternative arrangements can be made directly with DFES
4. Transfer – responsibility for the management of BFB's is transferred to the State, as with other States and Territories.

Of the 4 options provided, WALGA have identified the Hybrid Model as their preferred position. They have also identified that additional support for Local Governments who continue to manage BFB's is required.

In relation to the Management of BFB's, WALGA propose the following Advocacy Position;

1. The Association advocates that the State Government must provide for;
 - a) A clear pathway for Local Governments to transfer responsibility for the management of Bush Fire Brigades to the state Government when ongoing management is beyond the capacity, capability and resources of the Local Government;
 - b) The co-design of a suite of relevant guidelines and materials to assist those Local Governments that manage Bush Fire Brigades;
 - c) Mandatory and minimum training requirements for Bush Fire Brigade volunteers supported by a universally accessible program managed by the Dept of Fire and Emergency Services; and
 - d) The recognition of prior learning, experience and competency of Bush Fire Brigade volunteers.
2. That a working group comprising representatives of WALGA and DFES be established to develop a process and timeline for the transfer of responsibility for Bush Fire Brigades in accordance with 1(a)
3. Where management of Bush Fire Brigades is transferred to DFES in accordance with 1(a), DFES should be resourced to undertake the additional responsibility.

It should be noted, at the Bush Fire Advisory Committee Meeting held on 7th June, the meeting were asked "What is our volunteers view on transitioning Bush Fire Brigade management from Local Government to DFES control?" 20 people in the room, with a show of hands, 20 for LG/0 for DFES.

In support of the volunteers, it is recommended that the Shire of Esperance advocate to WALGA that we adopt the second option in their report looking at maintaining the current arrangements with additional support, or improvements, to be provided by the State Government in the running of BFB's.

Volunteers are the backbone of regional bushfire brigades. Support for volunteers is an integral part of ensuring continued high number and engaged volunteers. Local Government brigades currently have a sense of community and an ability to be part of the decision making process. There is often concerns raised that a transition across to a government department such as DFES that the local decision making influence will be lost.

The additional support should ideally be focused on ensuring compliance with the WHS legislation and ensuring our brigades operate safely. Additional administration support is also often also noted as a requirement to ensure the volunteer can focus on fire suppression activities rather than administrative duties.

Consultation

Bush Fire Advisory Committee

Financial Implications

Nil

Asset Management Implications

Nil

Statutory Implications

Nil

Policy Implications

Nil

Strategic Implications

Council Plan 2022 – 2032

Performance

Outcome 14. Community confidence and trust in Council.

Environmental Considerations

Nil

Attachments

A. WALGA Proposed Advocacy Position BFB

RECOMMENDATION AND DECISION

12.4.5 Legislative Impacts for Volunteer Bush Fire Brigades - Proposed WALGA Advocacy Position

Moved: Cr Chambers

Seconded: Cr Obourne

O0622-153

Council Resolution

That Council advise WALGA the preferred position of the Shire of Esperance in the future management of Bush Fire Brigades, as per the WALGA document *Arrangements for Management of Volunteer Bush Fire Brigades*, is Option 2

“Improvements – continue with the current arrangements for Local Government management of BFB’s with additional support provided by the State Government with respect to increased funding and better access to training resources and other support.”

**CARRIED
F8 - A0**



Arrangements for Management of Volunteer Bush Fire Brigades: Proposed Advocacy Position

May 2022





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Acknowledgement

The WA Local Government Association (WALGA) acknowledges the Traditional Owners of the land and pays respects to Elder's past, and present. WALGA acknowledges the continuing knowledge and cultural practices that they bring to the Local Government and Emergency Management sectors to support resilient and sustainable land management on WA landscapes.



Executive Summary

Western Australian Local Governments have extensive roles and responsibilities prescribed in the State Emergency Management Framework (State Framework) across the emergency management activities of prevention, preparedness, response, and recovery. Relevantly, pursuant to the *Bush Fires Act 1954*, Local Governments have responsibility for bushfire and the management of volunteer Bush Fire Brigades (BFBs).

This Paper proposes a new Advocacy Position on the management of BFBs to guide the Association's emergency management advocacy on behalf of Local Government, and in particular its engagement with the State Government on the development of the *Consolidated Emergency Services Act* which is expected to be released for stakeholder consultation in early 2023.

How to Comment on This Paper

Local Governments are encouraged to provide a written response to this Paper or to complete the [survey](#). Formal Council resolutions will assist the Association understand the sentiment of the sector on this important issue.

The Paper outlines the proposed Advocacy Position, followed by the background and rationale for the new position.

Questions are provided at the end of the Paper to guide feedback.

For further information please contact WALGA's Resilient Communities Policy Manager, Susie Moir via 9213 2058 or smoir@walga.asn.au

Feedback should be provided in response to the questions via email to em@walga.asn.au by **5pm Friday 8 July 2022**.

Introduction

This Paper seeks Local Government's views on a new WALGA Advocacy Position on the management of volunteer bush fire brigades (BFBs).

WALGA Advocacy Positions guide WALGA's policy, advocacy and capacity building activities and support a consistent and whole-of-sector approach.

The introduction of the *Work Health and Safety Act 2020* has shone a spotlight on Local Government responsibilities for managing BFBs. In addition, the State Government is currently drafting the *Consolidated Emergency Services Act*, which consolidates the *Fire Brigades Act 1942*, *Bush Fires Act 1954* and *Fire and Emergency Services Act 1998* into a single piece of legislation, anticipated to be released as a Green Bill in early 2023. Therefore consultation on a new Advocacy Position with respect to management of BFBs is timely.

In 2012, 2019 and 2021, WALGA undertook comprehensive consultation with Local Government in relation to emergency management matters.

In 2021 WALGA undertook a comprehensive [Local Government Emergency Management Survey](#) to ascertain the sector's sentiment with respect to their emergency management responsibilities. 104 Local Governments responded to the Survey. Responses were provided by:

- 36 Chief Executive Officers
- 18 Community Emergency Services Managers
- 50 Local Government officers

As part of the survey Local Governments were asked about their level of satisfaction with current arrangements for managing BFBs. 92 Local Governments (69 of which manage BFBs) provided the following feedback:

- 93% were not wholly satisfied with the current arrangements for the management of BFBs; and
- 51% expressed that their Local Government does not support the requirements for Local Governments to manage BFBs.

These Survey responses reinforce that it is timely to engage with the sector on this issue.

WALGA has been undertaking a process to update our Advocacy Positions, and as a result has prepared eight new Advocacy Position Statements relating to Emergency Management, which will be considered at the July 2022 State Council meeting, as listed in Appendix 1. These new Advocacy Positions are based on previous State Council endorsed submissions, recommendations from significant reviews and inquiries, and information and priorities captured in sector-wide consultations.

A comprehensive Advocacy Position regarding the *Consolidated Emergency Services Act*, is outlined in Appendix 1, Advocacy Position 8.4.

Background

FESA (now the Department of Fire and Emergency Services (DFES)) was established in 1999 for the purpose of improving coordination of the State's emergency services, replacing the Fire Brigades and Bush Fires Boards¹. DFES provides strategic leadership for emergency services across WA. DFES manages the career fire and rescue service, as well as a number of volunteer emergency services: Volunteer Fire and Emergency Services (VFES); Volunteer Fire and Rescue Service (VFRS); State Emergency Services (SES); and Marine Rescue Western Australia.

Around Australia:

- WA is the only State in Australia in which Local Governments manage bushfire volunteers (pursuant to the *Bush Fire Act 1954*).
- In New South Wales, the NSW Rural Fire Service, which makes up the world's largest firefighting volunteer services, is managed by the NSW Government².
- Similarly, the Victorian Government manages the Country Fire Authority which manages regional fire services in Victoria³.
- In South Australia, the *Fire and Emergency Services Act 2005* (SA) provides for the South Australian Country Fire Service (SACFS) being established as a body corporate, currently managing 14,000 volunteers. The SACFS is responsible to the Minister for Emergency Services⁴.
- In Queensland, the *Fire and Emergency Services Act 1990* (Qld) provides for the establishment of rural fire brigades, with the Commissioner responsible for the efficiency of rural fire brigades⁵.
- The Tasmanian Fire Service sits under the State Fire Commission, established under the *Fire Service Act 1979*⁶, with more than 200 fire brigades across Tasmania, 350 career firefighters and 5000 volunteers.
- The ACT Rural Fire Service sits under the ACT Emergency Services Agency⁷ and is responsible for all bush and grass fires in rural ACT areas, through 450 volunteers in eight brigades.
- Bushfires NT is a division of the Department of Environment, Parks and Water Security, which is responsible for administration of the *Bushfires Management Act 2016*⁸. The Minister appoints members of the Bushfires Council and regional bushfires committees.

¹ <https://www.dfes.wa.gov.au/site/about-us/corporate-information/corporate-history/corporate-history.html>

² <https://www.rfs.nsw.gov.au/about-us/history>

³ <https://www.cfa.vic.gov.au/about-us/who-we-are>

⁴ [Part B 2015 South Australian Country Fire Service.pdf \(audit.sa.gov.au\)](#)

⁵ [Fire and Emergency Services Act 1990 \(legislation.qld.gov.au\)](#)

⁶ [TFSAnnualReport2021.pdf \(fire.tas.gov.au\)](#)

⁷ [Emergencies Act 2004 | Acts](#)

⁸ [Legislation Database \(nt.gov.au\)](#)

Current Arrangements in WA

In Western Australia 111 Local Governments manage 563 BFBs involving approximately 20,000 volunteers. The Bush Fire Service is the largest volunteer emergency service by a significant margin:

- Bush Fire Service: 19,639 volunteers
- Fire and Rescue Service: 2,486 volunteers
- State Emergency Services: 2001 volunteers
- Volunteer Fire and Emergency Services: 926 volunteers
- Emergency Services Cadet Corps: 2,261 volunteers
- Marine Rescue Service: 1,559 volunteers⁹.

The number of BFBs managed by Local Governments varies from one up to 20. For example, the Shire of Cranbrook, which has a population of 1000 people, annual revenue of \$8 million and 29 employees manages 11 BFBs. The City of Mandurah, population 88,000, annual revenue of \$116 million and 678 employees, manages one BFB.

DFES also manages some BFBs. This includes seven bushfire brigades within the Kimberley and seven bushfire brigades within the Pilbara regions, under Memorandums of Understanding (MOU) with relevant Local Governments which make DFES responsible for the day-to-day management of the BFB and all response activities, excluding in relation to land tenure managed by the Department of Biodiversity, Conservation and Attractions.

Under this arrangement, Local Governments maintain responsibility for administering the *Bushfires Act* and carry out activities such as inspecting fire breaks and issuing burning permits.

The Local Government Grants Scheme (LGGS) Manual ([Appendix 1](#)) outlines five different 'profiles' for Bush Fire Brigades, as follows:

- Farmer Response Rural Brigades
- Pastoral Emergency Management
- Rural Brigades
- Settlement Brigades (Rural/Semi Rural)
- Urban Brigades (Defensive/Structural/Breathing Apparatus).

Considerations for Future Bush Fire Brigade Management Arrangements

Local Government Views

As part of WALGA's 2021 Emergency Management Survey, Local Governments were asked about their level of satisfaction with current arrangements for managing BFBs. 92 Local Governments (69 of which manage BFBs) provided the following feedback:

- 93% were not wholly satisfied with the current arrangements for the management of BFBs; and
- 51% expressed that their Local Government does not support the requirements for Local Governments to manage BFBs.

⁹ DFES Volunteering, April 2022

Detailed comments provided in the WALGA survey indicated a strong preference for the State Government to be responsible for all emergency management matters in Western Australia, including the management of BFBs.

Recommendations of Previous Reviews

Over the years there have been many calls for transformational change to the State Emergency Management Framework, in particular rural fire management.

The [Ferguson Report](#) on the 2016 Waroona Bushfire recommended that the State Government establish a rural fire service to address perceived issues in rural fire management, including insufficient capacity and unsuitable governance to deliver rural fire services. In 2017 the State Government hosted a bushfire mitigation summit at which a number of options were considered by stakeholders: a rural fire service operated within DFES; a rural fire service operated within DFES with autonomy; and a dedicated rural fire service that operated independently. Options to transfer the management of all BFBs under one umbrella – DFES or other – were also explored.

The 2017 [Economic Regulation Authority Review of the Emergency Services Levy \(ESL\)](#) considered the extent to which the ESL should be available to fund the administrative and/ or operational costs of a rural fire service, although it was outside the terms of reference for the ERA to examine the merits of a rural fire service or form a view on the best model of a rural fire service¹⁰. A number of Local Governments provided submissions to the ERA Review that supported the creation of a rural fire service¹¹.

Work Health and Safety Act 2020

The requirements of the *Work Health and Safety Act 2020*, enacted in March 2022, have heightened concerns in the sector regarding risk and liability in the management of BFBs, resourcing requirements and training and competency.

The shared responsibility for the health and safety of BFB volunteers adds further complexity to the management of BFBs and responsibilities. Local Governments, DFES, and in some cases the Department of Biodiversity, Conservation and Attractions (DBCA), have a shared duty of care to BFB volunteers due to Controlling Agency activities at incidents, and funding mechanisms (LGGs) for BFB operations and capital equipment.

DFES has a role as the lead fire and emergency services agency in WA for preparing training resources and standard operating procedures. DFES is currently developing additional resources suited to each of the above BFB 'profiles', specifically the management and training of BFBs. These additional resources will be discussed further with the sector in the coming months.

Whether the management structure for BFBs could be aligned to reflect the current operations of different brigade 'profiles', as provided in the LGGs Manual and outlined on Page 5 of this Paper, would require further discussion between DFES and the Local Government sector. This could allow for scalability of BFBs depending on location, resources and capabilities.

¹⁰ [ERA Review of the ESL, 2017, pg 185](#)

¹¹ [ERA ESL Review – summary of submissions to issues paper and draft report](#)

Volunteer Insurance

Local Governments are responsible for providing compensation for injury caused to present and former BFB volunteers as a result of their duties. The commercial insurance market ceased writing injury insurance for volunteers in 2012, therefore a self-insurance mutual scheme was implemented to ensure that Local Governments continue to meet this obligation.

Since 2012, due to the high cost of claims, the aggregate limit of liability has increased from \$250,000 to \$750,000. In addition, the annual cost of insurance has nearly doubled (92%) from \$47.50 to \$91.20 per volunteer, and it is expected that this trend will continue¹².

Sector Capacity, Capability and Resourcing

Local Governments vary in their capability, capacity, and resources to manage BFBs, as well as their other extensive legislative responsibilities and requirements¹³.

By way of overview, Local Governments in Western Australia:

- vary in size from less than 1.5 to over 370,000 square kilometres;
- have populations of just over 100 to more than 220,000 people;
- employ fewer than 10 to over 1000 staff; and
- have revenue (2019-20) ranging from just over \$2 million to just over \$225 million¹⁴.

Bush Fire Service and Volunteerism

The localised culture and history of BFBs in WA has had a large influence on the way that Local Governments engage with and manage BFBs. Many BFBs operate in an independent and self-sufficient way, which Local Governments encourage and support, as this contributes to expansion of the volunteer network in the local community, while also building community networks and resilience.

Communities, and therefore many Local Governments, have a significant interest in volunteering and BFBs, with some Local Governments very involved in the establishment, management and operation of their local BFBs. Therefore it is essential that any future management arrangements, including the transfer of responsibility for management of BFBs to the State Government, should be a voluntary process available to Local Governments that do not have the capacity, capability or resources to manage BFBs. It is also essential that the integrity of the Bush Fire Service is maintained, whatever the arrangements for the management of BFBs.

¹² Data provided by LGIS, 17 May 2022

¹³ 2021 Local Government Emergency Management Capability report - SEMC

¹⁴ [Department of Local Government, Sport and Cultural Industries](#)

Options for future management of BFBs

Four options are identified for the future management of BFBs:

1. Status quo - continue with the current arrangements for management of BFBs whereby the majority are managed by Local Government and transfer arrangements are negotiated on an ad hoc basis between DFES and Local Governments (or their BFBs).
2. Improvements - continue with the current arrangements for Local Government management of BFBs with additional support provided by the State Government with respect to increased funding and better access to training resources and other support.
3. Hybrid Model - Local Government continues to manage BFBs where they have the capacity, capability and resources to do so; however where they do not have the capacity, capability and resources, responsibility for management of BFBs is transferred to DFES.
4. Transfer - Responsibility for management of all BFBs is transferred to the State Government, consistent with the arrangements in other States and Territories.

Proposed Position

Based on the feedback received from Local Governments in the WALGA Emergency Management Survey and the other considerations outlined above, it is considered appropriate for the Association to **support a hybrid model** for the management of BFBs.

A hybrid model would enable the continued management of BFBs by those Local Governments with capacity, capability and resources to do so, while providing a framework for the transfer of the management of BFBs to the State Government where a Local Government does not.

Whatever the arrangements for future management of BFBs, it is apparent that Local Governments with responsibility for management of BFBs require **additional support and resourcing** which should be provided by the State Government, including:

- development of a suite of guidelines and resources to assist Local Governments in their management of BFBs, particularly with respect to the discharge of obligations under the *Work Health and Safety Act 2021*;
- expansion of the Community Emergency Services Manager Program (CESM) so that every Local Government with responsibility for managing BFBs has access to the Program if they wish to participate;
- universal access to DFES training for BFBs; and
- development of mandatory and minimum training requirements including recognition of competency for volunteers.

Based on the previous commentary, the following Advocacy Position is proposed:

Management of Bush Fire Brigades

1. The Association advocates that the State Government must provide for:

- a) A clear pathway for Local Governments to transfer responsibility for the management of Bush Fire Brigades to the State Government when ongoing management is beyond the capacity, capability and resources of the Local Government;
 - b) The co-design of a suite of relevant guidelines and materials to assist those Local Governments that manage Bush Fire Brigades;
 - c) Mandatory and minimum training requirements for Bush Fire Brigade volunteers supported by a universally accessible training program managed by the Department of Fire and Emergency Services (DFES); and
 - d) The recognition of prior learning, experience and competency of Bush Fire Brigade volunteers.
- 2. That a Working Group comprising representatives of WALGA and DFES be established to develop a process and timeline for the transfer of responsibility for Bush Fire Brigades in accordance with 1(a).**
- 3. Where management of Bush Fire Brigades is transferred to DFES in accordance with 1(a), DFES should be resourced to undertake the additional responsibility.**

How to Provide a Response to this Paper and Proposed Position

WALGA strongly encourages all Local Governments, and particularly those with responsibility for managing Bush Fire Brigades to provide a response to this Paper and the proposed Advocacy Position. Council endorsed responses are preferred but not essential.

The following questions are provided for Local Governments to consider:

1. Does your Local Government manage BFBs?
2. Does your Local Government support the proposed Advocacy Position on arrangements for the management of Bush Fire Brigades? Why or why not?
3. Does your Local Government have any further suggestions or changes to the proposed Advocacy Position?
4. For Local Governments that manage BFBs, is your Local Government's preference to continue to manage BFBs or to transfer responsibility to the State Government?
5. Is your response endorsed by Council? If so, please include the Council paper and resolution.
6. Do you have any further comments to make?

Responses can be provided by way of written submission or by completion of the online [survey](#).

Please provide written submissions by **5pm Friday 8 July 2022** to em@walga.asn.au (Subject line: Bush Fire Brigade Advocacy Position).

WALGA will review the feedback received and prepare a report for consideration by WALGA Zones and State Council in September 2022.

APPENDIX ONE - Proposed Emergency Management Advocacy Position Statements

(Positions to be considered at July 2022 State Council Meeting)

8 Emergency Management

Local Governments in Western Australia play a significant role in emergency management. Both Commonwealth and State Government policy identify Local Government as a key player in community disaster resilience, preparedness and response. Local Governments however face a few challenges in addressing their emergency management responsibilities, and these challenges differ greatly across the State.

8.1 Emergency Management Principles

1. The State Government bears fundamental responsibility for emergency management and has the role of providing strategic guidance, support and services for emergency management activities in Western Australia.
2. The State Government should provide financial and resourcing support as necessary to enable Local Governments to adequately deliver their extensive emergency management roles and responsibilities under the State Emergency Management Framework.
3. The Local Government Sector should be engaged as a partner in policy and legislative reviews that impact Local Government emergency management roles and responsibilities.

8.2 State Emergency Management Framework

Local Governments are supported to undertake their emergency management responsibilities by a simple and streamlined State Emergency Management Framework with the primary objectives of:

1. Protecting people, the economy, and the natural environment from disasters;
2. Supporting communities in preventing, preparing for, responding to and recovering from emergencies;
3. Clearly outlining roles, responsibilities and accountabilities for Local Government and other emergency management stakeholders;
4. Scalability and adaptability that supports Local Governments of varied capacity and capability; and
5. Supporting agency interoperability through common systems and approaches to key activities including data management, communications, and hazard management.

8.3 Sustainable Grant Funding Model for Emergency Management

Local Government should be empowered to discharge its emergency management responsibilities through sustainable grant funding models that support a shared responsibility and all hazards approach to prevention, preparedness, response and recovery from natural disasters. A sustainable grant funding model for Local Government emergency management:

1. empowers Local Governments to undertake proactive approaches to preparedness, prevention, response and recovery;

2. supports the resilience of local communities through capacity-building activities and programs;
3. is responsive to the variations in Local Government resourcing and context
4. develops the skills, capacity and capability of the emergency management workforce; and
5. is consistent, flexible, timely, accessible, scalable, strategic and the guidance provided is comprehensive.

8.4 Consolidated Emergency Services Act

1. The Association advocates for the development of a Consolidated Emergency Services Act to provide a comprehensive and contemporary legislative framework to support the effective delivery of emergency services in Western Australia. The Legislation should clearly define the roles and responsibilities of all emergency management stakeholders including Local Government.
2. The Local Government sector seeks ongoing engagement in the scoping and co-design of the Act and associated Regulations and supporting materials such as Guidelines and fact sheets.
3. The Association advocates for DFES to undertake a full costing analysis of the new Act and to provide to Local Government details of the cost implications prior to the release of any Exposure Draft Bill.
4. Any new or increased responsibilities placed on Local Government by the Consolidated Emergency Services Act must be accompanied by funding and resource support to enable Local Governments to adequately discharge those responsibilities.
5. The Association recognises that in addition to the Consolidated Emergency Services Act, the Regulations and other supporting materials that are developed to support it provide a key resource for Local Governments in understanding and discharging their legislative obligations.
6. The Association advocates for the Act to provide clear guidelines for the process for transferring responsibility for bushfire incident response from Local Government to DFES.

8.5 Resource Sharing

Local Governments and the Association support resource sharing across the Local Government Sector for the purpose of emergency management, to support Local Governments to undertake effective and timely response and recovery to emergencies as well as conduct business as usual. The Association will endeavour to facilitate support to the sector in undertaking resource sharing arrangements.

8.6 Lessons Learnt Management

The Association advocates for the implementation of a transparent and contemporary assurance framework for emergency management lessons management overseen by the State Emergency Management Committee. Findings from inquiries and reviews, and progress on implementation of recommendations, should be publicly reported regularly and consistently.

8.7 Emergency Services Levy

Local Government requests the implementation of the recommendations from the 2017 Economic Regulation Authority (ERA) Review of the Emergency Services Levy, which supported increased transparency and accountability in the administration and distribution of the ESL through:

1. Expansion of the ESL to fund Local Government emergency management activities across prevention, preparedness and response.
2. Administration of the ESL by an independent organisation that is funded through consolidated revenue, with regular independent reviews of expenditure and assessment of the effectiveness of ESL funding expenditure to support prevention, preparedness and response activities.
3. The ESL administration fee should recompense Local Governments for the complete cost of administering the ESL.
4. Public disclosure of the allocation and expenditure of the ESL.
5. Public disclosure by the State Government on the progress of implementation of each of the ERA Review recommendations.
6. A review of the role, responsibilities and reporting arrangements of the Community Emergency Services Manager (CESM) Program.

8.8 Local Government Grants Scheme (LGGS)

Local Government supports:

1. A full, independent review of the LGGS to investigate and analyse how ESL funds are allocated to Local Government via the LGGS;
2. A redesign of the LGGS to remove the ineligible and eligible list and create a sustainable, modern, equitable grants program that funds Local Government emergency management activities across prevention, preparedness and response
3. An audit of existing buildings, facilities, appliances, vehicles, and major items of equipment for both Local Government Volunteer Bushfire Brigades (BFB) and State Emergency Services (SES) to inform the preparation of a Comprehensive Asset Management Plan and to guide future funding requests;
4. in the interim, an immediately increase in the quantum of State Government funding to enable the provision of funding of operating and capital grant applications in full, to provide all resources necessary for the safe and efficient operation of Local Government Bushfire Brigades, in accordance with obligations of the Work Health and Safety 2020 legislation.

8.9 Expansion of the Community Emergency Services Manager (CESM) Program

That the Association advocates for an expansion of the Community Emergency Service Manager (CESM) Program, as follows:

1. All Local Governments should have the option of participating in the CESM Program.
2. The full cost of the CESM Program should be funded through the Emergency Services Levy.

8.10 Management of Bush Fire Brigades

To be developed.

Item: 12.4.6

Review Policy- Elected Member and Staff Training Policies

Author/s	Shane Burge	Chief Executive Officer
Authorisator/s	Shane Burge	Chief Executive Officer

File Ref: D22/16947

Cr Chambers and Cr de Haas declared their financial interest and left the Chambers at 5:20pm.

Applicant

Internal

Location/Address

Shire of Esperance

Executive Summary

For Council to consider a review of Policy EXE 031: Elected Member Professional Development and HR 002: Staff Entitlements Policy.

Recommendation in Brief

That Council adopt the updated policies EXE 031: Elected Member Professional Development and HR 002: Staff Entitlements

Background

It has recently come to light that there is some further clarification required in existing policy EXE 031: Elected Member Professional Development to clarify if the compulsory training that is required by elected members forms part of the annual training allowance limit per elected member.

As part of the review a number of issues had also been raised with both elected members and staff about further relevant formal qualifications being limited to only \$3,000 p.a.

Officer's Comment

Both policies EXE 031: Elected Members Professional Development and HR 002: Staff Entitlements Policy are proposed to be updated to include the ability for formal higher level qualifications that are directly relevant to your role as either a Councillor or employee to be partly funded by the local government.

Having a fixed annual limit on the training allowance has not encouraged higher level formal qualifications such as Diploma, Bachelor or Masters degree qualifications. Often courses such as these are done over relatively short periods of time although the cost can be quite high. Higher level formal qualifications will often have a longer term benefit to the organisation than one off courses that an annual allocation will often encourage.

It is recommended that the Shire may contribute up to 75% of the cost of the course fees ensuring the elected member or staff member contribute a reasonable amount to the qualification considering the personal benefit that qualifications such as these

Consultation

Nil

Financial Implications

The financial implications arising from this report will be dependant upon the take up of formal qualifications although the amounts will need to be within the adopted or approved budget.

Asset Management Implications

Nil

Statutory Implications

Nil

Policy Implications

Updates to policy EXE 031: Elected Member Professional Development and HR 002: Staff Entitlements.

Strategic Implications

Council Plan 2022 - 2032

Performance

Outcome 15. Operational excellence and financial sustainability.

Objective 15.1. Provide responsible, agile and innovative planning and resource management.

Environmental Considerations

Nil

Attachments

A[↓](#). EXE 031: Elected Member Professional Development

B[↓](#). HR 002: Staff Entitlements

RECOMMENDATION AND DECISION

12.4.6 Review Policy- Elected Member and Staff Training Policies

Moved: Cr Obourne

Seconded: Cr Horan

O0622-154

Council Resolution

That Council adopt the updated policies EXE 031: Elected Member Professional Development and HR 002: Staff Entitlements

**CARRIED
F6 - A0**

Cr Chambers and Cr de Haas returned to Chambers at 5:24pm



EXE 031: ELECTED MEMBER PROFESSIONAL DEVELOPMENT

Document Status:	Current	CM Ref:	D21/20126[v2]
Document Controller:	Executive Assistant	Version No:	2
Date Adopted:	June 2021	Resolution #:	O0621-149
Date Reviewed:	January 2022	Resolution #:	O0122-012

Objective

To ensure that Elected Members of the Shire of Esperance meet and comply with the prescribed professional development requirements under the *Local Government Act 1995*, and to encourage participation in other conferences and training specifically designed to enhance skills and knowledge relating to roles and responsibilities, as an Elected Member.

Definitions

Professional Development training, conferences, conventions, congresses, study tours, forums, information sessions, workshops and events related to local government

Policy

Compulsory Training

The *Local Government Act 1995* requires all Elected Members to undertake compulsory training within 12 months of being elected. The Shire of Esperance is required under the *Local Government Act 1995* to adopt and report on compulsory training, and additionally, continuing development for Elected Members of the Shire of Esperance.

Elected Members of the Shire of Esperance must undertake and successfully complete the following prescribed professional development training modules titled "Council Member Essentials" within a period of 12 months from election, unless a prescribed exemption applies:

- Understanding Local Government;
- Serving on Council;
- Meeting Procedures;
- Conflicts of Interest; and
- Understanding Financial Reports and Budgets.

All units and associated costs will be paid for by the Shire and must be completed within 12 months following election. The training is valid for 5 years.

It is Council's preference that the training is undertaken via the eLearning method which is the more cost efficient form of delivery. It is acknowledged however that there may be Elected Members who prefer to receive training face-to-face and/or opportunities to attend training which is being delivered in the region or in the Perth metropolitan area.

Council Policy
EXE 031: Elected Member Professional Development

Ongoing Professional Development

The professional development of Elected Members is an important activity of the Shire to ensure that its decision making is of the highest standard and is the product of informed and ethical debate by well trained and committed Elected Members acting in the best interest of all of the community.

Elected Members are encouraged to nominate to attend other conferences or training opportunities to enhance and broaden their knowledge of local government issues to support the community.

In order to be eligible for approval under this policy, Professional Development must be relevant to the role of a Council Member, and offer demonstrable benefit to the Council as a governing body, the Shire as an organisation, and the broader community.

This includes Continuing Professional Development that:

- Enhances the understanding of Council Member roles and responsibilities, and/or the role and function of Local Government;
- Assists Council Members to develop knowledge and skills in relation to the strategic objectives of the Shire
- Enables Council Members to further develop personal and professional skills necessary for excellence in performance of the Council Member role; or
- Supports Council Members in developing and maintaining positive and healthy communication, team culture and relationships, to facilitate excellent teamwork to achieve outcomes that deliver good government for the Shire community.

Eligible Formal Training Events

The formal training events to which this policy applies is limited to those conducted by, or organised by, any of the following organisations or individuals:

- The West Australian Local Government Association (WALGA);
- Local Government Professionals WA;
- Accredited training organisations offering training which directly related to the role and responsibilities of Elected Members;
- Information sessions organised by the Department of Local Government, Sport and Cultural Industries; or
- Seminars, training and/or information sessions provided by individuals with a demonstrably strong knowledge of local government in Western Australia.

The following are examples of other conferences or training opportunities as described above:

- WA Local Government Week;
- Special “one off” conferences sponsored by WALGA or the Department of Local Government, Sport and Cultural Industries on important local government issues;
- Annual conferences of major professions of local government;
- Conferences which advance the development of Elected Members in their role as Councillors; or

Council Policy
EXE 031: Elected Member Professional Development

- Conferences of organisations on which an Elected Member has been elected or appointed as a delegate.

Approval of Professional Development

Councillors must submit their application for professional development to the Shire President or Chief Executive Officer. Council Members who wish to attend training or professional development may make application by providing the following details to the CEO in writing:

- a) Course or event title, provider or organiser name, location and date;
- b) Copy of, or link to program, course outline or other summary of content;
- c) An outline of the anticipated benefits of attendance, with reference to this policy; and
- d) Total estimated costs including accommodation, travel and sundry expenses.

Applications, including all required details, are to be submitted in reasonable time for registration. Where possible, the Shire will seek to take advantage of reduced prices for early registration.

The Shire President and Chief Executive Officer have the ability to approve or refuse applications for training or professional development. Considerations for approval include:

- The costs of attendance including registration, travel and accommodation (if required);
- The budget provisions allowed and the uncommitted or unspent funds remaining as per the Elected Member Entitlement Policy,
- Any justification provided by the applicant when the training is submitted for approval;
- The benefits to the Shire of the person attending;
- Identified skills gaps of elected members both individually and as a collective;
- The Elected Member holding a position on the relevant Council Committee that deals with the subject matter of the conference.
- If no nominees are available from the relevant portfolio or Committee then the nomination will be at the discretion of Council.
- The current or future strategic direction and activities of the Shire and its priorities as related to the Shire's Strategic Community Plan.
- The equity of opportunity and the remaining period of office of the Elected Member concerned including recognition of the number of opportunities already provided to the respective Elected Member.
- A maximum of two (2) Councillors attending any one conference (excluding Local Government Week), unless resolved otherwise by Council.

Travel Arrangements

All booking arrangements for conferences and training for Elected Members are coordinated through the Chief Executive's Office.

Bookings allocated to Elected Representatives of the Shire cannot be exchanged, downgraded or rebated. Efforts will be made to modify departure times only.

Council Policy
EXE 031: Elected Member Professional Development

Bookings will not be revised to include personal travel that is not part of the scheduled conference itinerary. Efforts will be made to upgrade or alter the booking if the Elected Member is personally paying for the additional costs.

The proposed duration of conference or training attendance together with travel time and planned supplementary pre or post conference activities relevant to the Shire of Esperance will be notified to Council or the Chief Executive Officer for confirmation and/or amendment prior to the delegate's departure for the conference or training.

Loyalty Program and Reward Points

Council Members are not to obtain personal benefits from expenditure of Shire funds and must not claim personal frequent flyer or accommodation loyalty points for air travel or accommodation paid for by the Shire.

Reporting and Publishing

All Elected Members attending any conference or training are expected to report to Council on the benefits achieved by attending and should make the conference papers available to other Councillors.

A record of conferences or training attended by Elected Members will be maintained by the Chief Executive Officer.

The Chief Executive Officer is to prepare a report each financial year on professional development training completed by Elected Members in the financial year.

This report is to be published on the Shire official website within 1 month after the end of the financial year to which the report relates.

Conference/Seminar Attendance

This statement applies to all conferences and seminars, in order that Council provides an opportunity for Elected Members to further their knowledge, professional development and to establish industry networks. Council recognises that Elected Members, in carrying out their duties and responsibilities, will be required to represent the Council by attendance at various conferences or seminars.

Definition

For the purpose of this policy Conference means: a gathering within a structured, learning environment or event related to the industry of local government in the form of a Conference, Congress, Seminar, Forum and Workshops.

Attendance

1. Subject to budgeted funds being available, an allocation of \$4,500 per financial year will be allocated to each Elected Member to attend approved conferences, including interstate and intrastate conferences. The cost of attending Local Government Week and travel and accommodation costs related to attending conferences and seminars will be included within this financial limit. The Budget allocation for Elected Members for Conferences/Seminars, and Travel and Accommodation will be reviewed annually.
2. Elected Members may be nominated and authorised to attend Conferences by:
 - (a) the Council through a resolution passed at a Council Meeting for interstate and/or international conferences; or

Council Policy
EXE 031: Elected Member Professional Development

- (b) the Shire President, or CEO acting within delegated authority, for intrastate conferences.
3. In applying this policy authority is delegated to the CEO to authorise attendance at intrastate conferences and to nominate and authorise a substitute Elected Member to attend any conference in lieu of the person/s approved, if they are unable to attend the conference.

Limitations on Conference Attendance

1. Elected Members conference attendance will be limited to the annual member allocation amount of \$4,500 and this will be applied to a combination of Local Government Week and other intrastate conferences to the combined maximum value of \$4,500 or alternatively one (1) interstate conference and other intrastate conferences to the maximum combined value of \$4,500. This allowance applies to all conferences but does not include dedicated training courses provided for Elected Members via WALGA or the Department of Local Government, this is determined under the Elected Member Training and Personal Development section of this policy.
2. The Council shall have the authority to nominate the Shire President to attend any conference; however the maximum value shall be 1.5 times the Member's allocation in any financial year.

Elected Member Training Allowance

An annual training allowance of \$3,000 per Elected Member will be available in order for Elected Members to undertake approved training courses for personal development. This allocation is for course fees only and does not include travel and accommodation costs.

Note: course costs for units specified in the Compulsory Training section of this policy are additional to the annual training allowance and will not reduce this balance.

For qualifications relevant to your position which are greater than the annual training allowance, the Shire may contribute up to 75% of the course cost.

Cost for travel and accommodation during approved training will be allocated from the \$4,500 conference allowance.

Conference and Training Costs, Travel and Related Expenses

The Shire will be responsible for the costs associated with training or professional development approved in accordance with this policy, as detailed in this section.

Travel, registration fees and accommodation are to be arranged directly by the Shire administration.

Expenses relating to conferences and training as approved, will be paid direct by the Shire. Expenses may include the following items:

- Airfare;
- Conference registration;
- Copy of conference proceedings;
- Accommodation;
- Meals

Council Policy
EXE 031: Elected Member Professional Development

Incidental expenses include:

- Travel to and from the conference venue; and
 - Travel to and from all airport destinations.
1. For each Council delegate authorised to attend a conference, training or seminar in accordance with this Policy, Council would cover direct expenses of such attendances, including the cost of registration, official conference functions/dinners/tours, travel arrangements, accommodation, and reasonable out-of-pocket expenses for the duration of the conference.
 2. Reasonable out-of-pocket expenses would not include excessive in-room charges; mini bar costs; entertaining expenses; meals and drinks where provided for by conference registration; or personal costs such as dry-cleaning or personal care appointments.
 3. Where the conference, training or seminar is held at a hotel, accommodation in the first instance will be sought from that particular hotel, or if not available, from an accommodation provider as near as practicable to the venue.
 4. In the event that accommodation is not onsite, the Shire will reimburse Elected Members any taxi or public transport costs incurred for travel to or from the conference, training or seminar.
 5. The preferred method of travel to and from a conference, training or seminar in Perth or interstate is via air travel. Alternatively, or where air travel is not available, the preferred method of road travel is by Shire provided vehicle. Where an Elected Member chooses to take their own private vehicle to suit personal arrangements, the Shire will:
 - a) Pay the Elected Member the equivalent of a single return flight to Perth (equivalent to the cost of a Rex Community Fare) for travel by private motor vehicle; or
 - b) Pay the Elected Member the rate stipulated in the table on page 1 of this Policy where the travel is outside of the Perth metropolitan region (i.e. Kalgoorlie, Ravensthorpe, Norseman etc.).
 6. Where the mode of transport to attend a conference, training or seminar is a motor vehicle, the Shire will pay for parking costs incurred relating to attendance at the conference, training or seminar.
 7. Hire cars will be made available to Elected Members to facilitate their attendance at a conference, training or seminar where the CEO considers it favourable as opposed to utilising taxis or public transport. In this instance parking costs will also be reimbursed.
 8. Where meals are not included as part of the associated conference, training, seminar or accommodation, Elected Members will receive an allowance or reimbursement at the following rates in accordance with the Public Service Award 1992;

• Breakfast	\$16.30
• Lunch	\$16.30
• Dinner	\$46.50

Council Policy

EXE 031: Elected Member Professional Development

Any expenditure over and above these amounts will be at the cost of the Elected Member.

9. Where the CEO or a Director pays for the costs of a group meal via corporate credit card, those Elected Members in attendance will not be paid the meal allowance referred to in point 8 above.

Elected Member Delegate – Accompanying Person

Where an Elected Member is accompanied at a conference or training course, all costs for or incurred by the accompanying person are at their personal expense and not covered by Council. The exception to this being the cost of shared accommodation, provided there is no increase in accommodation costs from the rate if the elected member attended the event alone, and attending any official conference dinner where partners would normally attend, then the Council would pay that cost.

Sharing of Knowledge

At the next Ordinary Council Meeting following the return from an approved conference, training or seminar, the Elected Member concerned shall provide at least a verbal report on the attendance for the information of other Elected Members. Any written papers or materials should be handed to the CEO for circulation within the organisation.

..... Policy Ends



HR 002: STAFF ENTITLEMENTS

Document Status:	Current	CM Ref:	D16/29065[v3]
Responsible Officer:	Manager Human Resources	Version No:	5
Date Adopted:	October 2010	Resolution #:	O1009-1325
Date Reviewed:	November 2021	Resolution #:	O1121-202

Objective

This policy details benefits and entitlements for Shire of Esperance Employees.

Policy:

Employee Relocation Expenses

This policy has been designed to:

- assist with attracting of suitably qualified and experienced employees to vacant positions;
- outline guidelines and procedures for relocation expenses; and
- allow for co-contributions of relocation expenses.

Only employees who are permanent full time or on fixed term contracts of at least three years may be considered for entitlement to the Shire's relocation allowance.

The Chief Executive Officer may approve a housing benefit for employees relocating to Esperance by either –

- Providing a 50% rental subsidy to a maximum of \$125 per week or
- A contribution towards Mortgage payment, paid as an allowance, to a maximum of \$125 per week (gross).

These options to be available for a maximum of six months from the commencement of employment.

Subject to ATO rulings, rental payments may be salary sacrificed.

The Shire of Esperance may reimburse, up to the maximum amounts specified in the Policy, all or part, of the removal expenses that an employee incurs when relocating from other areas of Western Australia or other states of Australia as a result of accepting a position with the Shire of Esperance.

- Any relocation expenses are at the discretion of the Chief Executive Officer. It is not an automatic right for employees to receive any allowance or reimbursement prescribed by this policy, however the Chief Executive Officer agrees to apply this policy fairly and equitably within the workforce.

Associated Procedure – Relocation Expenses

Council Policy
HR 002: Staff Entitlements

1. The amount payable by the Shire of Esperance for relocation expenses shall be at the discretion of the Chief Executive Officer and may be negotiated during the offer of employment.
2. The employee is responsible for obtaining and providing to the Chief Executive Officer or other authorised officer at least three separate quotes for the relocation expenses for determination. One quote must be from an Esperance based removal business.
3. Employees will be responsible to provide and pay for their own insurance cover for the consignment of their furniture and personal effects.
4. The cost of removal of cars, boats, caravans and similar items will be the responsibility of the employee and will not be met by the Shire.

Reimbursement Criteria

The Shire may meet the costs of relocation based on the following –

1. Cost of removal of personal effects within Western Australia will be limited to \$5,500.
2. Cost of removal of personal effects from outside Western Australia will be limited to \$9,000.

Leaving employment

The employee will reimburse relocation expenses to the Shire of Esperance, if the employee does not provide two (2) years continuous satisfactory service to the Shire.

All staff receiving assistance under this Guideline will be required to sign an undertaking to repay 100% of the removal costs should the staff member leave within twelve (12) months and 50% of the removal costs should the staff member leave within two (2) years. This undertaking will also give the Shire the right to deduct any such monies from the final payment.

Staff Access to Bay of Isles Leisure Centre

In order to promote physical activities which will contribute to productivity in the workplace, full-time and permanent part-time Council employees may use the Bay of Isles Leisure Centre facilities free of charge (other employees at the Chief Executive Officer's discretion).

The free use of the facilities includes:

- One free personal fitness assessment each financial year; and
- Free crèche during crèche opening hours while the employee is using the facilities,

but does not include programmed activities where a fee is normally charged.

Staff Salary Packaging

Salary packaging is a process whereby existing salary is renegotiated by an employee, with the approval of the Shire of Esperance, into a combination of "cash" and benefits, to provide a higher nett salary for the employee.

Council's salary packaging program is designed to assist staff to tax effectively structure their remuneration package.

Costs

The salary packaging program must be at nil cash cost to the Council. The components of salary packaging are:

Council Policy
HR 002: Staff Entitlements

- a) The Benefits payable;
- b) The FBT and GST payable, where applicable;
- c) All other government taxes, levies and/or duties; and
- d) Any abnormal costs associated with the implementation or operation of the salary packaging program.

What can be packaged?

Any earnings that are not subject to superannuation such as leave loading, overtime, casual payments and higher duties allowances may not be packaged.

The following items are available for packaging:

Superannuation – is already available for salary sacrificing.

Laptop/Notebook/PDA/Portable Printers – employees may salary sacrifice the cost of one laptop/PDA and/or portable printer per FBT year (1 April to 31 March) and be exempt from FBT.

Only hardware and basic software required to make the unit operational can be packaged in line with Australian Taxation Office regulations. Only portable printers designed specifically for use with a notebook computer, a laptop computer or a similar portable computer are exempt and may be salary packaged. They must be marketed as a portable printer.

The total cost of the laptop/PDA/portable printer to the employee is the cost of the laptop/PDA/portable printer minus the Goods and Services Tax (GST). Repayments will be over a maximum term of one year.

If the employee's employment is terminated for any reason prior to the end of the repayment schedule, the total outstanding must be recouped to the Shire during the last full payroll period.

Relocation expenses not provided by the Shire of Esperance – an employee may salary package the actual costs associated with relocation, or the difference between the amount provided by the Shire's relocation policy and the total relocation expenses.

Expenses associated with relocation must be directly related to an employee accepting an appointment with the Shire of Esperance. Under certain conditions these expenses may be exempt from Fringe Benefits Tax (FBT).

Expenses associated with relocation should be discussed with the HR/Payroll Officer in the first instance, who will determine if they are exempt from FBT and, therefore, able to be salary packaged. Typical expenses associated with the relocation that may be packaged include:

- Removal and storage of household effects as a result of relocation that are not covered by the Shire –
 - applies to the employee and their immediate family;
 - the removal or storage commences no later than twelve (12) months after the employee commenced employment with the Shire.

The employee must provide the HR/Payroll Officer with documentary evidence of this expenditure on relocation costs associated with taking up employment at the Shire.

The employee is responsible for insuring any items involved in the relocation that are not covered by the Shire's relocation policy.

Council Policy
HR 002: Staff Entitlements

The total cost of the relocation to the employee, will include the cost of the relocation expense minus the Goods and Services Tax (GST).

An employee who leaves the Shire prior to repaying the costs associated with the relocation, will be required to repay the outstanding costs immediately.

Novated car leases – a Novated Lease is a tripartite agreement between the employee, the employer and a financier. Firstly, an employee enters into a finance lease and then by way of a Novation Agreement, transfers the lease to his/her employer. The employer undertakes to meet the lease rentals whilst the employee remains employed by the employer.

Motor vehicles are concessionally treated for tax purposes which may result in some major savings when you salary package a vehicle. Essentially you pay Fringe Benefits Tax as opposed to income tax. If your FBT liability is less than your income tax liability you have the opportunity to save money. Employees are able to access Fleet Discount Rates/State Govt pricing for vehicles under a novated lease scheme.

Novated car leases for new or used cars may be packaged by employees. A car classified as 'luxury' by the Australian Taxation Office cannot be salary packaged.

The lease may be finance only, partly maintained or fully maintained. At the end of the period of the lease the employee can elect to purchase the vehicle for the residual price or have the finance company sell the vehicle. If the vehicle is sold for less than the residual price the employee must pay the difference.

Fringe benefits tax (FBT) applies to novated car leases but can be offset if an employee makes a personal contribution towards the car out of after tax salary.

Goods & Services Tax (GST) is applicable to car leases. An employee will be eligible to have the GST credited back to them provided the Shire receives a tax invoice provided by the Novated Lease provider. The GST on the residual due at the end of the lease period or on employee contributions made after tax will not be able to be claimed back.

It is not intended to provide employees with Council vehicles access to allow a higher standard than Council's Fleet Management Plan, other than the supply of additional private use vehicle/s for themselves or their immediate families.

Council is prepared to accept a prior novated lease that a new employee has with another employer.

General Conditions

1. Any information provided by the Shire of Esperance, its officers or employees is intended to provide only a summary of the subject matter covered. No person should act on the basis of any information provided. Each person should obtain his or her own professional advice.
2. An employee will have to terminate the salary packaging arrangement in order to take leave without pay.
3. Paid leave taken during the term of the salary packaging agreement will not affect the salary packaging arrangement.
4. During any period of sick leave without pay the employee would be responsible for paying items packaged if required – in particular, novated car lease and rent payment.
5. An employee may only package a total maximum of 50% of an employee's substantive, annual, base salary unless the employee can demonstrate that he/she can afford to sacrifice more of their income.

Council Policy
HR 002: Staff Entitlements

6. The Shire of Esperance retains the right to refuse to process an employee's application for salary sacrificing if this could increase the Shire's administration or other costs and liabilities in any way.

Staff Uniforms

That unless otherwise negotiated in salary considerations, the following be Council policy to assist with the provision of recognised uniforms to staff members:

1. That permanent officers be offered an annual uniform contribution for an approved staff uniform as per the Corporate Uniform Management Practice.
2. Those officers claiming Council's staff uniform contribution will be obliged to wear them for working purposes whilst in the employ of the Shire of Esperance.
3. Pro rata allowance for a staff uniform is extended to permanent part-time staff.

Staff Travel Allowance

Staff attending conferences, training courses and workshops/seminars will be paid appropriate allowances to cover reasonable costs and expenses. CEO approval is required for interstate conferences, workshops and training with reasonable costs and expenses approved on a case-by-case basis with the staff member providing a written report on the course/conference that they attended. Allowances and reimbursements for meals will be paid as per the Staff Training and Travel Management Practice.

The CEO is to ensure that all interstate attendances are reported in the monthly Human Resources report.

It is recommended all travel, accommodation and conference/training registration fees be arranged by Shire staff with additional incidental costs inclusive of taxi fares and general expenses reimbursed on production of receipts. Petrol costs when using Shire vehicles are to be booked against corporate fuel card.

Alternative private arrangements will be based on the following:

- Private Accommodation – A general allowance of \$120 per overnight stay without production of evidence of expenditure to cover all expenses.
- Private Use of Motor Vehicle – Director's approval is required for employees proposing to travel to Perth by private motor vehicle and travel time is to be negotiated with the Director. The employee will be reimbursed the equivalent of a single return flight to Perth (equivalent to the cost of a Rex Community Fare) for travel by private motor vehicle.

Employee Assistance Program

It is recognised that employees may suffer a range of personal problems, which can have effect on work or performance. Where such personal problems are identified by a Manager or Supervisor, appropriate counselling is the preferred form of intervention to help an employee restore their performance to a satisfactory level.

Employee assistance programs are aimed at providing assistance for a wide range of personal problems including alcohol and drug use, marital and family problems, financial and legal issues, interpersonal or social problems, physical or health problems and stress.

Responsibility

Council Policy
HR 002: Staff Entitlements

It is the Supervisor's responsibility to ensure that the Employee Assistance Program is made available within the context of this policy. Employees or Supervisors wishing to utilise the Employee Assistance Program will first consult the Manager Human Resources who will make the necessary arrangements. The Shire will pay for up to three counselling sessions.

Administration Staff Rostered Day Off (RDO)

The Shire of Esperance supports the implementation of a 19-day month to allow its administration staff the flexibility of working hours subject to the mandatory 152 hours per 4-week cycle (for full-time employees) is maintained. A rostered day off may be taken in each 4-week cycle. This equates to 13 rostered days off per calendar year.

Associated Procedure – RDOs

Purpose

- To give staff a better balance between private and work life.
- A contributing factor towards staff recruitment and retention.
- The potential for increasing staff morale, job satisfaction and working effectiveness.
- To improve Customer Service to the community.

Availability

Adjusted working hours are available to staff at any level where it can be applied without detriment to the Shire's operations. Adjusted working hours are generally not available to:

- Employees who already have set rosters and their hours cannot be adjusted.
- Employees engaged in part-time and job-share positions.
- Casual employees.

How to make it work

The success of this Policy depends on cooperation of all staff to ensure that:

- The BEST possible levels of working efficiency and service to internal and external customers are maintained.
- Hours worked are correctly recorded.
- Adequate staffing requirements are maintained at all times [team leaders' responsibility].
- Communication and plenty of notice is given to ensure the needs of the Shire and the employee can be met.

Standard hours

A standard day for full-time employees is 7 hours 36 minutes (7.6 hours). The week's standard is 38 hours. Four (4) weeks total is 152 hours.

Rostered Day Off (RDO)

To have a Rostered Day Off (RDO) an employee is required to work 152 hours in a 4-week period. That means 8 hours a day for 19 days in a 4-week period.

Council Policy
HR 002: Staff Entitlements

A full RDO for a 4-week period may also be reduced in part or forfeited if the equivalent of 152 hours worked or paid has not been completed.

Administration opening and working hours

The front door opening hours of the Administration Building are:

	Opening Hours **
Monday	8:30 – 4:45
Tuesday	8:30 – 4:45
Wednesday	*9:30-4:45
Thursday	8:30 – 4:45
Friday	8:30 – 4:45

* The late opening on Wednesdays will enable staff to have team meetings, general staff meetings or training.

** To ensure face-to-face and telephone coverage, each team member will need to share the customer service for opening and office hours (8:30am to 5pm) so that you work 8 hours a day with shorter lunch break, if necessary.

Other Shire services outside of the Administration Building may achieve the same objectives so long as customer service requirement are still met.

When to take RDOs

Generally, RDOs should be taken once, at an agreed time, per 4-week period. One RDO may be taken in two half-days by consultation with your Managers.

No more than 5 RDOs may be accrued at any given time without the express approval of the Chief Executive Officer. 13 RDOs may be taken during a calendar year.

Annual Leave and Public Holidays

Annual leave or public holidays do not stop eligible employees from accruing their RDO within each 4-week period.

Sick Leave and Long Service Leave

There is no accrued RDO during periods of Sick Leave or Long Service Leave. That means the standard 7.6 hours per day applies to full days of Sick Leave or Long Service Leave.

Therefore, the equivalent of 152 hours must be worked or paid in a 4-week period in order to claim an RDO.

Overtime

For those staff where overtime payments are applicable, hours worked daily or weekly outside the working hours (8 hours a day or 40 hours a week) and approved by your Supervisor are still considered as overtime.

Payment associated with RDOs

Council Policy
HR 002: Staff Entitlements

The nature of a Rostered Day Off (RDO) is that it is a non-working day which means it is not paid as additional hours. Therefore, RDOs must be taken as unpaid. Any accrued RDOs at the time of termination of employment will be paid as ordinary hours of employment.

Employee Study Assistance

The Shire of Esperance encourages employees to pursue professional/personal development by enhancing skills, qualifications and knowledge required to:

- Meet the key responsibilities of their position.
- Achieve the Shire's strategic and operational objectives.
- Maximise personal and professional potential.
- Reduce personnel turnover and maintain high morale levels through providing satisfying and challenging professional growth opportunities.
- Enable the Shire of Esperance to continually improve the level of advice and standard of service provided to the Esperance community.

Guidelines

The Shire of Esperance is supportive of reimbursing Study Expenses, within budgetary constraints, for employees who are undertaking studies relevant to their Shire of Esperance role and responsibilities. All permanent employees are eligible for consideration for study assistance. Permanent part time employees are eligible for consideration on a pro-rata basis.

A Training Plan will be formulated each year during the Annual Performance Review process, or in the case of new appointments, proposed training will be agreed upon at the time of appointment. Training assistance required must be identified during the performance appraisal process so that budgetary allowance can be made for the following financial year.

Education (being the acquisition of general, tertiary and professional skills and qualifications) is the responsibility of the individual employee. This does not preclude the Shire from assisting an employee (eg assistance with tertiary fees) but such assistance is extended at the discretion of the Shire and is not an employee right.

Training (being the extension and/or enhancement of skills and knowledge to enable employees to be more effective in their jobs and/or to provide for future progression) is the joint responsibility of the Shire and the employee.

A maximum of \$3,000 per annum may be paid by the Shire for approved training or education.

The CEO may consider training contributions greater than the annual training allowance where there is a justified case for improved organisational outcomes-

- Mandatory qualifications required for the role up to 100%
- Other qualifications relevant to the role up to 75%

Note: Travel and accommodation are considered separately to these limits

Professional Qualifications

The Shire of Esperance supports career path progression. Directors have an ongoing responsibility to consider the training and development needs of their employees and to identify deficiencies and emerging skills gaps.

Council Policy
HR 002: Staff Entitlements

In all instances, staff must seek approval prior to commencing studies. Subject to prior approval, the fees for relevant professional education may be met or subsidised by the Shire on the following basis:

- The course must be relevant to the employee's position and assist in achieving the objectives of the key responsibility areas of the position description.
- The course must be of benefit to the Shire either in the employee's current role or future area of work.
- The Shire is committed to providing options for permanent employees to improve their skills. In instances where the proposed training is deemed to have a greater benefit to the employee than the Shire, the employee will be expected to make a contribution towards the cost of the training. This contribution will be at the discretion of the CEO. For example, if it is considered that the employee and the Shire will both benefit by 50%, the employee will be expected to contribute 50% of the cost of the training.
- Employees must pay for the approved unit(s) up front and pass the unit(s) prior to requesting reimbursement of fees.
- The Shire of Esperance may consider reimbursement of non tuition fees such as books up to a maximum of \$200 per semester.
- Student fees, parking and incidental expenses are the responsibility of the student and do not qualify for assistance under this Guideline.
- When an Employee is required to attend an examination held during normal working hours for a subject receiving assistance under this Guideline, paid leave will be granted for the time of the examination as well as one half day prior to the examination for study.
- Staff must be mindful of the fact that achieving a higher level of qualification does not automatically entitle the staff member to a higher classification.
- Termination Clause – if the Shire agrees to cover the cost of elective education, it is on the condition that the staff member undertakes to remain in the employment of the Shire of Esperance for a period of twelve (12) months from the successful completion of the course. All staff receiving assistance under this Guideline will be required to sign an undertaking to repay fees should the staff member leave within twelve (12) months. This undertaking will also give the Shire the right to deduct any such monies from the final payment. The reimbursement sum will be based on a sliding scale of eight percent (8%) per month.

Training

Training expenditure will be allocated according to the needs of the Shire and reviewed on an annual basis. The CEO will have final arbitration over training priorities according to the Shire's strategic requirements.

Directors have an on-going responsibility to consider and identify the training and development needs of their employees through the performance and development review process. Any training approval must be considered in conjunction with the training plan established at the employee's performance review.

The Shire of Esperance will actively encourage employees to attend training courses or further education to enhance skill levels, as required by the staff review process.

Associated Procedure – Employee Study Assistance

Council Policy
HR 002: Staff Entitlements

1. Applications for study assistance must be submitted to the relevant Director prior to commencement of study.
2. The Director will review the application and make a recommendation to the Chief Executive Officer.
3. Approval of study assistance shall be at the discretion of the Chief Executive Officer. Approval to be provided to the staff member in writing.

..... Policy Ends

13. REPORTS OF COMMITTEES

Nil

14. MOTIONS OF WHICH NOTICE HAS BEEN GIVEN

Nil

15. MEMBERS QUESTIONS WITH OR WITHOUT NOTICE

Nil

16. URGENT BUSINESS APPROVED BY DECISION

Nil

17. PUBLIC QUESTION TIME

Nil Questions

18. MATTERS BEHIND CLOSED DOORS

Officer's Comment:

It is recommended that the meeting is behind closed doors for the following items, in accordance with section 5.23(2) of the Local Government Act 1995.

Moving behind closed doors

Moved: Cr Graham
Seconded: Cr de Haas

O0622-155

That the meeting proceed behind closed doors in accordance with section 5.23(2) of the Local Government Act 1995, to consider the following items, which are considered confidential for the reasons indicated.

17.1 0454-22 - Supply & Delivery of Cement & Concrete

This report is considered confidential in accordance with the Local Government Act 1995, as it relates to a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting (Section 5.23(2)(c)).

17.2 0455-22 - Supply & Delivery of Blue Metal

This report is considered confidential in accordance with the Local Government Act 1995, as it relates to a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting (Section 5.23(2)(c)).

17.3 0456-22 Supply & Delivery of Storm Water Drainage Products

This report is considered confidential in accordance with the Local Government Act 1995, as it relates to a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting (Section 5.23(2)(c)).

17.4 0457-22 Supply & Fitting of Tyres

This report is considered confidential in accordance with the Local Government Act 1995, as it relates to a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting (Section 5.23(2)(c)).

17.5 Esperance Home Care - Alternative Staff Retention Allowance

This report is considered confidential in accordance with the Local Government Act 1995, as it relates to a matter affecting an employee or employees (Section 5.23(2)(a)).

17.6 Debtor Write-Off #2336-30

This report is considered confidential in accordance with the Local Government Act 1995, as it relates to a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the information is held by, or is about, a person other than the local government (Section 5.23(2)(e)(iii)).

17.7 Tender Submission - RFT 0463-22 - Sale of Vacant Land

This report is considered confidential in accordance with the Local Government Act 1995, as it relates to a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the information is held by, or is about, a person other than the local government (Section 5.23(2)(e)(iii)).

**CARRIED
F8 - A0**

Dr Nieukerke, Miss Smith and Miss Li left the Chambers at 5:25pm and did not return.

EN BLOC

Moved: Cr Obourne
Seconded: Cr McMullen

O0622-156

That Council adopt the Officers Recommendation for the following items:

- 17.1 0454-22 - Supply & Delivery of Cement & Concrete**
- 17.2 0455-22 - Supply & Delivery of Blue Metal**
- 17.3 0456-22 Supply & Delivery of Storm Water Drainage Products**

**CARRIED
F8 - A0**

Reason: Council was happy to accept the Officer's Recommendation for each of these tenders.

17.1 0454-22 - Supply & Delivery of Cement & Concrete

Moved: Cr Obourne
Seconded: Cr McMullen

O0622-157

Council Resolution

That Council Award Request for Tender 0454-22 Supply & Delivery of Cement & Concrete to Holcim Australia Pty Ltd as per the schedule of rates, from 1 July 2022 for 24 months, with a 24 month option to extend, subject to satisfactory performance.

**CARRIED
F8 - A0**

17.2 0455-22 - Supply & Delivery of Blue Metal

Moved: Cr Obourne
Seconded: Cr McMullen

O0622-158

Council Resolution

That Council award Request for Tender 0455-22 Supply & Delivery of Blue Metal to Holcim Australia Pty Ltd as per the schedule of rates, from 1 July 2022 for 24 months, with a 24 month option to extend, subject to satisfactory performance.

**CARRIED
F8 - A0**

17.3 0456-22 Supply & Delivery of Storm Water Drainage Products

Moved: Cr Obourne
Seconded: Cr McMullen

O0622-159

Council Resolution

That Council award Request for Tender 0456-22 Supply & Delivery of Storm Water Drainage Products to MJB Industries Pty Ltd as per the schedule of rates, from 1 July 2022 for 24 months, with a 24 month option to extend, subject to satisfactory performance.

CARRIED
F8 - A0

17.4 0457-22 Supply & Fitting of Tyres

Moved: Cr McMullen
Seconded: Cr Flanagan

O0622-160

Council Resolution

That Council award Request for Tender 0457-22 Supply & Fitting of Tyres to Esperance Combined Tyre's and Mechanical as per the schedule of rates, from 1 July 2022 for 12 months, with a 12 month option to extend, subject to satisfactory performance.

CARRIED
F8 - A0

17.5 Esperance Home Care - Alternative Staff Retention Allowance

Moved: Cr Obourne
Seconded: Cr de Haas

O0622-161

Council Resolution

That Council provides a payment, in lieu of the Staff Retention Allowance, to eligible employees who have worked at Esperance Home Care during 2021/22 financial year as outlined below;

- 1. A one-off cash payment equal to \$1.50 per hour worked during the 2021/22 financial year for Level 2-6 direct care workers; and**
- 2. A one-off cash payment equal to \$1.00 per hour worked during the 2021/22 financial year for Level 4-11 administration officers and supervisors.**

CARRIED
F8 - A0

17.6 Debtor Write-Off #2336-30

Moved: Cr Chambers

Seconded: Cr de Haas

O0622-162

Council Resolution

That Council writes off \$5,494 outstanding for Debtor 2336-30.

LOST

F4 – A4

*(Against: McMullen, Graham,
Flanagan and Obourne)*

17.7 Tender Submission - RFT 0463-22 - Sale of Vacant Land

Moved: Cr McMullen
Seconded: Cr Horan

O0622-163

Council Resolution

That Council accept the offer for RFT 0463-22 - Sale of Vacant Land, of \$180,000 for Lot 243 Asken Turn from Daniel and Kerry Plecas.

**CARRIED
F8 - A0**

Coming from behind closed doors

Moved: Cr Graham
Seconded: Cr Flanagan

O0622-164

That the meeting come from behind closed doors.

**CARRIED
F8 - A0**

The Presiding Member read aloud the above Resolutions.

19. CLOSURE

The President declared the meeting closed at 5.48pm.

These Minutes were confirmed at a meeting held on _____

Signed _____

Presiding Member at the meeting at which the Minutes were confirmed.

Dated _____