



**15 FEBRUARY 2024**

## **Shire of Esperance**

### **NOTICE OF MEETING AND AGENDA**

**An Agenda Briefing Session of the Shire of Esperance will be held at Council Chambers on 20 February 2024 commencing at 1pm to brief Council on the matters set out in the attached agenda.**

**An Ordinary Council meeting of the Shire of Esperance will be held at Council Chambers on 27 February 2024 commencing at 4:00 PM to consider the matters set out in the attached agenda.**

**R Greive**

**Acting Chief Executive Officer**



### **DISCLAIMER**

No responsibility whatsoever is implied or accepted by the Shire of Esperance for any act, omission or statement or intimation occurring during Council or Committee meetings. The Shire of Esperance disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or Committee meetings. Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or Committee meeting does so at that person's or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or intimation of approval made by a member or officer of the Shire of Esperance during the course of any meeting is not intended to be and is not to be taken as notice of approval from the Shire of Esperance. The Shire of Esperance warns that anyone who has any application lodged with the Shire of Esperance must obtain and should only rely on written confirmation of the outcome of the application, and any conditions attaching to the decision made by the Shire of Esperance in respect of the application.

### **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 live streamed. The recording will be made publicly available as soon as practical following the meeting.



# DISCLOSURE OF INTERESTS



Agenda Briefing ☐

Ordinary Council Meeting ☐

Special Meeting ☐

Name of Person Declaring an interest

Position

Date of Meeting

This form is provided to enable members and officers to disclose an Interest in the matter in accordance with the regulations of Section 5.65, 5.70 and 5.71 of the Local Government Act 1995 and Local Government (Administration) Regulations 1996 34C.

## INTEREST DISCLOSED

Item No

Item Title

Nature of Interest

Type of Interest

Financial ☐

Proximity ☐

Impartiality ☐

## INTEREST DISCLOSED

Item No

Item Title

Nature of Interest

Type of Interest

Financial ☐

Proximity ☐

Impartiality ☐

## INTEREST DISCLOSED

Item No

Item Title

Nature of Interest

Type of Interest

Financial ☐

Proximity ☐

Impartiality ☐

## DECLARATION

I understand that the above information will be recorded in the Minutes of the meeting and recorded by the Chief Executive Officer in an appropriate Register.

Signature

Date



# DISCLOSURE OF INTERESTS

## Notes for Your Guidance



### IMPACT OF A FINANCIAL INTEREST (s. 5.65. & s. 67. Local Government Act 1995)

A member who has a **Financial Interest** in any matter to be discussed at a Council or Committee Meeting, which will be attended by the member, must disclose the nature of the interest:

- a. In a written notice given to the Chief Executive Officer before the Meeting or;
- b. At the Meeting immediately before the matter is discussed.

A member, who makes a disclosure in respect to an interest, must not:

- a. Preside at the part of the Meeting relating to the matter or;
- b. Participate in, or be present during, any discussion or decision making procedure relative to the matter, unless and to the extent that, the disclosing member is allowed to do so under *Section 5.68* or *Section 5.69* of the *Local Government Act 1995*.

### INTERESTS AFFECTING FINANCIAL INTEREST

The following notes are a basic guide for Councillors when they are considering whether they have a **Financial Interest in a matter**.

1. A Financial Interest, pursuant to s. 5.60A or 5.61 of the *Local Government Act 1995*, requiring disclosure occurs when a Council decision might advantageously or detrimentally affect the Councillor or a person closely associated with the Councillor and is capable of being measured in money terms. There are expectations in the *Local Government Act 1995* but they should not be relied on without advice, unless the situation is very clear.
2. If a Councillor is a member of an Association (which is a Body Corporate) with not less than 10 members i.e sporting, social, religious etc, and the Councillor is not a holder of office of profit or a guarantor, and has not leased land to or from the club, i.e, if the Councillor is an ordinary member of the Association, the Councillor has a common and not a financial interest in any matter to that Association.
3. If an interest is shared in common with a significant number of electors and ratepayers, then the obligation to disclose that interest does not arise. Each case needs to be considered.
4. If in doubt declare.
5. As stated if written notice disclosing the interest has not been given to the Chief Executive Officer before the meeting, then it **must** be given when the matter arises in the Agenda, and immediately before the matter is discussed. Under s. 5.65 of the *Local Government Act 1995* failure to notify carries a penalty of \$10 000 or imprisonment for 2 years.
6. Ordinarily the disclosing Councillor must leave the meeting room before discussion commences. The **only** exceptions are:
  - 6.1 Where the Councillor discloses the **extent** of the interest, and Council carries a motion under s.5.68(1)(b)(ii) of the *Local Government Act 1995*; or
  - 6.2 Where the Minister allows the Councillor to participate under s.5.69(3) of the *Local Government Act 1995*, with or without conditions.





### **INTERESTS AFFECTING PROXIMITY** (s. 5.60b Local Government Act 1995)

1. For the purposes of this subdivision, a person has a proximity interest, pursuant to s.5.60B of the Local Government Act 1995, in a matter if the matter concerns;
  - a. a proposed change to a planning scheme affecting land that adjoins the person's land; or
  - b. a proposed change to the zoning or use of land that adjoins the person's land; or
  - c. a proposed development (as defined in section 5.63(5)) of land that adjoins the person's land.
2. In this section, land (the proposal land) adjoins a person's land if;
  - a. The proposal land, not being a thoroughfare, has a common boundary with the person's land; or
  - b. The proposal land, or any part of it, is directly across a thoroughfare from, the person's land; or
  - c. The proposal land is that part of a thoroughfare that has a common boundary with the person's land.
3. In this section a reference to a person's land is a reference to any land owned by the person or in which the person has any estate or interest.

### **INTERESTS AFFECTING IMPARTIALITY**

Definition: An interest, pursuant to Regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, that would give rise to a reasonable belief that the impartiality of the person having the interest would be adversely affected, but does not include an interest as referred to in Section 5.60 of the 'Act'.

A member who has an **Interest Affecting Impartiality** in any matter to be discussed at a Council or Committee Meeting, which will be attended by the member, must disclose the nature of the interest;

- a. In a written notice given to the Chief Executive Officers before the Meeting or;
- b. At the Meeting, immediately before the matter is discussed

### **IMPACT OF AN IMPARTIALITY DISCLOSURE**

There are very different outcomes resulting from disclosing an interest affecting impartiality compared to that of a financial interest. With the declaration of a financial interest, an elected member leaves the room and does not vote.

With the declaration of this type of interest, the elected member stays in the room, participates in the debate and votes. In effect then, following disclosure of an interest affecting impartiality, the member's involvement in the Meeting continues as if no interest existed.

---







## **TABLE OF CONTENTS**

1.	OFFICIAL OPENING	9
.2.	ATTENDANCE	9
3.	APOLOGIES & NOTIFICATION OF GRANTED LEAVE OF ABSENCE	9
4.	APPLICATIONS FOR LEAVE OF ABSENCE	9
5.	ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION	9
6.	DECLARATION OF MEMBERS INTERESTS	10
6.1	Declarations of Financial Interests – Local Government Act Section 5.60a	10
6.2	Declarations of Proximity Interests – Local Government Act Section 5.60b	10
6.3	Declarations of Impartiality Interests – Admin Regulations Section 34c	10
7.	PUBLIC QUESTION TIME	10
8.	PUBLIC ADDRESSES / DEPUTATIONS	10
9.	PETITIONS	10
10.	CONFIRMATION OF MINUTES	10
11.	DELEGATES' REPORTS WITHOUT DISCUSSION	10
12.	MATTERS REQUIRING A DETERMINATION OF COUNCIL	11
12.1	EXTERNAL SERVICES	11
12.2	ASSET MANAGEMENT	12
12.2.1	Carbon Emission Targets	12
12.3	CORPORATE & COMMUNITY SERVICES	15
12.3.1	Adoption of Cat Local Law 2024	15
12.3.2	Adoption of Dog Local Law 2024	35
12.3.3	Policy Review - External Services	61
12.3.4	Adoption of Cemeteries Local Law 2024	64
12.3.5	Lease Renewal - Old Chemist Shop - Museum Village	69
12.3.6	Financial Services Report - February 2024	73
12.3.7	Lease Surrender Request - Old Matron's Quarters Museum Village	121
12.3.8	Rates Exemption Applications	124
12.4	EXECUTIVE SERVICES	128
12.4.1	Sale of Residential Land	128
12.4.2	Information Bulletin - February 2024	131
13.	REPORTS OF COMMITTEES	163



---

14.	MOTIONS OF WHICH NOTICE HAS BEEN GIVEN	163
15.	MEMBERS QUESTIONS WITH OR WITHOUT NOTICE	163
16.	URGENT BUSINESS APPROVED BY DECISION	163
17.	MATTERS BEHIND CLOSED DOORS	164
	17.1 0548-23 Esperance Airport - Runway Upgrade Design	164
18.	PUBLIC QUESTION TIME	165
19.	CLOSURE	165



**SHIRE OF ESPERANCE**

**AGENDA**

**ORDINARY COUNCIL MEETING  
TO BE HELD IN COUNCIL CHAMBERS ON 27 FEBRUARY 2024  
COMMENCING AT 4:00 PM**

**1. OFFICIAL OPENING**

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.

**.2. ATTENDANCE**

**Members**

Pres R Chambers		Town Ward
Cr J Obourne	Deputy President	Town Ward
Cr G Johnston		Town Ward
Cr S McMullen		Town Ward
Cr L de Haas		Town Ward
Cr W Graham		Rural Ward
Cr S Starceovich		Rural Ward
Cr S Flanagan		Town Ward
Cr C Davies		Town Ward

**Shire Officers**

Mr S Burge	Chief Executive Officer
Mr M Walker	Director Asset Management
Mr R Grieve	Director External Services
Mrs F Baxter	Director Corporate & Community Services
Mrs C Hoffrichter	Executive Assistant

**Members of the Public & Press**

**3. APOLOGIES & NOTIFICATION OF GRANTED LEAVE OF ABSENCE**

**4. APPLICATIONS FOR LEAVE OF ABSENCE**

**5. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION**



**6. DECLARATION OF MEMBERS INTERESTS**

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

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

**6.3 Declarations of Impartiality Interests – Admin Regulations Section 34c**

**7. PUBLIC QUESTION TIME**

**8. PUBLIC ADDRESSES / DEPUTATIONS**

**9. PETITIONS**

Nil

**10. CONFIRMATION OF MINUTES**

That the Minutes of the Ordinary Council Meeting of the 23 January 2024 be confirmed as a true and correct record.

Voting Requirement

Simple Majority

**11. DELEGATES' REPORTS WITHOUT DISCUSSION**

From October 2023 to September 2025				
	Agenda Briefing Sessions (4)	Ordinary Council Meetings (4)	Special Council Meetings (1)	Annual Electors Meeting (1)
Ron Chambers Shire President	4	4	1	1
Cr Jennifer Obourne Deputy Shire President	4	4	1	1
Cr Shayne Flanagan	4	4	1	1
Cr Connor Davies	2	4	1	1
Cr Steve McMullen	4	3	1	0
Cr Leonie de Haas	3	4	1	1
Cr Wes Graham	4	4	1	1
Cr Sam Starceвич	4	4	1	1
Cr Gemma Johnston	4	4	1	1



**12. MATTERS REQUIRING A DETERMINATION OF COUNCIL**

**12.1 EXTERNAL SERVICES**

Nil



## **12.2 ASSET MANAGEMENT**

### **Item: 12.2.1**

#### **Carbon Emission Targets**

<b>Author/s</b>	Mathew Walker	Director Asset Management
<b>Authorisator/s</b>	Roy Greive	Acting Chief Executive Officer

**File Ref: D24/3659**

**Applicant**  
Internal

**Location/Address**  
N/A

#### **Executive Summary**

For Council to consider setting corporate carbon emission targets.

#### **Recommendation in Brief**

That Council:

1. Continues to track our annual corporate carbon emissions, to better refine our baseline;
2. Continues to work as a member of the GVROC Climate Alliance on climate change and emission reduction initiatives at a regional scale;
3. Focuses on energy efficiency to reduce our corporate emissions in the short term; and
4. Sets aspirational corporate carbon emission targets in line with COP28.

#### **Background**

As part of Shire of Esperance's Council Plan - Outcome 5. Shared responsibility for climate action and sustainability and the Shires commitments under the Climate Change Declaration and Cities Power Partnership, the Shire has undertaken a baseline of our corporate annual carbon emissions. This was presented to Council at the May 2023 Ordinary Council Meeting, where Council resolved the following motion:

That Council:

1. Receive the Net Zero Emissions Baseline Study – Executive Summary;
2. Receive the 2022 Renewable Energy Projects Audit – Executive Summary;
3. Note the estimated Shire of Esperance annual corporate carbon emissions is 4,335 tCO<sub>2</sub>e, excluding emissions from waste; and
4. Request the CEO to:
  - a. Continue to monitor the Shire of Esperance's annual corporate carbon emissions; and
  - b. Bring a report back to Council on corporate carbon emissions reduction targets.
  - c. To bring the report back to Council at the November Ordinary Council Meeting 2023 in order for the new Councillors to consider this decision.

Now that we have corporate carbon emissions baseline, we have a starting point to begin the process to investigate and set reduction targets.

#### **Officer's Comment**

Going through the process of practically setting corporate carbon emissions reduction targets it is evident that:



1. A better understanding of our baseline corporate carbon emissions is required to fully understand where our emissions are coming from, including from contractors and sources not easily identified. Capturing carbon emissions over consecutive years may be required to accurately document our emissions to investigate and identify reduction options.
2. There are factors outside the Shires control in its endeavour to reduce our carbon emissions, namely:
  - a. Electricity consumption which accounts for 46.3% of our emissions, is largely dictated to us by Horizon Power and their proportion of renewable power supplied; and
  - b. Our requirement for Transport Fuels which accounts for 49.9% of our emissions, mostly from plant and fleet. There is no economical viable alternative in Esperance currently for our reliance on diesel for our heavy plant.
3. A focus on energy efficiency across our organisation would deliver the best investment in the short term. By reducing our energy consumption, we would be:
  - a. Reducing our carbon emissions;
  - b. Reducing the requirement to produce that energy in the first place; and
  - c. Saving operational costs, i.e. power and fuel costs.
4. The work we are doing with the GVROC Climate Alliance will enable the Shire to be a partner to regional scale emission reduction initiatives and climate change adaptation projects.
5. We should not lose focus of the bigger picture and end goal, which should be aligned to the international goals of COP28 that are:
  - a. 43% reduction by 2030 (compared to 2019 levels); and
  - b. Net zero by 2050

There is a long road ahead of the Shire to transition our corporate carbon emissions to net zero by 2050. This said, there are great opportunities that can make this process a reality. It is recommended Council set realistic and achievable, targets and actions, along with aspirational goals. Setting these will also help provide guidance to the Sustainability Working Group.

### **Consultation**

Council workshop on the 19 December 2023  
GVROC Climate Alliance Coordinator.

### **Financial Implications**

The financial implications arising from this report will be included in future budgets.

### **Asset Management Implications**

Nil

### **Statutory Implications**

Nil

### **Policy Implications**

Shire's Climate Change Declaration



### **Strategic Implications**

#### **Council Plan 2022 – 2032**

*Planet - Outcome 5. Shared responsibility for climate action and sustainability*

Objective 5.1. Encourage the adoption of sustainable practices.

### **Environmental Considerations**

The environmental considerations are detailed in the report, with the objective to reduce the Shire of Esperance corporate carbon emissions.

### **Attachments**

Nil

### **Officer's Recommendation**

#### **That Council:**

1. **Continues to track our annual corporate carbon emissions, to better refine our baseline;**
2. **Continues to work as a member of the GVROC Climate Alliance on climate change and emission reduction initiatives at a regional scale;**
3. **Focuses on energy efficiency to reduce our corporate emissions in the short term; and**
4. **Sets aspirational corporate carbon emission targets in line with COP28 of:**
  - a. **43% reduction by 2030 (compared to 2019 levels); and**
  - b. **Net zero by 2050**

### **Voting Requirement**

Simple Majority



## **12.3 CORPORATE & COMMUNITY SERVICES**

### **Item: 12.3.1**

#### **Adoption of Cat Local Law 2024**

<b>Author/s</b>	Sarah Walsh Zoe Sheffield-van Mierlo	Coordinator Governance & Corporate Support Manager Ranger & Emergency Services
<b>Authorisor/s</b>	Roy Greive	Director of External Services

**File Ref: D23/30132**

#### **Applicant**

Internal

#### **Location/Address**

N/A

#### **Executive Summary**

For Council to consider adopting the Cat Local Law 2024.

#### **Recommendation in Brief**

That Council adopt the Cat Local Law 2024.

#### **Background**

The Cat Local Law 2022 was adopted by Council in January 2023.

Following correspondence received from the Joint Standing Committee on Delegated Legislation, in June 2023 Council resolved to undertake changes to the local law as below;

That Council;

1. Undertake to the Joint Standing Committee on Delegated Legislation that;
  - a) Within 6 months:
    - delete clauses 2.1, 3.7(1)(b) and paragraph (a) and the words 'or is likely to be' in paragraph (e) of the definition of nuisance in clause 1.4
    - correct the typographical errors in Schedules 1 and 2
    - change the title of the local law to 2023
  - a) All consequential amendments arising from undertaking 1 will be made
  - b) Clauses 2.1, 2.2 and 3.7(1)(b) will not be enforced in a manner contrary to undertaking 1
  - c) Where the local law is made publicly available by the Shire, whether in hard copy or electronic form, ensure that it is accompanied by a copy of the undertaking
2. Request the CEO to;
  - a) Give Local Public Notice of the proposed Shire of Esperance Cat Amendment Local Law 2023 in accordance with s.3.12(3) of the *Local Government Act 1995*;
  - b) Forward a copy of the proposed local law and public notices to the Minister for Local Government; and
  - c) Prepare a further report at the conclusion of the public submission period to enable Council to consider submissions.



### **Officer's Comment**

The above changes to the local law have been made, with the statutory advertising now having closed and no public submissions being received.

The proposed local law was provided to the Minister for Local Government, and the Department has provided comments as follows;

1. Update head of power clause to reflect accurate date Council resolved to make the local law;
2. Amend definition of 'nuisance' to delete references to indigenous or non-private owned animals;
3. Include repeal clause; and
4. Replace all instances of 'shall' with 'must'.

### **Consultation**

Joint Standing Committee on Delegated Legislation  
Department of Local Government, Sport and Cultural Industries  
Manager Waste & Environmental Health  
Director External Services

### **Financial Implications**

There are nominal costs associated with making the local law, including advertising and gazettal.

### **Asset Management Implications**

Nil

### **Statutory Implications**

Section 3.12 of the *Local Government Act 1995* determines the process which all local governments must take when creating new local laws.

### **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.

### **Environmental Considerations**

Nil

### **Attachments**

A. Cat Local Law 2024

B. DLGSC Feedback - Cat Local Law



**Officer's Recommendation**

**That Council**

**Makes the Cat Local Law 2024, as per Attachment A, in accordance with section 3.12(4) of the *Local Government Act 1995*, subject to the Chief Executive Officer;**

- a. **Publishing the Cat Local Law 2024 in the Government Gazette in accordance with section 3.12(5) of the *Local Government Act 1995*;**
- b. **Following gazettal, providing local public notice of the Cat Local Law 2024 in accordance with section 3.12(6) of the *Local Government Act 1995*; and**
- c. **Following local public notice, providing an Explanatory Memorandum, signed by the Shire President and Chief Executive Officer, and a copy of the Cat Local Law 2024 to the Western Australian Parliamentary Joint Standing Committee on Delegated Legislation in accordance with section 3.12(7) of the *Local Government Act 1995*.**

**Voting Requirement**

**Absolute Majority**





*Shire of Esperance*

*CAT LOCAL LAW 202<sup>42</sup>*

*Cat Act 2011*



**Shire of Esperance**  
**CAT LOCAL LAW 202<sup>42</sup>**

**TABLE OF CONTENTS**

<b>PART 1</b>	PRELIMINARY .....	3
1.1	Short Title .....	3
1.2	Commencement.....	3
1.3	Application .....	3
1.4	Repeal .....	3
1.5	Definitions .....	3
<b>PART 2</b>	CAT CONTROL .....	6
2.1	Cat not to be a nuisance .....	6
2.2	Cat prohibited areas.....	6
<b>PART 3</b>	PERMITS FOR KEEPING CATS .....	7
3.1	Interpretation .....	7
3.2	Cats for which a permit is required.....	7
3.3	Application for permit.....	7
3.4	Refusal to determine application.....	8
3.5	Factors relevant to determination of application .....	8
3.6	Decision on application.....	9
3.7	Conditions .....	9
3.8	Duration of permit.....	9
3.9	Revocation .....	10
3.10	Permit not transferable .....	10
3.11	Permit to be kept at the premises and available for view .....	10
<b>PART 4</b>	FEES, CHARGES AND COSTS .....	10
4.1	Fees, Charges and Costs.....	10
<b>PART 5</b>	OBJECTIONS AND REVIEW .....	11
5.1	Objection and appeal rights.....	11
<b>PART 6</b>	ENFORCEMENT .....	11
6.1	Offences .....	11
6.2	Prescribed offences .....	11
6.3	Forms.....	11
6.4	Serving of infringement notices .....	11
<b>Schedule 1</b>	PLACES WHERE CATS ARE PROHIBITED ABSOLUTELY .....	12
<b>Schedule 2</b>	MODIFIED PENALTIES .....	13
<b>Schedule 3</b>	FORMS .....	14



**Local Government Act 1995**

**Cat Act 2011**

**Shire of Esperance**

**CAT LOCAL LAW 202~~42~~**

Under the powers conferred on it by the *Cat Act 2011* and the *Local Government Act* and under all other enabling powers, the Council of the Shire of Esperance resolved on ~~24<sup>th</sup> January 2022~~ 27 February 202~~43~~ to make the following local law.

**PART 1 PRELIMINARY**

**1.1 ~~Citation~~ Short Title**

This local law may be cited as the Shire of Esperance *Cat Local Law 202~~42~~*.

**1.2 Commencement**

This local law comes into operation 14 days after the date of its publication in the *Government Gazette*.

**1.3 Application**

This local law applies throughout the district.

**1.4 Repeal**

The Shire of Esperance *Cat Local Law 2022* published in the *Government Gazette* on 8 March 2023 is repealed.

**1.4.1.5 Definitions**

In this local law unless the context otherwise requires —

**Act** means the Cat Act 2011;

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

**authorised person** means a person appointed by the local government to perform the functions conferred on an authorised person under this local law;

**cat** means an animal of the species *felis catus* or a hybrid of that species;

**cat management facility** means —

- (a) a facility operated by a local government that is, or may be, used for keeping cats; or



- (b) a facility for keeping cats that is operated by a person or body prescribed; or
- (c) a facility for keeping cats that is operated by a person or body approved in writing by a local government;

**cattery** means any premises where more than 3 cats are boarded, housed or trained temporarily, usually for profit, and where the occupier of the premises is not the ordinary keeper of the cats;

**CEO** means the Chief Executive Officer of the local government;

**Council** means the Council of the local government;

**district** means the district of the local government;

~~**effective control** in relation to a cat means any of the following methods —~~

- ~~(a) held by a person who is capable of controlling the cat;~~
- ~~(b) securely tethered;~~
- ~~(c) secured in a cage; or~~
- ~~(d) any other means of preventing escape.~~

**Grouped dwelling** (commonly referred to as a duplexes, villas or townhouses) means a dwelling that is one of a group of two or more dwellings on the same lot such that no dwelling is placed wholly or partly vertically above the other, except where special conditions of landscape or topography dictate otherwise, and includes a dwelling on a survey strata with common property.

**local government** means the Shire of Esperance;

**multiple dwelling** (often called flats, apartments or units) means a dwelling in a group of more than one dwelling on a lot where any part of a dwelling is vertically above part of any other but —

- (a) does not include a grouped dwelling; and
- (b) includes any dwellings above the ground floor in a mixed use development.

**Nuisance** means behaviour that includes where a cat —

- ~~(a) excretes or urinates on premises being premises where the cat is not normally resident;~~
- (a) an activity or condition which is harmful or annoying and which gives rise to legal liability in the tort of public or private nuisance at law;
- (b) an unreasonable interference with the use and enjoyment of a person of his or her ownership or occupation of land;



- (c) interference which causes material damage to land or other property on the land affected by the interference; or
- (d) ~~is, or is likely to be,~~ injurious or dangerous to the health of any person or domestic ~~or Australian indigenous~~ animal.

**owner** in relation to a cat means any of the following persons —

- (a) the owner of the cat as defined in the Act;
- (b) a person by whom the cat is ordinarily kept;
- (c) a person who has or appears to have immediate custody or control of the cat;
- (d) a person who keeps the cat, or has the cat in her or his possession for the time being;
- (e) a person who occupies any premises in which a cat is ordinarily kept or ordinarily permitted to live; or
- (f) a permit holder of a permit which relates to the cat;
- (g) the holder of an exemption issued in relation to the cat.

**permit** means a permit issued by the local government under clause 3.6;

**permit holder** means a person who holds a valid permit under clause 3.6;

**person liable for the control of** means each of the following in relation to a cat —

- (a) the registered owners of the cat;
- (b) the owner of the cat;
- (c) the occupier of any premises where the cat is ordinarily kept or ordinarily permitted to live; or
- (d) a person who has the cat in their possession or under their control, but does not include a registered veterinary surgeon, or a person acting on their behalf, in the course of their professional practice;

**premises** includes the following —

- (a) land (whether or not vacant);
- (b) the whole or part of a building or structure (whether of a permanent or temporary nature); and
- (c) a vehicle.

**public place** includes any place to which the public lawfully has access;

**RSPCA** means the Royal Society for the Prevention of Cruelty to Animals (Inc) of Western Australia;

**Schedule** means a schedule to this local law;



**Scheme** means a local planning scheme of the local government made by it under the *Planning and Development Act 2005* and its antecedents; and

**single dwelling** means a house that stands alone on its own parcel of land.

## PART 2 CAT CONTROL

### ~~2.1 Cats wandering~~

- ~~(1) A cat shall not be in a public place unless the cat is under effective control.~~
- ~~(2) A cat shall not be in a place that is not a public place without the consent of the owner or occupier.~~
- ~~(3) If a cat is at any time in contravention of clause 2.1(1) or 2.1(2) —
  - ~~(a) the person liable for the control of such cat commits an offence; and~~
  - ~~(b) an authorised person may seize and impound the cat and deal with the cat pursuant to the Act.~~~~

### 2.22.1 Cat not to be a nuisance

- (1) An owner ~~shall~~must not allow a cat to be or create a nuisance.
- (2) Where in the opinion of an authorised person, a cat is creating a nuisance, the local government may give written notice to the owner of the cat requiring that person to abate the nuisance.
- (3) When a nuisance has occurred and a notice to abate the nuisance is given, the notice remains in force for the period specified by the local government in the notice which ~~shall~~must not exceed twenty eight (28) days.
- (4) A person given a notice to abate the nuisance ~~shall~~must comply with the notice within the period specified in the notice.

### 2.32.2 Cat prohibited areas

- (1) Unless in accordance with written authorisation from the local government a cat must not be in a cat prohibited area, as provided for in Schedule 1, at any time.
- (2) If a cat is in a cat prohibited area contrary to subclause (1), the owner of the cat commits an offence.
- (3) An authorised person may seize and remove, or direct the seizure and removal of a cat from a cat prohibited area, pursuant to the Act.



## PART 3 PERMITS FOR KEEPING CATS

### 3.1 Interpretation

In this Part, and for the purposes of applying the definition of **cattery** in Part 3— **cat** does not include a cat less than 6 months old.

### 3.2 Cats for which a permit is required

- (1) Subject to clause 3.2(2) a person is required to have a permit —
  - (a) to keep more than two(2) cats on any single dwelling or grouped dwelling premises to a maximum of six (6) cats;
  - (b) to keep more than two (2) cats on any multiple dwelling property to a maximum of three (3) cats; or
  - (c) to use any premises as a cattery.
- (2) A permit is not required under clause 3.2(1) if the premises concerned are —
  - (a) a refuge of the RSPCA or any other animal welfare organisation;
  - (b) a cat management facility which has been approved by the local government;
  - (c) a veterinary surgery; or
  - (d) a pet shop;

### 3.3 Application for permit

- (1) An application for a permit under clause 3.2 ~~shall~~must be —
  - (a) made in writing by an occupier of premises in relation to those premises;
  - (b) in a form approved by the local government, describing and specifying the number of cats to be kept on the premises;
  - (c) accompanied by a brief reason and justification for the request;
  - (d) accompanied by the plans of the premises to which the application relates to the specification and satisfaction of the local government;
  - (e) accompanied by the consent in writing of the owner of the premises, where the occupier is not the owner of the premises to which the application relates; and
  - (f) accompanied by the application fee for the permit determined by the local government from time to time.
- (2) In determining an application for a permit pursuant to subclause (1) the local government may consider such matters as it deems appropriate and may request the applicant —
  - (a) consult with nearby landowners and/or occupiers;



- (b) advise nearby landowners and/or occupiers that they may make submissions to the local government on the application for a permit within fourteen (14) days of receiving that advice, before determining the application for the permit; or
- (c) provide such further or other information as deemed necessary in order for it to make a determination.

### **3.4 Refusal to determine application**

The local government may refuse to determine an application for a permit if it is not made in accordance with clauses 3.3(1) and 3.3(2).

### **3.5 Factors relevant to determination of application**

- (1) In determining an application for a permit the local government may have regard to —
  - (a) the reasons and justification provided for the request;
  - (b) the physical suitability of the premises for the proposed use;
  - (c) the suitability of the zoning of the premises under any Scheme which applies to the premises for the use;
  - (d) the environmental sensitivity and general nature of the location surrounding the premises for the proposed use;
  - (e) the structural suitability of any enclosure in which any cat is to be kept;
  - (f) the likelihood of a cat causing a nuisance, inconvenience or annoyance to the occupiers of adjoining land;
  - (g) the likely effect on the amenity of the surrounding area of the proposed use;
  - (h) the likely effect on the local environment, including any pollution or other environment damage which may be caused by the use;
  - (i) any submissions received under clause 3.5(2)(a) within the time specified in clause 3.5(2)(b); and
  - (j) such other factors which the local government may consider to be relevant in the circumstances of the particular case.
- (2) The local government may require an applicant to —
  - (a) consult with other nearby landowners; and
  - (b) advise other adjoining landowners that they may make submissions to the local government on the application for the permit within fourteen (14) days of receiving that advice, before determining the application for the permit.



- (3) The local government may specify the extent of the consultation with nearby residents, as specified in clause 3.5(2)(a) and may specify which properties should be consulted.

### 3.6 Decision on application

- (1) The local government may —
  - (a) approve an application for a permit, as it was submitted, in which case it ~~shall~~must approve it subject to the conditions in clause 3.7 and may approve it subject to any other conditions it considers fit;
  - (b) approve an application, but specify an alternative number of cats permitted to be housed at the address; or
  - (c) refuse to approve an application for a permit.
- (2) If the local government approves an application under subclause (1), then it ~~shall~~must issue to the applicant a permit in the form determined by the CEO.
- (3) If the local government refuses to approve an application under subclause (1), then it ~~shall~~must advise the applicant accordingly in writing.

### 3.7 Conditions

- (1) Every permit is issued subject to the following conditions —
  - (a) each cat kept on the premises to which the permit relates ~~shall~~must comply with the requirements of this local law;
  - ~~(b) — each cat shall be contained on the premises unless under the effective control of a person;~~
  - ~~(c)~~(b) the permit holder will provide adequate space for the exercise of the cats; and
  - ~~(d)~~(c) the premises ~~shall~~must be maintained in good order and in a clean and sanitary condition.
- (2) In addition to permit conditions issued under this clause, additional conditions may be applied, as the local government considers appropriate.
- (3) The permit holder who fails to comply with a condition of a permit commits an offence.

### 3.8 Duration of permit

Unless otherwise specified, in a condition on a permit, a permit commences on the date of issue and is valid until —

- (a) it is revoked;



- (b) the cat is deceased; or
- (c) the permit holder ceases to reside at the premises to which the permit relates.

### 3.9 Revocation

The local government may revoke a permit if the permit holder fails to observe any provision of this local law or a condition of a permit.

### 3.10 Permit not transferable

A permit is not transferable either in relation to the permit holder or the premises.

### 3.11 Permit to be kept at the premises and available for view

A permit issued by the local government ~~shall~~must be kept at the premises to which it applies and ~~shall~~must be provided to an authorised person on demand. In the case of a registered cattery, the permit ~~shall~~must be displayed in a prominent place within the premises.

## PART 4 FEES, CHARGES AND COSTS

### 4.1 Fees, Charges and Costs

The following are to be imposed and determined by the local government under sections 6.16 to 6.19 of the *Local Government Act 1995* —

- (a) the charges to be levied under section 31(1)(a) of the Act relating to the removing and impounding of a cat;
- (b) the charges to be levied under section 31(1)(b) of the Act relating to keeping and caring for a cat;
- (c) the costs incurred by the operator of a cat management facility under section 31(1)(c) of the Act for the microchipping of a cat prior to release if so required under section 33 of the Act;
- (d) the cost incurred by the operator of a cat management facility under section 31(1)(d) of the Act for the sterilisation of a cat if so required under section 33 of the Act; and
- (e) the costs of the destruction and the disposal of a cat under section 34 of the Act.



## **PART 5      OBJECTIONS AND REVIEW**

### **5.1      Objection and appeal rights**

Any person who is aggrieved by the conditions imposed in relation to a permit, the revocation of a permit, or by the refusal of the local government to grant a permit may object to or appeal against the decision pursuant to the *Local Government Act 1995* (Part 9, Division 1 - Objections and Review).

## **PART 6      ENFORCEMENT**

### **6.1      Offences**

Any person who fails to do anything required or directed to be done under this local law, or who does anything which under this local law that person is prohibited from doing, commits an offence.

### **6.2      Prescribed offences**

- (1) An offence against a clause specified in Schedule 2 is a prescribed offence for the purposes of section 62(2) of the Act.
- (2) The amount appearing in the final column of Schedule 2 directly opposite a clause specified in that Schedule is the modified penalty for an offence against that clause.

### **6.3      Forms**

- (1) The issue of infringement notices, their withdrawal and the payment of modified penalties are dealt with in Division 4 of Part 4 of the Act.
- (2) An infringement notice given under section 62 of the Act is to be in the form of Form 6 of Schedule 1 of the *Cat Regulations 2012*.
- (3) A notice sent under section 65 of the Act withdrawing an infringement notice is to be in the form of Form 7 of Schedule 1 of the *Cat Regulations 2012*.

### **6.4      Serving of infringement notices**

- (1) An infringement notice served under section 62 of the Act or this local law may be given to a person by way of one of the following –
  - (a) personally;
  - (b) by registered mail addressed to the person;
  - (c) by leaving it for the person at her or his address; or
  - (d) by email.



**SCHEDULE 1 PLACES WHERE CATS ARE PROHIBITED ABSOLUTELY**

[Clause 2.3]

**Table 1 Locations where cats are prohibited absolutely**

<b>RESERVE NUMBER</b>	<b>DESCRIPTION</b>
27318	Esperance Foreshore
27626	Skroly Park
41097	Tjaltjraak Boodja Park
23043	Lake Monjingup Reserve
31112, 41141	Dempster Head
31540 25891	West Beach and Blue Haven
35201	Bandy Creek
32337	Munglinup Beach
40943	Quagi Beach
39409	Alexander Bay
40772	Kennedys Beach
3805	Israelite Bay
3473	Esperance Cemetery
4181	Common
24284	Sand Reserve
38227	Esperance Golf Club
28099	Newtown Oval
42818	Pink Lake Reserve
33660	Lot 1967 Stearne Road



## SCHEDULE 2 MODIFIED PENALTIES

[Clause 6.2]

**Table 2 Modified Penalties**

Item	Clause	Offence	Modified Penalty
<del>4</del>	<del>2.1(3)</del>	<del>Cat wandering</del>	<del>\$200</del>
<del>12</del>	2.1(4)	Cat not to be a nuisance	\$200
<del>23</del>	2.2	Cat in cat prohibited area	\$200
<del>34</del>	3.2(1)(a) & (b)	Keeping more than prescribed number of cats without a permit	\$200
<del>45</del>	3.2(1)(c)	Keeping a cattery without a permit	\$200
<del>56</del>	3.7(3)	Failure to comply with permit condition	\$200



**SCHEDULE 3 FORMS**

[Clause 3.3(1)(b)]

**APPLICATION FOR A PERMIT TO KEEP CATS**

**SHIRE OF ESPERANCE CAT LOCAL LAW 2022**

**APPLICATION FOR A PERMIT TO KEEP CATS**

I/we (full name) \_\_\_\_\_

of (postal address) \_\_\_\_\_

(telephone number) \_\_\_\_\_

(facsimile number) \_\_\_\_\_ (E-mail address) \_\_\_\_\_

Apply for a permit to keep cats at (address of premises) \_\_\_\_\_

For (number and breed of cats) \_\_\_\_\_

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

The application ~~shall~~must be –

- (a) accompanied by a brief reason and justification for the request;
- (b) accompanied by the plans of the premises to which the application relates to the specification and satisfaction of the local government;
- (c) accompanied by the consent in writing of the owner of the premises, where the occupier is not the owner of the premises to which the application relates; and
- (d) accompanied by the application fee for the permit determined by the local government from time to time.

Signature of applicant \_\_\_\_\_

Date \_\_\_\_\_

**OFFICE USE ONLY**

Application fee paid on \_\_\_\_\_ (Date)



Dated \_\_\_\_\_ day of \_\_\_\_\_.

The Common Seal of the Shire of Esperance was hereunto affixed by the authority  
of a resolution of the Council in the presence of -

\_\_\_\_\_  
Ronald Chambers  
**SHIRE PRESIDENT**

\_\_\_\_\_  
Shane Burge  
**CHIEF EXECUTIVE OFFICER**



**Archived:** Saturday, 3 February 2024 10:48:37 AM  
**From:** [Legislation](#)  
**Mail received time:** Fri, 22 Dec 2023 06:41:32  
**Sent:** Friday, 22 December 2023 2:41:32 PM  
**To:** [Corporate Support](#)  
**Subject:** Comments - Shire of Esperance Amendment Cat & Dog Local Laws  
**Importance:** Normal  
**Sensitivity:** None

---

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

Good afternoon,

This email is regarding the Shire's proposed local laws. The Department's comments are provided below.

### **Review of Shire of Esperance Dog Local Laws 2023**

#### **1. Format of local law**

The Shire has supplied a copy of a draft local law with marked up changes.

It is presuming that this document reflects the local law that the Shire intends to publish in the Government Gazette (i.e. it intends to publish the entire dog local law again).

If, alternatively, the Shire is intending to make specific amendments to an existing local law, the amendments will need to be reworded into an appropriate amendment local law. A copy of this amendment will then need to be advertised and supplied to the Minister.

The comments below presume that the Shire intends to repeal the previous local law and republish the entire local law again.

#### **2. Head of Power**

The resolution date should be amended to accurately reflect the date Council resolved to make the local law. This should be the date of council resolution when the Council resolved to make the local law and publish it in the gazette.

#### **3. 1.4 Repeal Clause**

As the local law is placing the previous version of the local law published in the *Government Gazette* 8 March 2023, the clause should be changed to the following

*"The Shire of Esperance Dog Local Law 2022 published in the Government Gazette on 8 March 2023 is repealed."*

#### **4. Penalty limits – Dog Act**

Clause 6.8 provides for a maximum penalty of \$10,000 for failing to comply with a notice.

Under the Dog Act 1986, the maximum penalty that can be imposed by a local law is \$5000. While the Dog Act allows for higher penalties, these relate to penalties which are enforced via the Act itself. It is suggested the penalty be reduced to \$5000 or less.

#### **5. Minor Edits**

The following minor edits are suggested:

- Replace all instances of "shall" with "must".
- It is suggested the following terms be defined in the local law:



- **pound keeper** means a person authorised by the local government to perform all or any of the functions conferred on a “pound keeper” under this local law;
- Clause 2.2: It is suggested that this clause is removed as it is effectively covered under section 43(1)(d) of the Dog Act 1976. The penalties for this clause should also be deleted out of Schedule 3 and any clause numbers amended accordingly, including the contents page.
- Clause 4.1: in the definition for “**adjoining land**” delete “**land**” and replace with “when used in relation to land or premises means any”.

The Shire should also ensure that all references and cross references are checked for accuracy, particularly if any changes are made as a result of the Department’s suggestions.

### **Review of Shire of Esperance Cat 2023**

#### **1. Head of Power Clause**

The resolution date should be amended to accurately reflect the date Council resolved to make the local law. This should be the final meeting date when the council resolved to make the local law and authorise its publication in the government gazette.

#### **2. Definition of Nuisance**

While the Cat Act allows local governments to make local laws in relation to nuisance, it does not allow local governments to redefine what qualifies as nuisance. This is because the term is already used in the Cat Act and already has a set meaning.

For this reason, it is suggested that the Shire’s definition of nuisance be amended to delete any reference to indigenous or non-privately owned animals.

Native fauna is not generally capable of being owned by private landowners. Accordingly, the killing of native fauna by a cat on a landholder’s property is unlikely to qualify as a legally recoverable loss, nor is it likely to qualify as a form of common law nuisance.

#### **3. 1.4 Repeal clause**

As the local law is placing the previous version of the local law published in the *Government Gazette* 8 March 2023, the following should be added to the repeal clause:

“The *Shire of Esperance Cat Local Law 2022* published in the *Government Gazette* on 8 March 2023 is repealed.”

#### **4. Minor Edits**

- Replace all instances of “shall” with “must”.

### **Minister’s Directions – pursuant to s 3.12(7) of the Local Government Act 1995**

Please note: once the Shire has published a local law in the *Government Gazette*, the Shire must comply with the requirements of the Minister’s *Local Laws Explanatory Memoranda Directions 2010*. The Shire must, within 10 working days of the Gazettal publication date, forward the signed Explanatory Memoranda material to the Committee at the current address:

Committee Clerk  
Joint Standing Committee on Delegated Legislation  
Legislative Council Committee Office  
GPO Box A11  
PERTH WA 6837  
Email: [delleg@parliament.wa.gov.au](mailto:delleg@parliament.wa.gov.au)  
Tel: 9222 7404  
Fax: 9222 7805

A copy of the Explanatory Memoranda forms can be downloaded from the Department of Local Government, Sport and Cultural Industries website at [www.dlgsc.wa.gov.au](http://www.dlgsc.wa.gov.au). A copy of the Directions is also available at the Committee’s webpage at the Parliament WA website. Failure to comply with the Directions may render the local law inoperable.



**Item: 12.3.2**

**Adoption of Dog Local Law 2024**

<b>Author/s</b>	Sarah Walsh Zoe Sheffield-van Mierlo	Coordinator Governance & Corporate Support Manager Ranger & Emergency Services
<b>Authorisor/s</b>	Roy Greive	Director of External Services

**File Ref: D23/30142**

**Applicant**

Internal

**Location/Address**

N/A

**Executive Summary**

For Council to consider adopting the Dog Local Law 2024.

**Recommendation in Brief**

That Council adopt the amended Dog Local Law 2024.

**Background**

The Dog Local Law 2022 was adopted by Council in January 2023.

Following correspondence received from the Joint Standing Committee on Delegated Legislation, in June 2023 Council resolved to undertake changes to the local law as below;

That Council;

1. Undertake to the Joint Standing Committee on Delegated Legislation that;
  - a) Within 6 months, either, to ensure compliance with section 45A(3) of the *Dog Act 1976*:
    - increase the unmodified penalty in clause 6.8 so that the existing modified penalties in Schedule 3, other than the penalties for clause 4.9, are 10% or less of the unmodified penalty
    - correct the typographical errors in clause 6.2 to refer to the 3rd and 4th columns of Schedule 3
    - change the title of the local law to 2023.
  - a) All consequential amendments arising from undertaking 1 will be made
  - b) All relevant penalties will not be enforced in a manner contrary to undertaking 1
  - c) Where the local law is made publicly available by the Shire, whether in hard copy or electronic form, ensure that it is accompanied by a copy of the undertaking
2. Request the CEO to;
  - a) Give Local Public Notice of the proposed Shire of Esperance Dog Amendment Local Law 2023 in accordance with s.3.12(3) of the *Local Government Act 1995*;
  - b) Forward a copy of the proposed local law and public notices to the Minister for Local Government; and
  - c) Prepare a further report at the conclusion of the public submission period to enable Council to consider submissions.



### **Officer's Comment**

The above changes to the local law have been made, with the statutory advertising now having closed with no public submissions being received.

The proposed local law was provided to the Minister for Local Government, and the Department has provided comments as follows;

1. Update head of power clause to reflect accurate date Council resolved to make the local law;
2. Update repeal clause to reflect current Dog Local Law;
3. Consider amending penalty limits in clause 6.8;
4. Replace all instances of 'shall' with 'must'.
5. Include definition of 'poundkeeper';
6. Consider deleting clause 2.2;
7. Amend definition of 'adjoining land' in clause 4.1.

### **Consultation**

Joint Standing Committee on Delegated Legislation  
Department of Local Government, Sport and Cultural Industries  
Manager Waste & Environmental Health  
Director External Services

### **Financial Implications**

There are nominal costs associated with making the local law, including advertising and gazettal.

### **Asset Management Implications**

Nil

### **Statutory Implications**

Section 3.12 of the *Local Government Act 1995* determines the process which all local governments must take when creating new local laws.

### **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.

### **Environmental Considerations**

Nil

### **Attachments**

- A. Dog Local Law 2024
- B. DLGSC Feedback - Dog Local Law



**Officer's Recommendation**

**That Council**

**Makes the Dog Local Law 2024, as per Attachment A, in accordance with section 3.12(4) of the *Local Government Act 1995*, subject to the Chief Executive Officer;**

- a. **Publishing the Dog Local Law 2024 in the Government Gazette in accordance with section 3.12(5) of the *Local Government Act 1995*;**
- b. **Following gazettal, providing local public notice of the Dog Local Law 2024 in accordance with section 3.12(6) of the *Local Government Act 1995*; and**
- c. **Following local public notice, providing an Explanatory Memorandum, signed by the Shire President and Chief Executive Officer, and a copy of the Dog Local Law 2024 to the Western Australian Parliamentary Joint Standing Committee on Delegated Legislation in accordance with section 3.12(7) of the *Local Government Act 1995*.**

**Voting Requirement**

**Absolute Majority**





*Shire of Esperance*

*DOG LOCAL LAW 202~~42~~*

*Dog Act 1976*



**Shire of Esperance**  
**DOG LOCAL LAW 202<sup>42</sup>**

**TABLE OF CONTENTS**

<b>PART 1</b>	PRELIMINARY .....	4
1.1	Short title.....	4
1.2	Commencement.....	4
1.3	Application .....	4
1.4	Repeal .....	4
1.5	Definitions .....	4
<b>PART 2</b>	IMPOUNDING OF DOGS .....	6
2.1	Charges and costs .....	6
<b>PART 3</b>	REQUIREMENTS AND LIMITATIONS ON THE KEEPING OF DOGS .....	6
3.1	Dogs to be confined .....	6
3.2	Limitation on the number of dogs .....	7
<b>PART 4</b>	APPROVED KENNEL ESTABLISHMENT .....	7
4.1	Interpretation.....	7
4.2	Application for licence for approved kennel establishment .....	8
4.3	Notice of proposed use .....	8
4.4	Exemption from notice requirements .....	9
4.5	When application can be determined .....	9
4.6	Determination of application .....	9
4.7	Where application cannot be approved .....	10
4.8	Conditions of approval .....	10
4.9	Compliance with conditions of approval .....	10
4.10	Fees.....	10
4.11	Form of licence .....	11
4.12	Period of licence .....	11
4.13	Variation or cancellation of licence .....	11
4.14	Transfer .....	11
4.15	Notification .....	12
4.16	Inspection of kennel establishment .....	12
<b>PART 5</b>	MISCELLANEOUS .....	13
5.1	Offence to excrete.....	13
<b>PART 6</b>	ENFORCEMENT .....	13
6.1	Interpretation.....	13
6.2	Modified penalties .....	13
6.3	Issue of infringement notice .....	13
6.4	Failure to pay modified penalty .....	14
6.5	Payment of modified penalty .....	14



6.6	Withdrawal of infringement notice .....	14
6.7	Service .....	14
6.8	Penalty .....	14
<b>Schedule 1</b>	APPLICATION FOR A LICENCE FOR AN APPROVED KENNEL ESTABLISHMENT .....	15
<b>Schedule 2</b>	CONDITIONS OF A LICENCE FOR AN APPROVED KENNEL ESTABLISHMENT .....	17
<b>Schedule 3</b>	OFFENCES IN RESPECT OF WHICH MODIFIED PENALTY APPLIES .....	20



***Local Government Act 1995***

***Dog Act 1976***

**Shire of Esperance**

***DOG LOCAL LAW 202~~42~~***

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 ~~24<sup>th</sup> January 2024~~27 February 2024 to make the following local law.

**PART 1 PRELIMINARY**

**1.1 Short title**

This ~~local law may be cited as~~ the Shire of Esperance *Dog Local Law 202~~42~~*

**1.2 Commencement**

This local law comes into operation 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 *Dog Local Law 20~~22~~~~02~~* published in the *Government Gazette* on ~~1 October 2002~~28 March 2023 is repealed.

**1.5 ~~Meaning of terms used in this local law~~ Definitions**

In this local law—

***Act*** means the *Dog Act 1976*;

***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 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;



**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;

**development approval** means an approval issued under the local planning scheme as amended from time to time;

**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 seized 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;

**public place** 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 by the CEO 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—~~
- ~~(c) any Dog Management Facility; or~~
- ~~(d) 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 ~~a~~-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~~must 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 when used in relation to land or premises means any~~ 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 4.10(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*; or
  - (d) 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), (c) and (d) 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), (c) or (d) 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 third 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 fourth 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 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 \$~~105~~,000; or
- (b) \$100 for each day or part of a day.



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

[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 1976*.

---

OFFICE USE ONLY

Application fee paid on \_\_\_\_\_(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;
- (j) from the floor, the lowest internal height of a kennel establishment must be, whichever is the lesser of –
  - (i) 2m; or
  - (ii) 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;
- (k) 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;
- (l) all external surfaces of each kennel establishment must be kept in good condition;
- (m) the roof of each kennel establishment must be constructed of impervious material;



- (n) 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;
- (o) all refuse, faeces and food waste must be disposed of daily into the approved apparatus for the treatment of sewage;
- (p) noise, odours, fleas, flies and other vectors of disease must be effectively controlled;
- (q) suitable water must be available at the kennel establishment via a properly supported standpipe and tap; and
- (r) 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 6.2]

**Table 1 Modified Penalties**

Offence	Nature of offence	Modified penalty \$	Dangerous Dog Modified Penalty \$
<del>2.2(a)</del>	<del>Attempting to or causing the unauthorised release of a dog from a Dog Management Facility</del>	<del>200</del>	<del>400</del>
<del>2.2(b)</del>	<del>Interfering with any Dog Management Facility or vehicle used for the purpose of catching, holding or conveying dogs</del>	<del>200</del>	<del>400</del>
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	200
5.1(2)	Dog excreting in public place	200	200



Dated \_\_\_\_\_ day of \_\_\_\_\_.

The Common Seal of the Shire of Esperance was hereunto affixed by the authority  
of a resolution of the Council in the presence of -

\_\_\_\_\_  
Ronald Chambers  
**SHIRE PRESIDENT**

\_\_\_\_\_  
Shane Burge  
**CHIEF EXECUTIVE OFFICER**



**Archived:** Saturday, 3 February 2024 10:48:37 AM  
**From:** [Legislation](#)  
**Mail received time:** Fri, 22 Dec 2023 06:41:32  
**Sent:** Friday, 22 December 2023 2:41:32 PM  
**To:** [Corporate Support](#)  
**Subject:** Comments - Shire of Esperance Amendment Cat & Dog Local Laws  
**Importance:** Normal  
**Sensitivity:** None

---

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

Good afternoon,

This email is regarding the Shire's proposed local laws. The Department's comments are provided below.

### **Review of Shire of Esperance Dog Local Laws 2023**

#### **1. Format of local law**

The Shire has supplied a copy of a draft local law with marked up changes.

It is presuming that this document reflects the local law that the Shire intends to publish in the Government Gazette (i.e. it intends to publish the entire dog local law again).

If, alternatively, the Shire is intending to make specific amendments to an existing local law, the amendments will need to be reworded into an appropriate amendment local law. A copy of this amendment will then need to be advertised and supplied to the Minister.

The comments below presume that the Shire intends to repeal the previous local law and republish the entire local law again.

#### **2. Head of Power**

The resolution date should be amended to accurately reflect the date Council resolved to make the local law. This should be the date of council resolution when the Council resolved to make the local law and publish it in the gazette.

#### **3. 1.4 Repeal Clause**

As the local law is placing the previous version of the local law published in the *Government Gazette* 8 March 2023, the clause should be changed to the following

*"The Shire of Esperance Dog Local Law 2022 published in the Government Gazette on 8 March 2023 is repealed."*

#### **4. Penalty limits – Dog Act**

Clause 6.8 provides for a maximum penalty of \$10,000 for failing to comply with a notice.

Under the Dog Act 1986, the maximum penalty that can be imposed by a local law is \$5000. While the Dog Act allows for higher penalties, these relate to penalties which are enforced via the Act itself. It is suggested the penalty be reduced to \$5000 or less.

#### **5. Minor Edits**

The following minor edits are suggested:

- Replace all instances of "shall" with "must".
- It is suggested the following terms be defined in the local law:



- **pound keeper** means a person authorised by the local government to perform all or any of the functions conferred on a “pound keeper” under this local law;
- Clause 2.2: It is suggested that this clause is removed as it is effectively covered under section 43(1)(d) of the Dog Act 1976. The penalties for this clause should also be deleted out of Schedule 3 and any clause numbers amended accordingly, including the contents page.
- Clause 4.1: in the definition for “**adjoining land**” delete “**land**” and replace with “when used in relation to land or premises means any”.

The Shire should also ensure that all references and cross references are checked for accuracy, particularly if any changes are made as a result of the Department’s suggestions.

### **Review of Shire of Esperance Cat 2023**

#### **1. Head of Power Clause**

The resolution date should be amended to accurately reflect the date Council resolved to make the local law. This should be the final meeting date when the council resolved to make the local law and authorise its publication in the government gazette.

#### **2. Definition of Nuisance**

While the Cat Act allows local governments to make local laws in relation to nuisance, it does not allow local governments to redefine what qualifies as nuisance. This is because the term is already used in the Cat Act and already has a set meaning.

For this reason, it is suggested that the Shire’s definition of nuisance be amended to delete any reference to indigenous or non-privately owned animals.

Native fauna is not generally capable of being owned by private landowners. Accordingly, the killing of native fauna by a cat on a landholder’s property is unlikely to qualify as a legally recoverable loss, nor is it likely to qualify as a form of common law nuisance.

#### **3. 1.4 Repeal clause**

As the local law is placing the previous version of the local law published in the *Government Gazette* 8 March 2023, the following should be added to the repeal clause:

“The *Shire of Esperance Cat Local Law 2022* published in the *Government Gazette* on 8 March 2023 is repealed.”

#### **4. Minor Edits**

- Replace all instances of “shall” with “must”.

### **Minister’s Directions – pursuant to s 3.12(7) of the Local Government Act 1995**

Please note: once the Shire has published a local law in the *Government Gazette*, the Shire must comply with the requirements of the Minister’s *Local Laws Explanatory Memoranda Directions 2010*. The Shire must, within 10 working days of the Gazettal publication date, forward the signed Explanatory Memoranda material to the Committee at the current address:

Committee Clerk  
Joint Standing Committee on Delegated Legislation  
Legislative Council Committee Office  
GPO Box A11  
PERTH WA 6837  
Email: [delleg@parliament.wa.gov.au](mailto:delleg@parliament.wa.gov.au)  
Tel: 9222 7404  
Fax: 9222 7805

A copy of the Explanatory Memoranda forms can be downloaded from the Department of Local Government, Sport and Cultural Industries website at [www.dlgsc.wa.gov.au](http://www.dlgsc.wa.gov.au). A copy of the Directions is also available at the Committee’s webpage at the Parliament WA website. Failure to comply with the Directions may render the local law inoperable.



**Item: 12.3.3**

**Policy Review - External Services**

<b>Author/s</b>	Sarah Walsh	Coordinator Governance & Corporate Support
<b>Authorisor/s</b>	Felicity Baxter	Director Corporate & Community Services

**File Ref: D24/605**

**Applicant**

Internal

**Location/Address**

N/A

**Executive Summary**

For Council to review the section of the Policy Manual that relates to External Services.

**Recommendation in Brief**

That Council endorse the External Services policies inclusive of amendments, inclusions, rescissions and deletions as reviewed.

**Background**

A review of Council Policies is recommended to take place every two years, in line with Council elections to ensure that the Policies are in keeping with community expectations, relevance and current requirements.

**Officer's Comment**

This year, the policy template has been modified to conform to a change in Shire branding and to meet requirements outlined within the recent regulation 17 review of Shire's systems and procedures.

The following is a summary of recommended changes to the External Services policies. Please refer to Attachment A for policy details.

<b>Policy Name</b>	<b>New Ref No.</b>	<b>Recommended Amendment</b>
Refuse and Recycling Collection Services	POL 0052	Change title, rewrite of policy for consistency with proposed local law.
Applications Lodged by Senior Employees or Elected Members	POL 0053	Remove old policy reference number, amend responsible position title.
Refusal of Planning Applications	POL 0054	Amend responsible position title.
Non-Refundable Development Services Application Fees	POL 0055	Amend responsible position title.
Retaining Walls		Rescind as the matter is dealt with in the National Construction Code.
Geotechnical Testing Requirements for Structures		Rescind as the matter is dealt with in the National Construction Code.
Method for Determining Climate Zone for Properties Located Outside Esperance Townsite		Rescind as the matter is dealt with in the National Construction Code.
Wind Load Rating		Rescind as the matter is dealt with in the National Construction Code.
Outdoor Eating Facilities in Public Places	POL 0056	Amend references to Manager Development & Statutory Services



		to Manager Waste & Environmental Health. Remove specific standards and include general reference. Remove requirement for two sets of plans, proof of public liability insurance and indemnity from 'Application and Administration Procedure'. Amend 'renewal of permit' section to simplify insurance requirements.
Outdoor Personal Training in Public Places		Rescind – to become management practice
Dividing Fences	POL 0057	Amend responsible position title.
Borrowing of Museum Exhibits		Rescind – information included in Museum Collection policy.
Arts Collection	POL 0058	Update wording to remove aspirational information to better reflect current practices.
Museum Village Markets	POL 0059	Increase public liability insurance required.
Fire Management – Roadside Burning	POL 0060	Update responsible position. Replace 'Council' with 'the Shire' in point 5.
Museum Collection	POL 0061	Update purpose, include scope, rewrite Practice sections to reflect current practice.
Street Entertainers and Busking		Rescind – to become management practice
Advertising Signage in a Thoroughfare or Public Place	POL 0062	Update strategic context section. Increase public liability required to \$10 million. Amend responsible position title.
Trading in Public Places and Local Government Property	POL 0063	Amend title. Include local government property definition, amend public place definition. Include provision for water/power use costs. Minor wording changes. Include more specific map areas for the foreshore and remove areas vested to other agencies.
Shark Hazard Response	POL 0064	Simplify scope. Include definitions of DPIRD, DBCA and beach categories. Include 'shark interactions at Shire managed/controlled beaches', 'prioritisation of response activities' and 'record management' sections. Amend responsible officer position.
Seasonal Indoor Sports Stadium Fees		Rescind – information included in annual Schedule of Fees and Charges.
Accommodation in a Caravan		Rescind due to inconsistencies with Caravan Park and Camping Legislation.
Body Worn Camera	POL 0067	Include definition and scope.
Sporting Association Ground Fees	POL 0068	Update responsible officer.



The Bushfire Management policy has not been included as part of this review, as a recent review of this policy was endorsed by Council in November 2023.

The Local Planning Scheme No. 24 Advertising Requirements and the Compliance and Enforcement policies will be reviewed and put forward at a subsequent council meeting.

### **Consultation**

External Services

### **Financial Implications**

Nil

### **Asset Management Implications**

Nil

### **Statutory Implications**

*Local Government Act 1995 s.2.7(2)(b) 'Determine the Local Government's policies'*

### **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.

### **Environmental Considerations**

Nil

### **Attachments**

A⇒. External Services Policy Review - *Under Separate Cover*

### **Officer's Recommendation**

**That Council endorse the External Services policies inclusive of amendments, inclusions, rescissions and deletions as reviewed.**

### **Voting Requirement**

Simple Majority



**Item: 12.3.4**

**Adoption of Cemeteries Local Law 2024**

<b>Author/s</b>	Sarah Walsh Neroli Logan	Coordinator Governance & Corporate Support Manager Waste & Environmental Health
<b>Authorisor/s</b>	Roy Greive	Director of External Services

**File Ref: D24/1074**

**Applicant**

Internal

**Location/Address**

N/A

**Executive Summary**

For Council to consider adopting the Cemeteries Local Law 2024.

**Recommendation in Brief**

That Council adopt the Cemeteries Local Law 2024.

**Background**

The Cemeteries Local Law 2023 was adopted by Council in June 2023.

Following correspondence received from the Joint Standing Committee on Delegated Legislation, in October 2023 Council resolved to undertake changes to the local law as below;

That Council;

1. Undertake to the Joint Standing Committee on Delegated Legislation that;
  - a) Within 6 months;
    - Amend clause 8.11;
    - Correct the following typographical errors;
      - o In clause 2.4(1), insert the words 'the Board must renew the grant for a further term of twenty five (25) years commencing on the expiry date of the grant' on a new line below subclause (b);
      - o In clause 5.7(1), insert 'to' after 'the' and before 'Board';
      - o In clause 6.1(2), insert 'permission' at the end of the sentence;
      - o In clause 7.20(1)(b), remove 'or' at the end and insert a full stop;
      - o Re-format clause 8.6 so that it contains 2 subclauses;
      - o Re-draft clause 8.10 given there are no references to fireworks despite the heading stating 'Fireworks or firearms'; and
      - o In clause 8.11, remove the word 'and' after 'video' and before 'any'.
    - Clause 8.11 will not be enforced in a manner contrary to undertaking 1.
    - Ensure any consequential amendments arising from undertaking 1 will be made.
    - Where the local law is made publicly available by the Shire, whether in hard copy or electronic form, ensure that it is accompanied by a copy of the undertakings.
2. Request the CEO to;



- a) Give Local Public Notice of the proposed Shire of Esperance Cemeteries Amendment Local Law 2023 in accordance with s.3.12(3) of the Local Government Act 1995;
- b) Forward a copy of the proposed local law and public notices to the Minister for Local Government; and
- c) Prepare a further report at the conclusion of the public submission period to enable Council to consider submissions.

### **Officer's Comment**

The above changes to the local law have been made, with the statutory advertising now having closed and no public submissions being received.

The proposed local law was provided to the Minister for Local Government, and the Department has provided comments as follows;

1. Update head of power to reflect accurate date Council resolved to make the local law;
2. Amend repeal clause;
3. Suggestion to remove page numbers from the contents page when the local law is gazetted.

### **Consultation**

Joint Standing Committee on Delegated Legislation  
Department of Local Government, Sport and Cultural Industries  
Cemetery Working Group  
Manager Waste & Environmental Health  
Director External Services

### **Financial Implications**

There are costs associated with making the local law, including advertising and gazettal.

### **Asset Management Implications**

Nil

### **Statutory Implications**

Section 3.12 of the *Local Government Act 1995* determines the process which all local governments must take when creating new local laws.

### **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⇒. Cemeteries Local Law 2024 - *Under Separate Cover*
- B↓. DLGSC Feedback Cemeteries Local Law



**Officer's Recommendation**

**That Council**


**Makes the Cemeteries Local Law 2024, as per Attachment A, in accordance with section 3.12(4) of the *Local Government Act 1995*, subject to the Chief Executive Officer;**

- a. **Publishing the Cemeteries Local Law 2024 in the Government Gazette in accordance with section 3.12(5) of the *Local Government Act 1995*;**
- b. **Following gazettal, providing local public notice of the Cemeteries Local Law 2024 in accordance with section 3.12(6) of the *Local Government Act 1995*; and**
- c. **Following local public notice, providing an Explanatory Memorandum, signed by the Shire President and Chief Executive Officer, and a copy of the Cemeteries Local Law 2024 to the Western Australian Parliamentary Joint Standing Committee on Delegated Legislation in accordance with section 3.12(7) of the *Local Government Act 1995*.**

**Voting Requirement**

**Absolute Majority**



**Archived:** Saturday, 3 February 2024 10:47:45 AM  
**From:** [Legislation](#)  
**Mail received time:** Tue, 7 Nov 2023 16:40:05  
**Sent:** Tue, 7 Nov 2023 08:39:48  
**To:** [Corporate Support](#)  
**Subject:** Comments - Shire of Esperance Proposed Cemeteries Local Law  
**Importance:** Normal  
**Sensitivity:** None  
**Attachments:**  
[~WRD2016.jpg](#) 

---

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

Good afternoon,

This email is regarding the Shire's proposed local laws. The Department's comments are provided below. As previously mentioned, adoption of proposed local laws requires "local public notice" in accordance with section 1.7 of the Local Government Act (the Act). These requirements are set out under section 3.12(3)(a)(i)-(iii) of the Act. Once this has been undertaken, please provide documentation of the public notice advertising to the Department.

#### **Review of Shire of Cemeteries Local Law 2023**

##### **1. Head of Power**

The resolution date should be amended to accurately reflect the date Council resolved to make this version of the local law. It appears the 27 June 2023 resolution date is in reference to the prior local law published in the *Government Gazette* on 11 July 2023.

##### **2. 1.4 Repeal Clause**

As the local law is placing the previous version of the local law published in the *Government Gazette* 8 March 2023, the following should be added to the repeal clause:

"The *Shire of Esperance Cemeteries Local Law 2023* published in the *Government Gazette* on 11 July 2023 is repealed."

##### **3. Minor Edits**

The following minor edits are suggested:

- It is suggested the page numbers be removed from the contents page. These numbers may no longer be accurate when the local law is published in the *Government Gazette*.  
In the event that the Shire chooses to maintain a public version of the local law in hard copy or electronic format, the Shire can choose to retain the contents page with page numbers.

#### **Minister's Directions – pursuant to s 3.12(7) of the Local Government Act 1995**

Please note: once the Shire has published a local law in the *Government Gazette*, the Shire must comply with the requirements of the Minister's *Local Laws Explanatory Memoranda Directions 2010*. The Shire must, within 10 working days of the Gazettal publication date, forward the signed Explanatory Memoranda material to the Committee at the current address:

Committee Clerk  
Joint Standing Committee on Delegated Legislation  
Legislative Council Committee Office



GPO Box A11  
PERTH WA 6837  
Email: [delleg@parliament.wa.gov.au](mailto:delleg@parliament.wa.gov.au)  
Tel: 9222 7404  
Fax: 9222 7805

A copy of the Explanatory Memoranda forms can be downloaded from the Department of Local Government, Sport and Cultural Industries website at [www.dlgsc.wa.gov.au](http://www.dlgsc.wa.gov.au). A copy of the Directions is also available at the Committee's webpage at the Parliament WA website. Failure to comply with the Directions may render the local law inoperable.

Please note that my comments:

- have been provided to assist the Shire with drafting matters in relation to the local law;
- do not constitute legal advice;
- have been provided in good faith for the Shire's consideration; and
- should not be taken as an approval of content.

The Shire should ensure that a detailed editorial analysis of the proposed local law has been undertaken and that the content of the local law is in accordance with the Shire's policies and objectives.

Kind Regards

Dale Martin  
A/Senior Legislation Officer

Department of Local Government, Sport and Cultural Industries  
140 William Street, Perth 6000  
Telephone 08 6552 1530  
Email [legislation@dlgsc.wa.gov.au](mailto:legislation@dlgsc.wa.gov.au)  
Web [www.dlgsc.wa.gov.au](http://www.dlgsc.wa.gov.au)



Department of  
Local Government, Sport  
and Cultural Industries

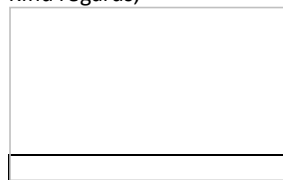
---

**From:** Corporate Support <CorporateSupport@esperance.wa.gov.au>  
**Sent:** Tuesday, November 7, 2023 10:28 AM  
**To:** Legislation <legislation@dlgsc.wa.gov.au>  
**Subject:** RE: Shire of Esperance Proposed Cemeteries Local Law

Thanks Dale,

We are in the process of arranging advertising and will send through once available.

Kind regards,



**Sarah Walsh**

Coordinator Governance and Corporate Support  
Shire of Esperance | Administration Building  
T (08) 9071 0672



**Item: 12.3.5**

**Lease Renewal - Old Chemist Shop - Museum Village**

<b>Author/s</b>	Cherrie Vincent	Governance and Corporate Support Officer
<b>Authorisor/s</b>	Sarah Walsh	Coordinator Governance & Corporate Support

**File Ref: D24/2730**

**Applicant**  
Sara Hall

**Location/Address**  
48 Dempster Street, Esperance



**Executive Summary**

For Council to consider entering into a new lease with Sara Hall for the Old Chemist Shop, Museum Village, portion of 48 Dempster Street, Esperance.

**Recommendation in Brief**

That Council enter into a new lease with Sara Hall for the Old Chemist Shop, Museum Village, portion of 48 Dempster Street, Esperance.

**Background**

Ms Hall has been leasing the premises since May 2019 and the lease is due to expire in May 2024.

A request has been received to enter into a new lease for a 5 year term.

**Officer's Comment**

Discussion with officers has determined that there are no concerns with the proposal being approved.

Ms Hall noted in her request that she believed the previous arrangement was a 3 year lease with a 2 year further term option, however the arrangement was a set 5 year lease. Verbal discussion with Ms Hall has confirmed that she is happy to proceed with another 5 year term lease.



### **Consultation**

Sara Hall

Manager Development Services

Coordinator Building Services

Coordinator Environmental Health

### **Financial Implications**

As per s.3.58(4)(c)(i) of the *Local Government Act 1995*, to determine the market value of the disposition we require a rental valuation to be carried out, not more than 6 months prior to the proposed disposition.

Council's Building and Property Agreements Policy stipulates that lease fees for the Museum Village are to be the average CBD rate, as determined by local real estate, less 20%. Recent discussion with local real estate agents has determined the current average CBD rent less 20% to be \$166/m<sup>2</sup> ex GST. As the property is 46.3m<sup>2</sup> in size, the annual rent for the property based on this valuation would be \$8,454.38 Inc GST.

Annual Rent \$8,454.38 Inc GST

### **Asset Management Implications**

As per building maintenance schedule.

### **Statutory Implications**

*Local Government Act 1995* - Section 3.58 Disposing of Property

*Commercial Tenancy (Retail Shops) Agreement Act 1985*

### **Policy Implications**

Building and Property Agreements

### **Strategic Implications**

Council Plan 2022 – 2032

*Prosperity - Outcome 12. A prosperous and diverse economy*

Objective 12.1. Attract and retain diverse industries and enterprises to grow the economy and local jobs.

### **Environmental Considerations**

Nil

### **Attachments**

A<sub>1</sub>. Lease request - Sara Hall



**Officer's Recommendation**

**That Council enter into a lease for the Old Chemist Shop, Museum Village, portion of Lot 100, 48 Dempster Street Esperance to Sara Hall, subject to;**

- 1. The term of Lease being 5 years;**
- 2. Annual rent being \$8,454.38 inc GST, subject to annual rent reviews based on CPI;**
- 3. All lease terms and conditions being as per Council's standard Commercial Lease (Retail Shop) template; and**
- 4. The disposition being advertised in accordance with s3.58 of the *Local Government Act 1995*.**

**Voting Requirement**

Simple Majority



**Archived:** Wednesday, 24 January 2024 3:15:56 PM

**From:** [sara martin](#)

**Mail received time:** Wed, 17 Jan 2024 00:15:20

**Sent:** Wednesday, 17 January 2024 8:15:20 AM

**To:** [Corporate Support](#)

**Subject:** Old Chemist Building lease renewal

**Importance:** Normal

**Sensitivity:** None

---

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

Morning Sarah,

Just following up my phone call to you yesterday with the requested email in regards to the Old Chemist Building lease.

I would like to renew this lease so I can continue on with my Beauty business.

If possible the same lease that I've just completed would be greatly appreciated.  
I think it was a 5 year lease (3+2 option)

Otherwise please tell me what I can have.

Thankyou,  
Sara Hall.  
Pink Lily Beauty.



**Item: 12.3.6**

**Financial Services Report - February 2024**

<b>Author/s</b>	Roselyn Hamilton	Manager Financial Services
<b>Authoriser/s</b>	Felicity Baxter	Director Corporate & Community Services

**File Ref: D24/3811**

**Attachments**

A<sup>1</sup>. Monthly Financial Services Report - January 2024

**Officer's Recommendation**

**That Council receive the attached report entitled Monthly Financial Services Report for the month of January 2024.**

<b>Voting Requirement</b>	Simple Majority
---------------------------	-----------------





## **SHIRE OF ESPERANCE**

### **MONTHLY FINANCIAL MANAGEMENT REPORTS**

(Incorporating Statement of Financial Activity)

## **JANUARY 2024**

### **CORPORATE & COMMUNITY SERVICES**





## CONTENTS – Monthly Financial Report

	Page
1. Compilation Report	1-2
2. Statement of Financial Activity (Reporting Program)	3
3. Statement of Financial Activity (Nature or Type)	4
4. Statement of Financial Performance (Income Statement)	5
5. Statement of Financial Position (Balance Sheet)	6
6. Net Current Assets	7
7. Variances to Statement of Financial Activity	8-11
8. Budget Amendments	12
9. Receivables Status	13
10. Investments	14
11. Graphical Budget Snapshots & Liquidity	15-16
12. Rates Collection Progress Report & Graph	17
13. Trust Fund Report	18
14. Payment of Accounts Listing (Paid under delegated authority)	19



Compilation Report

MANAGER FINANCIAL SERVICES  
COMPILATION REPORT

MEETING DATE	: 27 <sup>th</sup> February 2024
ACCOUNTING PERIOD	: The period ended 31st January 2024
COMPILATION DATE	: 12 <sup>th</sup> February 2024
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 January of \$23,447,545.

**Rates Collected**

Rates collected at the end of January were 94.43% this is presented on page 17. Collections at the same time last year was 94.69%.

General Purpose Claims have been raised for outstanding rates by our debt collection agency in January, these will be served to ratepayers in the next few weeks.

**2023/2024 Budget Review**

Work is progressing on budget review, with meetings commencing with responsible officers, managers and directors in mid-January.

The document will go to the Audit Committee late February and adopted by Council at the March OCM.



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 January is \$23,447,545. 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 \$22,868,498 and this is shown on page 7. Reserve balance is \$31,396,467 as per page 6.

Tamsen Kirby  
Assistant Accountant



**STATEMENT OF FINANCIAL ACTIVITY**

**BY REPORTING PROGRAM**

For the Period Ended 1 January to 31 January 2024



DESCRIPTION	2022/2023 Budget (A)	YTD Budget (B)	YTD Actuals (C)	Variance	
				Amount \$ (C-B)	% (C/B)
<b>Operating Income</b>					
03 - General Purpose Funding	(34,315,882)	(33,296,874)	(33,899,606)	(602,732)	102%
04 - Governance	(338,424)	(134,561)	(141,531)	(6,970)	105%
05 - Law, Order & Public Safety	(1,276,919)	(777,961)	(597,561)	180,400	77%
07 - Health	(65,850)	(38,409)	(52,376)	(13,967)	136%
08 - Education & Welfare	(6,255,724)	(3,524,401)	(4,399,299)	(874,898)	125%
10 - Community Amenities	(6,187,406)	(4,661,470)	(4,962,895)	(301,425)	106%
11 - Recreation & Culture	(2,768,106)	(1,436,132)	(1,643,268)	(207,136)	114%
12 - Transport	(2,159,644)	(910,588)	(620,826)	289,762	68%
13 - Economic Services	(907,493)	(577,996)	(449,129)	128,867	78%
14 - Other Property & Services	(1,081,600)	(327,718)	(408,285)	(80,567)	125%
<b>Income Total</b>	<b>(55,357,048)</b>	<b>(45,686,110)</b>	<b>(47,174,776)</b>	<b>(1,488,666)</b>	
<b>Expense</b>					
03 - General Purpose Funding	608,183	238,932	210,296	(28,636)	88%
04 - Governance	2,660,375	1,572,558	1,527,412	(45,146)	97%
05 - Law, Order & Public Safety	2,896,773	1,753,973	1,468,805	(285,168)	84%
07 - Health	487,160	281,749	244,208	(37,541)	87%
08 - Education & Welfare	6,673,770	3,817,270	3,172,587	(644,683)	83%
10 - Community Amenities	7,416,752	4,163,857	3,483,758	(680,099)	84%
11 - Recreation & Culture	15,698,906	8,927,562	9,146,897	219,335	102%
12 - Transport	26,722,052	15,424,896	13,469,756	(1,955,140)	87%
13 - Economic Services	2,217,193	1,256,732	1,182,696	(74,036)	94%
14 - Other Property & Services	1,229,093	670,974	1,407,576	736,602	210%
<b>Expense Total</b>	<b>66,610,257</b>	<b>38,108,503</b>	<b>35,313,991</b>	<b>(2,794,512)</b>	
<b>Operating Total</b>	<b>11,253,209</b>	<b>(7,577,607)</b>	<b>(11,860,785)</b>	<b>(4,283,178)</b>	
<b>Capital Income</b>					
04 - Governance	(232,438)	(41,500)	0	41,500	0%
05 - Law, Order & Public Safety	(1,228,252)	(334,252)	(214,252)	120,000	64%
07 - Health	(15,000)	0	0	0	0%
08 - Education & Welfare	(693,488)	(195,146)	(284,146)	(89,000)	146%
10 - Community Amenities	(3,809,815)	(11,000)	(182,585)	(171,585)	1660%
11 - Recreation & Culture	(8,266,771)	(2,404,246)	(2,649,959)	(245,713)	110%
12 - Transport	(17,117,995)	(7,334,010)	(7,001,087)	332,923	95%
13 - Economic Services	(125,000)	0	0	0	0%
14 - Other Property & Services	(9,118,079)	(190,000)	(655,909)	(465,909)	345%
<b>Income Total</b>	<b>(40,606,838)</b>	<b>(10,510,154)</b>	<b>(10,987,939)</b>	<b>(477,785)</b>	
<b>Expense</b>					
04 - Governance	381,136	243,996	126,033	(117,963)	52%
05 - Law, Order & Public Safety	1,724,448	70,769	59,200	(11,569)	84%
07 - Health	45,000	0	0	0	0%
08 - Education & Welfare	763,488	317,030	424,971	107,941	134%
10 - Community Amenities	3,744,622	1,899,923	489,512	(1,410,411)	26%
11 - Recreation & Culture	9,604,018	3,049,593	1,491,134	(1,558,459)	49%
12 - Transport	30,785,496	16,593,548	12,663,002	(3,930,546)	76%
14 - Other Property & Services	8,142,892	4,023,885	862,866	(3,161,019)	21%
15 - Funds Transfer	3,365,739	71,302	457,573	386,271	642%
<b>Expense Total</b>	<b>58,556,839</b>	<b>26,270,046</b>	<b>16,574,290</b>	<b>(9,695,756)</b>	
<b>Capital Total</b>	<b>17,950,001</b>	<b>15,759,892</b>	<b>5,586,352</b>	<b>(10,173,540)</b>	
<b>Grand Total</b>	<b>29,203,210</b>	<b>8,182,285</b>	<b>(6,274,433)</b>	<b>(14,456,718)</b>	
Depreciation	(25,435,663)	(14,837,456)	(13,131,122)		
Loss on Asset Disposals	(130,124)	(26,569)	0		
Profit on Asset Disposals	672,538	12,500	0		
Provisions and Accrual	(212,700)	0	34,727		
Movement of Non-Current Receivable	0	0	(1,456)		
Less; Surplus (Deficit) B/Fwd	4,075,261	4,075,261	4,075,261		
<b>(Surplus)/Deficit</b>	<b>22,000</b>	<b>(10,744,501)</b>	<b>(23,447,545)</b>		



**STATEMENT OF FINANCIAL ACTIVITY**

**BY NATURE or TYPE**

**For the Period Ended 1 January to 31 January 2024**



DESCRIPTION	2022/2023 Budget (A)	YTD Budget (B)	YTD Actuals (C)	Variance	
				Amount \$ (C-B)	% (C/B)
<b>Operating Income</b>					
Fees & Charges	(10,129,753)	(7,215,905)	(7,402,773)	(186,868)	103%
Interest Earnings	(1,355,000)	(442,867)	(919,662)	(476,795)	208%
Operating Grants & Subsidies	(6,321,262)	(3,639,525)	(4,660,064)	(1,020,539)	128%
Profit on Asset Disposals	(672,538)	(12,500)	0	12,500	0%
Rates	(25,336,630)	(25,236,630)	(25,198,263)	38,367	100%
Reimbursements	(962,994)	(454,961)	(506,273)	(51,312)	111%
Contributions & Donations Operating	(1,508,390)	(739,598)	(593,617)	145,981	80%
Reserve Transfers into Muni	(9,070,481)	(7,944,124)	(7,894,124)	50,000	99%
<b>Income Total</b>	<b>(55,357,048)</b>	<b>(45,686,110)</b>	<b>(47,174,776)</b>	<b>(1,488,666)</b>	
<b>Expense</b>					
Allocations	(890,693)	(834,549)	(644,519)	190,030	77%
Depreciation	25,435,663	14,837,456	13,131,122	(1,706,334)	88%
Insurance	949,260	1,021,160	876,257	(144,903)	86%
Interest Expense	87,674	50,119	41,102	(9,017)	82%
Loss on Asset Disposals	130,124	26,569	0	(26,569)	0%
Material & Contracts	17,164,809	9,633,067	7,856,524	(1,776,543)	82%
Other Expenditure	1,028,890	444,492	605,761	161,269	136%
Utility Charges	1,293,221	750,513	720,362	(30,151)	96%
Employment Expenses	21,411,309	12,179,676	12,727,381	547,705	104%
<b>Expense Total</b>	<b>66,610,257</b>	<b>38,108,503</b>	<b>35,313,991</b>	<b>(2,794,512)</b>	
<b>Operating Total</b>	<b>11,253,209</b>	<b>(7,577,607)</b>	<b>(11,860,785)</b>	<b>(4,283,178)</b>	
<b>Capital Income</b>					
Non-Operating Grants & Subsidies	(25,065,202)	(9,780,902)	(9,869,875)	(88,973)	101%
Proceeds from Disposals	(1,923,262)	(455,000)	(710,455)	(255,455)	156%
Proceeds from New Debentures	(2,500,000)	0	0	0	0%
Reimbursements	0	0	(5,906)	(5,906)	0%
Reserve Transfers into Muni	(10,927,638)	(274,252)	(274,252)	0	100%
Self Supporting Loan Principle Received	(190,736)	0	(127,451)	(127,451)	0%
<b>Income Total</b>	<b>(40,606,838)</b>	<b>(10,510,154)</b>	<b>(10,987,939)</b>	<b>(477,785)</b>	
<b>Expense</b>					
Material & Contracts	44,235,022	21,143,062	10,546,104	(10,596,958)	50%
Purchase of Assets	4,840,876	1,519,169	2,584,676	1,065,507	170%
Repayment of Debentures	245,549	112,575	154,551	41,976	137%
Reserve Transfers from Muni	3,365,739	71,302	457,573	386,271	642%
Employment Expenses	5,869,653	3,423,938	2,831,386	(592,552)	83%
<b>Expense Total</b>	<b>58,556,839</b>	<b>26,270,046</b>	<b>16,574,290</b>	<b>(9,695,756)</b>	
<b>Capital Total</b>	<b>17,950,001</b>	<b>15,759,892</b>	<b>5,586,352</b>	<b>(10,173,540)</b>	
<b>Grand Total</b>	<b>29,203,210</b>	<b>8,182,285</b>	<b>(6,274,433)</b>	<b>(14,456,718)</b>	
Depreciation	(25,435,663)	(14,837,456)	(13,131,122)		
Loss on Asset Disposals	(130,124)	(26,569)	0		
Profit on Asset Disposals	672,538	12,500	0		
Provisions and Accrual	(212,700)	0	34,727		
Movement of Non-Current Receivable	0	0	(1,456)		
Less; Surplus (Deficit) B/Fwd	4,075,261	4,075,261	4,075,261		
<b>(Surplus)/Deficit</b>	<b>22,000</b>	<b>(10,744,501)</b>	<b>(23,447,545)</b>		



**SHIRE OF ESPERANCE  
MUNICIPAL FUND  
Income Statement  
Month Ending 31 January 2024**



	<b>2023-24 BUDGET \$</b>	<b>2023-24 ACTUALS \$</b>	<b>VARIANCE \$</b>	<b>VARIANCE %</b>
<b>Operating Revenue</b>				
Fees & Charges	(10,129,753)	(7,402,773)	(2,726,980)	73.1%
Interest Earnings	(1,355,000)	(919,662)	(435,338)	67.9%
Non-Operating Grants & Subsidies	(25,065,202)	(9,869,875)	(15,195,327)	39.4%
Operating Grants & Subsidies	(6,321,262)	(4,660,064)	(1,661,198)	73.7%
Profit on Asset Disposals	(672,538)	0	(672,538)	0.0%
Rates	(25,336,630)	(25,198,263)	(138,367)	99.5%
Reimbursements	(962,994)	(512,179)	(450,815)	53.2%
Contributions & Donations Operating	(1,508,390)	(593,617)	(914,773)	39.4%
<b>Operating Revenue Total</b>	<b>(71,351,769)</b>	<b>(49,156,433)</b>	<b>(22,195,336)</b>	
<b>Operating Expense</b>				
Allocations	(890,693)	(644,519)	(246,174)	72.4%
Depreciation	25,435,663	13,131,122	12,304,541	51.6%
Insurance	949,260	876,257	73,003	92.3%
Interest Expense	87,674	41,102	46,572	46.9%
Loss on Asset Disposals	130,124	0	130,124	0.0%
Material & Contracts	17,164,809	7,856,524	9,308,285	45.8%
Other Expenditure	1,028,890	605,761	423,129	58.9%
Utility Charges	1,293,221	720,362	572,859	55.7%
Employment Expenses	21,411,309	12,727,381	8,683,928	59.4%
<b>Operating Expense Total</b>	<b>66,610,257</b>	<b>35,313,991</b>	<b>31,296,266</b>	
<b>CHANGE IN NET ASSETS RESULTING FROM OPERATIONS</b>				
<b>(SURPLUS)/DEFICIT</b>	<b>(4,741,512)</b>	<b>(13,842,442)</b>	<b>9,100,930</b>	



**SHIRE OF ESPERANCE  
MUNICIPAL FUND**  
**Statement of Financial Position**  
**Month Ending 31 January 2024**  
**Compared to 30th June 2023**



	31/01/2024	30/06/2023
	\$	\$
<b>Current Assets</b>		
Cash and Cash Equivalents	54,264,965	47,438,125
Trade and Other Receivables	3,702,390	3,016,069
Inventories	1,602,456	1,609,486
<b>Current Assets Total</b>	<b>59,569,811</b>	<b>52,063,680</b>
<b>Current Liabilities</b>		
Trade and Other Payables	(1,158,902)	(2,479,097)
Current Portion of Long Term Borrowings	(99,782)	(245,549)
Provisions	(3,865,499)	(3,733,245)
Other	(494,975)	(3,378,442)
<b>Current Liabilities Total</b>	<b>(5,619,158)</b>	<b>(9,836,333)</b>
<b>Non Current Assets</b>		
Other Receivables	1,495,151	1,639,214
Inventories- Non Current	2,830,744	2,830,744
Property, Plant and Equipment	103,605,703	103,709,727
Infrastructure	590,315,540	587,948,318
<b>Non Current Assets Total</b>	<b>698,247,138</b>	<b>696,128,003</b>
<b>Non Current Liabilities</b>		
Long Term Borrowings	(2,016,175)	(2,016,175)
Provisions- Non Current	(6,371,995)	(6,371,995)
<b>Non Current Liabilities Total</b>	<b>(8,388,169)</b>	<b>(8,388,170)</b>
<b>Net Assets</b>	<b>743,809,622</b>	<b>729,967,180</b>
<b>Equity</b>		
Reserves- Cash Backed	(31,396,467)	(39,107,270)
Revaluation Surplus	(376,780,596)	(376,780,596)
Retained Surplus	(335,632,559)	(314,079,314)
<b>Equity Total</b>	<b>(743,809,622)</b>	<b>(729,967,180)</b>



## SHIRE OF ESPERANCE

### COMPOSITION OF NET CURRENT FUNDING POSITION



Month Ending 31 January 2024

	31/01/2024	30/06/2023
	\$	\$
<b>Current Assets</b>		
Cash and Cash Equivalents	22,868,498	8,140,118
Trade and Other Receivables	3,639,105	2,914,531
Inventories	617,102	624,132
<b>Current Assets Total</b>	<b>27,124,705</b>	<b>11,678,781</b>
<b>Current Liabilities</b>		
Trade and Other Payables	(1,158,902)	(5,747,215)
Current Portion of Long Term Borrowings	(8,784)	(8,784)
Provisions	(2,014,499)	(1,847,521)
Other	(494,975)	0
<b>Current Liabilities Total</b>	<b>(3,677,160)</b>	<b>(7,603,520)</b>
<b>Total</b>	<b>23,447,545</b>	<b>4,075,261</b>



**VARIANCES**  
**BY REPORTING PROGRAM**



**For The Period Ended 31 January 2024**  
Material Variances as per the Statement of Financial Activity:

DESCRIPTION	YTD Budget (B)	YTD Actuals (C)	Variance			Variance explanations (Variances are explained if equal or greater than \$100,000 or 10% of the year to date budget amount - AASB 1031)
			Amount \$ (C-B)	% (C/B)		
<b>Operating Income</b>						
03 - General Purpose Funding	(33,296,874)	(33,899,606)	(602,732)	102%	↑	Variation is due to timing differences with the receipt of quarterly FAGs income and interest earnings tracking higher than budget.
05 - Law, Order & Public Safety	(777,961)	(597,561)	180,400	77%	↓	Variation is due to timing differences concerning Emergency Management grants.
07 - Health	(38,409)	(52,376)	(13,967)	136%	↑	Variation is due to higher than expected event permit requests.
08 - Education & Welfare	(3,524,401)	(4,399,299)	(874,898)	125%	↑	Variation is due due to timing differences concerning receipt of Federal grant, subsidy income & recognising unspent grant income for 2024 relating to homecare.
10 - Community Amenities	(4,661,470)	(4,962,895)	(301,425)	106%	↑	Domestic rubbish, recycled rubbish & rubbish tip charges are higher than expected YTD.
11 - Recreation & Culture	(1,436,132)	(1,643,268)	(207,136)	114%	↑	Variation is due to increase in BOILC admissions and swim school enrolments. LotteryWest grant received earlier than budget.
12 - Transport	(910,588)	(620,826)	289,762	68%	↓	Variation is due to 3 month delay in receiving of Airport landing fees which is considered normal.
13 - Economic Services	(577,996)	(449,129)	128,867	78%	↓	Variation is due to timing differences concerning wild dog contributions and Community Water Supplies Partnership Program.
14 - Other Property & Services	(327,718)	(408,285)	(80,567)	125%	↑	Variation is due to an increase in private works invoicing year to date.



**VARIANCES**  
**BY REPORTING PROGRAM**



**For The Period Ended 31 January 2024**  
Material Variances as per the Statement of Financial Activity:

DESCRIPTION	YTD Budget (B)	YTD Actuals (C)	Variance			Variance explanations (Variances are explained if equal or greater than \$100,000 or 10% of the year to date budget amount - AASB 1031)
			Amount \$ (C-B)	% (C/B)		
<b>Expense</b>						
03 - General Purpose Funding	238,932	210,296	(28,636)	88%	↓	Variation is due to timing difference with overhead recovery for Rates.
05 - Law, Order & Public Safety	1,753,973	1,468,805	(285,168)	84%	↓	Variation is due to fire mitigation works tracking below budget. SES annual contribution to be paid in February.
07 - Health	281,749	244,208	(37,541)	87%	↓	A temporary position vacancy has resulted in employee costs tracking below budget. Position has now been filled.
08 - Education & Welfare	3,817,270	3,172,587	(644,683)	83%	↓	Work has commenced on fire hydrant project. Various EHC program expenses and EVRC projects and are under budget.
10 - Community Amenities	4,163,857	3,483,758	(680,099)	84%	↓	Variation is due to timing differences concerning various waste facility expenditure items. James Street Precinct project expenses are behind budget expectations to date. Building maintenance and operations work on Public Toilets & BBQ's is slower than budget. GVROC Climate Change Coordinator now employed directly by GVROC.
11 - Recreation & Culture	8,927,562	9,146,897	219,335	102%	↑	Community grants program expenditure is higher than expected.
12 - Transport	15,424,896	13,469,756	(1,955,140)	87%	↓	Capitalisation of new plant has yet to commence. Timing difference with Airport landside building maintenance.
14 - Other Property & Services	670,974	1,407,576	736,602	210%	↑	Vehicle costs are over budget YTD as are private works expenses in-line with higher invoiced private works. Timing difference with some of the overhead recovery. Rates have recently been changed so this area of the budget will be monitored.



**VARIANCES**  
**BY REPORTING PROGRAM**

**For The Period Ended 31 January 2024**  
Material Variances as per the Statement of Financial Activity:



DESCRIPTION	YTD Budget (B)	YTD Actuals (C)	Variance			Variance explanations (Variances are explained if equal or greater than \$100,000 or 10% of the year to date budget amount - AASB 1031)
			Amount \$ (C-B)	% (C/B)		
<b>Capital Income</b>						
05 - Law, Order & Public Safety	(334,252)	(214,252)	120,000	64%	↓	Recognising Condingup fire shed grant income for 2024.
08 - Education & Welfare	(195,146)	(284,146)	(89,000)	146%	↑	Variation is due to timing difference with receipt of grant income for EHC building upgrades.
10 - Community Amenities	(11,000)	(182,585)	(171,585)	1660%	↑	Recognising LRCI Rd 3 ECC disabled toilet grant income. Sale of vehicle occurred earlier than budgeted.
11 - Recreation & Culture	(2,404,246)	(2,649,959)	(245,713)	110%	↑	Variance due to balance of capital grants timing difference. Recognising CERMP sand backpass income for 2024.
12 - Transport	(7,334,010)	(7,001,087)	332,923	95%	↓	Variation is due to budget timing issues concerning capital grants and disposal of assets.
14 - Other Property & Services	(190,000)	(655,909)	(465,909)	345%	↑	Variation is due to early sale of SLIP lots and 2 x Hockey Place blocks.



**VARIANCES**  
**BY REPORTING PROGRAM**



**For The Period Ended 31 January 2024**  
Material Variances as per the Statement of Financial Activity:

DESCRIPTION	YTD Budget (B)	YTD Actuals (C)	Variance			Variance explanations (Variances are explained if equal or greater than \$100,000 or 10% of the year to date budget amount - AASB 1031)
			Amount \$ (C-B)	% (C/B)		
<b>Expense</b>						
04 - Governance	243,996	126,033	(117,963)	52%	↓	IT, HR and Financial Services capital purchases are currently tracking behind budget.
05 - Law, Order & Public Safety	70,769	59,200	(11,569)	84%	↓	Ranger's vehicle purchased earlier than expected. Work has not commenced on Grass Patch and Condingup BFB sheds.
08 - Education & Welfare	317,030	424,971	107,941	134%	↑	Variation is due to receiving progress invoices for EHC building & infrastructure projects earlier than budgeted.
10 - Community Amenities	1,899,923	489,512	(1,410,411)	26%	↓	New waste management site and transfer station project are yet to commence.
11 - Recreation & Culture	3,049,593	1,491,134	(1,558,459)	49%	↓	Work continues on Sand Backpass Pipeline project although behind budget timing. Work is yet to commence on civic centre accessibility upgrade, LRCI Mountain Bike Piggery XC and Jumps and Gibson and Lalor Park upgrades.
12 - Transport	16,593,548	12,663,002	(3,930,546)	76%	↓	Road & Street projects are tracking behind budget YTD. Airport CCTV and lighting upgrade is continuing.
14 - Other Property & Services	4,023,885	862,866	(3,161,019)	21%	↓	Flinders development work is behind budget expectations. Ocean Street development has not commenced.
15 - Funds Transfer	71,302	457,573	386,271	642%	↑	Reserve transfers are ahead of budget due to interest received on investments.



**Shire of Esperance  
For the Period Ended 31 January 2024**

**BUDGET AMENDMENTS**

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

<b>Account #</b>	<b>Description</b>	<b>Council Ref</b>	<b>Net Change</b>	<b>Amended Budget Running Balance</b>
	2023/24 Budget Estimated (Surplus)/Deficit			22,000
W4311	Unit Construction	O0823-158	1,600,000	1,622,000
01-7490-955-902	Land Development Reserve	O0823-158	(1,600,000)	22,000
W3913	Condingup Fire Brigade Shed	O0823-166	310,000	332,000
01-8100-150-763	Fire Prevention - Capital Grants	O0823-166	(310,000)	22,000
W4411	Bus Stop Upgrades	O1023-184	205,100	227,100
01-3930-125-230	Bus Stop Upgrades income	O1023-184	(205,100)	22,000
<b>Amended Budget as per Council Resolution (1)</b>				<b>22,000</b>

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



**Shire of Esperance  
For the Period Ended 31 January 2024**

**RECEIVABLES STATUS**

	Current	ATO	30 Days	60 Days	90 Days	90+ Days	Total
<b>General Receivables</b>	232,245	0	78,814	65,153	5,693	53,737	435,642
<b>Category</b>							
Government Grants							\$0 <b>A</b>
Contributions & Reimbursements							\$6,568 <b>B</b>
Loan Repayments							\$0 <b>C</b>
Fees and Charges							\$11,316 <b>D</b>
Private Works							\$35,853 <b>E</b>
Proceeds Sale of Assets							\$0 <b>F</b>
							<b>\$53,737</b>

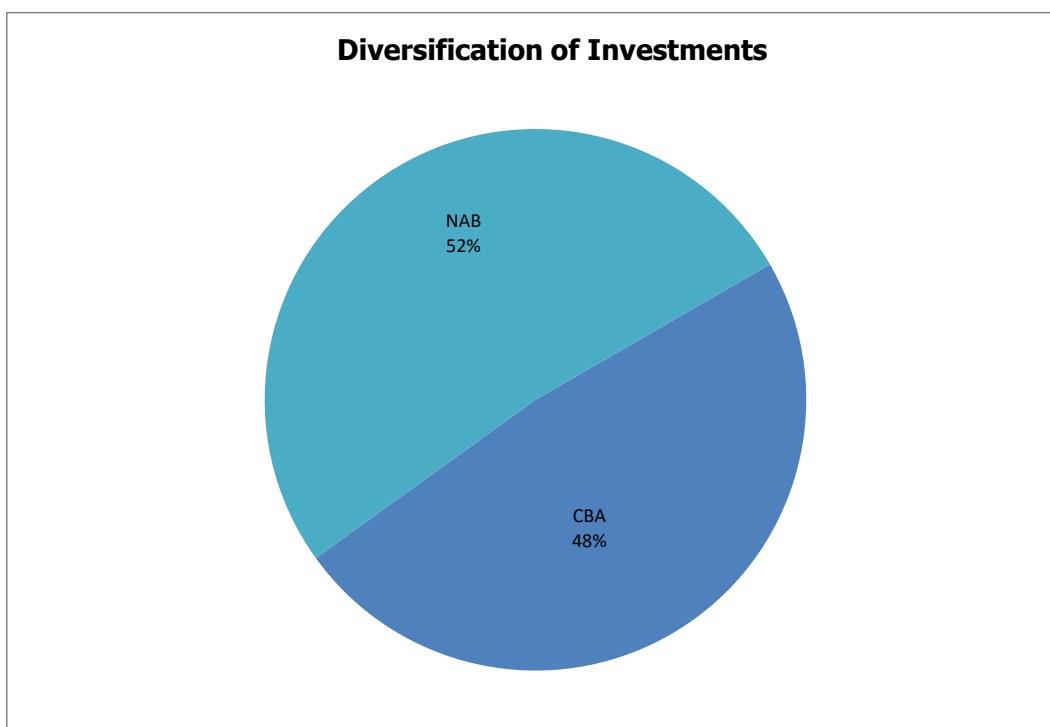
Amounts shown above include GST (where applicable)

**90+ Days Represented by:**

<b>A</b>	<i>Government Grants:</i>		
		\$0	
	<i>Total (A)</i>	<b>\$0</b>	
<b>B</b>	<i>Contributions &amp; Reimbursements:</i>		
		\$645	Electricity reimbursement
		\$1,082	Water reimbursement
		\$428	Training reimbursement
		\$3,540	Insurance reimbursement
		\$674	Workers comp reimbursements
		\$199	Staff payroll reimbursements
	<i>Total (B)</i>	<b>\$6,568</b>	
<b>C</b>	<i>Loan Repayments:</i>		
		\$0	
	<i>Total (C)</i>	<b>\$0</b>	
<b>D</b>	<i>Fees &amp; Charges:</i>		
		\$797	Museum Village charges
		\$42	Sports Complex charges
		\$601	Civic Centre hire
		\$110	Visitors Centre charges
		\$1,305	BOILC fees
		\$1,363	Animal surrender & poundage fees
		\$7	Annual lease fee
		\$645	Vehicle impound fees
		\$289	Airport fees
		\$6,157	Wylie Bay Waste charges
	<i>Total (D)</i>	<b>\$11,316</b>	
<b>E</b>	<i>Private Works:</i>		
		\$35,853	
	<i>Total (E)</i>	<b>\$35,853</b>	
<b>F</b>	<i>Proceeds Sale of Assets:</i>		
		\$0	
	<i>Total (F)</i>	<b>\$0</b>	



## Cash Investments as at 31 January 2024



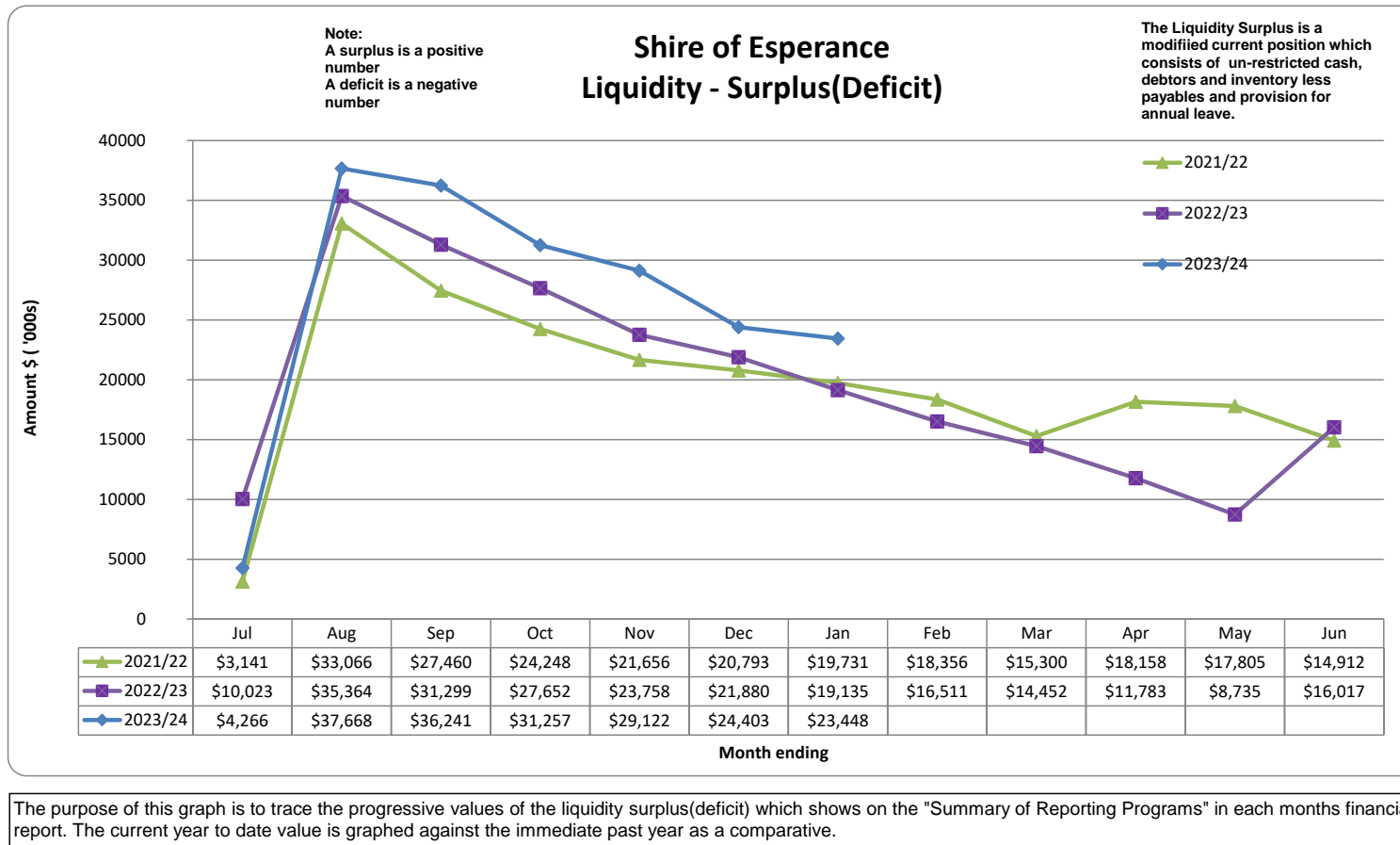
Finance Institution	Amount	Rate	Term	Maturity	Type of Investment
CBA	\$ 4,000,000	5.25%	180	26-Feb-24	Term Deposit - Reserve
NAB	\$ 4,000,000	5.20%	210	06-Mar-24	Term Deposit - Reserve
NAB	\$ 4,000,000	5.05%	91	22-Apr-24	Term Deposit - Reserve
CBA	\$ 4,000,000	5.32%	240	26-Apr-24	Term Deposit - Reserve
NAB	\$ 4,000,000	5.05%	120	21-May-24	Term Deposit - Reserve
NAB	\$ 4,000,000	5.05%	120	28-May-24	Term Deposit - Reserve
CBA	\$ 4,000,000	5.19%	180	04-Jun-24	Term Deposit - Reserve
NAB	\$ 4,000,000	5.00%	90	14-Feb-24	Term Deposit - Muni
NAB	\$ 4,000,000	5.05%	120	15-Mar-24	Term Deposit - Muni
CBA	\$ 4,000,000	5.16%	150	15-Apr-24	Term Deposit - Muni
NAB	\$ 4,000,000	5.20%	180	14-May-24	Term Deposit - Muni
CBA	\$ 6,859,072	4.35%	N/A	N/A	Business Online Saver - Muni
CBA	\$ 0	0.25%	N/A	N/A	Cash Deposit A/C - Muni
CBA	\$ 3,393,075	4.35%	N/A	N/A	Business Online Saver - Reserves
CBA	\$ 1,810	0.25%	N/A	N/A	Cash Deposit A/C - Reserves
	<b>\$ 54,253,957</b>				

### Investment Interest Earnings

	Budgeted Amount	YTD Interest
Municipal	\$ 520,000	455,399
Reserve	\$ 750,000	370,146

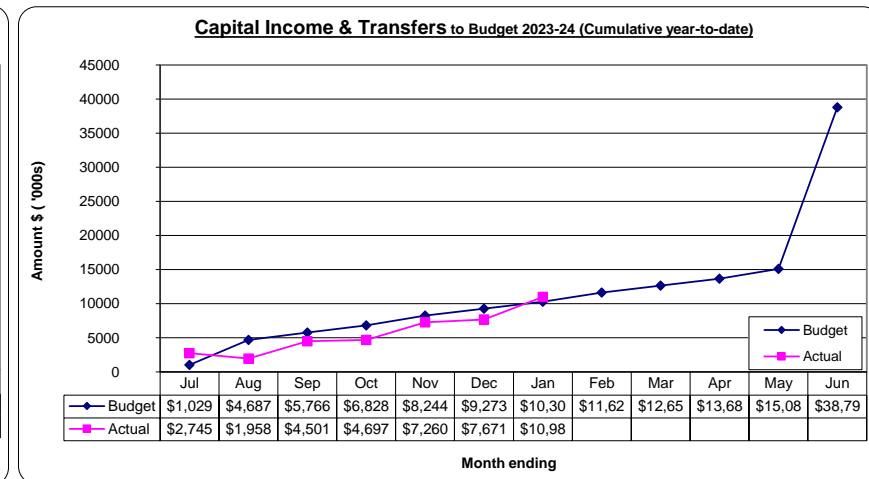
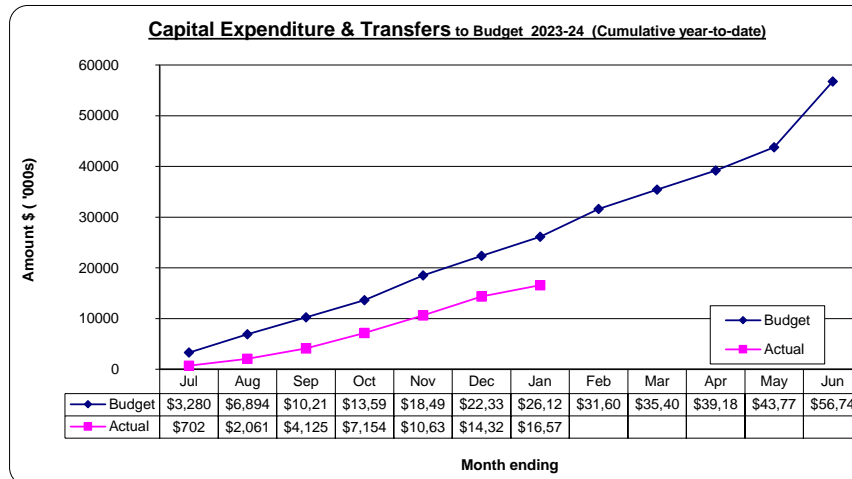
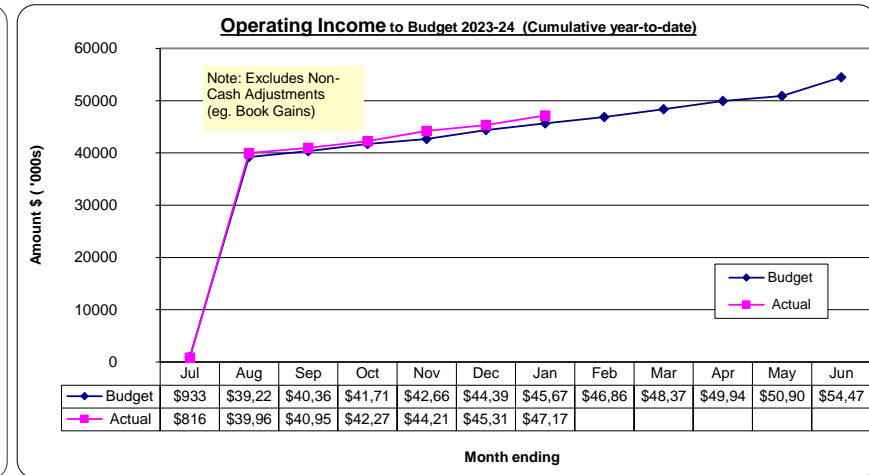
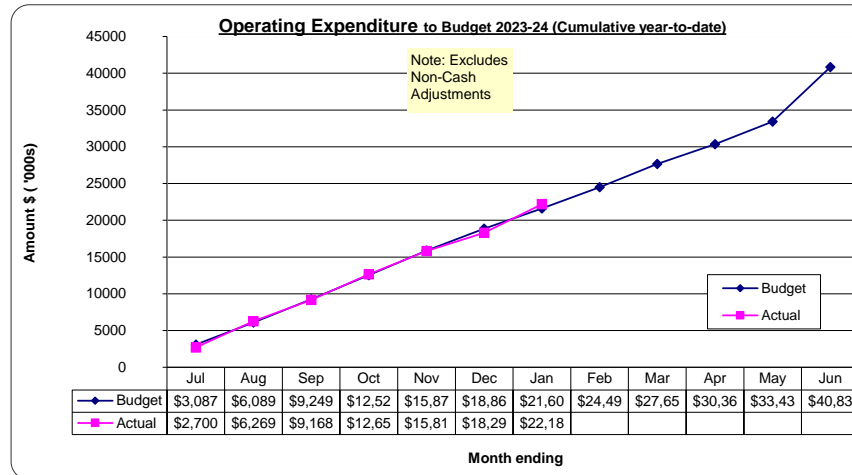
**Note: Maximum 80% with any one institution**







**Shire of Esperance - Progressive Budget Snap-Shot**







## OTHER REPORTS AND GRAPHS



## SHIRE OF ESPERANCE

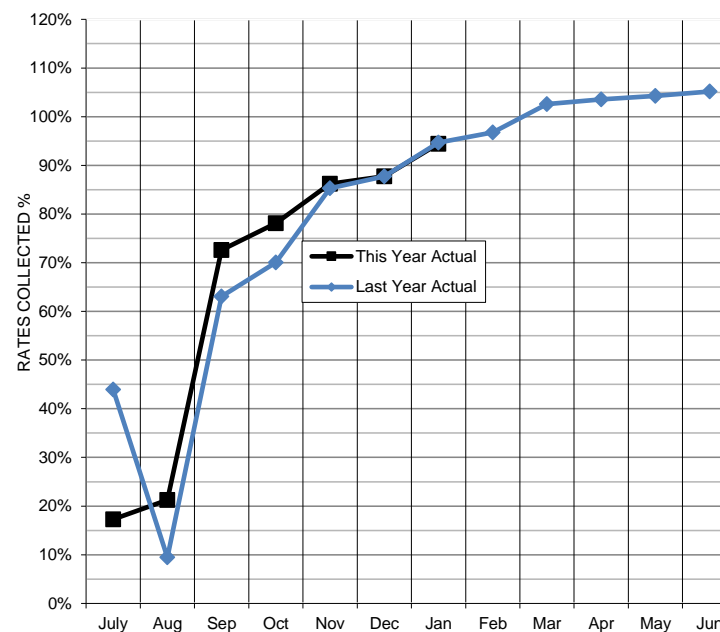
### SUMMARY OF RATE, RUBBISH AND ESL CHARGE DEBTORS AS AT 31st January 2024

#### Outstanding Rates 2023/24

Arrears at 1st July 2023	69,802
Pensioner Deferred Rates at 1st July 2023	101,408
Rates Levied for 2023/24	28,780,967
Penalty Interest charged to Overdue	28,621
Receipts for Current Rates	(25,110,800)
Prepayments	(2,260,181)
<b>Total Current and Arrears Outstanding</b>	<b>1,609,817</b>
<b>% Collected</b>	<b>94.43%</b>

Pensioners on Instalments	109,271
Non Pensioners on Instalments	1,873,366
Pensioners with Due Date 30/6/2024	56,776
Outstanding with no Instalment Option	268,254
Prepayments	(713,985)
Interims	16,136
<b>Total Current and Arrears Outstanding</b>	<b>1,609,817</b>

RATES COLLECTION PROGRESS (2023/2024)





**SHIRE OF ESPERANCE  
TRUST FUNDS  
as at 31 January 2024**

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

<b>Details</b>	<b>Balance 30-Jun-2023</b>	<b>Balance 31-Jan-24</b>
Contributions to Public Open Space	203,130	208,235
Other	1,679	1,679
General Bonds - Interest Bearing	63,487	21,728
<b>Totals</b>	<b>268,296</b>	<b>231,642</b>





**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 JANUARY 2024**

**MUNICIPAL FUND**

***CHEQUES***

ACTUAL PAYMENTS:	Cheques: 027748-27749	\$1,060.00
------------------	-----------------------	------------

***EFT***

ACTUAL PAYMENTS:	Transaction No's: E4592 - E4600	\$6,548,420.14
------------------	---------------------------------	----------------

***CREDIT CARDS***

ACTUAL PAYMENTS:	Transactions: 23/12/2023 - 24/01/2024	\$13,369.64
------------------	--	-------------

**PAID UNDER THE DELEGATED**

**AUTHORITY TO CEO**

<b><i>MUNICIPAL TOTAL:</i></b>	<b><i>\$6,562,849.78</i></b>
--------------------------------	------------------------------

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

<b><i>\$ 4,981,585.99</i></b>	<b><i>75.91%</i></b>
-------------------------------	----------------------

**TRUST FUND**

***CHEQUES***

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

***EFT***

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

<b><i>TRUST TOTAL:</i></b>	<b><i>\$0.00</i></b>
----------------------------	----------------------

<b><i>TOTAL:</i></b>	<b><i>\$6,562,849.78</i></b>
----------------------	------------------------------



## Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 27 February 2024 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>
C27748	11/01/2024	7594	Esperance Kart Klub (Inc.)	Christmas pageant people's choice winner	\$200.00
C27749	11/01/2024	8081	Bond Administrator Department of	Residential tenancy bond - Cemetery House	\$860.00
<b>Total Creditor payments made by Cheque from Municipal Fund</b>					<b>1,060.00</b>

### 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>
E4592	05/01/2024	505	Esperance Plumbing Service	Plumbing services – various sites	\$14,314.50
E4593	11/01/2024	1	Australian Taxation Office	Payroll deduction	\$373,365.00
E4593	11/01/2024	100	Landgate	Title searches	\$91.50
E4593	11/01/2024	126	Esperance Electrical Service	Electrical services – various sites	\$8,594.00
E4593	11/01/2024	187	Ixom Operations Pty Ltd	Cylinder & gas charges - BOILC	\$2,147.02
E4593	11/01/2024	440	Wesfarmers Kleenheat Gas Pty Ltd	Gas for forklift, bulk LPG, equipment service charge	\$1,085.30
E4593	11/01/2024	505	Esperance Plumbing Service	Plumbing services	\$537.00
E4593	11/01/2024	571	St John Ambulance Association in WA	Replacement defib pads & first aid training x 13	\$2,345.00
E4593	11/01/2024	800	Civica Pty Limited	Provision of online leave milestone payment	\$12,479.28
E4593	11/01/2024	853	Prodesign Lighting Pty Ltd	Globes for lights - ECC	\$709.94
E4593	11/01/2024	867	Esperance Mobile Welding	Welding	\$173.25
E4593	11/01/2024	925	Pink Lake Country Club	Shire EOY luncheon - venue hire & consumables	\$5,987.50
E4593	11/01/2024	1045	Stewart & Heaton Clothing Co Pty Lt	BFB uniforms & badges	\$246.65
E4593	11/01/2024	1080	Grass Patch Bush Fire Brigade	Reimbursement	\$368.00
E4593	11/01/2024	1083	Airport Lighting Specialists Pty Lt	Runway lighting - airport	\$959.09
E4593	11/01/2024	1250	Hoeys Exhaust Centre	Parts & repairs	\$249.00
E4593	11/01/2024	1315	Gibson Soak Water Co	Bottled water	\$14.00



## Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 27 February 2024 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>
E4593	11/01/2024	1346	Cannon Hygiene Australia Pty Ltd	Cleaning service – various sites	\$1,751.81
E4593	11/01/2024	1362	Esperance Farm Trees	Tree seedlings – Wharton Beach	\$2,716.89
E4593	11/01/2024	1400	Bayview Motel Esperance	Bookeasy sales – Accommodation	\$3,235.88
E4593	11/01/2024	1470	Express Yourself Printing Esperance	Printing & stationery	\$1,099.00
E4593	11/01/2024	1695	Bay of Isles Mini-Excavators	Port a loo hire & servicing	\$2,650.00
E4593	11/01/2024	1709	Forpark Australia	Musical pipes & drums - playgrounds	\$13,205.50
E4593	11/01/2024	1791	Longy's General Welding	Welding repairs	\$313.50
E4593	11/01/2024	1981	Esperance Sportspower	Corporate uniforms	\$1,676.00
E4593	11/01/2024	2113	Banksia Medical and Health	Pre-employment medical & screening	\$275.00
E4593	11/01/2024	2166	D G & M D Clarke	Reimbursement	\$240.00
E4593	11/01/2024	2286	Arteil (WA) Pty Ltd	Office chair	\$444.40
E4593	11/01/2024	2496	Professionals Esperance Real Estate	Rent	\$2,380.00
E4593	11/01/2024	2655	The Lions Club of Esperance	CGF - Carols by Candlelight 2023	\$1,500.00
E4593	11/01/2024	2763	Esperance Lock & Shoe Service	Key & lock supplies	\$286.00
E4593	11/01/2024	2864	Esperance Christian Primary School	Refund	\$147.00
E4593	11/01/2024	3227	Esperance Fire Services	New equipment, hire of extinguishers, routine inspections	\$3,765.08
E4593	11/01/2024	3478	Avis Car Hire	Car hire x 4	\$5,823.01
E4593	11/01/2024	3526	Southern Suspension & 4 X 4 Centre	Bucket seat cover, snatch strap, compact UHF, gas adaptor	\$1,806.69
E4593	11/01/2024	3533	Mike Henley Mechanical & Fabrication	Service & repairs – various vehicles	\$4,865.81
E4593	11/01/2024	3752	Securepay Pty Ltd	Monthly charge	\$43.84
E4593	11/01/2024	3797	LED Esperance	Electrical supplies	\$118.67
E4593	11/01/2024	3889	S J & H P O'Brien	Welding to sand backpass dredge pipe line & equipment hire	\$24,544.59
E4593	11/01/2024	3938	C K Mader	Rent	\$600.00



## Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 27 February 2024 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>
E4593	11/01/2024	4148	Bay of Isles Community Outreach Inc	Confidential shredding	\$99.00
E4593	11/01/2024	4308	Esperance Motor Group	Parts	\$113.53
E4593	11/01/2024	4311	R M & W G Herbert	Painting - Sound Shell	\$462.00
E4593	11/01/2024	4315	Australasian Performing Right	Background music licence - admin building	\$534.77
E4593	11/01/2024	4321	The Royal Life Saving Society (WA)	Watch around water wristbands - BOILC	\$385.00
E4593	11/01/2024	4404	Wren Oil	Oil disposal	\$4,460.50
E4593	11/01/2024	4466	Leisure Institute of Western Australia	LIWA memberships - BOILC	\$280.00
E4593	11/01/2024	4496	M C Siemer	Reimbursement	\$81.90
E4593	11/01/2024	4553	CFC Holdings Pty Ltd	Loader parts	\$3,177.51
E4593	11/01/2024	4602	Esperance French Hot Bread Shop	Bread rolls - EOY luncheon	\$90.00
E4593	11/01/2024	4699	Esperance Care Services Inc	Mixed rags	\$150.00
E4593	11/01/2024	4765	S P Burge	Reimbursement	\$663.10
E4593	11/01/2024	4833	GHD Pty Ltd	Flinders stage 3 design	\$11,330.00
E4593	11/01/2024	4947	Toll Ipec Pty Ltd	Freight charges	\$2,060.55
E4593	11/01/2024	4989	Woolworths Group Limited	Consumables	\$4,302.06
E4593	11/01/2024	5042	Officeworks Business Direct	Electric desks x 3 & stationery	\$4,338.37
E4593	11/01/2024	5123	Top End Takeaways	Staff meals - EHC	\$156.00
E4593	11/01/2024	5164	Esperance Beachfront Resort	Bookeasy sales - Accommodation	\$409.50
E4593	11/01/2024	5165	Driftwood Apartments	Bookeasy sales - Accommodation	\$171.00
E4593	11/01/2024	5175	Goldies Place	Bookeasy sales - Accommodation	\$1,100.80
E4593	11/01/2024	5231	Mobile Windmill Service and Maintenance	Dogging 42 days - EBA Inc	\$32,340.00
E4593	11/01/2024	5267	Hema Maps Pty Ltd	Stock for resale - EVC	\$814.58
E4593	11/01/2024	5274	Davric Australia	Stock for resale - EVC	\$635.80



## Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 27 February 2024 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>
E4593	11/01/2024	5412	Mr Carpet	Cleaning services	\$313.50
E4593	11/01/2024	5444	Reece Australia Pty Ltd	Reticulation pipes & fittings	\$14,312.11
E4593	11/01/2024	5449	Australian Grown	Stock for resale - EVC	\$699.82
E4593	11/01/2024	5559	BookEasy Australia Pty Ltd	Bookeasy commission – Nov & Dec 2023	\$1,453.03
E4593	11/01/2024	5604	Esperance Milk Supply	Milk - Depot & Admin	\$136.76
E4593	11/01/2024	5622	Subway Esperance	Catering – Library, Wylie Bay & bushfire meetings	\$1,555.00
E4593	11/01/2024	5767	Seek Limited	Advertising - positions vacant	\$1,149.50
E4593	11/01/2024	5793	Tradelink Esperance	Plumbing supplies	\$146.74
E4593	11/01/2024	5796	Pink Lake IGA	Consumables	\$462.59
E4593	11/01/2024	5877	Castletown Chemist	Chemist supplies - EHC	\$278.00
E4593	11/01/2024	5883	WA Country Health Service	Services provided at Esperance Health Campus	\$762.00
E4593	11/01/2024	5896	Toyota Financial Services	Lease payments	\$443.81
E4593	11/01/2024	6009	McLeods Barristers & Solicitors	Preparation & lodgement of lease	\$346.00
E4593	11/01/2024	6024	SeatAdvisor Pty Ltd	Ticket sales - November	\$103.08
E4593	11/01/2024	6152	Irrigation Australia Limited	Certificate III Irrigation Technology	\$1,987.50
E4593	11/01/2024	6164	Data 3 Limited	Annual Microsoft 365 renewal & replacement UPS batteries x 3	\$105,640.93
E4593	11/01/2024	6221	PFD Food Services Pty Ltd	Consumables	\$434.20
E4593	11/01/2024	6296	Aquarius	Stock for resale - EVC	\$333.96
E4593	11/01/2024	6495	MCM Protection Pty Ltd	Monthly security monitoring – various sites Dec - Jan	\$8,136.70
E4593	11/01/2024	6537	ABCO Products Pty Ltd	Enviroplus air fresheners e-odourises	\$645.48
E4593	11/01/2024	6552	Esperance Bird and Animal Park	Bookeasy sales - Accommodation	\$1,702.40
E4593	11/01/2024	6641	DMS Diesels	Repairs to Gibson BFB truck	\$912.73
E4593	11/01/2024	6654	Department of Planning, Lands and	Oil pipeline 6-month lease agreement	\$1,500.00



## Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 27 February 2024 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>
E4593	11/01/2024	7043	Connect Call Centre Services	Ranger calls Oct & Nov 23	\$270.99
E4593	11/01/2024	7250	Esperance CWA Holiday Units	Bookeasy sales - Accommodation	\$6,367.44
E4593	11/01/2024	7409	C A Edwards	Reimbursement	\$145.54
E4593	11/01/2024	7425	Esperance Cleaning Service	Cleaning – Overflow & various sites	\$34,595.00
E4593	11/01/2024	7438	Independence Australia	Nursing consumables - EHC	\$803.30
E4593	11/01/2024	7479	La Cabane Retreat	Bookeasy sales - Accommodation	\$662.20
E4593	11/01/2024	7703	Talis Consultants	Myrup WTS detailed designs	\$13,897.13
E4593	11/01/2024	7715	TD Contractors A/L Removal	Earthworks - Gibson	\$12,903.00
E4593	11/01/2024	7803	Dr T W Pearn	Pre-employment medical	\$187.00
E4593	11/01/2024	7840	T S Kirby	Jackpot winnings pay 14	\$150.00
E4593	11/01/2024	7879	Drillers Ridge Pty Ltd	Bookeasy sales - Accommodation	\$7,791.60
E4593	11/01/2024	7892	T R Currie	Jackpot winnings pay 14	\$150.00
E4593	11/01/2024	8024	C A Poole	Consignment sales	\$248.00
E4593	11/01/2024	8057	SB Hazelden & SM Henning	Bookeasy sales - Accommodation	\$533.20
E4593	11/01/2024	8132	S B Moroney	Edge of the Bay photography	\$900.00
E4593	11/01/2024	8205	Holiday Guide Pty Ltd	Bookeasy fee - December 23	\$195.25
E4593	11/01/2024	8303	Liquor Barons Esperance	Consumables	\$1,802.56
E4593	11/01/2024	8334	WBD Pty Ltd	Final invoice – proposed redevelopment GMS	\$11,220.00
E4593	11/01/2024	8348	Esperance Photobooths	Shire staff EOY luncheon - photobooth hire	\$300.00
E4593	11/01/2024	8380	Jade William & Leticia Hurley	Bookeasy sales - Accommodation	\$1,453.40
E4593	11/01/2024	8497	The Print Shop Bunbury	Overflow compound stickers	\$929.50
E4593	11/01/2024	8596	Frontline Fire and Rescue Equipment	Gibson BFB PPE	\$247.49
E4593	11/01/2024	8643	Aquamonix Pty Limited	Parts - irrigation	\$1,753.40



## Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 27 February 2024 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>
E4593	11/01/2024	8644	AM Wreckers Group Pty Ltd	GVROC toilet block transport	\$2,200.00
E4593	11/01/2024	8684	Dilmac (WA) Pty Ltd T/A Brumby's	Bread	\$25.08
E4593	11/01/2024	8689	Esperance Bakery	Consumables - Brigade meeting	\$80.00
E4593	11/01/2024	8717	Western Irrigation Pty Ltd	Site visits – admin building & eastern subs pipeline	\$7,645.00
E4593	11/01/2024	8783	The Trustee for Recherche Medical	Pre-employment screening	\$150.00
E4593	11/01/2024	8800	South Regional TAFE	Cert IV Business x 1 unit	\$58.80
E4593	11/01/2024	8914	Cleanaway Pty Ltd	Rubbish & recycling collections	\$1,401.18
E4593	11/01/2024	8933	Aurelia's Ice Creamery and Cafe	Catering	\$1,766.10
E4593	11/01/2024	8955	Esperance Laundry and Linen (The	Laundry services	\$424.05
E4593	11/01/2024	8972	Dunn's Cleaning Service Pty Ltd	Cleaning – various sites	\$39,338.27
E4593	11/01/2024	9003	Rural Traffic Services Pty Ltd	Traffic control - Nov 2023	\$35,220.00
E4593	11/01/2024	9028	Terry White Chemmart Esperance	First aid supplies	\$89.24
E4593	11/01/2024	9038	Burnett Bulldozing	Bulldozer hire	\$4,900.50
E4593	11/01/2024	9051	Matthews Haulage	Water - Wylie Bay	\$528.00
E4593	11/01/2024	9100	On Duty Diesel and Mechanical	Grader repair	\$990.00
E4593	11/01/2024	9108	Bay of Isles Chiropractic Centre	Chiro appointments - EHC	\$65.00
E4593	11/01/2024	9138	Department of Biodiversity Conservation	National parks passes for resale	\$10,890.00
E4593	11/01/2024	9147	Key Pest and Weed Control	Pest inspections & treatments – various sites	\$4,455.00
E4593	11/01/2024	9163	Esperance Combined Tyres & Mechanic	Repair, replace & rotate tyres, wheel alignments	\$26,092.50
E4593	11/01/2024	9207	Datacom Systems (AU) Pty Ltd	Printer toner	\$395.67
E4593	11/01/2024	9218	Avantgarde Technologies Pty Ltd	CCTV maintenance progress payment & Veeam b/up	\$71,856.51
E4593	11/01/2024	9236	T Stewarts Engineering	Parts	\$174.28
E4593	11/01/2024	9237	Esperance Metaland	Steel products & parts	\$247.61



## Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 27 February 2024 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>
E4593	11/01/2024	9270	W C Govans	Replace automatic door batteries	\$568.06
E4593	11/01/2024	9306	Drake-Brockman Building and Construction	Homecare upgrade - concrete works & drainage	\$3,036.00
E4593	11/01/2024	9308	Florissons Home Furnishers	Installation & supply of blinds & flooring	\$3,233.40
E4593	11/01/2024	9377	Esperance Caravan Repair Centre	Replacement parts	\$1,137.80
E4593	11/01/2024	9439	Maia Financial Pty Limited	Lease equipment payment - BOILC	\$6,130.27
E4593	11/01/2024	9451	The Choppin Block Butchers	Meat - kitchen - EHC	\$143.56
E4593	11/01/2024	9466	Esperance Glass	Gym mirror	\$214.17
E4593	11/01/2024	9503	EcoValley Honey - Winton Hughes Was	Consignment sales	\$34.40
E4593	11/01/2024	9531	Seas It All Pty Ltd	Bookeasy sales – Accommodation & tours	\$5,192.00
E4593	11/01/2024	9542	MCD Contracting Pty Ltd	Loader, float & equipment hire for fire mitigation	\$7,575.25
E4593	11/01/2024	9558	Mackenzies Electrical Service Pty L	Electrical services – various sites	\$1,888.43
E4593	11/01/2024	9564	South East Auto & Heavy Diesel	Replacement parts	\$277.97
E4593	11/01/2024	9574	Clarke & Stokes Agriservices Pty Lt	Long spigot flange for sand backpass project	\$26,642.20
E4593	11/01/2024	9639	Avon Waste	Rubbish & recycling collections	\$44,534.28
E4593	11/01/2024	9641	Aussie Broadband Pty Ltd	Aussie broadband internet	\$507.00
E4593	11/01/2024	9645	TPG Network Pty Ltd	TPG internet charges	\$130.90
E4593	11/01/2024	9671	R P Western	Consignment sales	\$282.40
E4593	11/01/2024	9676	Mega Phones	Monthly pendant monitoring - EHC	\$425.00
E4593	11/01/2024	9802	Yirri Grove Pty Ltd	Staff meals - EHC	\$73.00
E4593	11/01/2024	9810	K S Kahatadeniya	Reimbursement	\$327.65
E4593	11/01/2024	9832	RAC Tourism Assets Pty Ltd	Bookeasy sales - Accommodation	\$142.20
E4593	11/01/2024	9838	Blue Haven Shell Studio Accommodation	Bookeasy sales - Accommodation	\$332.70
E4593	11/01/2024	9913	Esperance Crane Hire	Crane hire	\$407.00



## Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 27 February 2024 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>
E4593	11/01/2024	9930	Stantec Australia Pty Ltd	Road safety design audit - Fisheries/Goldfields	\$6,655.00
E4593	11/01/2024	9997	Sandwai Pty Ltd	Training NDIS changes	\$165.00
E4593	11/01/2024	10010	Loadstar Electrical (WA) Pty Ltd	Electrical services – Dalyup BFB	\$1,556.34
E4593	11/01/2024	10042	S N Maloney	Reimbursement	\$78.40
E4593	11/01/2024	10115	MBIT Technologies Pty Ltd	Business SMS Service	\$11.00
E4593	11/01/2024	10125	J W Hayward	Reimbursement	\$102.40
E4593	11/01/2024	10130	Ultimate Detailing & Auto Glass -	Automotive window tinting x 2	\$490.00
E4593	11/01/2024	10136	Anything and Everything Esperance	Stock for resale	\$944.46
E4593	11/01/2024	10146	S & N Creations	Stock for resale	\$751.30
E4593	11/01/2024	10187	Estrin Saul Lawyers and Migration	Professional fees for advice & assistance	\$11,272.00
E4593	11/01/2024	10207	Wendy's Garden Service	Wendy's gardening - EHC	\$1,225.00
E4593	11/01/2024	10218	D B Ambrose	D Ambrose gardening - EHC	\$775.72
E4593	11/01/2024	10255	The Human Connection	Consultancy - project completion - Out of the Box volunteering	\$5,500.00
E4593	11/01/2024	10269	Lite N' Easy Pty Ltd	HCP meal prep & delivery - EHC	\$1,587.65
E4593	11/01/2024	10312	Bread Local	Catering	\$153.00
E4593	11/01/2024	10325	V Reck	Administration officer expenses – EBA Inc	\$2,567.41
E4593	11/01/2024	10353	T M Folkes	Jackpot winnings pay 13	\$150.00
E4593	11/01/2024	10358	Esperance Weekender	Advertising & classifieds	\$1,998.00
E4593	11/01/2024	10389	Total Green Recycling Pty Ltd	E-waste recycling	\$3,960.79
E4593	11/01/2024	10416	J M Smith	Rent	\$600.00
E4593	11/01/2024	10439	Techstreet Pty Ltd	Subscription	\$128.49
E4593	11/01/2024	10443	Recherche Medical Partnership - Dr	Drug & alcohol testing	\$698.00
E4593	11/01/2024	10466	35 Degrees South	Road widening & sub-division plans -1 <sup>st</sup> progress payment	\$1,870.00



## Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 27 February 2024 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>
E4593	11/01/2024	10518	Townzies Turf and Gardens	Gardening - EHC	\$1,188.00
E4593	11/01/2024	10564	WA Girl Macrame	Consignment sales	\$83.96
E4593	11/01/2024	10565	Food Safety Plus Pty Ltd	Regulatory food safety audit - EHC	\$1,023.50
E4593	11/01/2024	10577	Roo Brew Pty Ltd T/A Lucky Bay Brew	Stock for resale – ECC	\$645.01
E4593	11/01/2024	10608	Guardian Safety Pendants Pty Ltd	Monthly pendant monitoring - EHC	\$49.00
E4593	11/01/2024	10618	Caladenia Co.	Flower crowns workshop - Edge of the Bay	\$1,100.00
E4593	11/01/2024	10649	Bitumen Distribution Pty Ltd	Supply & delivery of CRS emulsion	\$38,962.00
E4593	11/01/2024	10651	Louise Stewart Brown Creative Artwork	Consignment sales	\$88.60
E4593	11/01/2024	10667	Bucci Holdings Pty Ltd - Visimax	Cloth patches – WA Rangers	\$108.57
E4593	11/01/2024	10702	JLM Surveys Pty Ltd	Forrest Street survey – data & onsite work	\$8,677.00
E4593	11/01/2024	10709	A R Hind	Reimbursement	\$213.72
E4593	11/01/2024	10726	J Wang	Pre-employment Medical	\$187.00
E4593	11/01/2024	10733	Reed Family Trust T/A Esperance Turf	Supply & lay turf prior to overflow camping	\$7,260.55
E4593	11/01/2024	10757	In Motion Esperance	Functional assessment - EHC	\$540.00
E4593	11/01/2024	10760	N L Curtis	Rent & bond	\$3,414.28
E4593	11/01/2024	10812	Comfort Style Furniture	Replacement office chairs x 3	\$327.00
E4593	11/01/2024	10835	Premium Publishers - Vanguard	2024 AGO planner – participation fees & advertising	\$4,543.00
E4593	11/01/2024	10848	Retravisin Esperance – JAPMR Pty L	Equipment – iPad's x 2, antenna, fridge	\$2,421.95
E4593	11/01/2024	10932	Aria Digital Screens	Fusion signage & annual extended support - airport	\$231.00
E4593	11/01/2024	10940	BMT Commercial Australia Pty Ltd	Phase 2 – sand back-passing infrastructure review	\$13,720.19
E4593	11/01/2024	10942	Thorp Realty Pty Ltd	Rent	\$1,200.00
E4593	11/01/2024	10949	Bistro Louis Pty Ltd	Staff meals - EHC	\$22.75
E4593	11/01/2024	10956	MBL Food & Packaging T/A South Coast	Cleaning supplies restock & consumables	\$11,541.45



## Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 27 February 2024 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>
E4593	11/01/2024	10958	Newsxpress Esperance Lottery Centre	A3 Copy Paper	\$297.00
E4593	11/01/2024	10961	Beyond Function Occupational Therapy	Home modifications & chair trial - EHC	\$481.25
E4593	11/01/2024	10975	S Southern	Jackpot winnings pay 13	\$150.00
E4593	11/01/2024	10985	Rebecca Staunton Physiotherapy	Physio services - EHC	\$1,925.00
E4593	11/01/2024	11019	Enviroclean WA Pty Ltd	Service parts washer	\$918.50
E4593	11/01/2024	11030	JMAC Building	Construct stadium shower block	\$3,575.00
E4593	11/01/2024	11053	David Macdermott T/A Mermaid Leather	Consignment sales	\$307.84
E4593	11/01/2024	11058	Howat WA Pty Ltd T/A The Weed Terminator	Mulching & slashing fire access tracks – various sites	\$34,732.50
E4593	11/01/2024	11072	Caldertech Australia Pty Ltd	Parts & equipment	\$1,908.65
E4593	11/01/2024	11096	Trophy Kings	Perpetual shield sublimations	\$30.00
E4593	11/01/2024	11159	Country Lawnmowing	Lawn mowing - BOILC	\$200.00
E4593	11/01/2024	11176	Tunstall Healthcare	Pendant monitoring - EHC	\$79.85
E4593	11/01/2024	11191	Bay Diversified Pty Ltd	Weed spraying	\$2,257.18
E4593	11/01/2024	11244	Motel Brothers Pty Ltd T/as The Jet	Bookeasy sales - Accommodation	\$351.00
E4593	11/01/2024	11252	North Oz Electrical Contracting	Power supply for overflow camping ablutions & electrical repairs	\$8,600.13
E4593	11/01/2024	11257	MAXCO Australia Pty Ltd	Post Office Square outdoor lighting project	\$26,231.29
E4593	11/01/2024	11271	COLDTREK DISTRIBUTION GROUP	Stock for Christmas & New Year - BOILC	\$1,279.60
E4593	11/01/2024	11307	Jonas Leisure Pty Ltd	SMS credit buddle purchase – BOILC	\$3,300.00
E4593	11/01/2024	11310	Arborology WA Arboricultural Consultants	Tree inspection and assessment	\$3,750.00
E4593	11/01/2024	11316	BreezeConnect	Monthly subscription for ICV SIP Trunk	\$48.50
E4593	11/01/2024	11331	Airocle	30% deposit vent upgrade with rain sensor - ISS	\$13,324.74
E4593	11/01/2024	11341	Worldwide Swim School.com	WWSS hub annual subscription	\$880.00
E4593	11/01/2024	11343	\$lazy	Edge of the Bay 2023 - artist main stage	\$400.00



## Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 27 February 2024 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>
E4593	11/01/2024	11344	K A Mastaglia	Rates refund	\$95.00
E4593	11/01/2024	11346	Dundas Minerals Limited	Rates refund	\$1,810.80
E4593	11/01/2024	11347	N Newman	Refund	\$339.00
E4593	11/01/2024	11348	B L Hough-Neilson	Reimbursement	\$125.91
E4593	11/01/2024	11349	MTM Critical Metals Limited	Rates refund	\$170.39
E4593	11/01/2024	11350	J L Dansey	Refund	\$36.90
E4593	11/01/2024	11351	K J Lawrence	Rates refund	\$61.84
E4593	11/01/2024	11352	G Ashwin	Reimbursement	\$100.00
E4593	11/01/2024	11353	M A Symes	CGP - representation grant	\$400.00
E4594	19/01/2024	260	Horizon Power	Electricity charges	\$126,840.22
E4594	19/01/2024	290	Telstra	Telephone charges	\$2,838.80
E4594	19/01/2024	392	Water Corporation	Water usage charges	\$18,329.63
E4594	19/01/2024	10459	Cloud Payment Group	Court filing fees	\$5,958.00
E4595	24/01/2024	32	Australia Post	Postage	\$1,827.40
E4595	24/01/2024	314	WA Treasury Corporation	Loan repayments - SSLs	\$103,753.09
E4595	24/01/2024	7576	Les Mills Asia Pacific	Contract fees body pump/balance/attack	\$735.89
E4595	24/01/2024	7580	BP Australia Pty Ltd (6791)	Air BP refuelling 15/12/23	\$2,489.63
E4595	24/01/2024	9321	Superchoice Services Pty Limited	Superannuation – December 2024	\$240,776.31
E4595	24/01/2024	9997	Sandwai Pty Ltd	Sandwai monthly admin & mobile user	\$2,248.40
E4596	25/01/2024	-	Hart Sport	***** C A N C E L L E D *****	\$0.00
E4596	25/01/2024	-	Elite Pool Covers Pty Ltd	***** C A N C E L L E D *****	\$0.00
E4596	25/01/2024	-	Wavecrest Village	***** C A N C E L L E D *****	\$0.00
E4596	25/01/2024	1	Australian Taxation Office	Payroll deduction	\$202,082.00



## Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 27 February 2024 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>
E4596	25/01/2024	62	Building & Construction Industry	BCITF levy payment	\$7,729.29
E4596	25/01/2024	126	Esperance Electrical Service	Electrical services – various sites	\$2,857.00
E4596	25/01/2024	395	BOC Gases	Cylinder & gas charges – BOILC & Depot	\$120.87
E4596	25/01/2024	505	Esperance Plumbing Service	Plumbing services – various sites	\$2,314.30
E4596	25/01/2024	536	Landgate	Title searches, mining tenements	\$1,964.76
E4596	25/01/2024	571	St John Ambulance Association in WA	Standby for Edge of the Bay event	\$975.00
E4596	25/01/2024	650	Sheldon Paint and Panel	Insurance excess	\$1,000.00
E4596	25/01/2024	800	Civica Pty Limited	BIS user event training	\$935.00
E4596	25/01/2024	867	Esperance Mobile Welding	Fabrication, materials & repairs	\$935.55
E4596	25/01/2024	1148	Woodlands Distributors and Agencies	Compostable dog waste bags	\$1,834.80
E4596	25/01/2024	1315	Gibson Soak Water Co	Bottled water – Wylie Bay	\$122.00
E4596	25/01/2024	1400	Bayview Motel Esperance	Bookeasy sales - Accommodation	\$3,452.04
E4596	25/01/2024	1470	Express Yourself Printing Esperance	Whiteboard & stationery	\$252.00
E4596	25/01/2024	1695	Bay of Isles Mini-Excavators	Portaloo hire for overflow camping ground & grease trap service	\$4,085.00
E4596	25/01/2024	1863	Zipform Electronic Print & Mail	Printing of 3rd instalment notices - rates	\$2,166.28
E4596	25/01/2024	1981	Esperance Sportspower	Corporate uniforms	\$415.00
E4596	25/01/2024	2023	Southern Ports Authority	Adventureland Park lease land tax 2023/24	\$5,803.63
E4596	25/01/2024	2113	Banksia Medical and Health	EAP – counselling & pre-employment medical	\$517.00
E4596	25/01/2024	2120	ADT Security	Alarm monitoring – airport	\$180.58
E4596	25/01/2024	2269	Esperance Island View Apartments	Bookeasy sales - Accommodation	\$2,687.40
E4596	25/01/2024	2317	Southern Cross Austereo Pty Ltd	Radio advertising	\$1,232.00
E4596	25/01/2024	2496	Professionals Esperance Real Estate	Rent	\$2,380.00
E4596	25/01/2024	2828	Department of Fire and Emergency	ESL Quarter 1 & 2 – 2023/24	\$523,869.54



## Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 27 February 2024 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>
E4596	25/01/2024	3227	Esperance Fire Services	Panel testing & service of fire equipment	\$196.90
E4596	25/01/2024	3484	Esperance Podiatry	Podiatry services – EHC x 3 months	\$2,520.00
E4596	25/01/2024	3526	Southern Suspension & 4 X 4 Centre	Lithium battery 12V x 1	\$1,484.10
E4596	25/01/2024	3604	Kelyn Training Services	Risk & traffic management courses	\$1,790.00
E4596	25/01/2024	3736	Easisalary Pty Ltd	Novated lease ITC credits Dec 2023	\$473.00
E4596	25/01/2024	3835	WA Local Government Association	Council connect subscription	\$6,150.38
E4596	25/01/2024	3900	Esperance Cabinets	Supply & install storage cabinet – Visitors centre	\$3,806.50
E4596	25/01/2024	3901	Information Services & Technology	Collections MOSAiC 2024 - online support plan	\$270.00
E4596	25/01/2024	3938	C K Mader	Rent	\$600.00
E4596	25/01/2024	4308	Esperance Motor Group	2023 Ford Ranger XLT	\$79,721.81
E4596	25/01/2024	4315	Australasian Performing Right	One Music license - BOILC	\$346.60
E4596	25/01/2024	4398	Moby Marine	Parts	\$241.50
E4596	25/01/2024	4567	WA Police Service	Volunteer police checks - EHC	\$85.00
E4596	25/01/2024	4699	Esperance Care Services Inc	Rags - Depot	\$100.00
E4596	25/01/2024	4989	Woolworths Group Limited	Consumables	\$1,168.27
E4596	25/01/2024	5042	Officeworks Business Direct	Office furniture	\$703.90
E4596	25/01/2024	5051	Stratagreen	Ezireacher litter picker & wind break	\$1,582.42
E4596	25/01/2024	5092	Quality Publishing Australia	Stock for resale	\$737.11
E4596	25/01/2024	5164	Esperance Beachfront Resort	Bookeasy sales - Accommodation	\$1,188.00
E4596	25/01/2024	5175	Goldies Place	Bookeasy sales - Accommodation	\$412.80
E4596	25/01/2024	5194	Jatek Engineering	Works at Victoria St playground & skate park	\$1,369.50
E4596	25/01/2024	5374	Tranquil Retreat	Bookeasy sales - Accommodation	\$2,941.20
E4596	25/01/2024	5444	Reece Australia Pty Ltd	Parts	\$107.89



## Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 27 February 2024 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>
E4596	25/01/2024	5767	Seek Limited	Advertising - positions vacant	\$1,028.50
E4596	25/01/2024	5796	Pink Lake IGA	Consumables – BOILC & EHC	\$176.97
E4596	25/01/2024	6009	McLeod's Barristers & Solicitors	Legal fees – review of contract & easement	\$4,228.10
E4596	25/01/2024	6164	Data 3 Limited	Microsoft 365 licenses	\$5,440.38
E4596	25/01/2024	6186	Department of Water and Environment	Licence for Myrup truck wash & liquid waste facility	\$1,303.50
E4596	25/01/2024	6552	Esperance Bird and Animal Park	Bookeasy sales - Accommodation	\$2,304.80
E4596	25/01/2024	6609	Environmental Health Australia	Conference package	\$2,433.00
E4596	25/01/2024	7250	Esperance CWA Holiday Units	Bookeasy - Accommodation	\$4,549.40
E4596	25/01/2024	7425	Esperance Cleaning Service	Cleaning – airport & indoor stadium	\$1,177.00
E4596	25/01/2024	7438	Independence Australia	Nursing consumables - EHC	\$2,060.45
E4596	25/01/2024	7443	L M Horn	Reimbursement	\$19.98
E4596	25/01/2024	7607	C M Collins	Reimbursement	\$87.00
E4596	25/01/2024	7703	Talis Consultants	Consulting on Myrup waste transfer station	\$4,851.00
E4596	25/01/2024	7879	Drillers Ridge Pty Ltd	Bookeasy sales - Accommodation	\$3,010.00
E4596	25/01/2024	8024	C A Poole	Consignment sales	\$36.00
E4596	25/01/2024	8057	SB Hazelden & SM Henning	Bookeasy sales - Accommodation	\$3,513.10
E4596	25/01/2024	8117	Foxtel Cable Television Pty Limited	Foxtel subscription - Jan 2024 - BOILC	\$105.00
E4596	25/01/2024	8126	J W Budd	Supply & delivery baitmeat – EBA Inc	\$2,100.00
E4596	25/01/2024	8380	Jade William & Leticia Hurley	Bookeasy sales - Accommodation	\$1,393.20
E4596	25/01/2024	8644	AM Wreckers Group Pty Ltd	Transport - overflow toilet block	\$2,200.00
E4596	25/01/2024	8663	Commercial Aquatics Australia Pty Ltd	Hair & lint seals - BOILC	\$505.12
E4596	25/01/2024	8783	The Trustee for Recherche Medical Group	Pre-employment screening	\$50.00
E4596	25/01/2024	8955	Esperance Laundry and Linen (The	Tablecloths – Citizen of the Year awards event	\$164.55



## Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 27 February 2024 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>
E4596	25/01/2024	8972	Dunn's Cleaning Service Pty Ltd	Cleaning for various sites	\$1,553.00
E4596	25/01/2024	8989	Envirolab Services (WA) Pty Ltd	Quarterly bore monitoring – Wylie Bay & Myrup	\$2,522.18
E4596	25/01/2024	9021	GA Power Equipment Spares	Line trimmer spools	\$853.53
E4596	25/01/2024	9100	On Duty Diesel and Mechanical	Repairs & servicing of plant	\$6,263.40
E4596	25/01/2024	9138	Department of Biodiversity Conservation	Specimen identification & park passes for resale	\$9,642.50
E4596	25/01/2024	9147	Key Pest and Weed Control	Timber pest inspections – various sites	\$1,485.00
E4596	25/01/2024	9156	Bluemar Pty Ltd	Electrical testing for overflow camping site caravan	\$519.20
E4596	25/01/2024	9163	Esperance Combined Tyres & Mechanical	Tyres & repairs	\$7,660.40
E4596	25/01/2024	9207	Datacom Systems (AU) Pty Ltd	Toners for printers	\$1,020.07
E4596	25/01/2024	9224	Woody Island Eco Tours	Staff leaving gift	\$760.00
E4596	25/01/2024	9270	W C Govans	Automatic door servicing – various sites	\$5,500.00
E4596	25/01/2024	9308	Florissons Home Furnishers	Chair mats x 5	\$1,145.00
E4596	25/01/2024	9357	Pathwest Laboratory Medicine WA	Medical screening	\$209.00
E4596	25/01/2024	9439	Maia Financial Pty Limited	Lease of cardio equipment - BOILC	\$2,029.74
E4596	25/01/2024	9451	The Choppin Block Butchers	Meat - kitchen - EHC	\$371.09
E4596	25/01/2024	9503	EcoValley Honey	Consignment sales	\$43.20
E4596	25/01/2024	9531	Seas It All Pty Ltd	Bookeasy sales - Accommodation	\$2,760.50
E4596	25/01/2024	9540	North Metropolitan Tafe	Enrolment fees - Cert IV in Surveying	\$262.50
E4596	25/01/2024	9578	Department of Mines	Building services levies - Dec 2023	\$9,174.56
E4596	25/01/2024	9639	Avon Waste	Rubbish & recycling collections	\$89,712.48
E4596	25/01/2024	9642	Delnorth Pty Ltd	Universal manual post driver	\$3,300.00
E4596	25/01/2024	9671	R P Western	Consignment sales	\$96.00
E4596	25/01/2024	9838	Blue Haven Shell Studio Accommodation	Bookeasy sales - Accommodation	\$193.50



## Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 27 February 2024 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>
E4596	25/01/2024	9857	D J Kennedy	Gardening - EHC	\$176.00
E4596	25/01/2024	9874	Naturaliste Charters	Bookeasy sales - Accommodation	\$718.20
E4596	25/01/2024	10142	R-Group International Pty Ltd	Teams phone package – Dec 2023	\$3,210.08
E4596	25/01/2024	10166	GCM Agencies Pty Ltd	Multipac 524H multi tyre roller	\$176,000.00
E4596	25/01/2024	10191	Silver Podiatry	Podiatry - EHC	\$340.00
E4596	25/01/2024	10192	Esperance Gutter Cleaning	Annual gutter cleaning – various sites	\$3,113.00
E4596	25/01/2024	10218	D B Ambrose	Gardening - EHC	\$875.72
E4596	25/01/2024	10269	Lite N' Easy Pty Ltd	HCP meal prep & delivery - EHC	\$1,547.20
E4596	25/01/2024	10358	Esperance Weekender	Advertising	\$587.00
E4596	25/01/2024	10416	J M Smith	Rent	\$600.00
E4596	25/01/2024	10439	Techstreet Pty Ltd	Australian standards subscription	\$245.00
E4596	25/01/2024	10442	J B Wallace	Fee refund - EHC	\$201.71
E4596	25/01/2024	10459	Cloud Payment Group	Debt collection services - rates	\$429.00
E4596	25/01/2024	10466	35 Degrees South	Survey services stage 4 Flinders Estate	\$3,241.70
E4596	25/01/2024	10517	W.A Temporary Fencing Supplies	Fencing panels - various playgrounds	\$14,256.00
E4596	25/01/2024	10518	Townzies Turf and Gardens	Gardening - EHC	\$915.75
E4596	25/01/2024	10608	Guardian Safety Pendants Pty Ltd	Monthly pendant monitoring - EHC	\$49.00
E4596	25/01/2024	10649	Bitumen Distribution Pty Ltd	Supply & delivery CRS emulsion	\$26,565.00
E4596	25/01/2024	10651	Louise Stewart Brown Creative Artwork	Consignment sales	\$35.88
E4596	25/01/2024	10675	Archipelago Apartments	Bookeasy sales - Accommodation	\$2,315.28
E4596	25/01/2024	10727	Dr A R Wiebe	Pre-employment medical	\$187.00
E4596	25/01/2024	10735	Cabcharge Pty Ltd	Cab charges	\$629.16
E4596	25/01/2024	10760	N L Curtis	Rent	\$1,100.00



## Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 27 February 2024 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>
E4596	25/01/2024	10799	Active Discovery	Percussion play equipment – Adventureland Park	\$31,696.50
E4596	25/01/2024	10848	Retravision Esperance	X-large TV wall mount	\$234.95
E4596	25/01/2024	10888	Insculpo Pty Ltd T/A Sheridan's Badges	Name badge order for new Shire staff	\$337.15
E4596	25/01/2024	10920	TabTimer Pty Ltd	Automatic pill dispenser - EHC	\$1,435.00
E4596	25/01/2024	10942	Thorp Realty Pty Ltd	Rent	\$1,040.00
E4596	25/01/2024	10956	MBL Food & Packaging T/A South Coast	Cleaning supplies & consumables	\$7,724.72
E4596	25/01/2024	10958	Newsxpress Esperance Lottery Centre	Newspapers, paper, stationery	\$114.49
E4596	25/01/2024	10985	Rebecca Staunton Physiotherapy	Physio services - EHC	\$2,469.50
E4596	25/01/2024	11015	C Bishop	Fee refund - EHC	\$1,149.68
E4596	25/01/2024	11035	Absolute Hot Water & Gas	Supply & replace reduced pressure zone valves - BOILC	\$1,529.84
E4596	25/01/2024	11053	David Macdermott T/A Mermaid Leather	Consignment sales	\$48.00
E4596	25/01/2024	11095	F J Yetman	Repairs to street banners	\$687.50
E4596	25/01/2024	11096	Trophy Kings	Engraving - COTY winning medallions	\$60.00
E4596	25/01/2024	11115	APLOMB Occupational Therapy	Home visits & assessments - EHC	\$352.00
E4596	25/01/2024	11141	Elross Caravans	Crib van supply & construction - invoice 3 of 4	\$26,334.63
E4596	25/01/2024	11152	Sandcastle	Bookeasy sales - Accommodation	\$1,350.00
E4596	25/01/2024	11166	PS & L Group Pty Ltd	Independent workplace investigation consultancy	\$8,118.36
E4596	25/01/2024	11167	South East Turf Solutions	Spraying – Cascade oval	\$1,245.00
E4596	25/01/2024	11191	Bay Diversified Pty Ltd	Spraying – various road areas	\$3,720.74
E4596	25/01/2024	11197	Baykyard	Repair damaged e-bike	\$645.00
E4596	25/01/2024	11354	M.S Purnell & M.J Purnell	Gardening & lawns - BOILC	\$400.00
E4596	25/01/2024	11355	T M Bareli	Consignment sales	\$65.00
E4596	25/01/2024	11356	Good Chat Designs	Consignment sales	\$112.00



## Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 27 February 2024 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>
E4596	25/01/2024	11359	G E Ripp	Rates refund	\$15.13
E4596	25/01/2024	11360	Esperance Pink Lake Tourist Park	Bookeasy sales - Accommodation	\$686.40
E4596	25/01/2024	11361	J Le-Monnier	Reimbursement	\$49.50
E4596	25/01/2024	11362	B J Jack	Rates refund	\$928.70
E4596	25/01/2024	11363	R A & B L Billig	Rates refund	\$1,233.08
E4596	25/01/2024	11367	Estate of D J Sherwin	Release of funds - EHC	\$542.04
E4596	25/01/2024	11368	Estate of I A Stewart	Release of Funds - EHC	\$778.51
E4596	25/01/2024	11370	G A Noble	Jackpot Winnings pay 15	\$150.00
E4596	25/01/2024	11371	G M Mais	Jackpot Winnings pay 15	\$150.00
E4596	25/01/2024	11372	Australian Performing Arts Centres	Performing arts annual fee	\$990.00
E4597	25/01/2024	10942	Thorp Realty Pty Ltd	Rent - 2 Wiese Way	\$3,600.00
E4598	29/01/2024	325	Easton WJ & V	Hire of earthmoving plant - contractor	\$14,523.30
E4598	29/01/2024	1469	Beachwind Enterprises Pty Ltd	Hire of earthmoving plant - contractor	\$156,385.62
E4598	29/01/2024	2693	Worth Kerbing	Kerbing services - contractor	\$11,704.00
E4598	29/01/2024	6014	Esperance Tree Lopping	Pruning and removal of trees and stumps - contractor	\$23,199.00
E4598	29/01/2024	6636	Esperance Earthworks Pty Ltd	Hire of earthmoving plant - contractor	\$92,738.25
E4598	29/01/2024	7522	Jacka Trenching and Fencing	Traffic control - contractor	\$16,425.75
E4598	29/01/2024	8230	Ballantyne Earthmoving	Hire of earthmoving plant and labour - contractor	\$73,934.30
E4598	29/01/2024	8317	Titan Contracting	Mowing services - contractor	\$68,024.00
E4598	29/01/2024	10615	Quaintrelle (WA) Pty Ltd	Hire of street sweeper - contractor	\$58,164.72
E4599	31/01/2024	26	Blackwoods Atkins	Water jugs for outside works	\$422.27
E4599	31/01/2024	47	B E Stearne & Co Pty Ltd	Reticulation supplies	\$161.13
E4599	31/01/2024	63	Bunnings Ltd	Hardware supplies	\$8,500.25



## Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 27 February 2024 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>
E4599	31/01/2024	112	Esperance Ag Services	Parts & equipment	\$7,203.86
E4599	31/01/2024	136	Powerplant Motorcycles	Equipment & repairs	\$164.10
E4599	31/01/2024	281	Bluescope Distribution P/L	Steel supplies & fabrication	\$145.16
E4599	31/01/2024	287	Swans Veterinary Services	Veterinary services	\$1,417.55
E4599	31/01/2024	323	Westrac Equipment Pty Ltd	Plant parts, equipment & repairs	\$8,051.56
E4599	31/01/2024	544	Paint Industries Pty Ltd	Road marking paint	\$3,795.17
E4599	31/01/2024	707	Haslams	Protective clothing	\$5,752.16
E4599	31/01/2024	1259	South East Petroleum	Fuel supplies	\$86,339.24
E4599	31/01/2024	1291	Sharpe Brothers Pty Ltd	Sand & weighbridge usage.	\$751.55
E4599	31/01/2024	1307	Feature Paints	Paint supplies	\$395.95
E4599	31/01/2024	1461	Kip & Steve's Mechanical Repairs	Various filters & cartridges	\$4,298.25
E4599	31/01/2024	1485	Freight Lines Group	Freight charges	\$15,842.77
E4599	31/01/2024	1575	GPC Asia Pacific Pty Ltd/Repco	Auto supplies & parts	\$2,555.91
E4599	31/01/2024	2122	Iplex Pipelines Australia P/L	Various culverts	\$12,538.94
E4599	31/01/2024	2333	Winc Australia Pty Limited	Stationery supplies	\$229.95
E4599	31/01/2024	2469	Coates Hire	Crane hire and delivery	\$1,186.38
E4599	31/01/2024	3834	Dicks Electronics	Batteries, card reader & memory cards	\$490.60
E4599	31/01/2024	4210	Farm & General EOPP	Tools, parts & supplies	\$18,544.05
E4599	31/01/2024	4647	Marketforce - Omnicom	Advert – Local Government tenders	\$522.95
E4599	31/01/2024	5503	David Gray & Co Pty Ltd	Bin supplies and accessories	\$3,315.55
E4599	31/01/2024	5991	Esperance Smash Repairs Pty Ltd	Insurance excess	\$1,000.00
E4599	31/01/2024	6133	Dy-Mark (Aust) Pty Ltd	Painting supplies	\$1,968.42
E4599	31/01/2024	6183	Kleen West	Cleaning items & consumables, CBDC - hygiene & catering	\$11,613.22



## Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 27 February 2024 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>
E4599	31/01/2024	6407	Dell Australia Pty Limited	Dell workstation & docking station	\$5,279.90
E4599	31/01/2024	6714	Holcim Pty Ltd	Aggregate & kerb mix supplies	\$93,386.59
E4599	31/01/2024	6823	Instant Weighing	Recalibrate & Test Loaders & Forklifts	\$6,628.60
E4599	31/01/2024	6873	WT Hydraulics	Materials & labour – repairs to various machinery	\$1,587.20
E4599	31/01/2024	8959	Topsigns	Supply street signage, overflow signage, other various	\$6,050.00
E4599	31/01/2024	9006	Corsign WA Pty Ltd	Various signage requirements	\$8,256.60
E4599	31/01/2024	9022	AFGRI Equipment Australia Pty Ltd	1 x new John Deere 620G Grader & repairs to old grader	\$527,605.30
E4599	31/01/2024	9170	ThermoAir	Clean air conditioner – Admin building	\$282.07
E4599	31/01/2024	9210	McIntosh & Son W.A.	Repairs and parts	\$3,542.18
E4599	31/01/2024	9574	Clarke & Stokes Agriservices Pty Ltd	Parts, backpass pipeline – fixtures & fittings	\$11,392.17
E4599	31/01/2024	9657	Super Cheap Auto Pty Ltd	Dash cam, & car cleaning supplies	\$468.47
E4599	31/01/2024	9681	Murphys Spray & Blast Equipment	Spray parts	\$96.55
E4599	31/01/2024	10313	Asphalt In A Bag	Asphalt	\$3,575.00
E4599	31/01/2024	10431	Skipper Transport Parts	Parts & supplies	\$1,691.30
E4599	31/01/2024	10741	Esperance Rural Supplies - Elders	Parts & supplies	\$2,234.04
E4599	31/01/2024	10993	Etech WA Pty Ltd T/A Esperance Communications	Printing charges, toners and electronic needs	\$7,897.10
E4599	31/01/2024	11082	South East Petroleum - BFB Accounts	Bush Fire Brigade - diesel consumption	\$537.14
E4599	31/01/2024	11160	Sigma Chemicals	Pool chemicals - BOILC	\$1,741.85
E4599	31/01/2024	11215	Wavecrest Village Tourist Park	Bookeasy sales - Accommodation	\$618.30
E4599	31/01/2024	11232	Vision Safe Pty Ltd	Safety vests with logo	\$616.00
E4599	31/01/2024	11269	R.E Wright Pty Ltd	Security officers for Edge of the Bay event	\$5,527.78
E4599	31/01/2024	11293	Playscape Creations Australia	Park maintenance – orbit bearing replacement	\$5,084.99
E4599	31/01/2024	11375	Hart Sport Australia Pty Ltd	Swimming kickboards - BOILC	\$406.80



## Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 27 February 2024 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>
E4599	31/01/2024	11376	Elite Pool Covers Holdings Pty Ltd	Replacement pool blankets - BOILC	\$3,883.00
E4599	31/01/2024	11377	D J Robbins	Rates refund	\$550.00
E4600	31/01/2024	32	Australia Post	Postage	\$3,268.17
E4600	31/01/2024	314	WA Treasury Corporation	Loan repayment	\$7,865.92
E4600	31/01/2024	8784	Sheriff's Office, Perth	Lodgement fees	\$334.00
<b>Total Creditor payments made by EFT from Municipal Fund</b>					<b>4,701,020.49</b>

### 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	04/01/2024	Payroll (Net)	Wages for 21/12/2023 to 03/01/2024 (Period 14)	\$577,151.43
Bulk EFT	04/01/2024	Payroll (Net)	Wages for 21/12/2023 to 03/01/2024 (Period 14)	\$4,569.85
Bulk EFT	18/01/2024	Payroll (Net)	Wages for 04/01/2024 to 17/01/2024 (Period 15)	\$598,457.60
Bulk EFT	23/01/2024	Payroll (Net)	Wages for 18/01/2024 to 22/01/2024 (Period 16)	\$32,850.34
Bulk EFT	01/02/2024	Payroll (Net)	Wages for 18/01/2024 to 31/01/2024 (Period 16)	\$634,370.43
<b>Total Employee Wage payments made by EFT from Municipal Fund</b>				<b>\$1,847,399.65</b>



SHIRE OF ESPERANCE				
List of accounts direct debited from Council's Municipal Fund submitted to the Ordinary Council Meeting meeting held on 27/02/2024 for confirmation in respect to accounts already paid.				
DATED	CREDITOR	NAME	PARTICULARS	AMOUNT
8/01/2024	Subway Esperance	Ash Peczka	Catering - debrief planning with volunteers	\$22.25
9/01/2024	Ecoboy Pty Ltd	Ash Peczka	Catering - debrief of major incident	\$231.96
10/01/2024	Pink Lake IGA	Ash Peczka	Catering - debrief	\$33.20
11/01/2024	JAPMR Pty Ltd	Ash Peczka	Replacement data card for dash cams	\$32.00
26/01/2024	Dominos Esperance	Ash Peczka	Catering	\$804.11
26/01/2024	French Hot Bread Shop	Ash Peczka	Catering - lunch IMT	\$40.38
26/01/2024	French Hot Bread Hot	Ash Peczka	Catering	\$151.54
26/01/2024	Red Rooster Esperance	Ash Peczka	Catering x30 dinner	\$256.00
26/01/2024	Subway Esperance	Ash Peczka	Catering - Inc# 652733	\$8.25
27/01/2024	Dome Esperance	Ash Peczka	Catering - Inc# 652733	\$56.35
28/01/2024	Farmgate Esperance	Ash Peczka	Replacement tank lid for Mt Beaumont BFB truck	\$115.50
29/01/2024	Subway Esperance	Ash Peczka	Catering - volunteer interviews	\$29.70
29/01/2024	Cloud Eleven Esperance	Ash Peczka	Catering - volunteer interviews	\$8.00
15/01/2024	Vend Pos	Trevor Ayers	Point of sale - visitor centre	\$139.30
16/01/2024	Starlink Australia	Trevor Ayers	Rural houses internet	\$834.00
16/01/2024	Starlink Australia	Trevor Ayers	ICV internet subscription	\$174.00
16/01/2024	Starlink Australia	Trevor Ayers	Overflow	\$174.00
16/01/2024	Starlink Australia	Trevor Ayers	Airport Starlink	\$278.00
6/01/2024	Bunnings	Mel Ammon	Overflow supplies	\$50.56
8/01/2024	Twilio Sendgrid	Mel Ammon	Ongoing subscription - email	\$138.88
9/01/2024	Kmart	Mel Ammon	Overflow supplies	\$46.00
13/01/2024	Bunnings	Mel Ammon	Overflow supplies	\$24.49
16/01/2024	Bunnings	Mel Ammon	EVRC storage setup	\$18.12
16/01/2024	Coffee Cat	Mel Ammon	Catering	\$30.00
23/01/2024	Woolworths	Mel Ammon	Overflow supplies	\$72.00
8/01/2024	Boulevard News	Shane Tobin	Farewell card - T Currie	\$9.99
9/01/2024	Innertube	Shane Tobin	Town Tunes - voucher	\$100.00
9/01/2024	Bar Above Pty Ltd	Shane Tobin	Town Tunes	\$100.00
9/01/2024	Bunnings	Shane Tobin	Chalk paint	\$61.23



SHIRE OF ESPERANCE				
List of accounts direct debited from Council's Municipal Fund submitted to the Ordinary Council Meeting meeting held on 27/02/2024 for confirmation in respect to accounts already paid.				
DATED	CREDITOR	NAME	PARTICULARS	AMOUNT
9/01/2024	Dome Esperance	Shane Tobin	Town Tunes - gift card	\$100.00
10/01/2024	Bunnings	Shane Tobin	Chalk paint	\$55.50
12/01/2024	Facebook	Shane Tobin	Meta Facebook - Civic Centre shows	\$44.44
16/01/2024	Dicks Electronics	Shane Tobin	Town Tunes - gift card	\$100.00
16/01/2024	Fenwick 3 Cinemas	Shane Tobin	Town Tunes - gift card	\$182.88
16/01/2024	Dome Esperance	Shane Tobin	Town Tunes - gift cards	\$200.00
17/01/2024	Bistro Louis	Shane Tobin	Town Tunes - gift card	\$100.00
3/01/2024	CPA Australia	Shane Burge	CPA Membership	\$846.26
4/01/2024	Mailchimp	Felicity Baxter	Subscription - media notifications	\$196.42
9/01/2024	Microsoft	Felicity Baxter	Azure cloud platform - monthly subscription	\$2.16
31/12/2023	EZI GoFax Pty Ltd	Felicity Baxter	Licence - January 2024	\$29.85
8/12/2024	Netflix	Erica Austen	Netflix - CBDC client entertainment	\$16.99
17/01/2024	Xero Au	Erica Austen	Monthly subscription	\$65.00
23/01/2024	Department of Transport	Erica Austen	Vol NDIS check	\$11.00
24/01/2024	Officeworks	Erica Austen	Admin stationary	\$58.93
24/01/2024	Department of Transport	Erica Austen	Vol NDIS check	\$11.00
3/01/2024	Woolworths	Karen Voyatzis	Food - MOW kitchen	\$246.10
8/01/2024	Woolworths	Karen Voyatzis	Food - MOW kitchen	\$185.19
9/01/2024	Woolworths	Karen Voyatzis	Food - MOW kitchen	\$258.57
11/01/2024	Woolworths	Karen Voyatzis	Food - MOW kitchen	\$229.80
15/01/2024	Woolworths	Karen Voyatzis	Food - MOW kitchen	\$233.49
16/01/2024	Woolworths	Karen Voyatzis	Food - MOW kitchen	\$287.24
17/01/2024	Woolworths	Karen Voyatzis	Food - MOW kitchen	\$218.52
27/12/2023	Woolworths	Karen Voyatzis	Food - MOW kitchen	\$246.03
28/12/2023	Woolworths	Karen Voyatzis	Food - MOW kitchen	\$185.31
4/01/2024	NewsXpress Esperance	Sofie Hawke	S Hawke farewell card	\$14.99
4/01/2024	Woolworths	Sofie Hawke	Consumables - Chambers	\$86.78
10/01/2024	Woolworths	Sofie Hawke	Consumables - Kitchen	\$46.55
12/01/2024	McCree's Classique Jewellers	Sofie Hawke	Presidents chain engrave	\$20.00
15/01/2024	REX Airlines	Sofie Hawke	Flights - G Johnston	\$407.41
16/01/2024	REX Airlines	Sofie Hawke	Flights - B Guest	\$407.41



SHIRE OF ESPERANCE				
List of accounts direct debited from Council's Municipal Fund submitted to the Ordinary Council Meeting meeting held on 27/02/2024 for confirmation in respect to accounts already paid.				
DATED	CREDITOR	NAME	PARTICULARS	AMOUNT
18/01/2024	REX Airlines	Sofie Hawke	Flights - Photographer - Citizen of the Year	\$590.97
18/01/2024	Woolworths	Sofie Hawke	Consumables - Chambers	\$240.20
18/01/2024	Karijini Eco Retreat	Sofie Hawke	S Hawke leaving gift - council	\$506.00
19/01/2024	Jupiter Health	Sofie Hawke	Pre-employment Medical	\$70.00
19/01/2024	Crown Events - Conference	Sofie Hawke	Accommodation - S Burge	\$282.21
23/12/2023	White Sands Gallery	Sofie Hawke	Dennis Kelly award - K Schofield	\$100.00
23/12/2023	Woolworths	Sofie Hawke	20 yr service award - C Bradley	\$500.00
31/12/2023	Facebook	Sofie Hawke	EOI - Camp Host - Esperance Region	\$150.00
31/12/2023	Facebook	Sofie Hawke	Advertising - Work with us	\$30.49
31/12/2023	Facebook	Sofie Hawke	Advertising - Work with us	\$24.20
11/01/2024	Main Roads WA	Mathew Walker	Road safety audit - training course	\$385.00
15/01/2024	AP Esperance	Mathew Walker	Registered post	\$8.10
15/01/2024	Shire of Esperance	Mathew Walker	Registration for MR25 - Multipac Multi Wheel Roller	\$115.35
18/01/2024	Data Signs	Mathew Walker	Subscription TR101 Sam Speed Trailer	\$353.49
17/01/2024	Australian Planning Institute	Richard Hindley	Membership subscription	\$880.00
		Commonwealth Bank	<b>Total Credit Card Purchases 23/12/2023 - 24/01/2024</b>	13,369.64



**Item: 12.3.7**

**Lease Surrender Request - Old Matron's Quarters Museum Village**

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

**File Ref: D24/4152**

**Applicant**

Stevie Lawrence

**Location/Address**

Portion Lot 100 Dempster Street, Esperance



**Executive Summary**

For Council to consider surrendering the lease with Stevie Lawrence for the Old Matron's Quarters in the Museum Village.

**Recommendation in Brief**

That Council surrenders the lease with Stevie Lawrence for the Old Matron's Quarters in the Museum Village.

**Background**

Ms Lawrence has been leasing the Old Matron's Quarters in the Museum Village since July 2022, when she moved across from the Old Court House building.

During the time she has been leasing within the Village, her business has expanded and she has now requested to surrender her lease in order to further expand into a larger premise in the centre of town.

**Officer's Comment**

During the time that Ms Lawrence has been leasing the Old Matron's Quarters, invoices have been paid consistently and there have been no breaches or other issues raised.



The previous tenant installed a dividing wall in the rear room, which Ms Lawrence requested to remain at the premises. This will need to be removed unless the next tenant wishes for this to remain at the premises.

Ms Lawrence has indicated that she is planning to move from the Village during March.

The premises will be advertised for expressions of interest once the surrender request is approved by Council.

### **Consultation**

Stevie Lawrence

### **Financial Implications**

Any outstanding invoices are to be paid by the Lessee

\$240 lease surrender fee

Current lease renewal valuation is approx. \$17,440

### **Asset Management Implications**

Nil

### **Statutory Implications**

*Local Government Act 1995*

### **Policy Implications**

Building and Property Agreements Policy

### **Strategic Implications**

Council Plan 2022 – 2032

*Prosperity - Outcome 12. A prosperous and diverse economy*

Objective 12.1. Attract and retain diverse industries and enterprises to grow the economy and local jobs.

### **Environmental Considerations**

Nil

### **Attachments**

A<sup>1</sup>. Stevie Lawrence Lease Surrender Request

### **Officer's Recommendation**

**That Council surrender the lease with Stevie Lawrence for the Old Matron's Quarters in the Museum Village, portion Lot 100 Dempster Street, subject to;**

- 1. Lease surrender fee of \$240 being payable; and**
- 2. Any outstanding invoices being paid prior to the surrender being finalised.**

### **Voting Requirement**

Simple Majority



## Surrender Request Leased Property



### REQUEST DETAILS

Applicant Name:

Stevie Lawrence

Phone/Mobile:



Email Address:

toberead@dearvillage.com.au

Business Name:

Dear Village

I wish to apply to the Shire of Esperance to surrender the lease for the following property:

### PROPERTY DETAILS

Old Matrons Quarters - Shop 7 54 Dempster Street

### PLEASE PROVIDE THE REASON FOR SURRENDERING THE LEASE

Due to the growth of our business over the last 2 years, we have made the decision to move to a larger space in the main street.

Please note that applications may take up to 2 months to finalise due to reporting requirements.

All outstanding invoices must be paid and tenant's property must be removed from the property prior to a surrender request being finalised

  
Applicant's Signature

08/02/2024

Date

COR-06 Assignment Request Leased Property Reviewed 03 December 2020



**Item: 12.3.8**

**Rates Exemption Applications**

<b>Author/s</b>	Tania Hourn	Coordinator Revenue
<b>Authorisor/s</b>	Felicity Baxter	Director Corporate & Community Services

**File Ref: D24/2333**

**Applicant**

Lutheran Church of Australia Western Australia District Incorporated.

**Location/Address**

10 Backland Street, Sinclair  
Lot 73 Pln 9425

**Executive Summary**

For Council to consider granting a rates exemption to a property under Section 6.26(2)(d) land used exclusively by a religious body as a place of public worship or in relation to that worship, a place of residence of a minister of religion, a convent, nunnery or monastery or occupied exclusively by a religious brotherhood or sisterhood of the *Local Government Act 1995*.

**Recommendation in Brief**

That Council grant a rates exemption under Section 6.26(2)(d) of the *Local Government Act 1995* to the Esperance Lutheran Church for 10 Backland Street, Sinclair (Assessment 31195) from 1<sup>st</sup> July 2023.

**Background**

An application for rates exemption under Section 6.26(2)(d), a place of residence of a minister of religion was received from Marie Schutz, treasurer of the Lutheran Church, dated 19<sup>th</sup> January 2024.

The property at 10 Backland Street, Sinclair is currently being used as a place of residence for Pastor Glenn Crouch and his family. The Pastor commenced residency at the property in February 2023.

The Lutheran Church receives no income for the provision of full-time accommodation.

Pastor Glenn provides weekly church services at the Lutheran Church located adjacent to the property at 10 Backland Street. The property is also used for counselling provided by Pastor Glenn.

It is noted that this property has been granted an exemption previously under the same requirements provided by the *Local Government Act 1995*. From 1<sup>st</sup> of July 2019 circumstances changed and the property became privately rented and was deemed rateable land.

**Officer's Comment**

Section 6.26(2)(d) of the act provides that "land used exclusively for a place of residence for a minister of religion" is deemed not rateable by local government and the Lutheran Church of WA have supported their application with the following: -

1. Completed application for rates exemption;
2. Copy of Certificate of Incorporation (Attachment A)
3. Copy of Certificate Australian Charities & not-for-profits Commission (Attachment B)
4. St John's Lutheran Church Esperance Constitution

It is recommended that the Lutheran church of WA be granted rates exemption under Section 6.26(2)(d) from 1<sup>st</sup> July 2023 and any rates already paid be refunded.



It should be noted that any rates exemption only applies to the rates and waste portion of their rates notice. Charges such as rubbish services and ESL are still due and payable.

### **Consultation**

Lutheran Church of Esperance WA (Marie Schutz)  
Local Government Act 1995

### **Financial Implications**

2023/24 Rates GRV	\$1,850.72
2023/24 Rates Waste Rate	\$ 80.00

### **Asset Management Implications**

Nil

### **Statutory Implications**

The statutory implications associated with this item are Section 6.26(2)(d) a place of residence of minister of religion, the *Local Government Act 1995*.

### **Policy Implications**

Nil

### **Strategic Implications**

Council Plan 2022 – 2032

*Leadership*

A financially sustainable and supportive organisation achieving operational excellence

### **Environmental Considerations**

Nil

### **Attachments**

- A<sup>1</sup>. Certificate of Incorporation
- B<sup>1</sup>. Australian Charities and Not-for-profits Commission

### **Officer's Recommendation**

**That Council grant a rates exemption under Section 6.26(2)(d) of the *Local Government Act 1995* to the Esperance Lutheran Church for 10 Backland Street, Sinclair (Assessment 31195) from 1<sup>st</sup> July 2023.**

### **Voting Requirement**

Simple Majority





Government of Western Australia  
Department of Mines, Industry Regulation and Safety  
Consumer Protection

**WESTERN AUSTRALIA**  
*Associations Incorporation Act 2015*  
(Section 31)

IARN: A0680012N

## Certificate of Incorporation on Change of Name

This is to certify that

**LUTHERAN CHURCH OF AUSTRALIA WESTERN AUSTRALIA  
DISTRICT**

an association incorporated under the  
*Associations Incorporation Act 2015* changed its name to

**LUTHERAN CHURCH OF AUSTRALIA WESTERN AUSTRALIA  
DISTRICT INCORPORATED**

The new name commenced on the  
third day of May 2019

David Hillyard  
Acting Commissioner for Consumer Protection

CERTIFICATE





Australian  
**Charities** and  
**Not-for-profits**  
Commission



THIS CERTIFIES THAT

**Esperance Lutheran Church**

ABN: 42631047626

HAS BEEN REGISTERED BY THE

**Australian Charities and Not-for-profits Commission**

ON THE DATE OF

**03/12/2012**

CERTIFIED BY

A handwritten signature in black ink, appearing to read "Sue Woodward".

**Sue Woodward AM**

**Commissioner**

Australian Charities and Not-for-profits Commission

For information about the current registration status of this charity,  
check the ACNC Charity Register at [acnc.gov.au/charity](http://acnc.gov.au/charity)









### **Recommendation in Brief**

That Council:

1. Direct the CEO to advertise all unsold lots within Flinders Stage 4 (excluding any lots that are under contract at the time the tender is advertised) for sale by tender.
2. Confirm it believes that the valuation previously received from the Opteon Property Group In August 2023 still represents the current market for lots in the Esperance region and forms the basis for developing acceptable pricing for the lots with Flinders Stage 4.
3. Relist all lots that don't receive an offer through the tender process.
4. Delegate authority to the CEO to negotiate and accept offers on these listed properties.

### **Background**

The current delegated authority to the CEO to accept offers on identified vacant lots is due to expire in February.

Delegated authority to the CEO can only be provided for a maximum of 6 months following a tender or auction process being undertaken. In the event that a delegation isn't provided all negotiations require Council Decisions for each stage of the negotiation. This obviously has the potential to both make negotiations a lengthy and drawn out process as well as resulting in it playing out in the public domain. Neither of these outcomes is generally conducive to attracting purchasers.

There is currently a total of 29 lots available for sale in Flinders, all other lots that were available in August 2024 have sold.

### **Officer's Comment**

Submissions are rarely received for tenders issued for vacant land, especially in the situation where all lots have previously been available for purchase, as all of these have. This recommendation removes the need for Council to reconsider these lots prior to them being re-listed with real estate agents unless a submission is received. In the event that one or more tender submissions is received, this recommendation will allow all lots not involved in a submission to be listed with real estate agents while the tenders are being considered, minimising the time the lots are off the market.

It has been recommended that Council continue to rely upon the licensed valuations obtained from Opteon Property Group in August 2023 (Attachment A) as there has been little change in the market in the intervening time.

The final stages of having certificates of titles for these lots is currently being undertaken. Sales on these lots cannot be finalised until this occurs, contracts for sale can however be progressed in the interim, with settlement simply needing to be delayed until the titles are available.

### **Consultation**

Elders Real Estate have recently taken over the marketing and sale of properties on behalf on the Shire (outside of tender periods) and provide feedback on the local market.

### **Financial Implications**

Income from any sale of land is placed in the Land Development reserve to ensure that income from the sale of land assets doesn't get utilised on an operational expense or depreciating asset as per the intent of the Land Asset policy and procedures.

### **Asset Management Implications**

Sale of these lots removes the Councils obligations to maintain them.



### **Statutory Implications**

The statutory implications associated with this item are contained within:

Local Government Act 1995

Section 3.58 – Disposing of Property

### **Policy Implications**

Sale of non-strategic freehold land and placement of fund in reserve for future land development or acquisition of strategic land is consistent with the Councils Public Land Asset Strategy.

### **Strategic Implications**

Council Plan 2022 – 2032

*Leadership*

A financially sustainable and supportive organisation achieving operational excellence

### **Environmental Considerations**

Nil

### **Attachments**

- A. Valuation report - *Confidential*
- B. Listing and Sale Prices - *Confidential*

### **Officer's Recommendation**

#### **That Council**

1. **Direct the CEO to advertise all unsold lots as detailed below at 3. (excluding any lots that are under contract at the time the tender is advertised) for sale by tender.**
2. **Confirm it believes that the valuation previously received from the Opteon Property Group In August 2023 still represents the current market for lots in the Esperance region and forms the basis for developing acceptable pricing for the lots with Flinders Stage 4.**
3. **List all properties in the schedule within Attachment B at the Listing Prices identified.**
4. **Delegate authority to the CEO to negotiate and accept offers on these listed properties at or above the Minimum Acceptable Sale Price identified in the schedule within Attachment B.**

**Voting Requirement**

**Absolute Majority**



**Item: 12.4.2**

**Information Bulletin - February 2024**

<b>Author/s</b>	Chantelle Hoffrichter	Executive Assistant
<b>Authorisor/s</b>	Roy Greive	Acting Chief Executive Officer

**File Ref: D24/3812**

**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**

- A<sup>1</sup>. Information Bulletin - February 2024
- B<sup>1</sup>. Council Priorities Summary - Corporate Performance - January 2024

**Officer's Recommendation**

**That Council accepts:**

1. Information Bulletin – February 2024
2. Council Priorities Summary – Corporate Performance – January 2024

<b>Voting Requirement</b>	Simple Majority
---------------------------	-----------------





## **INFORMATION BULLETIN**

### **ORDINARY COUNCIL MEETING**

**February 2024**

we make it  
happy







Shire of Esperance

Building Applications Approved from 1 January 2024 to 31 January 2024

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 <del>\$sq.m</del>	Cost \$ Excluding Land
31/01/2024	18458		Aspect Modular 58 Campbell Road Denmark WA 6333	BC102312	Lot: 804 <del>Pic</del> 230232 Merivale Road MYRUP	Class 1b - Two 138m2 Dwellings <del>Ext</del> Holiday Accommodation	Steel	Steel	Concrete	2	138.0	490,874.00
24/01/2024	18472		D A Rowe 20 Twilight Beach Road WEST BEACH WA 6450		Lot: 728 <del>Pic</del> 12843 20 Twilight Beach Road WEST BEACH	Shade Sail Structure		Other				3,000.00
11/01/2024	18473		E J Cooper 83 <del>Seaview</del> Road MONJINGUP WA 6450	OB1012914	Lot: 8 <del>Pic</del> 54655 83 <del>Seaview</del> Road MONJINGUP	Dwelling - Ancillary Accommodation - 64.28m2	Steel	Steel	Concrete	1	64.0	40,000.00
09/01/2024	18480		N K Lang 95 Treasure Road SINCLAIR WA 6450		Lot: 758 <del>Pic</del> 52634 95 Easton Road CASTLETOWN	Shed 52.5m2	Steel	Steel	Concrete	1	53.0	19,000.00
08/01/2024	18482		A D Passek 1 Tupper Street ESPERANCE WA 6450		Lot: 92 <del>Pic</del> 8298 1 Tupper Street ESPERANCE	Shed - Bathroom Addition 4.68m2	Other		Concrete	1	5.0	5,000.00
10/01/2024	18487		R A Scott 6 Eagle Court WEST BEACH WA 6450		Lot: 114 <del>Pic</del> 20600 6 Eagle Court WEST BEACH	Shed 84m2	<del>Brick, veneer</del>	<del>Aluminium</del>	Concrete	1	84.0	19,000.00
11/01/2024	18489		Apex Building Contractors 5 Woods Street CHADWICK WA 6450	BC103960	Lot: 758 <del>Pic</del> 52634 95 Easton Road CASTLETOWN	Dwelling - Single 334m2 <u>With</u> 14000L Water Tank  Dwelling - Single 334m2 <u>With</u> 14000L Water Tank	Brick, veneer	Steel	Concrete  Other	1  1	334.0  14000.0	494,900.00  5,000.00
03/01/2024	18491		R J Kyle 8 Easton Road CASTLETOWN WA 6450	10861	Lot: 1056 <del>Pic</del> 58988 3 Waterlily Way CASTLETOWN	Dwelling 241m2 Plus Shed & Fencing	Brick, veneer	Steel	Concrete	1	241.0	430,000.00
03/01/2024	18492		Ekon Group Pty Ltd t/a Dixon Construction 71 The Esplanade ESPERANCE WA 6450	BC14605	Lot: 249 <del>Pic</del> 69443 8 Asken Turn BANDY CREEK	Dwelling with Attached Garage & Aifresco 341m2	Brick, veneer	Steel	Concrete	1	341.0	679,364.00
12/01/2024	18493		Shire of Esperance Windich Street ESPERANCE WA 6450		Lot: 388 <del>Pic</del> ESPERT 1 Black Street ESPERANCE	Demolition Shade Shelter 49m2	Other	Other	Not Specified	1	49.0	11,000.00
09/01/2024	18494		Demolition WA Pty Ltd t/as Kalgoorlie Salvage & Demolition 265 Forrest Street KALGOORLIE WA 6430	WAD387	Lot: 124 <del>Pic</del> 171863 Coolgardie-Esperance Highway SALMON GUMS	Demolition Part Salmon Gums Hall 150m2				1	150.0	16,350.00
08/01/2024	18496		AJ Grant Building PTY Ltd Unit 2 188 <del>Balcatta</del> Street BALCATT WA 6021	100480	Lot: 340 <del>Pic</del> 1853 32 Nugent Street CASTLETOWN	Carport - Refurbishment	Brick, double	Steel	Concrete	1		16,444.00
30/01/2024	18504		B J <del>Locinski</del> Lot 52 Goldfields Road CASTLETOWN WA 6450		Lot: 79 <del>Pic</del> 1376 150 Easton Road CASTLETOWN	Patio Removal and Replacement with New 49.28m2	Steel	Steel	Concrete	1	49.0	18,457.00
29/01/2024	18506		P F Carmody 30 Collie Street WEST BEACH WA 6450	OB1013411	Lot: 120 D: 62871 30 Collie Street WEST BEACH	Dwelling - Additions - Porch, Ramp and Stairs and Retaining Wall			Concrete	1		100,000.00

Total number of Building Permits:	14	\$2,348,389.00
Total number of Licenses/Certificates Reported:	14	\$2,348,389.00



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.

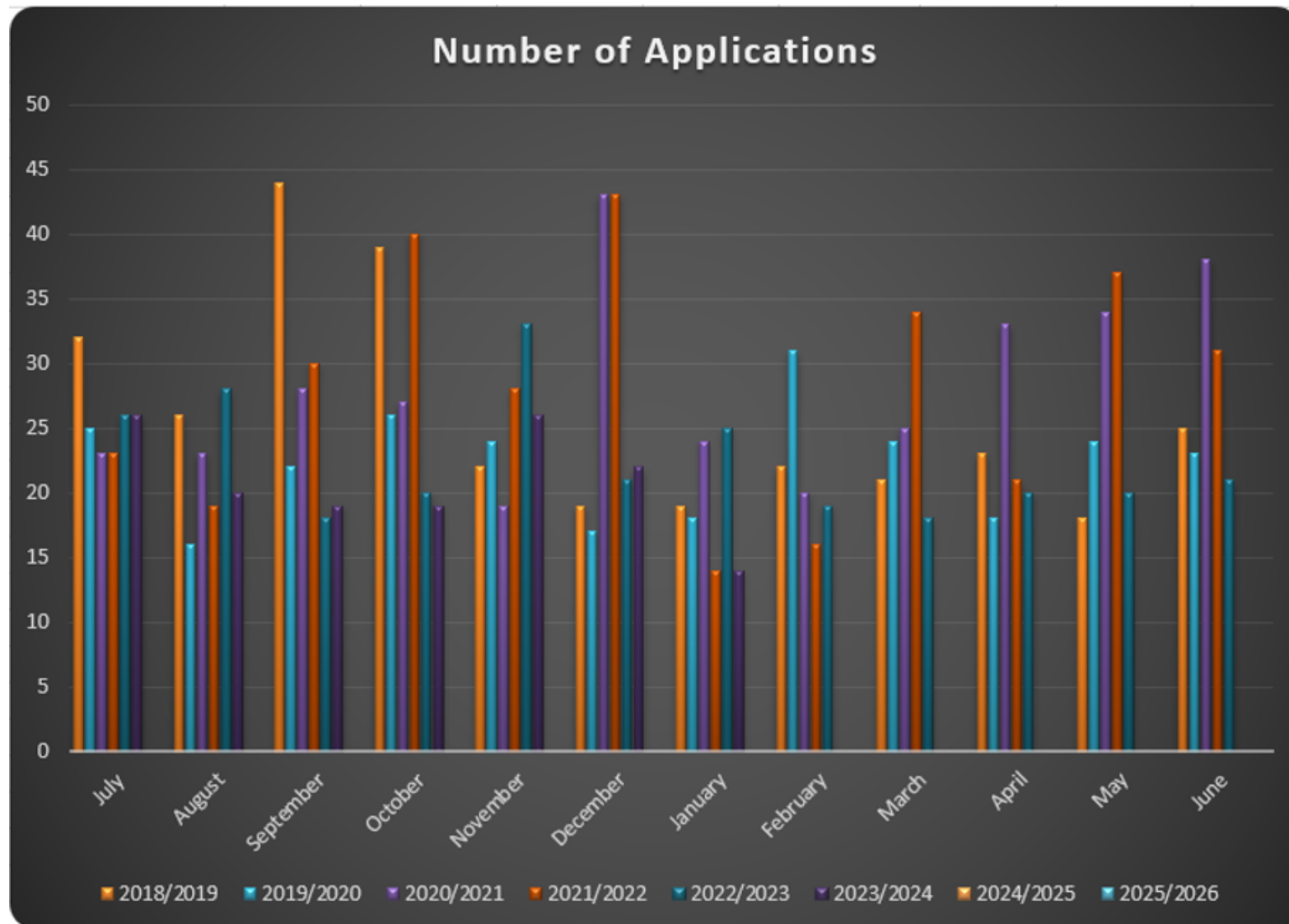
Coordinator Building Services – 12/02/2024



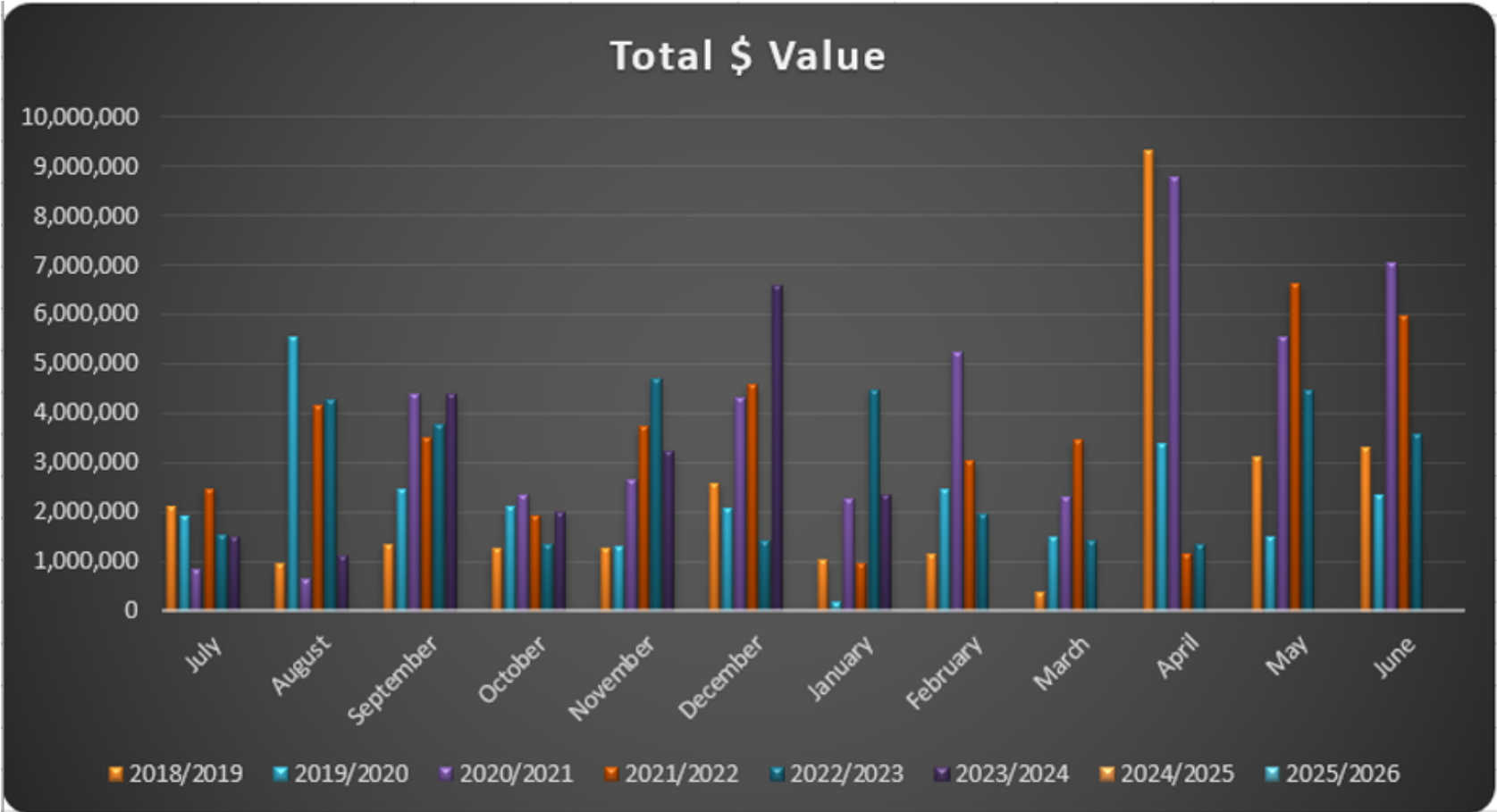
## Building Statistics January 2024

Classification	Work	Num	Value	Num	Value	Num	Value	Num	Value	Num	Value	Num	Value	Num	Value
1) Dwelling	New	4	\$418,560	8	\$300,000	3	\$1,302,836	1	\$300,000	4	\$1,349,149	4	\$3,468,806	5	\$2,140,138
	Alter	2	\$150,000			2	\$495,000	2	\$37,500	2	\$147,242	3	\$129,000	1	\$100,000
	Demo			3	\$39,000	1	\$15,000	1	\$55,000						
	Unauth	1	\$100,000												
2) Two or more sole occupancy Units	New														
	Alter														
	Demo														
	Unauth														
3) Residential Building	New														
	Alter														
	Demo			1	\$250,000										
	Unauth														
4) Caretakers Dwelling	New														
	Alter														
	Demo														
	Unauth														
5) Office Building	New							2	\$962,000	2	\$700,000	2	\$260,000		
	Alter														
	Demo														
	Unauth														
6) Retail	New					1	\$171,000					1	\$0		
	Alter	1	\$70,000					1	\$40,000			1	\$1,230,000		
	Demo														
	Unauth														
7) Carpark or Storage	New	3	\$447,630	1	\$163,020	4	\$1,629,507	2	\$333,026	4	\$272,658				
	Alter														
	Demo							1	\$100,000	1	\$45,000				
	Unauth														
8) Laboratory/ Workshop	New														
	Alter														
	Demo														
	Unauth														
9) Health-care, Assembly or Aged care Building	New							1	\$0						
	Alter			1	\$200,000			1	\$40,114			1	\$1,100,000		
	Demo													2	\$27,350
	Unauth														
10) Non-habitable	New	13	\$261,405	6	\$162,570	7	\$756,354	6	\$114,531	12	\$712,274	8	\$382,849	4	\$59,457
	Alter	1	\$35,000					1	\$12,000			1	\$10,000	2	\$21,444
	Demo									1	\$12,350				
	Unauth	1	\$3,200			1	\$26,500					1	\$10,000		
SUB TOTAL		24	\$1,382,595	20	\$1,114,590	18	\$4,369,697	19	\$1,994,171	26	\$3,238,673	21	\$6,580,655	14	\$2,348,389
Unauthorised TOTAL		2	\$103,200	0	\$0	1	\$26,500	0	\$0	0	\$0	1	\$10,000	0	\$0
Totals		26	\$1,485,795	20	\$1,114,590	19	\$4,396,197	19	\$1,994,171	26	\$3,238,673	22	\$6,590,655	14	\$2,348,389





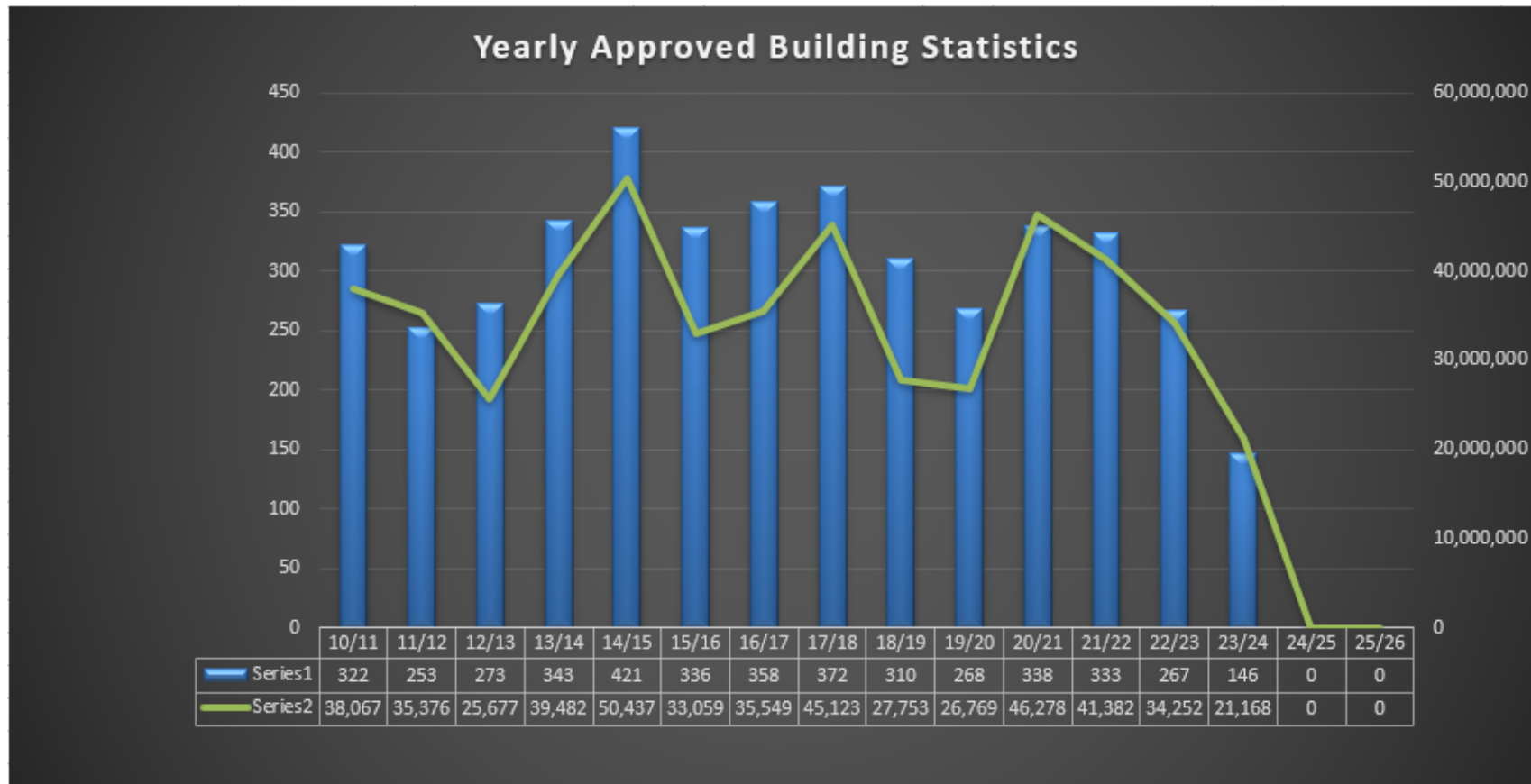






		Yearly Comparison											
		2018 - 2019		2019 - 2020		2020 - 2021		2021 - 2022		2022 - 2023		2023 - 2024	
Classification	Work	Num	Value	Num	Value	Num	Value	Num	Value	Num	Value	Num	Value
1) Dwelling	New	33	\$12,193,831	31	\$12,413,292	75	\$30,156,486.00	63	\$21,593,598.00	48	\$17,896,912.00	29	\$9,279,489.00
	Alter	27	\$1,543,310	27	\$1,651,836	29	\$2,452,032.00	31	\$2,876,818.00	16	\$1,135,152.00	12	\$1,058,742.00
	Demo	1	\$8,000	5	\$68,000	7	\$128,500.00	5	\$106,930.00	1	\$49,698.00	5	\$109,000.00
	Unauth	7	\$301,000	3	\$329,800	4	\$58,000.00	7	\$316,269.00	5	\$200,000.00	1	\$100,000.00
2) Two or more sole occupancy Units	New	0	\$0	0	\$0	0	\$0.00	1	\$0.00	0	\$0.00	0	\$0.00
	Alter	0	\$0	0	\$0	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
	Demo	0	\$0	0	\$0	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
	Unauth	0	\$0	0	\$0	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
3) Residential Building	New	0	\$0	0	\$0	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
	Alter	0	\$0	0	\$0	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
	Demo	0	\$0	0	\$0	0	\$0.00	0	\$0.00	0	\$0.00	1	\$250,000.00
	Unauth	0	\$0	0	\$0	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
4) Caretakers Dwelling	New	0	\$0	0	\$0	0	\$0.00	1	\$203,163.00	0	\$0.00	0	\$0.00
	Alter	0	\$0	0	\$0	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
	Demo	0	\$0	0	\$0	0	\$0.00	0	\$0.00	0	\$0.00	1	\$0.00
	Unauth	0	\$0	0	\$0	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
5) Office Building	New	2	\$530,000	2	\$0	4	\$0.00	5	\$748,896.00	0	\$0.00	6	\$1,922,000.00
	Alter	4	\$28,000	6	\$1,699,076	6	\$326,000.00	1	\$160,000.00	0	\$0.00	0	\$0.00
	Demo	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0.00	0	\$0.00
	Unauth	0	\$0	1	\$5,000	0	\$0	0	\$0	0	\$0.00	0	\$0.00
6) Retail	New	2	\$22,000	3	\$88,000	4	\$200,000	10	\$854,102	6	\$305,000	2	\$171,000.00
	Alter	6	\$399,898	0	\$0	8	\$1,255,837	3	\$609,095	0	\$0.00	3	\$1,340,000.00
	Demo	0	\$0	0	\$0	1	\$5,000	0	\$0	0	\$0.00	0	\$0.00
	Unauth	0	\$0	0	\$0	1	\$18,500	0	\$0	0	\$0.00	0	\$0.00
7) Carpark or Storage	New	5	\$989,422	6	\$518,584	14	\$2,399,396	36	\$5,010,649	26	\$6,329,283	14	\$2,845,841.00
	Alter	2	\$109,700	6	\$2,434,500	4	\$3,780,093	3	\$28,800	0	\$0.00	0	\$0.00
	Demo	0	\$0	1	\$120,000	1	\$34,760	0	\$0	0	\$0.00	2	\$145,000.00
	Unauth	1	\$25,000	1	\$50,000	1	\$20,001	3	\$27,000	0	\$0.00	0	\$0.00
8) Laboratory/ Workshop	New	3	\$410,500	4	\$1,934,544	7	\$944,742	2	\$313,130	0	\$0.00	0	\$0.00
	Alter	0	\$0	0	\$0	6	\$243,282	1	\$25,000	0	\$0.00	0	\$0.00
	Demo	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0.00	0	\$0.00
	Unauth	1	\$3,000	0	\$0	0	\$0	0	\$0	0	\$0.00	0	\$0.00
9) Health-care, Assembly or Aged care Building	New	1	\$7,954,650	2	\$128,000	7	\$0	0	\$0	3	\$271,609	1	\$0.00
	Alter	8	\$90,900	5	\$1,981,701	1	\$0	1	\$78,827	1	\$1,088,700	3	\$1,340,114.00
	Demo	0	\$0	1	\$19,000	0	\$0	0	\$0	0	\$0.00	2	\$1,340,114.00
	Unauth	0	\$0	0	\$0	1	\$5,000	0	\$0	0	\$0.00	0	\$0.00
10) Non-habitable	New	122	\$2,423,198	98	\$2,603,490	98	\$3,486,463	139	\$7,912,721	120	\$3,050,809	56	\$2,449,440.00
	Alter	53	\$401,925	47	\$544,727	44	\$555,532	15	\$392,941	17	\$182,740	5	\$78,444.00
	Demo	3	\$47,500	4	\$59,300	1	\$89,000	2	\$60,500	0	\$0.00	1	\$12,350.00
	Unauth	29	\$271,190	15	\$120,800	14	\$120,000	4	\$64,000	14	\$405,350	3	\$39,700.00
SUB TOTAL		272	\$27,152,834	248	\$26,264,050	317	\$46,057,123	319	\$40,975,170	248	\$33,647,333	142	\$21,028,770
Unauthorised TOTAL		38	\$600,190	20	\$505,600	21	\$221,501	14	\$407,269	19	\$605,350	4	\$139,700
Totals		310	\$27,753,024	268	\$26,769,650	338	\$46,278,624	333	\$41,382,439	267	\$34,252,683	146	\$21,168,470









we make it  
happen

## Council Plan Summary

January 2024



Shire of Esperance

Council Plan January 2024

## People

### A safe community

Action Code	Action Name	Comments	Responsible Officer Position
1.1.1	Advocate for increased police presence	Met with Regional Inspector during January and although there are additional Police resources available for Esperance, housing unable to be obtained through GROH.	Chief Executive Officer
1.1.2	Advocate for improved access to safe, affordable accommodation and support services for vulnerable people (such as people affected by domestic violence, homeless people, people with mental health issues and young offenders)	Nothing further to report this month.	Chief Executive Officer
1.2.1	Advocate for animal welfare organisations, such as RSPCA, to have a greater presence in Esperance to respond to local animal welfare issues.	Ongoing	Director External Services

### A healthy and active community

Action Code	Action Name	Comments	Responsible Officer Position
2.1.1	Advocate for improved access to health services with a focus on attracting and retaining local GPs, visiting specialists, telehealth services, and mental health support services	Shire provided mental health support and assistance during January for those affected by the Boxing Day fire.	Chief Executive Officer



**Shire of Esperance**

**Council Plan January 2024**

Action Code	Action Name	Comments	Responsible Officer Position
2.2.1	Lead implementation of the Esperance Greater Sports Ground Redevelopment Masterplan	We have received the new basketball rings. Working on a plan to have these installed shortly.	Director Asset Management
2.2.2	Provide a third soccer pitch at the Greater Sports Ground	Not started	Director Asset Management
2.2.3	Review Graham Mackenzie Stadium Redevelopment plans	Tender has been issued.	Manager Asset Planning
2.2.4	Develop a Bay of Isles Leisure Centre Management Plan	New Envibe Point of Sale system has been an overall success. Some early hiccups, however have been well handled. Online swim school registrations were overwhelmingly adopted with major efficiencies compared to the manual enrolment processes of the past.	Manager Recreation and Culture
2.3.1	Design and construct an integrated community and cultural complex in the James Street Cultural Precinct to co-locate the library, museum and visitor centre	Ongoing	Director External Services
2.3.2	Facilitate James Street Cultural Precinct Advisory Groups focusing on the requirements for a new library, museum and visitor centre		Director External Services
2.3.3	Implement the Interpretation Plan for Esperance Museum, including an Aboriginal interpretive section	Ongoing	Manager Recreation and Culture



**Shire of Esperance**

**Council Plan January 2024**

Action Code	Action Name	Comments	Responsible Officer Position
2.3.4	Review library technology upgrade requirements including the Library Electronic Management System	The LMS upgrade process has kicked off with go live still scheduled for March.	Manager Information Services
2.4.1	Explore sustainable funding sources to attract, manage and support local volunteers		Volunteer Resource Centre Coordinator
2.4.2	Explore options to recognise, reward and incentivise volunteers		Volunteer Resource Centre Coordinator

**A welcoming, inclusive and connected community**

Action Code	Action Name	Comments	Responsible Officer Position
3.1.1	Provide an Aboriginal Heritage Agreement to guide respectful consultation with Traditional Owners	Consultation is planned in the near future with Esperance Tjaltjraak Native Title Aboriginal Corporation (ETNTAC) to look at progressing the development of a heritage agreement.	Manager Parks & Environment
3.1.2	Provide assistance with events, activities and promotions to encourage greater awareness and participation in NAIDOC Week	The Community Development team continues to support the community with their events. Promotion, Giant Games, Shades etc are all available to the community for free. Our team and the RAP working group promote NAIDOC week and other important dates.	Community Development & Events Manager
3.1.3	Facilitate Aboriginal dual naming of significant places	Ongoing as opportunities arise.	Director Asset Management
3.1.4	Partner with traditional custodians to develop cultural trails with maps and	Not Started. Due to commence 2024 calendar year.	Manager Parks & Environment



**Shire of Esperance**

**Council Plan January 2024**

Action Code	Action Name	Comments	Responsible Officer Position
	interpretive signs to raise awareness, knowledge and understanding about local Aboriginal history and stories		
3.1.5	Establish and strengthen relationships with local Aboriginal Stakeholders and organisations	Aboriginal Cultural Awareness training has been scheduled for Councillors and Management for February 2024. A cross organisational internal working group is being developed to review the Reflect RAP, and initiate cultural development initiatives within the organisation.	Director Corporate and Community Services
3.2.1	Advocate for increased child care services through promotional campaigns	Ongoing social media campaign to encourage Family Day Care operators.	Chief Executive Officer
3.2.2	Review youth needs to establish any gaps in youth services and facilities (such as access to drop in spaces, mentoring and mental health support services)	We are currently employing a Community Development Youth worker. An appropriate 12 month traineeship is being selected.	Community Development & Events Manager
3.3.1	Advocate for improved aged care facilities and palliative care	Met with Esperance Aged Care Facility and GEDC to consider applying for external grant funding to undertake an Ageing in Esperance Masterplan.	Chief Executive Officer
3.3.2	Advocate for community and care services to support active aging in home	We have been advocating for services to attend the Dying to know Expo and give talks or be available to service users.	Manager Aged Care & Disability Services
3.3.3	Upgrade Esperance Home Care Centre	Flooring installed waiting on final fit out of electrical and plumbing	Manager Asset Planning



**Shire of Esperance**

**Council Plan January 2024**

Action Code	Action Name	Comments	Responsible Officer Position
3.3.4	Provide flexible working arrangements at Esperance Home Care Centre to attract and retain staff	Whilst this is ongoing we need to be able to balance the needs of the service with those of our staff - and for example we will be unable to offer only school hours for new staff at this time.	Manager Aged Care & Disability Services
3.3.5	Review NDIS registration arrangements for Esperance Home Care		Manager Aged Care & Disability Services
3.3.6	Partner with local service providers to develop a campaign to attract community support workers to address current staff shortages	No updates to report.	Manager Aged Care & Disability Services
3.3.7	Advocate for local shops, hospitality and entertainment venues to improve access and employment opportunities for people with disability	Ongoing as an opportunity arises. Current Disability Access and Inclusion Plan outlines the actions the Shire is progressing. Forms part of business as usual when discussions happen with building development applications.	Chief Executive Officer
3.3.8	Provide appropriate level of ACROD parking bays	Parking design projects continue to be assessed to determine ACROD requirements.	Manager Asset Development
3.3.9	Provide improved beach access for people with disability	Beach wheelchair storage shed under construction.	Director Asset Management
3.3.10	Implement actions and initiatives resulting from DAIP discussions and forums	Internal representatives to be appointed to DAIP.	Manager Development Services



Shire of Esperance

Council Plan January 2024

**Planet**

**The natural environment is valued, protected and enjoyed**

Action Code	Action Name	Comments	Responsible Officer Position
4.1.1	Partner with Traditional Owners to manage culturally sensitive nature reserves	Works have continued with Esperance Tjaltjraak Native Title Aboriginal Corporation (ETNTAC) to manage and rehabilitated areas in the Tjaltjraak Boodja Park and Wharton Beach and also within the Twilight Beach fire scar.	Manager Parks & Environment
4.1.2	Seek Government funding and support for the recovery of the colour and ecological health of Pink Lake and surrounding wetlands	Not Started. Due to commence 2024 calendar year. A potential funding opportunity has been identified and will be investigated in early 2024.	Manager Parks & Environment
4.1.3	Provide a Coastal Hazard Risk Management Adaption Plan (CHRMAP) for West Beach	Not Started. Due to commence 2024 calendar year.	Manager Parks & Environment
4.1.4	Review the Coastal Management Plan	A draft of the Coastal Management Plan has been received from the consultant. The draft is currently under internal review.	Manager Parks & Environment
4.1.5	Implement the Dempster Head Management Plan	Works are continuing at Dempster Head to implement actions from the Management Plan.	Manager Parks & Environment
4.1.6	Install sand backpassing infrastructure	First section of the pipeline from Bandy Creek to Castletown Quays has been installed. Will continue working through the next stages. Still waiting to hear from Horizon Power about the power demand implications.	Director Asset Management



**Shire of Esperance**

**Council Plan January 2024**

Action Code	Action Name	Comments	Responsible Officer Position
4.1.7	Implement the Lake Monjigup Reserve Management Plan	Development of the Pet Cemetery is underway and works are ongoing in the Nature Park area.	Manager Parks & Environment
4.1.8	Provide a new Weed Management Strategy	Not Started. Due to commence 2024 calendar year.	Manager Parks & Environment
4.1.9	Advocate on behalf of the community for the State's plans for a Marine Park	Spoke to Director General DBCA to ensure that DBCA will have Esperance based community consultation support once the proposed SCMP sanctuary zone maps are released for public comment.	Chief Executive Officer
4.2.1	Provide a new Trails Master Plan	Still being Reviewed by peers	Asset Administration Supervisor
4.2.2	Upgrade Piggery Mountain Bike trails - stage 1	Erosion areas along the track have been inspected. Toilet block has been ordered for the site. A site plan and design will be completed and works completed when site is drier. Trail design consultants are inspecting the site in February to assist in the upgrade design.	Manager Parks & Environment

**Shared responsibility for climate action and sustainability**

Action Code	Action Name	Comments	Responsible Officer Position
5.1.1	Undertake annual carbon emissions audit and carbon emission reduction actions	Report on carbon emissions before Council this month.	Director Asset Management
5.1.2	Install renewable energy (solar PV and battery storage) on council buildings where feasible	Save Energy engaged to provide plan for solar panel installation	Manager Asset Planning



Shire of Esperance

Council Plan January 2024

Action Code	Action Name	Comments	Responsible Officer Position
5.1.3	Facilitate adoption of best practice energy efficiency measures across all council buildings, and support community facilities to adopt these measures	Grant funding submission and supporting assessments currently being considered to upgrade Depot and Home Care with PV cells.	Chief Executive Officer
5.1.4	Trial eco-friendly vehicles as options become viable	Awaiting arrival of electric vehicle for evaluation and fit for purpose use at Home Care, other than that, continuing with Hybrid replacements where possible.	Technical Officer Fleet
5.1.5	Support installation of electric charging stations to encourage and facilitate greater use of electric vehicles and e-rideables		Chief Executive Officer
5.2.1	Introduce a third-bin kerbside collection program for Food Organics and Garden Organics (FOGO)	Not due to commence until July 2025.	Manager Waste & Environmental Health
5.2.2	Provide a Community Drop Off and Transfer Station at Myrup Truck Wash and Liquid Waste Facility to encourage sustainable waste management	Not due to start until 2025/26.	Manager Waste & Environmental Health
5.2.3	Advance Esperance's Waste Revolution education platform to improve waste diversion rates and promote a circular waste economy	January Radio and social media promotions centered on how to be a Great Sort in 2024 by making sustainable choices when shopping and reducing food waste at home by only buying what you need and planning out meals. Other topics include auditing the waste in different areas of your home, to better manage waste streams and enhance and improve domestic recycling. Eg decant bulk shampoo or soap from refill bottles instead of purchasing small bottles every shop.	Manager Waste & Environmental Health



**Shire of Esperance**

**Council Plan January 2024**

Action Code	Action Name	Comments	Responsible Officer Position
		The Shire waste team is also working with the building services team to improve waste management in the workplace. Source separated bin stations are being purchased to encourage better recycling that will be placed in key areas of the administration building. Other work areas / buildings will be participating in similar reviews aimed at improving waste management throughout the year.	

**Greater community readiness and resilience to cope with natural disasters and emergencies**

Action Code	Action Name	Comments	Responsible Officer Position
6.1.1	Implement the Bush Fire Risk Management Plan including accessing funding opportunities within the State Government's Mitigation Activity Fund	Mitigation mechanical treatments have recommenced now that contractor available, when conditions permit. All treatments on track to be commenced by due dates.	Manager Ranger & Emergency Services
6.1.2	Facilitate innovative initiatives and networks to help build drought resistance and resilience	Application for Condungup Water Supply Project submitted.	Director Asset Management
6.1.3	Advocate for more emergency services personnel in Esperance	Inquires around more Police in town have stated that staff housing through the GROH program is constraining their ability to increase numbers.	Chief Executive Officer
6.1.4	Facilitate coastal safety measures in partnership with the Coastal Safety Working Group	Ongoing - variable message board installed for safety messages, and other forms of media such as radio and social media.	Manager Ranger & Emergency Services



**Shire of Esperance**

**Council Plan January 2024**

Action Code	Action Name	Comments	Responsible Officer Position
6.1.5	Advocate for appropriate coastal safety infrastructure and resources	Ongoing.	Manager Ranger & Emergency Services



Shire of Esperance

Council Plan January 2024

## Place

### Responsible planning and development

Action Code	Action Name	Comments	Responsible Officer Position
7.1.1	Design and Construct Flinders Subdivision stage 3	Final design package received, the pre-tender estimate was very high. We are looking to find an area onsite where we can get fill material from to reduce the cost. Until we find this and get the required permits, the project is on hold.	Director Asset Management
7.1.2	Advocate for provision of adequate, affordable utilities and communications infrastructure to support population and economic growth	Meeting held with Telstra on mobile communication issues over the Xmas-New Year period. Signed a letter of support along with GEDC and ECCI to request Telstra improve mobile congestion issues in Esperance.	Chief Executive Officer
7.1.3	Develop an Esperance Cemetery Master Plan	Draft strategy completed and handed over to asset management for finalisation.	Manager Waste & Environmental Health
7.1.4	Design and construct Shark Lake Industrial Park subdivision stage 2	Currently getting the estimated costs of the project together to undertake the Major Land Transaction statutory business case.	Director Asset Management

### Access to adequate, safe and affordable housing for everyone

Action Code	Action Name	Comments	Responsible Officer Position
8.1.1	Advocate for more social and low-income housing for vulnerable people (including seniors, people with disability and low-income earners)	Development WA progressing engineering and costings for affordable housing for Victoria St, Nulsen lots. Housing Development Unit are considering feasibility including market research for the project. Sent the	Chief Executive Officer

Tuesday, 13 February 2024

Page 12 of 22



**Shire of Esperance**

**Council Plan January 2024**

Action Code	Action Name	Comments	Responsible Officer Position
		agency a copy of Esperance Land, Housing and Accommodation Study to assist.	
8.1.2	Advocate for a new lifestyle village for seniors	No further action this past month.	Chief Executive Officer
8.1.3	Advocate for greater availability of housing to meet community needs (e.g. land and property owners to build apartments, villas, units, and mixed use developments) including engagement with State Government on housing management practices (e.g. GROH housing)	Workers Accommodation business case and funding application supported by Council during January OCM to build 20 worker accommodation units at Council Place.	Chief Executive Officer

**Attractive and welcoming places**

Action Code	Action Name	Comments	Responsible Officer Position
9.1.1	Implement the CBD Concept Landscaping Design	Additional native plants will be planted in the Andrew Street island garden beds. Additional trees will also be planted in the CBD area. A trial bin surround will also be installed in Post Office Square to get community feedback on the design before being rolled out throughout the CBD. Additional seats are currently being manufactured and will be installed in the CBD as soon as possible.	Manager Parks & Environment
9.2.1	Provide attractive and welcoming entrances into Esperance	Have setup a private works arrangement with Main Roads WA to maintain Harbour Road, will evaluate how this is going at the end of the year.	Director Asset Management



**Shire of Esperance**

**Council Plan January 2024**

Action Code	Action Name	Comments	Responsible Officer Position
9.2.2	Facilitate more tree planting across the Shire	Tree planting program is continuing. The Street Tree Strategy was presented back to Council and endorsed following the public comment period.	Manager Parks & Environment
9.3.1	Implement Civic Centre improvements	Toilet layout being redesigned to increase number of toilets.	Manager Asset Planning
9.3.2	Implement the Playgrounds and Public Open Space Strategic Plan 2015-2025	Planning and consultation has commenced for the playground upgrades budgeted for the 2023/24 financial year. Works are currently underway on the upgrade at the Gibson Community Park. Additional play items have also been installed in Adventureland Park.	Manager Parks & Environment
9.3.3	Prepare a new 10 year plan for Playgrounds and Public Open Space Strategic Plan 2025-2035	Not Started. Due to start early in the 2024 calendar year. The annual playground audit will inform the review.	Manager Parks & Environment

**Safe, affordable, accessible and sustainable transport systems**

Action Code	Action Name	Comments	Responsible Officer Position
10.1.1	Implement the Esperance 2050 Cycling Strategy	As per budget, with Harbour Road shared path to commence this year.	Manager Parks & Environment
10.1.2	Construct sealed shoulders along the tourist loop and Fisheries Road (Norseman Road to Dempster Road) to improve safety for cyclists and vehicles		Manager Asset Operations
10.1.3	Provide safety measures along The Esplanade and Fisheries Road to improve pedestrian crossings		Manager Asset Operations



**Shire of Esperance**

**Council Plan January 2024**

Action Code	Action Name	Comments	Responsible Officer Position
10.2.1	Develop a Road Safety Strategy	Draft strategy complete, will have a workshop with Council shortly.	Director Asset Management
10.2.2	Advocate for Main Roads to provide road upgrades and more passing lanes	As opportunities arise.	Director Asset Management
10.2.3	Advocate to Main Roads WA to undertake a Corridor Upgrade Plan for Harbour Road from Mungan Street to Barney Hill, including South Coast Hwy Intersection upgrade, Pink Lake Road Intersection Upgrade and the Barney Hill Realignment	Council had a briefing with Main Roads WA on the project in December.	Director Asset Management
10.2.4	Implement the Shire of Esperance Road Construction and Maintenance Program		Manager Asset Operations
10.3.1	Implement the Esperance Town Centre Parking, Traffic and Pedestrian Strategy	As per budget, design for the Forrest St long vehicle parking nearing completion	Director Asset Management
10.3.2	Pursue opportunities to secure land to link Dempster Street and RSL public car parks	No update	Director Asset Management
10.3.3	Provide options to accommodate additional parking within the verge area between The Esplanade and Yacht Club	Concept design complete, will require budget.	Director Asset Management
10.3.4	Provide upgrade to Forrest Street Road and streetscape.	Working on detailed design for Long vehicle parking area at Windich/Forrest intersection.	Manager Asset Development
10.4.1	Investigate options for local ride share services		Manager Economic Development



**Shire of Esperance**

**Council Plan January 2024**

Action Code	Action Name	Comments	Responsible Officer Position
10.4.2	Implement the Esperance Airport Masterplan (including an upgrade to the main runway, replacement of the runway lighting system, and additional apron space)	Tender submissions for undertaking the design for the runway upgrade have closed and been assessed.	Manager Economic Development
10.4.3	Construct new Airport runway	Tender for design for the Runway Upgrade before Council this month for award.	Director Asset Management



Shire of Esperance

Council Plan January 2024

## Prosperity

### Access to quality education and lifelong learning opportunities

Action Code	Action Name	Comments	Responsible Officer Position
11.1.1	Advocate for South Regional TAFE to develop and promote specialist courses in relevant areas	The next Esperance Regional Coordinating Committee Meeting is proposed for mid-February at Esperance TAFE Campus.	Chief Executive Officer
11.1.2	Advocate for urgent upgrades and a rebuild of Esperance Senior High School	Participated in an interview with Kalgoorlie Miner over the need for upgrades at ESHS. Met with Peter Rundle and discussed the need for continual pressure onto the WA Government for a significant budget allocation.	Chief Executive Officer
11.1.3	Facilitate discussions with universities to explore options for a remote student services campus in Esperance	Nothing further to report this month.	Chief Executive Officer
11.1.4	Facilitate an annual review of the Goldfields Designated Area Migration Agreement to ensure it remains relevant to the community	Nothing to report.	Manager Economic Development

### A prosperous and diverse economy

Action Code	Action Name	Comments	Responsible Officer Position
12.1.1	Provide an Economic Development Strategy for the Shire of Esperance	Nothing to report	Manager Economic Development



**Shire of Esperance**

**Council Plan January 2024**

Action Code	Action Name	Comments	Responsible Officer Position
12.1.2	Support proponents in priority industry sectors to establish businesses and develop projects in Esperance	Participated in Aquaculture Precinct planning workshop with Rare Foods Aust, ETNTAC, GEDC and DPIRD.	Chief Executive Officer
12.1.3	Promote Esperance as a suitable centre for research and development, and pilot projects	Nothing further to report this month.	Chief Executive Officer
12.1.4	Advocate for a shared work space facility in Esperance where start-ups, small businesses and visitors can be co-located to network and support one another	Nothing to report	Manager Economic Development

**A vibrant and welcoming tourism destination**

Action Code	Action Name	Comments	Responsible Officer Position
13.1.1	Implement the Esperance Tourism Strategy	Nothing to report this month	Manager Economic Development
13.1.2	Fund a Tourism Development Manager (4 year contract) in partnership with Australia's Golden Outback		Manager Economic Development
13.1.3	Provide more digital marketing and advertising opportunities to promote local experiences at Council facilities (eg. Esperance Airport)	Investigations are being made into the best digital infrastructure to replace paper noticeboards. This will be a budget bid if this is a viable option.	Manager Marketing & Communications
13.2.1	Advocate for development of a 4 to 5 star accommodation offering	No actions over the past month.	Chief Executive Officer



**Shire of Esperance**

**Council Plan January 2024**

Action Code	Action Name	Comments	Responsible Officer Position
13.2.2	Implement the recommendations from the Tourist and Worker Accommodation Study	Council endorsed the application for funding for a worker accommodation development on the corner of Council Place and Jane Street.	Manager Economic Development
13.2.3	Advocate for Traditional Owners to develop and promote cultural heritage tourism activities	Nothing to report	Manager Economic Development
13.2.4	Advocate for the development and promotion of tourism experiences	Nothing to report this month	Manager Economic Development
13.2.5	Develop wayfinding and interpretive tourism signage	Not started	Director Asset Management



Shire of Esperance

Council Plan January 2024

## Performance

### Community confidence and trust in Council

Action Code	Action Name	Comments	Responsible Officer Position
14.1.1	Provide Integrated Planning and Reporting (IPR) framework documents and reviews	Annual electors meeting to be held 6 February. Review of Council Plan to commence in February.	Governance & Corporate Support Coordinator
14.1.2	Provide public reports on progress towards achievement of priority projects and outcomes	Provided quarterly report to Council.	Governance & Corporate Support Coordinator

### Operational excellence and financial sustainability

Action Code	Action Name	Comments	Responsible Officer Position
15.1.1	Review the Long Term Financial Plan and informing plans per IPR framework	The Long Term Financial Plan 2024 review workshops will commence in March 2024 during the next round of Strategic Planning review.	Director Corporate and Community Services
15.1.2	Review and implement initiatives to improve internal business efficiencies and service delivery (such as more online services and digital forms)	The new website is due to go live at the start of February with several improvements over the old one. Notably improvements in the Road Report and linking the PDF documents to our EDRMS. More improvements will be made as the website is updated. The new BOILC Point of Sale system has gone live with a massive improvement in how the swim school bookings are done. Feedback has been positive with only small issues being reported.	Manager Information Services



Shire of Esperance

Council Plan January 2024

**A well informed and engaged community**

Action Code	Action Name	Comments	Responsible Officer Position
16.1.1	Implement the Communication and Engagement Strategy	<p>January is our favourite time of the year - it is when we start sharing information about our Citizen of the Year Nominees! The local legends highlight the incredible work that goes into making our wider community unique. The campaign we do strengthens our relationship with the community and drives conversation across all demographics.</p> <p>The Manager for Marketing and Communications reviewed the Community Engagement Council Policy. This went to the Council for endorsement.</p> <p>To build stronger relationships with hard-to-reach communities, we give information and tools to Councillors who represent and engage with these groups. We will continue to grow in how we do this.</p> <p>The Marketing and Communications Manager completed another unit in the IAP2 training and will finish the course in February.</p> <p>The new Shire website will be launched in the first week of February, and this will be a fantastic resource for our community. The website meets WCAG 2.0 Guidelines, and we will continue to make this resource accessible and user-friendly.</p>	Manager Marketing & Communications
16.1.2	Provide a new website with improved functionality	<p>The Shire of Esperance will launch its new website after months of meticulous planning, designing, and collaborating with website developers. The website will be more user-friendly and comprehensive than ever before, thanks to the hard work of the Media and IT Departments.</p>	Manager Marketing & Communications



Shire of Esperance

Council Plan January 2024

Action Code	Action Name	Comments	Responsible Officer Position
		<p>Experience advanced website content indexing and search result accuracy with the website's new features, including the Road Report. The Near Me feature has also been added, making it easy for users to discover events, facilities, venues for hire, council works, projects, and more through a convenient geo-mapping system.</p> <p>The central part of the website is now in ongoing maintenance mode. The Media team will work closely with other Shire services to ensure that their pages provide an exceptional user experience. Don't miss out on all these new features and improvements - visit the Shire of Esperance's website today!</p>	
16.1.3	Provide regular forums and events to inform and engage the community about local issues and council decisions (such as pop-up booths at local community events)	Shire participated in Australia Day event with Citizen of the Year and Citizenship Ceremony. Sundowner was held with Citizen of the Year nominees.	Chief Executive Officer
16.1.4	Conduct a biennial community survey to assess community priorities and benchmark performance levels	Due to commence 2024/25.	Manager Marketing & Communications



**13. REPORTS OF COMMITTEES**

Nil

**14. MOTIONS OF WHICH NOTICE HAS BEEN GIVEN**

Nil

**15. MEMBERS QUESTIONS WITH OR WITHOUT NOTICE**

**16. URGENT BUSINESS APPROVED BY DECISION**



**17. MATTERS BEHIND CLOSED DOORS**

**Officer's Comment:**

It is recommended that the meeting is behind closed doors for the following item, in accordance with section 5.23(2) of the Local Government Act 1995.

**Item: 17.1**

**0548-23 Esperance Airport - Runway Upgrade Design**

**CONFIDENTIAL ITEM**

*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)).*



**18. PUBLIC QUESTION TIME**

**19. CLOSURE**