

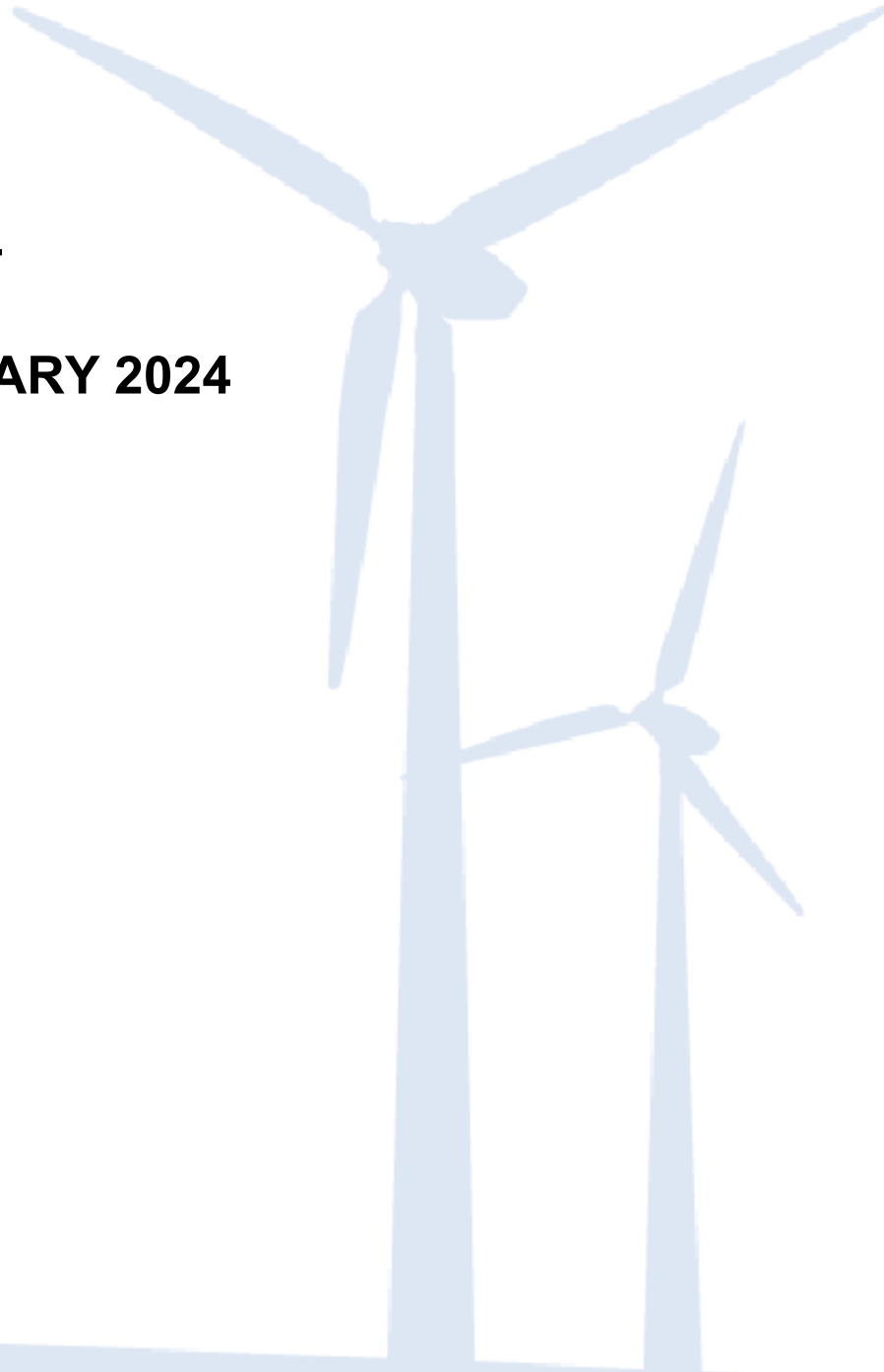


**Shire of Esperance**

**ORDINARY COUNCIL**

**TUESDAY 27 FEBRUARY 2024**

**MINUTES**



### **DISCLAIMER**

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### **ETHICAL DECISION MAKING AND CONFLICTS OF INTEREST**

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

### **ATTACHMENTS**

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

### **RECORDINGS**

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

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## SHIRE OF ESPERANCE

### MINUTES

#### ORDINARY COUNCIL MEETING HELD IN COUNCIL CHAMBERS ON 27 February 2024. COMMENCING AT 4:00 PM

#### 1. OFFICIAL OPENING

The Shire President declared the meeting open at 4:00pm and did an acknowledgement to country.

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

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

#### 2. ATTENDANCE

##### **Members**

|                 |                  |            |
|-----------------|------------------|------------|
| Pres R Chambers | Shire President  | Town Ward  |
| Cr J Obourne    | Deputy President | Town Ward  |
| Cr G Johnston   |                  | Town Ward  |
| Cr L de Haas    |                  | Town Ward  |
| Cr W Graham     |                  | Rural Ward |
| Cr S Starcevich |                  | 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**

|                 |           |
|-----------------|-----------|
| Geoff Vivian    | Media     |
| Carissa Gautam  | Carers WA |
| Sonya Cartledge | Carers WA |
| Paul Rogers     | Carers WA |

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

|               |           |
|---------------|-----------|
| Cr S McMullen | Town Ward |
|---------------|-----------|

**4. APPLICATIONS FOR LEAVE OF ABSENCE**

**MOTION**

**Moved: Cr Flanagan**

**Seconded: Cr de Haas**

**O0224-013**

**That Council accepts the below leave of absence:**

**Cr Starcevich 26 March to 12 April 2024**

**Cr Obourne 15 March to 17 March 2024**

**Cr Johnston 29 February to 2 March 2024**

**CARRIED  
F8 - A0**

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

Nil

**6. DECLARATION OF MEMBERS INTERESTS**

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

Nil

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

Nil

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

Nil

**7. PUBLIC QUESTION TIME**

Nil

**8. PUBLIC ADDRESSES / DEPUTATIONS**

Paul Rogers on behalf of Carers WA addressed Council outlining the services that they provide in Esperance. Carers WA supports unpaid family/friend carers in the community, and provide a range of services, supports and assistance to for you as a carer to be able to continue providing care. Careers WA work with the Government, Federal, State and Local, advocating for increased services for support carers in the community.

Cr Obourne asked the following question: *What is Carers WA though on the significant reduction in NDIS funding particularly for children with Autism and shifting that onto the education sector?*

Carissa Gautam, Carers WA Systemic Policy Officer responded: We work with carers Australia and other carers associations around Australia. We jointly put together positions on issues just like you have addressed. We believe they need supports and resources are needed.

**9. PETITIONS**

Nil

**10. CONFIRMATION OF MINUTES**

**Moved:** Cr Johnston  
**Seconded:** Cr Davies

**O0224-014**

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

**CARRIED  
F8 - A0**

**11. DELEGATES' REPORTS WITHOUT DISCUSSION**

**Cr Starceвич**

25 Jan Attended Citizen of the Year Sundowner  
06 Feb Attended Annual Electors Meeting  
07 Feb Attended Cemetery Working Group Meeting  
21 Feb Interview with 7News Water Deficiency Declarations Salmon Gums & Grass Patch  
27 Feb Participated in Cultural Awareness Training

**Cr Johnston**

25 Jan Attended Citizen of the Year Sundowner  
26 Jan Attended Australia Day Citizenship Ceremony  
26 Jan Attended Rotary Club Australia Day in the Park  
04 Feb Attended Cannery Arts Centre - Strategic Plan Renewal  
06 Feb Attended Annual Electors Meeting  
7-9 Feb Participated in Councillor Training (WALGA)  
14 Feb Attended DBCA - South Coast Marine Park Meeting  
15 Feb Participated in the Golden Outback Tourism Workshop  
22 Feb Attended Business After Hours Event – Aviso WA Insurance Brokers  
27 Feb Participated in Cultural Awareness Training

**Cr Davies**

26 Jan Attended Australia Day Citizenship Ceremony  
06 Feb Attended Annual Electors Meeting  
14 Feb Attended DBCA - South Coast Marine Park Meeting  
27 Feb Participated in Cultural Awareness Training

**Cr Flanagan**

06 Feb Attended Annual Electors Meeting  
14 Feb Attended DBCA – South Coast Marine Park Meeting

**Cr McMullen**

Nil

**Cr De Haas**

|        |  |
|--------|--|
| 25 Jan | Attended Citizen of the Year Sundowner                           |
| 26 Jan | Attended Australia Day Citizenship Ceremony                      |
| 03 Feb | Attended Cannery Arts Centre - Strategic Plan Renewal            |
| 04 Feb | Attended Cannery Arts Centre - Strategic Plan Renewal            |
| 06 Feb | Attended Annual Electors Meeting                                 |
| 07 Feb | Participated in HR & Safety Presentation                         |
| 09 Feb | Attended Interagencies Meeting                                   |
| 12 Feb | Attended Mingle with the Grant Makers                            |
| 14 Feb | Attended DBCA - South Coast Marine Park Meeting                  |
| 14 Feb | Participated in ECCI Meeting                                     |
| 15 Feb | Participated in the Golden Outback Tourism Workshop              |
| 22 Feb | Attended Business After Hours Event – Aviso WA Insurance Brokers |
| 27 Feb | Participated in Cultural Awareness Training                      |

**Cr Graham**

|        |   |
|--------|---|
| 25 Jan | Attended Citizen of the Year Sundowner          |
| 26 Jan | Attended Australia Day citizenship Ceremony     |
| 02 Feb | Attended GVROC Delegates Meeting in Kalgoorlie  |
| 06 Feb | Attended Annual Electors Meeting                |
| 14 Feb | Attended DBCA – South Coast Marine Park Meeting |
| 23 Feb | Attended GVROC WALGA State Agenda via Zoom      |
| 27 Feb | Participated in Cultural Awareness Training     |

**Cr Obourne**

|        |   |
|--------|---|
| 25 Jan | Attended Citizen of the Year Sundowner  |
| 26 Jan | Attended Australia Day Citizenship Ceremony   |
| 26 Jan | Attended Rotary Club Australia Day in the Park  |
| 06 Feb | Attended Annual Electors Meeting  |
| 13 Feb | Provided support to Co-Located Building - ESHS Fire                                   |
| 13 Feb | Interview with ABC – ESHS Fire  |
| 14 Feb | Attended Briefing with DBCA – South Coast Marine Park                                 |
| 16 Feb | Participated in Stakeholder Meeting with Telstra                                      |
| 16 Feb | Met with Minister Whitby and Directors General Stuart Smith – South Coast Marine Park |
| 16 Feb | Interview with Kalgoorlie Miner – South Coast Marine Park                             |
| 27 Feb | Participated in Cultural Awareness Training   |

**Pres Chambers**

|        |   |
|--------|---|
| 25 Jan | Attended Citizen of the Year Sundowner      |
| 26 Jan | Attended Australia Day Citizenship Ceremony |
| 01 Feb | Participated in DAP Training                |

---

|        |  |
|--------|--|
| 01 Feb | Met with Proponents of Proposed Aquaculture Hub  |
| 02 Feb | Attended GVROC Delegates Meeting in Kalgoorlie   |
| 06 Feb | Attended Annual Electors Meeting   |
| 09 Feb | Attended Welcome for the new Esperance Tourism Co Ordinator  |
| 12 Feb | Met with DBCA and DFES regarding communications and control responsibilities with fires                                  |
| 14 Feb | Attended Port Consultative Committee Meeting   |
| 16 Feb | Spoke on a Panel for West Tech Assemblage about Digital Citizenship and Connectivity                                     |
| 21 Feb | Attended RCAWA Meeting at Parliament House. Met with Minister Beasley, Minister Dawson and Opposition Leader Libby Metam |
| 22 Feb | Met DPIRD about Shark Fishing  |
| 22 Feb | Attended EECI Business After Hours   |
| 23 Feb | Attended GVROC Meeting via Teams   |
| 23 Feb | Met with Colin De Grussa regarding PSCMP   |
| 26 Feb | Attended Goldfields Esperance Eater Security committee Meeting   |
| 27 Feb | Participated in Cultural Awareness Training  |

**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

## **RECOMMENDATION AND DECISION**

### **12.2.1 Carbon Emission Targets**

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

## **MOTION**

Moved: Cr Davies

Seconded: Cr de Haas

That Council:

1. Continues to track our annual corporate carbon emissions, to better refine our baseline and publishes results in Annual Report
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 fixed corporate carbon emission targets in line with COP28 of:
  - a. 43% reduction by 2030 (compared to 2019 levels)
  - b. 60% reduction by 2035 (compared to 2019 levels) and;
  - c. Net zero by 2050
5. Accelerate the reduction of emissions from road transport through the development of infrastructure and rapid deployment of zero emission vehicles
6. Set an aspirational corporate carbon emission target of
  - a. 74% reduction 2030 compared to 2005 levels
  - b. Net zero by 2040

LOST  
F2 – A6

*(Against Cr Starcevich, Cr Johnston, Pres. Chambers, Cr Obourne, Cr Flanagan, Cr Graham)*

**AMENDMENT**

Moved: Cr Davies

Seconded: Cr de Haas

That Council:

1. Continues to track our annual corporate carbon emissions, to better refine our baseline and publishes results in Annual Report
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 fixed corporate carbon emission targets in line with COP28 of:
  - a. 43% reduction by 2030 (compared to 2019 levels)
  - b. 60% reduction by 2035 (compared to 2019 levels) and;
  - c. Net zero by 2050
5. Set an aspirational corporate carbon emission target of
  - a. 74% reduction 2030 compared to 2005 levels
  - b. Net zero by 2040

LOST  
F2 – A6

*(Against Cr Starcevich, Cr Johnston, Pres. Chambers, Cr Obourne, Cr Flanagan, Cr Graham)*

**SUSPENSION OF STANDING ORDERS**

Moved: Cr Obourne

Seconded: Cr Flanagan

**That Standing Orders be suspended to allow for discussion of item 12.2.1 Carbon Emission Targets**

**CARRIED  
F8 – A0**

**RESUMPTION OF STANDING ORDERS**

Moved: Cr Obourne

Seconded: Cr Graham

**That Standing Orders be resumed.**

**CARRIED  
F8 – A0**

**Moved:** Cr Graham  
**Seconded:** Cr Starceovich

**O0224-015**

**Council Decision**

**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

**CARRIED**  
**F8 - A0**

## **12.3 CORPORATE & COMMUNITY SERVICES**

### **Item: 12.3.1**

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

|                     |  |   |
|---------------------|--|---|
| <b>Author/s</b>     | Sarah Walsh<br>Zoe Sheffield-van<br>Mierlo | Coordinator Governance & Corporate Support<br>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-privately 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](#)

## **RECCOMENDATION AND DECISION**

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

Officers 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*.

Reason: Council want to advocate to the State Government for changes to the Cat Act 2011 to allow local laws be made to contain cats to owners properties.

## **MOTION**

**Moved:** Cr de Haas

**Seconded:** Cr Starceovich

**O0224-016**

**Council Decision**

That Council:

1. **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*.**
2. **Direct the CEO to write to the Minister for Local Government requesting changes be made to the Cat Act 2011 to allow local laws be made to contain cats to the owner's property.**
3. **Direct the CEO to place a motion onto the WALGA Annual General Meeting requesting the State Government make changes to the Cat Act 2011 to allow Local Governments to make local laws to contain cats to the owner's property.**

**CARRIED  
F8 - A0**



*Shire of Esperance*

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

*Cat Act 2011*



**Shire of Esperance**  
**CAT LOCAL LAW 2024<sup>2</sup>**

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**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~~ 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**

| RESERVE NUMBER | DESCRIPTION               |
|----------------|---------------------------|
| 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)<br>& (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

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[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<br>Zoe Sheffield-van<br>Mierlo | Coordinator Governance & Corporate Support<br>Manager Ranger & Emergency Services |
| <b>Authorisator/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<sup>1</sup>. Dog Local Law 2024
- B<sup>1</sup>. DLGSC Feedback - Dog Local Law

**RECOMMENDATION AND DECISION**

**12.3.2 Adoption of Dog Local Law 2024**

**Moved: Cr De Haas**

**Seconded: Cr Flanagan**

**O0224-017**

**Council Resolution**

**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*.**

**CARRIED  
F8 - A0**



*Shire of Esperance*

*DOG LOCAL LAW 202~~42~~*

*Dog Act 1976*

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

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***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~~ 27 February 2024~~43~~ 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>Authorisator/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*

**RECOMMENDATION AND DECISION**

**I12.3.3 Policy Review - External Services**

**Moved: Cr Obourne**

**Seconded: Cr Davies**

**O0224-018**

**Council Resolution**

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

**CARRIED  
F8 - A0**

**Item: 12.3.4**

**Adoption of Cemeteries Local Law 2024**

|                     |                             |  |
|---------------------|-----------------------------|--|
| <b>Author/s</b>     | Sarah Walsh<br>Neroli Logan | Coordinator Governance & Corporate Support<br>Manager Waste & Environmental Health |
| <b>Authoriser/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



**RECOMMENDATION AND DECISION**

**12.3.4 Adoption of Cemeteries Local Law 2024**

**Moved: Cr Davies**

**Seconded: Cr Starcevich**

**O0224-019**


**Council Resolution**

**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*.**

**CARRIED  
F8 - A0**

**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](#) 

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[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

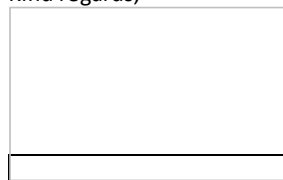
---

**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. Lease request - Sara Hall

**RECOMMENDATION AND DECISION**

**I12.3.5 Lease Renewal - Old Chemist Shop - Museum Village**

**Moved: Cr de Haas**

**Seconded: Cr Johnston**

**O0224-020**

**Council Resolution**

**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*.**

**CARRIED  
F8 - A0**

**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>Authorisor/s</b> | Felicity Baxter  | Director Corporate & Community Services |

**File Ref: D24/3811**

**Attachments**

[A1.](#) Monthly Financial Services Report - January 2024



**RECOMMENDATION AND DECISION**

**12.3.6 Financial Services Report - February 2024**

**Moved: Cr Flanagan**

**Seconded: Cr de Haas**

**O0224-021**

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

**CARRIED  
F8 - A0**



## **SHIRE OF ESPERANCE**

# **MONTHLY FINANCIAL MANAGEMENT REPORTS**

(Incorporating Statement of Financial Activity)

## **JANUARY 2024**

### **CORPORATE & COMMUNITY SERVICES**



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| 3. Statement of Financial Activity (Nature or Type)                 | 4     |
| 4. Statement of Financial Performance (Income Statement)            | 5     |
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| 14. Payment of Accounts Listing<br>(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<br>Budget (A) | YTD Budget<br>(B)   | YTD Actuals<br>(C)  | Variance            |            |
|------------------------------------|-------------------------|---------------------|---------------------|---------------------|------------|
|                                    |                         |                     |                     | Amount \$<br>(C-B)  | %<br>(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<br>Budget (A) | YTD Budget<br>(B)   | YTD Actuals<br>(C)  | Variance            |            |
|---|-------------------------|---------------------|---------------------|---------------------|------------|
|   |                         |                     |                     | Amount \$<br>(C-B)  | %<br>(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<br/>BUDGET \$</b> | <b>2023-24<br/>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<br/>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<br>(B) | YTD Actuals<br>(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 \$<br>(C-B) | %<br>(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<br>(B) | YTD Actuals<br>(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 \$<br>(C-B) | %<br>(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<br>(B) | YTD Actuals<br>(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 \$<br>(C-B) | %<br>(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<br>(B) | YTD Actuals<br>(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 \$<br>(C-B) | %<br>(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>   |

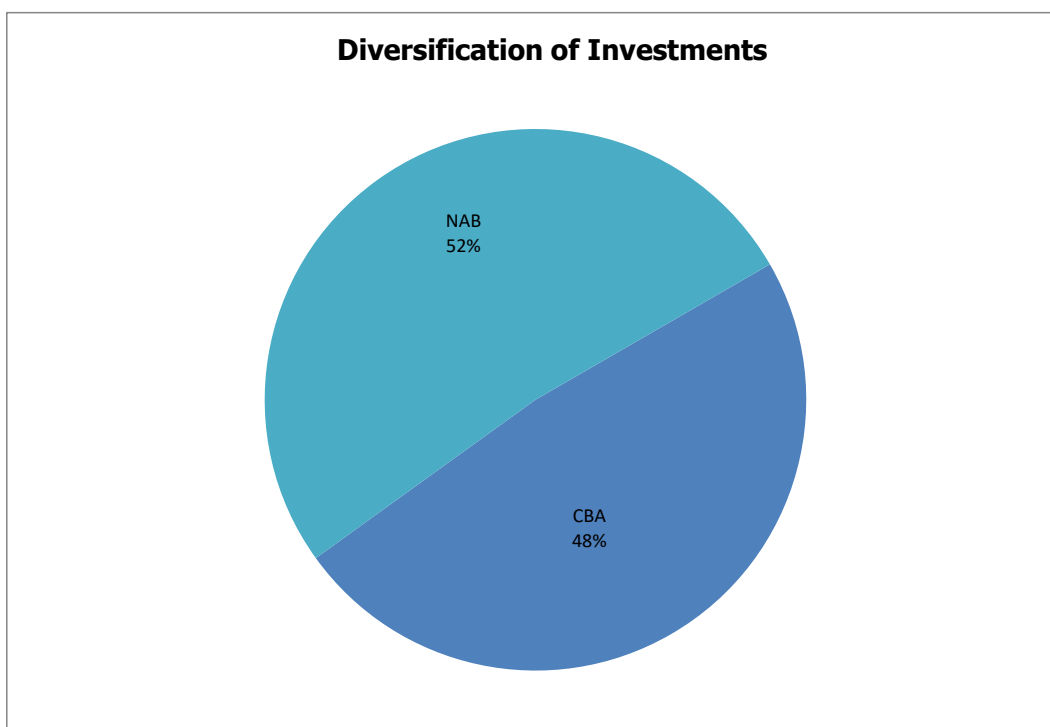
Amounts shown above include GST (where applicable)

**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

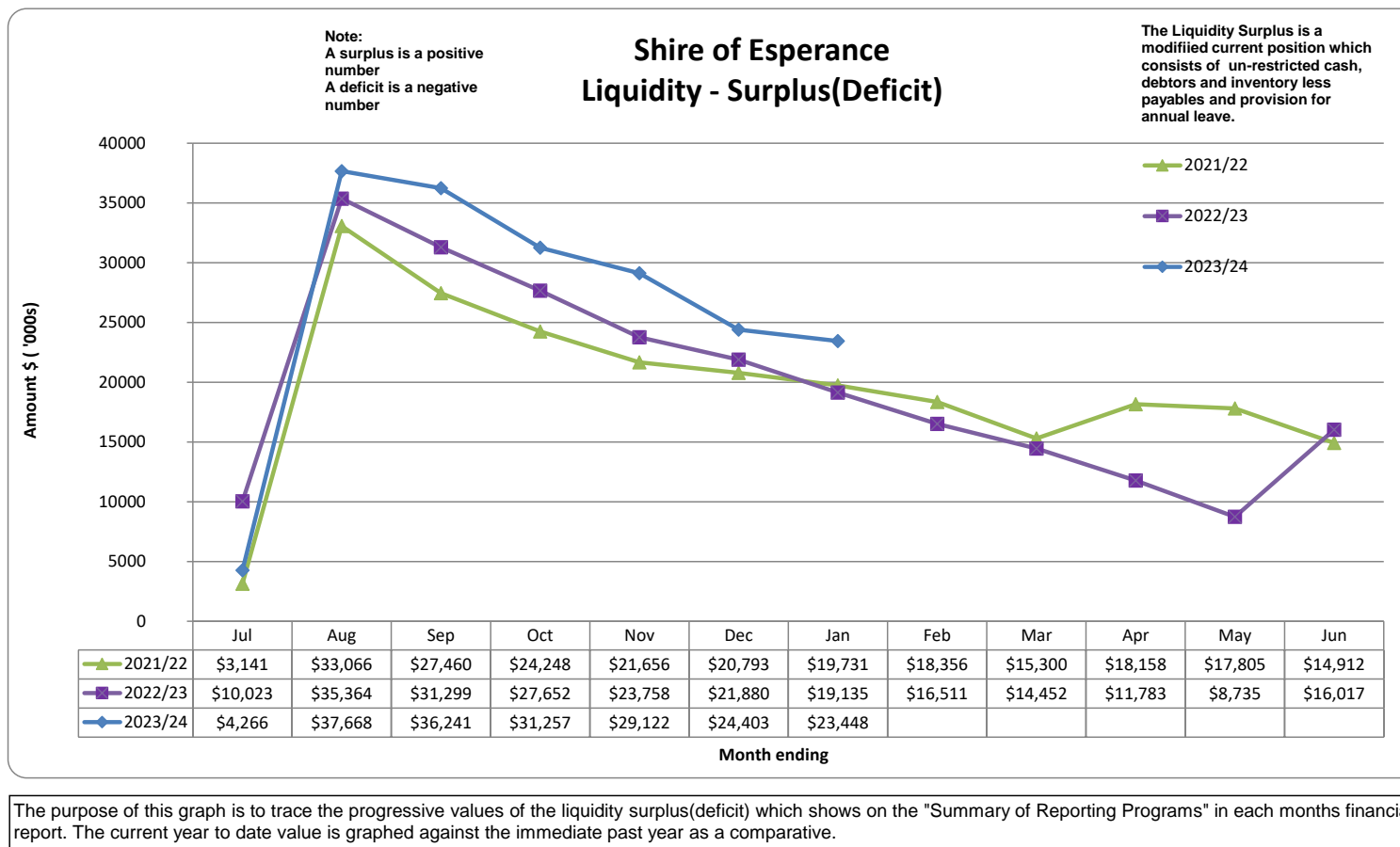


| Finance Institution | Amount               | Rate  | Term | Maturity  | Type of Investment               |
|---------------------|----------------------|-------|------|-----------|----------------------------------|
| CBA                 | \$ 4,000,000         | 5.25% | 180  | 26-Feb-24 | Term Deposit - 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> |       |      |           |                                  |

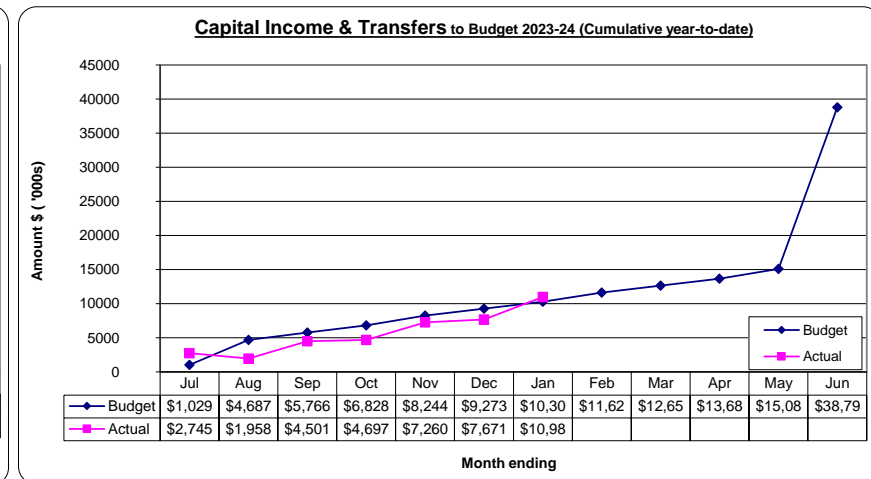
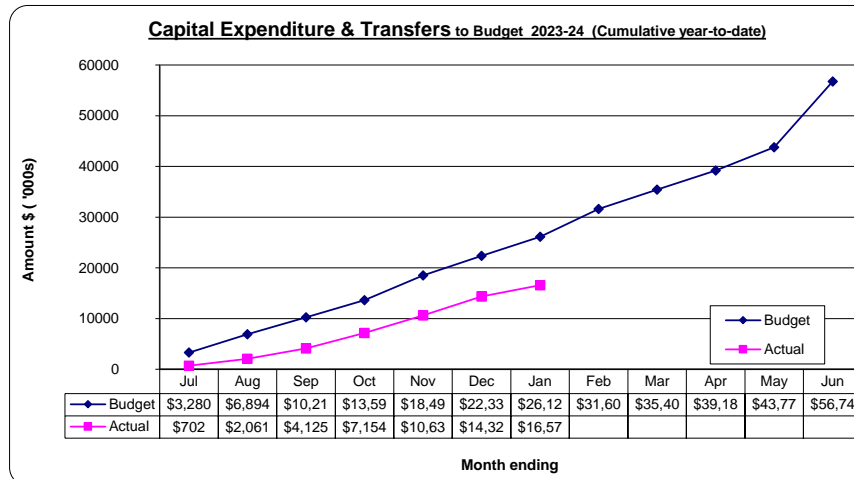
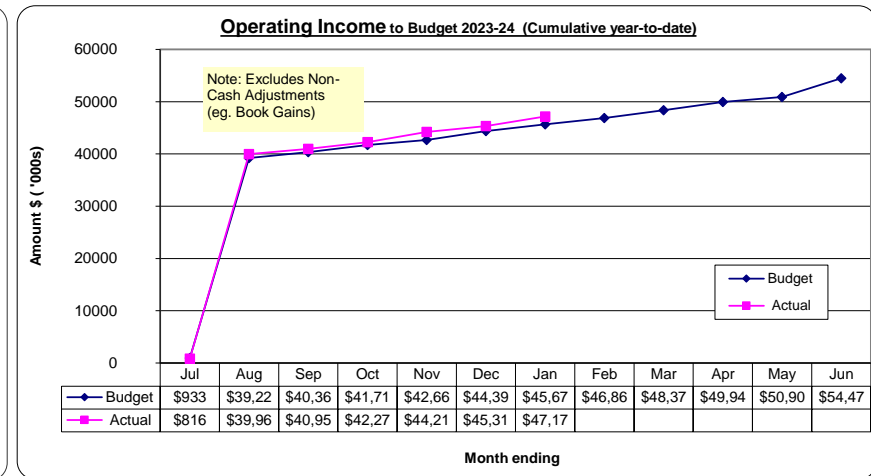
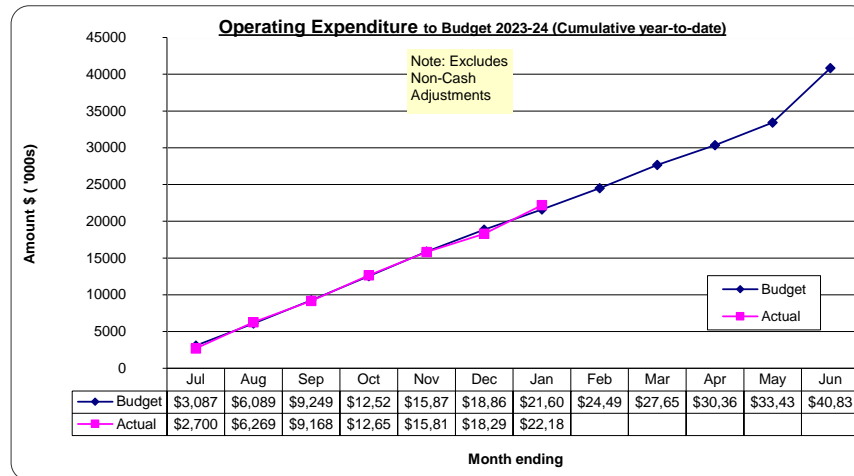
### Investment Interest Earnings

|           | 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

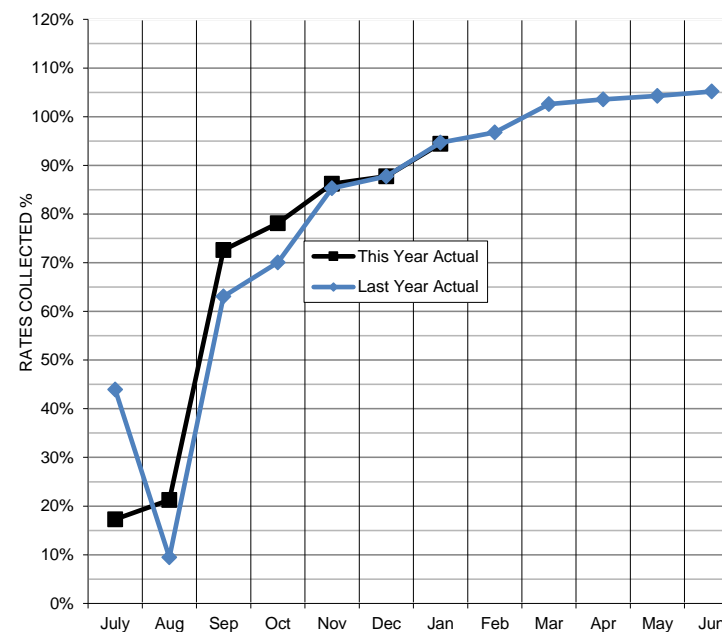
### SUMMARY OF RATE, RUBBISH AND ESL CHARGE DEBTORS AS AT 31st January 2024

#### 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<br/>30-Jun-2023</b> | <b>Balance<br/>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:<br>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 /<br/>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 /<br/>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 /<br/>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 /<br/>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.

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|--------------------------------|-------------|-----------------|-----------------------------------|--|---------------|
| 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    |

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|--------------------------------|-------------|-----------------|-------------------------------------|--|---------------|
| 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    |

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|--------------------------------|-------------|-----------------|---|--|---------------|
| 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      |

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|--------------------------------|-------------|-----------------|--|--|---------------|
| 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      |

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|--------------------------------|-------------|-----------------|------------------------------------|--|---------------|
| 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    |



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| 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   |

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| <i>EFT Ref /<br/>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 /<br/>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  |

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#### Municipal Fund - EFT Payments

| <i>EFT Ref /<br/>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  |

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|--------------------------------|-------------|-----------------|------------------------------------|--|---------------|
| 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

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|--------------------------------|-------------|-----------------|---|--|---------------|
| 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      |

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|--------------------------------|-------------|-----------------|---|--|---------------|
| 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      |

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|--------------------------------|-------------|-----------------|---------------------------------------|---|---------------|
| 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 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    |



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|--------------------------------|-------------|-----------------|--|---|---------------|
| 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 /<br/>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 /<br/>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 /<br/>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 /<br/>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 /<br/>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<br>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<br>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  | McCreeds 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<br>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>Authoriser/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**

[A1](#). Stevie Lawrence Lease Surrender Request

**RECOMMENDATION AND DECISION**

**Item: 12.3.7 Lease Surrender Request - Old Matron's Quarters Museum Village**

**Moved: Cr Obourne**

**Seconded: Cr Starceвич**

**O0224-022**

**Council Decision**

**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.**

**CARRIED  
F8 - A0**

## 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. Certificate of Incorporation
- B. Australian Charities and Not-for-profits Commission

**RECOMMENDATION AND DECISION**

**Item: 12.3.8 Rates Exemption Applications**

**Moved: Cr Graham**

**Seconded: Cr Obourne**

**O0224-023**

**Council Decision**

**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.**

**CARRIED  
F8 - A0**



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)



12.4 EXECUTIVE SERVICES

Item: 12.4.1

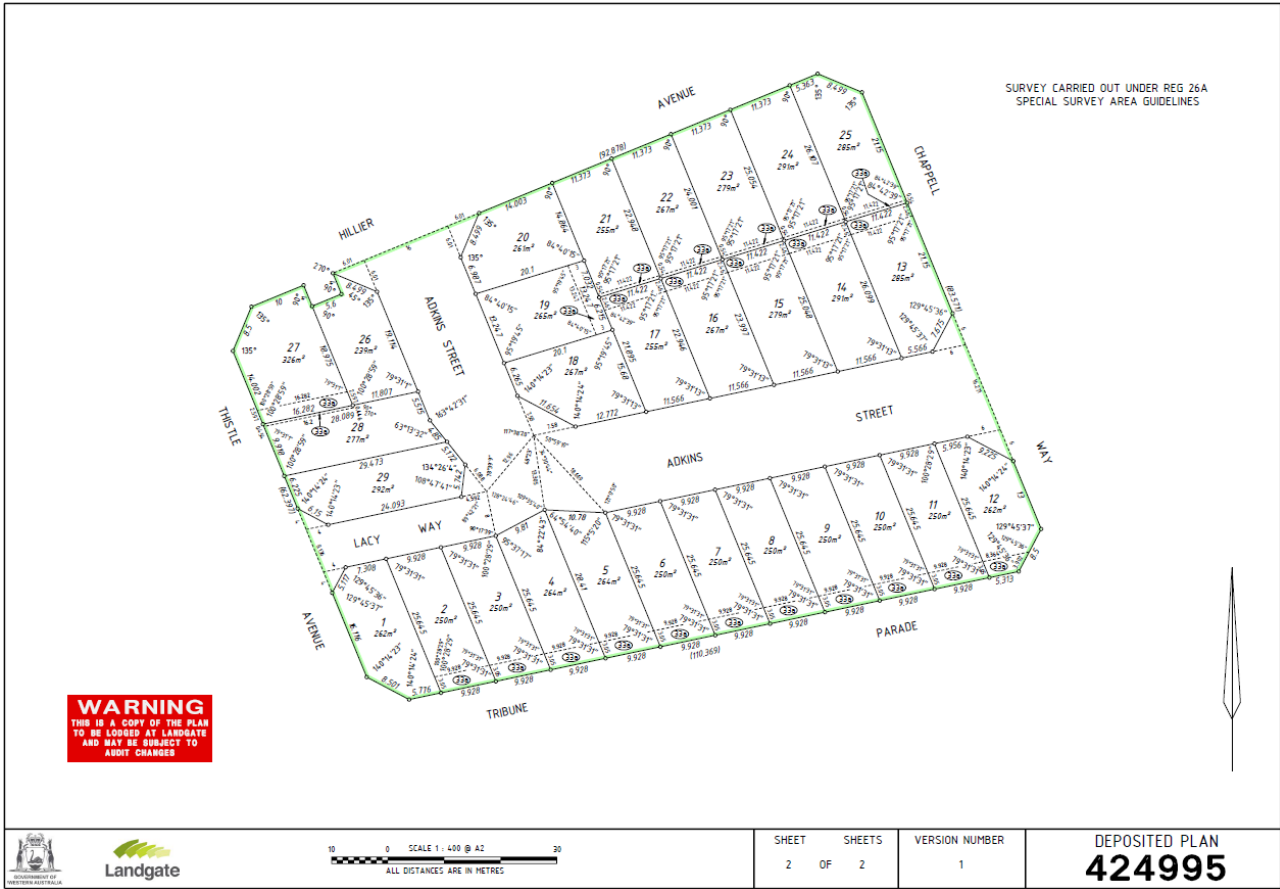
Sale of Residential Land

|              |              |                                |
|--------------|--------------|--------------------------------|
| Author/s     | Trevor Ayers | Manager Economic Development   |
| Authorisor/s | Roy Greive   | Acting Chief Executive Officer |

File Ref: D24/2737

Applicant  
Internal Report

Location/Address



Executive Summary

Approval is sought to proceed to tender for a number of vacant lots of land, with any lots that don't receive an offer through the tender process to continue to be sold via Chief Executive Officer (CEO) delegation for a further six-month period.

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 2023 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.

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**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*

**RECOMMENDATION AND DECISION**

**Item: 12.4.1 Sale of Residential Land**

**Moved: Cr Flanagan**

**Seconded: Cr Graham**

**O0224-024**

**Council Decision**

**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.**

**CARRIED  
F8 - A0**

**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

**RECOMMENDATION AND DECISION**

**Item: 12.4.2 Information Bulletin - February 2024**

**Moved: Cr Starcevich**

**Seconded: Cr Obourne**

**O0224-025**

**Council Decision**

**That Council accepts:**

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

**CARRIED  
F8 - A0**



## INFORMATION BULLETIN

### ORDINARY COUNCIL MEETING

February 2024

we make it  
happen





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<br>58 Campbell Road<br>Denmark WA 6333   | BC102312  | Lot: 804 <del>Pic</del> 230232<br>Merivale Road<br>MYRUP                      | Class 1b - Two 138m2 Dwellings<br><del>Ext</del> Holiday Accommodation   | Steel                       | Steel                | Concrete               | 2               | 138.0                        | 490,874.00                 |
| 24/01/2024    | 18472         |                         | D A Rowe<br>20 Twilight Beach Road<br>WEST BEACH WA 6450  |           | Lot: 728 <del>Pic</del> 12843<br>20 Twilight Beach Road<br>WEST BEACH         | Shade Sail Structure   |                             | Other                |                        |                 |                              | 3,000.00                   |
| 11/01/2024    | 18473         |                         | E J Cooper<br>83 <del>Seavue</del> Road<br>MONJINGUP WA 6450  | OB1012914 | Lot: 8 <del>Pic</del> 54655<br>83 <del>Seavue</del> Road<br>MONJINGUP         | Dwelling - Ancillary Accommodation<br>- 64.28m2  | Steel                       | Steel                | Concrete               | 1               | 64.0                         | 40,000.00                  |
| 09/01/2024    | 18480         |                         | N K Lang<br>35 Treasure Road<br>SINCLAIR WA 6450  |           | Lot: 758 <del>Pic</del> 52634<br>95 Easton Road<br>CASTLETOWN                 | Shed 52.5m2  | Steel                       | Steel                | Concrete               | 1               | 53.0                         | 19,000.00                  |
| 08/01/2024    | 18482         |                         | A D Passek<br>1 Tupper Street<br>ESPERANCE WA 6450  |           | Lot: 92 <del>Pic</del> 8298<br>1 Tupper Street<br>ESPERANCE                   | Shed - Bathroom Addition 4.68m2  | Other                       |                      | Concrete               | 1               | 5.0                          | 5,000.00                   |
| 10/01/2024    | 18487         |                         | R A Scott<br>6 Eagle Court<br>WEST BEACH WA 6450  |           | Lot: 114 <del>Pic</del> 20600<br>6 Eagle Court<br>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<br>5 Woods Street<br>CHADWICK WA 6450   | BC103960  | Lot: 758 <del>Pic</del> 52634<br>95 Easton Road<br>CASTLETOWN                 | Dwelling - Single 334m2 <u>With</u><br>14000L Water Tank<br><br>Dwelling - Single 334m2 <u>With</u><br>14000L Water Tank | Brick,<br>veneer            | Steel                | Concrete<br><br>Other  | 1<br><br>1      | 334.0<br><br>14000.0         | 494,900.00<br><br>5,000.00 |
| 03/01/2024    | 18491         |                         | R J Kyle<br>8 Easton Road<br>CASTLETOWN WA 6450   | 10861     | Lot: 1056 <del>Pic</del> 58988<br>3 Waterlily Way<br>CASTLETOWN               | Dwelling 241m2 Plus Shed &<br>Fencing  | Brick,<br>veneer            | Steel                | Concrete               | 1               | 241.0                        | 430,000.00                 |
| 03/01/2024    | 18492         |                         | Eikon Group Pty Ltd t/a Dixon<br>Construction<br>71 The Esplanade<br>ESPERANCE WA 6450                    | BC14605   | Lot: 249 <del>Pic</del> 69443<br>8 Asken Turn<br>BANDY CREEK                  | Dwelling with Attached Garage &<br>Aifresco 341m2  | Brick,<br>veneer            | Steel                | Concrete               | 1               | 341.0                        | 679,364.00                 |
| 12/01/2024    | 18493         |                         | Shire of Esperance<br>Windich Street<br>ESPERANCE WA 6450   |           | Lot: 388 <del>Pic</del> ESPERT<br>1 Black Street<br>ESPERANCE                 | Demolition Shade Shelter 49m2  | Other                       | Other                | Not<br>Specified       | 1               | 49.0                         | 11,000.00                  |
| 09/01/2024    | 18494         |                         | Demolition WA Pty Ltd t/as<br>Kalgoorlie Salvage & Demolition<br>265 Forrest Street<br>KALGOORLIE WA 6430 | WAD387    | Lot: 124 <del>Pic</del> 171863<br>Coolgardie-Esperance Highway<br>SALMON GUMS | Demolition Part Salmon Gums Hall<br>150m2  |                             |                      |                        | 1               | 150.0                        | 16,350.00                  |
| 08/01/2024    | 18496         |                         | AJ Grant Building PTY Ltd<br>Unit 2<br>188 <del>Balcatta</del> Street<br>BALCATT WA 6021                  | 100480    | Lot: 340 <del>Pic</del> 1853<br>32 Nugent Street<br>CASTLETOWN                | Carport - Refurbishment  | Brick,<br>double            | Steel                | Concrete               | 1               |                              | 16,444.00                  |
| 30/01/2024    | 18504         |                         | B J <del>Locinski</del><br>Lot 52 Goldfields Road<br>CASTLETOWN WA 6450                                   |           | Lot: 79 <del>Pic</del> 1376<br>150 Easton Road<br>CASTLETOWN                  | Patio Removal and Replacement<br>with New 49.28m2  | Steel                       | Steel                | Concrete               | 1               | 49.0                         | 18,457.00                  |
| 29/01/2024    | 18506         |                         | P F Carmody<br>30 Collie Street<br>WEST BEACH WA 6450   | OB1013411 | Lot: 120 D: 62871<br>30 Collie Street<br>WEST BEACH                           | Dwelling - Additions - Porch, Ramp<br>and Stairs and Retaining Wall  |                             |                      | Concrete               | 1               |                              | 100,000.00                 |

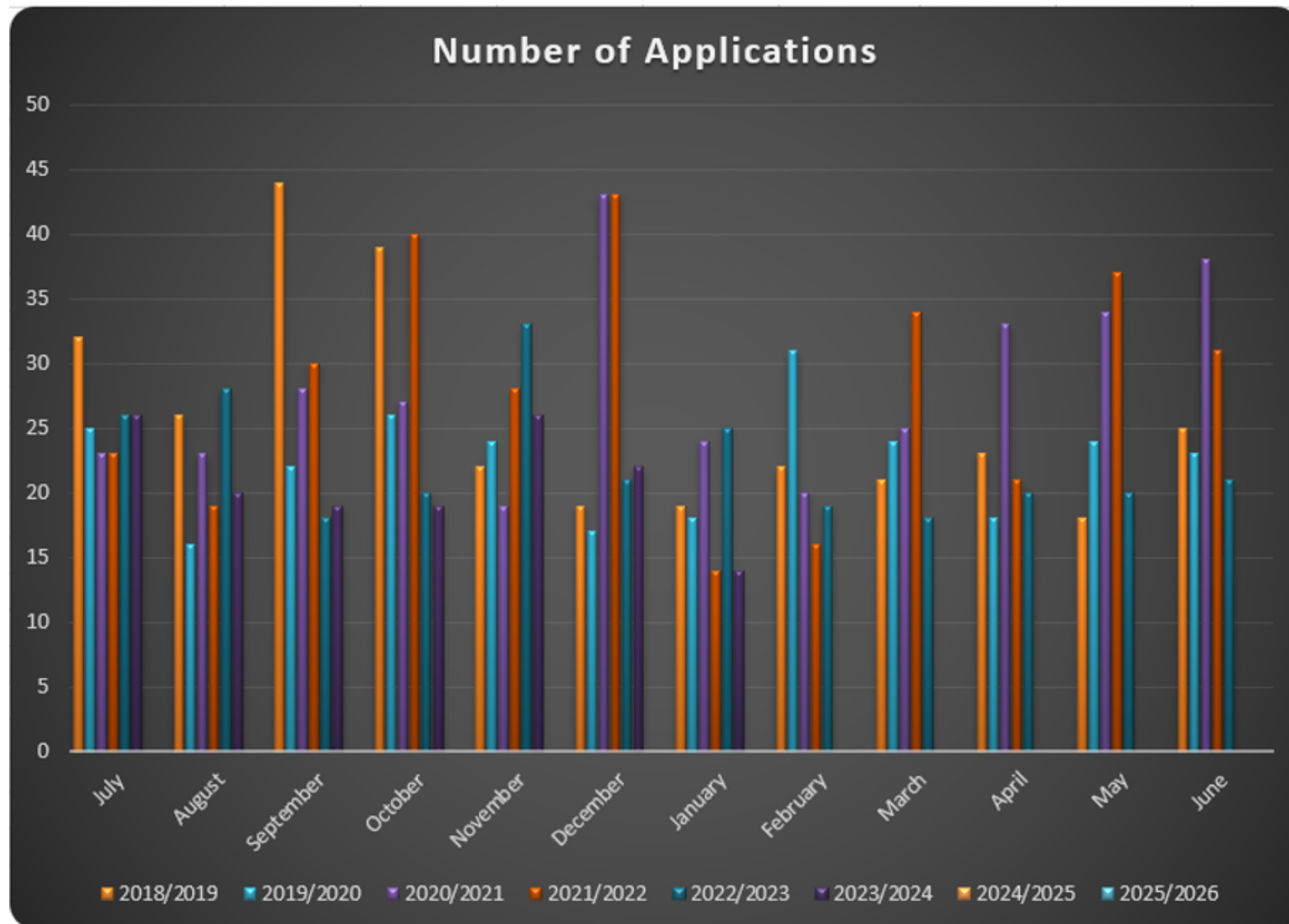
|   |    |                |
|---|----|----------------|
| Total number of Building Permits:               | 14 | \$2,348,389.00 |
| Total number of Licenses/Certificates Reported: | 14 | \$2,348,389.00 |

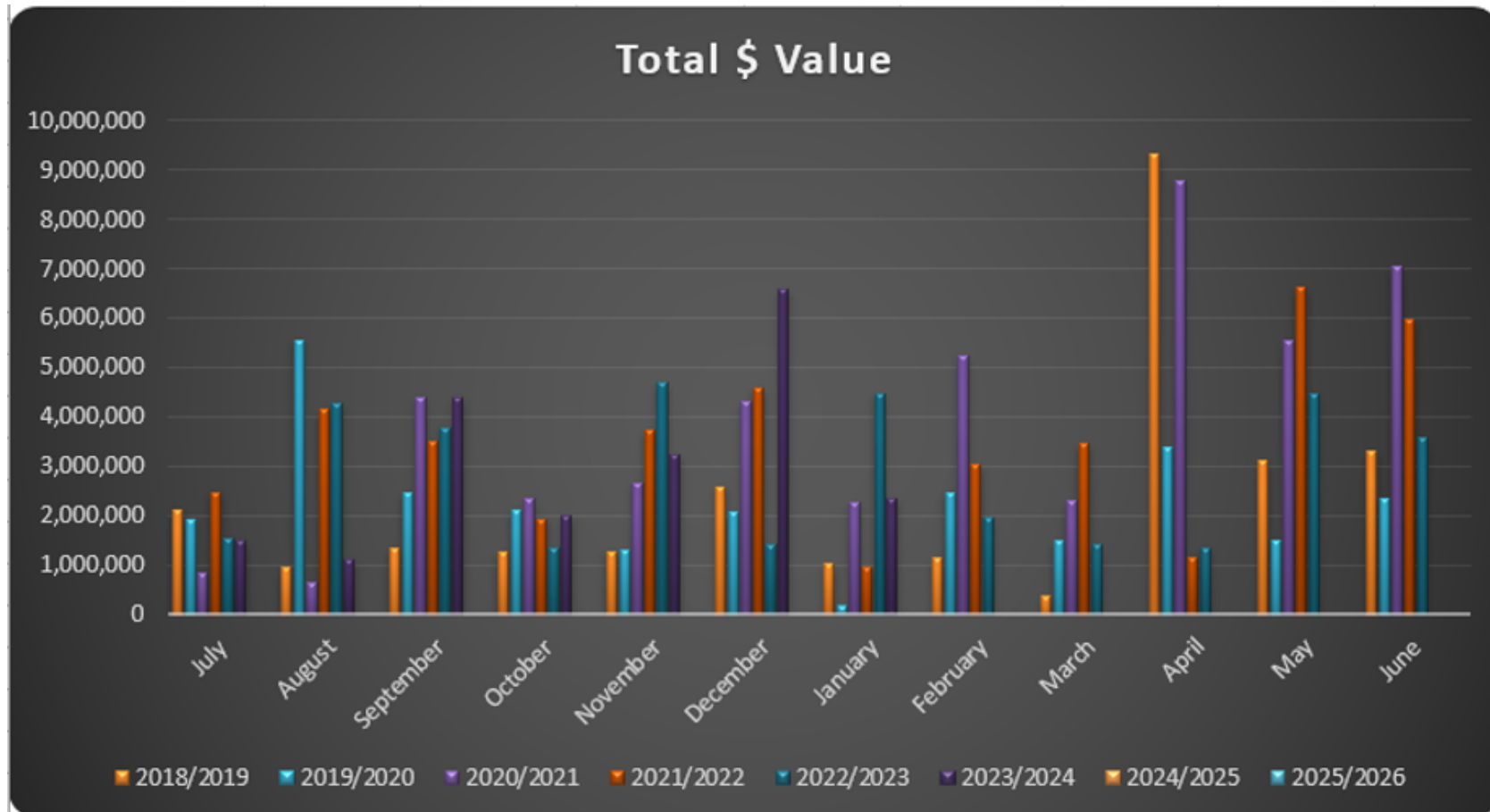
I certify to the best of my knowledge and belief, the particulars given in this return are a true and complete record of proposed building operations known to this local authority.

Coordinator Building Services – 12/02/2024

## Building Statistics January 2024

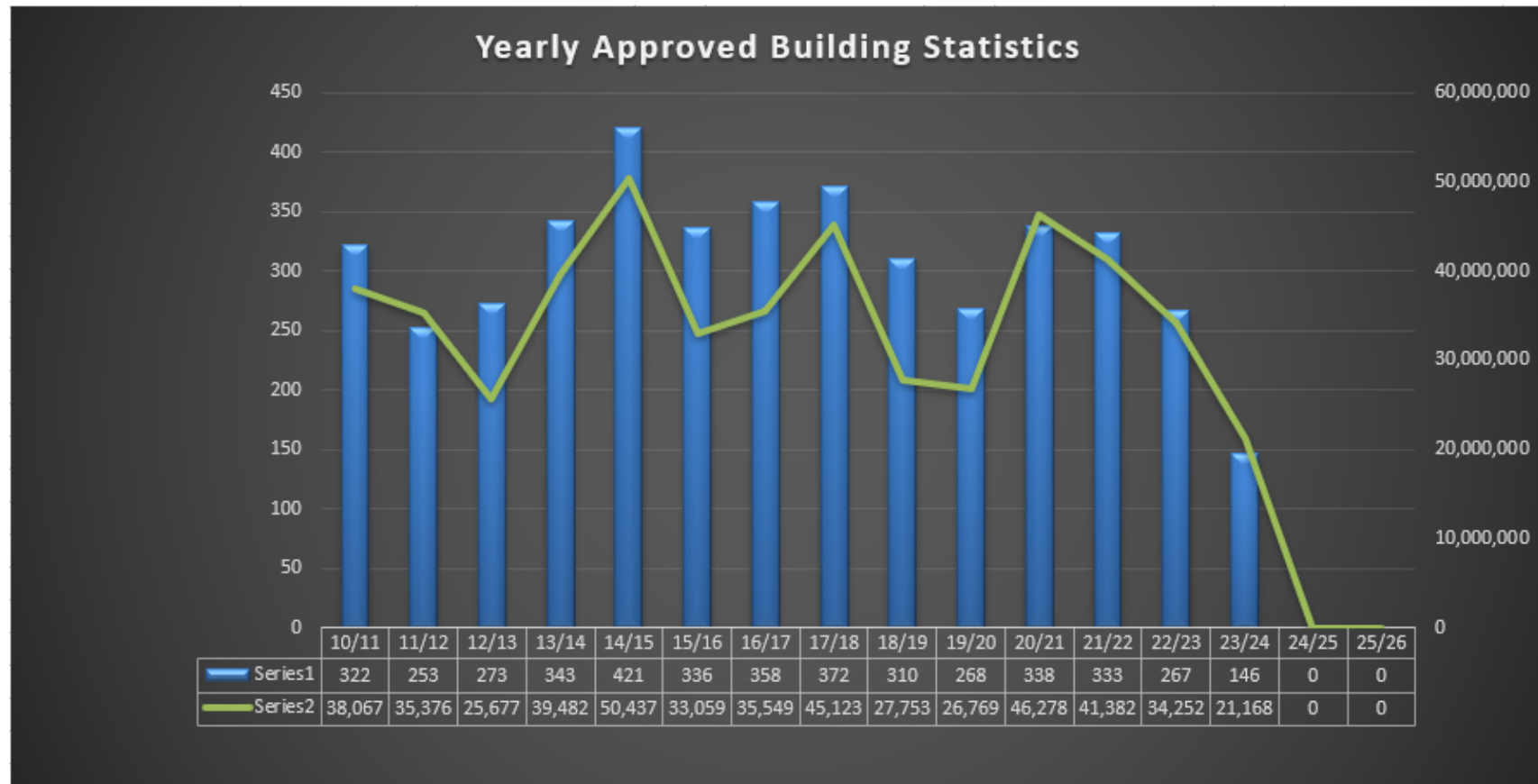
| Classification                                 | Work   | Num | Value       | Num | Value       | Num | Value       | Num | Value       | Num | Value       | Num | Value       | Num | Value       |
|--|--------|-----|-------------|-----|-------------|-----|-------------|-----|-------------|-----|-------------|-----|-------------|-----|-------------|
| 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      |

Tuesday, 13 February 2024

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**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.<br>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.<br>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.<br>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.<br>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

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**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

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## 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

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## 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.<br>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              |

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**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

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| 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**

**MOTION**

**Moved: Cr Johnston**

**Seconded: Cr Flanagan**

**O0224-026**

**That Council direct the CEO to raise the Australian flag at the Administration building flagpole on Australia Day each year.**

**CARRIED**

**F7 – A1**

*(Against Pres. Chambers)*

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

Nil

**16. URGENT BUSINESS APPROVED BY DECISION**

Nil

**17. PUBLIC QUESTION TIME**

Nil Questions

## **18. MATTERS BEHIND CLOSED DOORS**

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

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

### **Moving behind closed doors**

**Moved:** Cr Graham  
**Seconded:** Cr Johnston

**O0224-027**

**That the meeting proceed behind closed doors in accordance with section 5.23(2) of the Local Government Act 1995, to consider the following items, which are considered confidential for the reasons indicated.**

#### **17.1 0548-23 Esperance Airport - Runway Upgrade Design**

*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)).*

**CARRIED  
F8 - A0**

All members of the public left the Chambers at 5:09pm and did not return

#### **17.1 0548-23 Esperance Airport - Runway Upgrade Design**

**Moved:** Cr Starcevich  
**Seconded:** Cr de Haas

**O0224-028**

### **Council Resolution**

**That Council award Request for Tender 0548-23 Esperance Airport - Runway Upgrade Design to Airport Consulting Group, as per the lump sum price.**

**CARRIED  
F8 - A0**



**Coming from behind closed doors**

**Moved: Cr Obourne**

**Seconded: Cr de Haas**

**O0224-029**

**That the meeting come from behind closed doors.**

**CARRIED  
F8 - A0**

**The Presiding Member read aloud the Resolution for item 17.1.**

**19. CLOSURE**

The President declared the meeting closed at 5:13pm.

**These Minutes were confirmed at a meeting held on \_\_\_\_\_**

**Signed \_\_\_\_\_**

**Presiding Member at the meeting at which the Minutes were confirmed.**

**Dated \_\_\_\_\_**