



16 MAY 2024

Shire of Esperance

ORDINARY COUNCIL MEETING

28 MAY 2024

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DELEGATED AUTHORITY REGISTER

20243/20254

Council to Chief Executive Officer and Authorised
Persons

Introduction

The Delegations of Authority contained in this register are made to the Chief Executive Officer pursuant to section 5.42 of the *Local Government Act 1995* (the Act). Some functions are delegated by the Chief Executive Officer to Shire of Esperance employees pursuant to section 5.44 of the Act. These are detailed in the Delegated Authority Register – Council to Authorised Officers. All delegations made by Council must be by **absolute majority** decision.

Limitations

The following are decisions that cannot be delegated to the Chief Executive Officer as per s5.43 of the Act -

- (a) *any power or duty that requires a decision of an absolute majority or a 75% majority of the local government;*
- (b) *accepting a tender which exceeds an amount determined by the local government for the purpose of this paragraph;*
- (c) *appointing an auditor;*
- (d) *acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government for the purpose of this paragraph;*
- (e) *any of the local government's powers under section 5.98, 5.98A, 5.99, 5.99A or 5.100;*
- (f) *borrowing money on behalf of the local government;*
- (g) *hearing or determining an objection of a kind referred to in section 9.5;*
- (h) *(ha) the power under section 9.49A(4) to authorise a person to sign documents on behalf of the local government;*
- (i) *any power or duty that requires the approval of the Minister or the Governor;*
- (j) *such other powers or duties as may be prescribed.*

Further to the above limitations the following cannot be delegated to the Chief Executive Officer as per r.18G of the *Local Government (Administration) Regulations 1996* - :

Powers and duties of a local government exercised under the following provisions are prescribed under section 5.43(i) as powers and duties that a local government cannot delegate to a CEO —

- (a) *section 7.12A(2), (3)(a) or (4); and*
- (b) *regulations 18C and 18D.*

Record Keeping

If a person is exercising a delegated power or duty, r.19 of the *Local Government (Administration) Regulations 1996* requires records be kept relating to the exercise of the power or discharge of the duty. The written record is to contain -

- (a) *how the person exercised the power or discharged the duty; and*
- (b) *when the person exercised the power or discharged the duty; and*
- (c) *the persons or classes of persons, other than council or committee members or employees of the local government, directly affected by the exercise of the power or the discharge of the duty.*

Reading this Register

The aim of the Delegated Authority Register is to assist with improving the time taken to make decisions within the constraints allowed by the relevant legislation. This is consistent with the Shire's commitment to a strong customer service focus.

This Delegated Authority Register is reviewed annually in accordance with the Act.

Example Delegation

#	Title (s.X.XX)
Function Delegated	Description of authority being delegated. This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions listed in legislation and the delegation.
<i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions.</i>	
Power being Delegated	The express power or duty that is being delegated - The Legislation and Section Head of Power (Act or Regulation) s.# – Section Title
Power originally assigned to	Local Government (Local Government may be referred to as <i>Enforcement Agency</i> or <i>Permit Issuing Body</i> in some Legislation.)
Power to Delegate	The express power that allows a delegation to be made - The Legislation and Section Head of Power (Act or Regulation) s.# – Section Title
Power Delegated to	Chief Executive Officer or in some delegation's staff titles or a class of staff (eg. Rangers)
Council Conditions	Conditions placed on the delegation that are not already specified in Legislation, Regulation or Council Policy
Power to Sub-Delegate	The express power to sub-delegate the delegation to staff - The Legislation and Section Head of Power (Act or Regulation) s.# – Section Title In some cases, the Legislation expressly prohibits sub-delegation Not applicable – Sub-delegation is prohibited by s.# – Section Title The CEO can also choose to not sub-delegate authority that could be sub-delegated, in which case the following should be below the legislation. CEO has elected to not sub-delegate this role
Compliance Links	Documents relevant to the delegation should be listed here that provide further included but not limited to, other Acts, Regulations, Local Laws, Council Policy and Standard Operating Procedures.
DELEGATION ADMINISTRATION	
Decision Reference	Decision Reference
1. Date adopted, reviewed or amended and Council Resolution	3.
2.	4.

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PART 1 LOCAL GOVERNMENT ACT 1995

1.1 Expressions of Interest, Tenders and Pre-qualified Suppliers (s.3.57)

Function Delegated	Authority to undertake tendering, expressions of interest and prequalified supplier panels.
<i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions.</i>	
Power being Delegated	<p><i>Local Government Act 1995</i></p> <p>s.3.57(1) - Tenders for providing goods or services</p> <p>Local Government (Functions and General) Regulations 1996</p> <p>Division 2 - Tenders for providing goods or services</p> <p>Division 3 - Panels of pre-qualified suppliers</p>
Power originally assigned to	Local Government
Power to Delegate	<p><i>Local Government Act 1995</i></p> <p>s.5.42 – Delegation of some powers or duties to the CEO</p> <p>s.5.43 – Limitations on delegations to the CEO</p>
Power Delegated to	Chief Executive Officer
Council Conditions	<ol style="list-style-type: none"> 1. Unique supplier exemption may only be approved where a record is retained that evidences rationale for why the supply is unique and cannot be sourced through other suppliers 2. Tenders may only be called where there is a budget allocation for the proposed goods or services 3. Subject to goods and services included in the Annual Budget, the delegation is limited to - <ol style="list-style-type: none"> a) Purchases utilising WALGA Preferred Suppliers, not exceeding a value of \$250,000 b) Quotes utilising a pre-qualified supplier who is part of a panel of pre-qualified suppliers, not exceeding a value of \$250,000 c) Tenders not exceeding a value as per the Regulations excluding schedule of rates Tenders 4. Council consider a minor variation before entering into a contract to be 10% of the contract sum 5. In accordance with Division 3 - Panels of pre-qualified suppliers, applicants may only be appointed to a panel by Council Decision
Power to Sub-Delegate	<p><i>Local Government Act 1995</i></p> <p>s.5.44 – CEO may delegate powers and duties to other employees</p>
Compliance Links	<p><i>Local Government Act 1995</i></p> <p>s.5.43 - Limitations on delegations to the CEO</p> <p><i>Local Government (Functions and General) Regulations 1996</i></p> <p>Part 4 — Provision of goods and services</p> <p>Council Policy</p> <p>GOR-007-Procurement Policy</p>

1.1 Expressions of Interest, Tenders and Pre-qualified Suppliers (s.3.57)**DELEGATION ADMINISTRATION**

Decision Reference	Decision Reference
1. Adopted – June 2019, Resolution # O0619-120	5. Reviewed – June 2023, Resolution #O0623-117
2. Amended – May 2020, Resolution #O0520-148	6.
3. Reviewed – May 2021, Resolution #O0521-147	7.
4. Reviewed – May 2022, Resolution #O0522-112	8.

1.2 Agreement as to payment of rates and service charges (s.6.49)	
Function Delegated	Authority to accept payment of a rate or service charge due and payable by a person in accordance with an agreement made with the person.
<i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions.</i>	
Power being Delegated	<i>Local Government Act 1995</i> s.6.49 – Agreement as to payment of rates and service charges
Power originally assigned to	Local Government
Power to Delegate	<i>Local Government Act 1995</i> s.5.42 – Delegation of some powers and duties to the CEO s.5.43 – Limitations on delegations to the CEO
Power Delegated to	Chief Executive Officer
Council Conditions	Nil
Power to Sub-Delegate	<i>Local Government Act 1995</i> s.5.44 – CEO may delegate powers and duties to other employees
Compliance Links	Nil
DELEGATION ADMINISTRATION	
Decision Reference	Decision Reference
1. Adopted - February 2004, Resolution # O0204-0769	8. Reviewed – May 2018, Resolution #O0518-098
2. Reviewed - February 2011, Resolution # O0211-1575	9. Amended – June 2019: Resolution # O0619-120
3. Reviewed - May 2012, Resolution # AP0412-005	10. Reviewed – May 2020, Resolution #O0520-148
4. Reviewed - June 2013, Resolution # O0613-012	11. Reviewed – May 2021, Resolution #O0521-147
5. Reviewed – May 2015, Resolution # O0515-026	12. Reviewed – May 2022, Resolution #O0522-112
6. Reviewed – July 2016, Resolution # O0716-032	13. Reviewed – June 2023, Resolution #O0623-117
7. Reviewed – June 2017, Resolution #O0617-133	14.

1.3 Powers of entry (s.3.28 & s.3.34)	
Function Delegated	<p>Authority to</p> <ul style="list-style-type: none"> a) Confer powers of entry to allow staff performing the functions of the <i>Local Government Act 1995</i> to enter property following a notice being given under s.3.32. and; b) Allow, in an emergency, entry to any land, premises or thing immediately and without notice to perform any Local Government function as considered appropriate to deal with the emergency.
<i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions.</i>	
Power being Delegated	<p><i>Local Government Act 1995</i></p> <p>s.3.28 - When this Subdivision applies (Subdivision 3 — Powers of entry)</p> <p>s.3.34 - Entry in emergency</p>
Power originally assigned to	Local Government
Power to Delegate	<p><i>Local Government Act 1995</i></p> <p>s.5.42 – Delegation of some powers and duties to the CEO</p> <p>s.5.43 – Limitations on delegations to the CEO</p>
Power Delegated to	Chief Executive Officer
Council Conditions	Nil
Power to Sub-Delegate	<p><i>Local Government Act 1995</i></p> <p>s.5.44 – CEO may delegate powers and duties to other employees</p>
Compliance Links	<p><i>Local Government Act 1995</i></p> <p>Division 3, Subdivision 3 – Powers of entry</p> <p>s.3.32 - Notice of entry</p> <p>s.3.34 – Entry in emergency</p>
DELEGATION ADMINISTRATION	
Decision Reference	Decision Reference
1. Adopted - June 2013, Resolution # O0613-012	6. Amended – June 2019: Resolution # O0619-120
2. Reviewed – May 2015, Resolution # O0515-026	7. Amended – May 2020, Resolution #O0520-148
3. Reviewed – July 2016, Resolution # O0716-032	8. Reviewed – May 2021, Resolution #O0521-147
4. Reviewed – June 2017, Resolution #O0617-133	9. Amended – May 2022, Resolution #O0522-112
5. Reviewed – May 2018, Resolution #O0518-098	10. Reviewed – June 2023, Resolution #O0623-117

1.4 Certain provisions about land (s.3.25, s.3.26 & s.3.27)	
Function Delegated	<p>Authority to give an owner or occupier of land notice requiring them to do anything as prescribed in Schedule 3.1, Division 1 of the <i>Local Government Act 1995</i>.</p> <p>Following a failure to comply with the above notice, authority to take action that is considered necessary to achieve, so far as is practicable, the purpose for which the notice was given.</p> <p>Authority to recover cost of the above action as a debt due from the person who failed to comply.</p> <p>Authority to do any of the things prescribed in Schedule 3.2 to non-local government property, without consent, in the Local Government's capacity to undertake its general functions as outlined in s.3.27.</p>
<i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions.</i>	
Power being Delegated	<p><i>Local Government Act 1995</i></p> <p>s.3.25 – Notices requiring certain things to be done by owner or occupier of land</p> <p>s.3.26 – Additional powers when notices given</p> <p>s.3.27 – Particular things local governments can do on land that is not local government property</p>
Power originally assigned to	Local Government
Power to Delegate	<p><i>Local Government Act 1995</i></p> <p>s.3.24 – Authorising persons under this Subdivision (Subdivision 2 — Certain provisions about land)</p> <p>s.5.42 – Delegation of some powers and duties to the CEO</p> <p>s.5.43 – Limitations on delegations to the CEO</p>
Power Delegated to	Chief Executive Officer
Council Conditions	Nil
Power to Sub-Delegate	<p><i>Local Government Act 1995</i></p> <p>s.5.44 – CEO may delegate powers and duties to other employees</p>
Compliance Links	<p><i>Local Government Act 1995</i></p> <p>Schedule 3.1 - Powers under notices to owners or occupiers of land</p> <p>Schedule 3.2 - Particular things local governments can do on land even though it is not local government property</p>
DELEGATION ADMINISTRATION	
Decision Reference	Decision Reference
1. Adopted - June 2013, Resolution # O0613-012	6. Amended – June 2019: Resolution # O0619-120
2. Reviewed – May 2015, Resolution # O0515-026	7. Reviewed – May 2020, Resolution #O0520-148
3. Reviewed – July 2016, Resolution # O0716-032	8. Reviewed – May 2021, Resolution #O0521-147
4. Reviewed – June 2017, Resolution #O0617-133	9. Reviewed – May 2022, Resolution #O0522-112

1.4 Certain provisions about land (s.3.25, s.3.26 & s.3.27)	
5. Reviewed – May 2018, Resolution #O0518-098	10. Reviewed – June 2023, Resolution #O0623-117

1.5 Enforcement and legal proceedings (s. 9.19, 9.20 & 9.24)	
Function Delegated	Authority to exercise the powers and duties of a local government to administer and enforce the provisions of the Act.
<i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions.</i>	
Power being Delegated	<i>Local Government Act 1995</i> s.9.19 – Extension of time s.9.20 – Withdrawal of notice s.9.24 – Prosecutions, commencing
Power originally assigned to	Local Government
Power to Delegate	<i>Local Government Act 1995</i> s.5.42 – Delegation of some powers and duties to the CEO s.5.43 – Limitations on delegations to the CEO
Power Delegated to	Chief Executive Officer
Council Conditions	Nil
Power to Sub-Delegate	<i>Local Government Act 1995</i> s.5.44 – CEO may delegate powers and duties to other employees
Compliance Links	<i>Road Traffic (Vehicles) Act 2012</i>
DELEGATION ADMINISTRATION	
Decision Reference	Decision Reference
1. Adopted - June 2013, Resolution # O0613-012	6. Amended – June 2019: Resolution # O0619-120
2. Reviewed – May 2015, Resolution # O0515-026	7. Reviewed – May 2020, Resolution #O0520-148
3. Reviewed – July 2016, Resolution # O0716-032	8. Reviewed – May 2021, Resolution #O0521-147
4. Reviewed – June 2017, Resolution #O0617-133	9. Amended – May 2022, Resolution #O0522-112
5. Reviewed – May 2018, Resolution #O0518-098	10. Amended – June 2023, Resolution #O0623-117

1.6 Closing certain thoroughfares to vehicles (s.3.50)	
Function Delegated	Authority to close a thoroughfare to vehicles wholly or partially, for a period not exceeding four weeks.
<i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions.</i>	
Power being Delegated	<i>Local Government Act 1995</i> s.3.50 – Closing certain thoroughfares to vehicles
Power originally assigned to	Local Government
Power to Delegate	<i>Local Government Act 1995</i> s.5.42 – Delegation of some powers or duties to the CEO s.5.43 – Limitations on delegations to the CEO
Power Delegated to	Chief Executive Officer
Council Conditions	Nil
Power to Sub-Delegate	<i>Local Government Act 1995</i> s.5.44 – CEO may delegate powers and duties to other employees
Compliance Links	Nil
DELEGATION ADMINISTRATION	
Decision Reference	Decision Reference
1. Adopted - February 2004, Resolution # O0204-0769	8. Reviewed – May 2018, Resolution #O0518-098
2. Reviewed - February 2011, Resolution # O0211-1575	9. Amended – June 2019: Resolution # O0619-120
3. Reviewed - May 2012, Resolution # AP0412-005	10. Reviewed – May 2020, Resolution #O0520-148
4. Reviewed - June 2013, Resolution # O0613-012	11. Reviewed – May 2021, Resolution #O0521-147
5. Reviewed – May 2015, Resolution # O0515-026	12. Reviewed – May 2022, Resolution #O0522-112
6. Reviewed – July 2016, Resolution # O0716-032	13. Reviewed – June 2023, Resolution #O0623-117
7. Reviewed – June 2017, Resolution #O0617-133	14.

1.7 Declaring a vehicle as an abandoned vehicle wreck (s.3.40A)	
Function Delegated	Authority to declare an impounded vehicle as an abandoned wreck.
<i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions.</i>	
Power being Delegated	<i>Local Government Act 1995</i> s.3.40A – Abandoned vehicle wreck may be taken
Power originally assigned to	Local Government
Power to Delegate	<i>Local Government Act 1995</i> s.5.42 – Delegation of some powers or duties to the CEO s.5.43 – Limitations on delegations to the CEO
Power Delegated to	Chief Executive Officer
Council Conditions	Nil
Power to Sub-Delegate	<i>Local Government Act 1995</i> s.5.44 – CEO may delegate powers and duties to other employees
Compliance Links	<i>Local Government Act 1995</i> s3.39 - Power to remove and impound s.3.46 – Goods may be withheld until costs paid s.3.47 – Confiscated or uncollected goods, disposal of
DELEGATION ADMINISTRATION	
Decision Reference	Decision Reference
1. Adopted – March 2009, Resolution # O0309-1572	8. Reviewed – May 2018, Resolution #O0518-098
2. Reviewed - February 2011, Resolution # O0211-1575	9. Amended – June 2019: Resolution # O0619-120
3. Reviewed - May 2012, Resolution # AP0412-005	10. Reviewed – May 2020, Resolution #O0520-148
4. Reviewed - June 2013, Resolution # O0613-012	11. Reviewed – May 2021, Resolution #O0521-147
5. Reviewed – May 2015, Resolution # O0515-026	12. Amended – May 2022, Resolution #O0522-112
6. Reviewed – July 2016, Resolution # O0716-032	13. Reviewed – June 2023, Resolution #O0623-117
7. Reviewed – June 2017, Resolution #O0617-133	14.

1.8 Disposing of confiscated or uncollected goods (s.3.47)	
Function Delegated	Authority to sell or otherwise dispose of confiscated or uncollected goods that have been ordered to be confiscated under s.3.43.
<i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions.</i>	
Power being Delegated	<i>Local Government Act 1995</i> s.3.47 – Confiscated or uncollected goods, disposal of
Power originally assigned to	Local Government
Power to Delegate	<i>Local Government Act 1995</i> s.5.42 – Delegation of some powers or duties to the CEO s.5.43 - Limitations on delegations to the CEO
Power Delegated to	Chief Executive Officer
Council Conditions	Nil
Power to Sub-Delegate	<i>Local Government Act 1995</i> s.5.44 – CEO may delegate some powers & duties to other employees
Compliance Links	<i>Local Government Act 1995</i> s.3.40 - Vehicle may be removed if goods to be impounded are in or on vehicle s.3.42 - Impounded non-perishable goods s.3.43 - Impounded non-perishable goods, court may confiscate s.3.44 - Notice to collect goods if not confiscated s.3.46 - Goods may be withheld until costs paid s.3.58 - Disposing of Property
DELEGATION ADMINISTRATION	
Decision Reference	Decision Reference
1. Adopted - February 2004, Resolution # O0204-0769	8. Reviewed – May 2018, Resolution #O0518-098
2. Reviewed - February 2011, Resolution # O0211-1575	9. Amended – June 2019: Resolution # O0619-120
3. Reviewed - May 2012, Resolution # AP0412-005	10. Amended – May 2020, Resolution #O0520-148
4. Reviewed - June 2013, Resolution # O0613-012	11. Reviewed – May 2021, Resolution #O0521-147
5. Reviewed – May 2015, Resolution # O0515-026	12. Amended – May 2022, Resolution #O0522-112
6. Reviewed – July 2016, Resolution # O0716-032	13. Amended – June 2023, Resolution #O0623-117
7. Reviewed – June 2017, Resolution #O0617-133	14.

1.9 Disposing of property (s.3.58)	
Function Delegated	Authority to dispose of property surplus to the Shire's operational needs.
<i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions.</i>	
Power being Delegated	<i>Local Government Act 1995</i> s.3.58 - Disposing of Property
Power originally assigned to	Local Government
Power to Delegate	<i>Local Government Act 1995</i> s.5.42 – Delegation of some powers or duties to the CEO s.5.43 – Limitations on delegations to the CEO
Power Delegated to	Chief Executive Officer
Council Conditions	<ol style="list-style-type: none"> 1. Authority for the Disposal of land and/or building assets is limited to matters specified in the Annual Budget or Corporate Business Plan and in any other case, requires a specific resolution of Council. 2. The Chief Executive Officer is limited to determining disposals of property (including land assets) for any single project, or where not part of a project a single event, to an aggregated maximum material value of \$500,000. 3. Authority to determine the method of disposal - <ol style="list-style-type: none"> a. Where a public auction is determined as the method of disposal - <ol style="list-style-type: none"> i. a reserve price has been set through independent valuation; ii. where the reserve price is not achieved at auction negotiation may be undertaken to achieve the sale of the property at up to a 10% variation on the valuation price. b. Where a public tender is determined as the method of disposal and the tender does not achieve a reasonable price for the disposal of the property, then the CEO is to determine if better value could be achieved through another disposal method and if so, must determine not to accept any tender and use an alternative disposal method. c. Where a direct negotiation is determined [s.3.58(3)] as the method of disposal, authority to - <ol style="list-style-type: none"> i. negotiate the sale of the property up to a 10% variance below the valuation; and ii. consider any public submissions received and determine if to proceed with the disposal, ensuring that the reasons for such a determination are recorded.
Power to Sub-Delegate	<i>Local Government Act 1995</i> s.5.44 – CEO may delegate some powers and duties to other employees
Compliance Links	<i>Local Government Function and General Regulations 1996</i> r.30 - Dispositions of property excluded from Act s. 3.58 Council Policy COR-018- Asset Disposal Policy
DELEGATION ADMINISTRATION	

1.9 Disposing of property (s.3.58)	
Decision Reference	Decision Reference
1. Adopted – May 2010, Resolution # O0510-1456	8. Reviewed – June 2017 Resolution # O0617-133
2. Reviewed - February 2011, Resolution # O0211-1575	9. Reviewed – May 2018, Resolution # O0518-098
3. Reviewed - May 2012, Resolution # AP0412-005	10. Amended – June 2019: Resolution # O0619-120
4. Reviewed – December 2012, Resolution # O1212-062	11. Amended – May 2020, Resolution #O0520-148
5. Reviewed - June 2013, Resolution # O0613-012	12. Reviewed – May 2021, Resolution #O0521-147
6. Reviewed – May 2015, Resolution # O0515-026	13. Reviewed – May 2022, Resolution #O0522-112
7. Reviewed – July 2016, Resolution # O0716-032	14. Amended – June 2023, Resolution #O0623-117

1.10 Investment of funds (s.6.14)	
Function Delegated	Authority to invest money in the municipal fund or the trust fund that is not for the time being, required for any other purpose.
<i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions.</i>	
Power being Delegated	<i>Local Government Act 1995</i> s.6.14 – Power to invest
Power originally assigned to	Local Government
Power to Delegate	<i>Local Government Act 1995</i> s.5.42 – Delegation of some powers or duties to the CEO s.5.43 - Limitations on delegations to the CEO
Power Delegated to	Chief Executive Officer
Council Conditions	Nil
Power to Sub-Delegate	<i>Local Government Act 1995</i> s.5.44 – CEO may delegate some powers and duties to other employees
Compliance Links	<i>Local Government (Financial Management) Regulations 1996</i> r.19 - Investments, control procedures for Council Policy GOR-026- Investment <u>Policy</u>
DELEGATION ADMINISTRATION	
Decision Reference	Decision Reference
1. Adopted - February 2004, Resolution # O0204-0769	8. Reviewed – May 2018, Resolution # O0518-098
2. Reviewed - February 2011, Resolution # O0211-1575	9. Amended – June 2019: Resolution # O0619-120
3. Reviewed - April 2012, Resolution # AP0412-005	10. Amended – May 2020, Resolution #O0520-148
4. Reviewed - June 2013, Resolution # O0613-012	11. Reviewed – May 2021, Resolution #O0521-147
5. Reviewed – May 2015, Resolution # O0515-026	12. Amended – May 2022, Resolution #O0522-112
6. Reviewed – July 2016, Resolution # O0716-032	13. Amended – June 2023, Resolution #O0623-117
7. Reviewed – June 2017 Resolution # O0617-133	14.

1.11 Local government may require lessee to pay rent (s.6.60)	
Function Delegated	Authority to require a lessee to pay rent to the Local Government in satisfaction of rates or service charges due and payable.
<i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions.</i>	
Power being Delegated	<i>Local Government Act 1995</i> s.6.60 – Local Government may require lessee to pay rent
Power originally assigned to	Local Government
Power to Delegate	<i>Local Government Act 1995</i> s.5.42 - Delegation of some powers or duties to the CEO s.5.43 - Limitations on delegations to the CEO
Power Delegated to	Chief Executive Officer
Council Conditions	Nil
Power to Sub-Delegate	<i>Local Government Act 1995</i> s.5.44 – CEO may delegate some powers & duties to other employees
Compliance Links	Nil
DELEGATION ADMINISTRATION	
Decision Reference	Decision Reference
1. Adopted - February 2004, Resolution # O0204-0769	8. Reviewed – May 2018, Resolution #O0518-098
2. Reviewed - February 2011, Resolution # O0211-1575	9. Amended – June 2019: Resolution # O0619-120
3. Reviewed - April 2012, Resolution # AP0412-005	10. Reviewed – May 2020, Resolution #O0520-148
4. Reviewed - June 2013, Resolution # O0613-012	11. Reviewed – May 2021, Resolution #O0521-147
5. Reviewed – May 2015, Resolution # O0515-026	12. Reviewed – May 2022, Resolution #O0522-112
6. Reviewed – July 2016, Resolution # O0716-032	13. Amended – June 2023, Resolution #O0623-117
7. Reviewed – June 2017, Resolution #O0617-133	14.

1.12 Local laws administration (s.3.18)	
Function Delegated	Authority to exercise the powers and duties and to administer and do all things necessary to enact the Shire of Esperance Local Laws.
<i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions.</i>	
Power being Delegated	<i>Local Government Act 1995</i> s.3.18 – Performing executive functions
Power originally assigned to	Local Government
Power to Delegate	<i>Local Government Act 1995</i> s.5.42 – Delegation of some powers or duties to the CEO
Power Delegated to	Chief Executive Officer
Council Conditions	<p>The following powers be reserved to the Council:</p> <p><u>Local Government Property Local Law 2009</u></p> <ul style="list-style-type: none"> i. make a determination under Part 2; ii. enter into an agreement with a permit holder in respect of ownership of materials in a building (clause 3.7); iii. restrict use of the airport through a designation under clause 5.10(2); iv. hear an objection under Part 7; v. appoint authorised persons who are not employees under section 9.10 of the Local Government Act 1995; and vi. Determine forms to be used in the administering of the Local Law. <p><u>Activities in Thoroughfares and Public Places and Trading Local Law 2016</u></p> <ul style="list-style-type: none"> i. require any person to fence land adjoining a public place or local government property at his/ her expense (see clause 2.16); ii. declare a thoroughfare to be a “flora road” under clause 5.3; iii. designate a thoroughfare or part of a thoroughfare as ‘a special environmental area’ under clause 5.7; iv. grant any exemptions under clause 6.7(3); v. adopt or vary policy containing conditions subject to which an application for a permit may be approved under clauses 7.2(1)(a) and 7.4; v. approve an application for a permit unconditionally or subject to any condition under clause 7.2(1)(a) vi. refuse an application for a permit under clause 7.2(1)(b) vi-vii. vii. hear an objection (see clause 8.1); ii-viii. viii. appoint authorised persons who are not Shire of Esperance employees under section 9.10 of the <i>Local Government Act 1995</i>; and iii-ix. ix. Determine forms to be used in the administering of the Local Law. <p><u>Extractive Industries Local Law 2001</u></p> <ul style="list-style-type: none"> i. issue of refusal of a license under clause 3.1(2) of the Local Law; ii. determination of a license period under clause 3.1(3)(a) of the Local Law; iii. cancellation of a license under clause 4.2(1) of the Local Law; and iv. renewal or refusal to renew a license under clause 4.3(4) of the Local Law.

1.12 Local laws administration (s.3.18)

Power to Sub-Delegate

Local Government Act 1995

s.5.44 – CEO may delegate some powers & duties to other employees

Compliance Links

Shire of Esperance Local Laws

DELEGATION ADMINISTRATION

Decision Reference	Decision Reference
1. Adopted - February 2004, Resolution # O0204-0769	8. Reviewed – May 2018, Resolution #O0518-098
2. Reviewed - February 2011, Resolution # O0211-1575	9. Amended – June 2019: Resolution # O0619-120
3. Reviewed - April 2012, Resolution # AP0412-005	10. Amended – May 2020, Resolution #O0520-148
4. Reviewed - June 2013, Resolution # O0613-012	11. Amended – May 2021, Resolution #O0521-147
5. Reviewed – May 2015, Resolution # O0515-026	12. Reviewed – May 2022, Resolution #O0522-112
6. Reviewed – July 2016, Resolution # O0716-032	13. Amended – June 2023, Resolution #O0623-117
7. Reviewed – June 2017, Resolution #O0617-133	14.

1.14 Partial closure of thoroughfare for repairs and maintenance (s.3.50A)	
Function Delegated	Authority to partially and temporarily close a thoroughfare, without giving local public notice, if the closure is - <ul style="list-style-type: none"> a. for the purpose of carrying out repairs or maintenance; and b. unlikely to have a significant adverse effect on users of the thoroughfare.
<i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions.</i>	
Power being Delegated	<i>Local Government Act 1995</i> s.3.50A – Partial closure of thoroughfare for repairs or maintenance
Power originally assigned to	Local Government
Power to Delegate	<i>Local Government Act 1995</i> s.5.42 - Delegation of some powers or duties to the CEO s.5.43 - Limitations on delegations to the CEO
Power Delegated to	Chief Executive Officer
Council Conditions	Nil
Power to Sub-Delegate	<i>Local Government Act 1995</i> s.5.44 – CEO may delegate some powers and duties to other employees
Compliance Links	<i>Local Government Act 1995</i> s.3.50 - Closing certain thoroughfares to vehicles
DELEGATION ADMINISTRATION	
Decision Reference	Decision Reference
1. Adopted - February 2004, Resolution # O0204-0769	8. Reviewed – May 2018, Resolution # O0518-098
2. Reviewed - February 2011, Resolution # O0211-1575	9. Amended – June 2019: Resolution # O0619-120
3. Reviewed - April 2012, Resolution # AP0412-005	10. Reviewed – May 2020, Resolution #O0520-148
4. Reviewed - June 2013, Resolution # O0613-012	11. Reviewed – May 2021, Resolution #O0521-147
5. Reviewed – May 2015, Resolution # O0515-026	12. Reviewed – May 2022, Resolution #O0522-112
6. Reviewed – July 2016, Resolution # O0716-032	13. Amended – June 2023, Resolution #O0623-117
7. Reviewed – June 2017, Resolution # O0617-133	14.

1.15 Power to remove, impound goods and recover expenses (s.3.39 & s.3.48)	
Function Delegated	Authority to <ol style="list-style-type: none"> Remove and impound any goods as per s.3.39 of the Act. Recover from the convicted offender the expenses incurred by removing and impounding the goods and disposing of them, if goods were removed and impounded under s.3.39.
<i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions.</i>	
Power being Delegated	<i>Local Government Act 1995</i> s.3.39 – Power to remove and impound s.3.48 – Impounding expenses, recovery of
Power originally assigned to	Local Government
Power to Delegate	<i>Local Government Act 1995</i> s.5.42 - Delegation of some powers or duties to the CEO s.5.43 - Limitations on delegations to the CEO
Power Delegated to	Chief Executive Officer
Council Conditions	Nil
Power to Sub-Delegate	<i>Local Government Act 1995</i> s.5.44 – CEO may delegate some powers and duties to other employees
Compliance Links	s.3.47 - Confiscated or uncollected goods, disposal of
DELEGATION ADMINISTRATION	
Decision Reference	Decision Reference
1. Adopted - February 2004, Resolution # O0204-0769	8. Reviewed – May 2018, Resolution #O0518-098
2. Reviewed - February 2011, Resolution # O0211-1575	9. Amended – June 2019: Resolution # O0619-120
3. Reviewed - April 2012, Resolution # AP0412-005	10. Reviewed – May 2020, Resolution #O0520-148
4. Reviewed - June 2013, Resolution # O0613-012	11. Reviewed – May 2021, Resolution #O0521-147
5. Reviewed – May 2015, Resolution # O0515-026	12. Amended – May 2022, Resolution #O0522-112
6. Reviewed – July 2016, Resolution # O0716-032	13. Amended – June 2023, Resolution #O0623-117
7. Reviewed – June 2017, Resolution #O0617-133	14.

1.16 Power to write off debts (s.6.12)	
Function Delegated	Authority to write off money which is owed to the local government.
<i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions.</i>	
Power being Delegated	<i>Local Government Act 1995</i> s.6.12 – Power to defer, grant discounts, waive or write off debts
Power originally assigned to	Local Government
Power to Delegate	<i>Local Government Act 1995</i> s.5.42 - Delegation of some powers or duties to the CEO s.5.43 - Limitations on delegations to the CEO
Power Delegated to	Chief Executive Officer
Council Conditions	Debts up to a value of \$1,000.00 may be written off, conditional upon all avenues of debt recovery action having been exhausted.
Power to Sub-Delegate	<i>Local Government Act 1995</i> s.5.44 – CEO may delegate some powers and duties to other employees
Compliance Links	Council Policy COR-013 -Debt Collection Policy
DELEGATION ADMINISTRATION	
Decision Reference	Decision Reference
1. Adopted - February 2004, Resolution # O0204-0769	8. Reviewed – May 2018, Resolution # O0518-098
2. Reviewed - February 2011, Resolution # O0211-1575	9. Amended – June 2019: Resolution # O0619-120
3. Reviewed - April 2012, Resolution # AP0412-005	10. Reviewed – May 2020, Resolution #O0520-148
4. Reviewed - June 2013, Resolution # O0613-012	11. Amended – May 2021, Resolution #O0521-147
5. Reviewed – May 2015, Resolution # O0515-026	12. Amended – May 2022, Resolution #O0522-112
6. Reviewed – July 2016, Resolution # O0716-032	13. Amended – June 2023, Resolution #O0623-117
7. Reviewed – June 2017, Resolution # O0617-133	14.

1.17 Rates or service charges recoverable in court (s.6.56)

Function Delegated	Authority to recover rates or service charges, as well as costs of proceedings for the recovery, in a court of competent jurisdiction.
<i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions.</i>	
Power being Delegated	<i>Local Government Act 1995</i> s.6.56. Rates or service charges recoverable in court
Power originally assigned to	Local Government
Power to Delegate	<i>Local Government Act 1995</i> s.5.42 - Delegation of some powers or duties to the CEO s.5.43 - Limitations on delegations to the CEO
Power Delegated to	Chief Executive Officer
Council Conditions	Nil
Power to Sub-Delegate	<i>Local Government Act 1995</i> s.5.44 - CEO may delegate some powers and duties to other employees
Compliance Links	Council Policy COR-013 -Debt Collection <u>Policy</u>

DELEGATION ADMINISTRATION

Decision Reference	Decision Reference
1. Adopted - February 2004, Resolution # O0204-0769	8. Reviewed – May 2018, Resolution # O0518-098
2. Reviewed - February 2011, Resolution # O0211-1575	9. Amended – June 2019: Resolution # O0619-120
3. Reviewed - April 2012, Resolution # AP0412-005	10. Reviewed – May 2020, Resolution #O0520-148
4. Reviewed - June 2013, Resolution # O0613-012	11. Reviewed – May 2021, Resolution #O0521-147
5. Reviewed – May 2015, Resolution # O0515-026	12. Amended – May 2022, Resolution #O0522-112
6. Reviewed – July 2016, Resolution # O0716-032	13. Amended – June 2023, Resolution #O0623-117
7. Reviewed – June 2017 Resolution # O0617-133	14.

1.18 Disposal of sick or injured animals (s.3.47A)	
Function Delegated	<p>Authority to</p> <ul style="list-style-type: none"> a. humanely destroy the animal and dispose of the carcass, if an impounded animal is ill or injured to such an extent that treating it is not practicable; and b. recover expenses incurred for removing, impounding, and disposing of confiscated or uncollected goods.
<i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions.</i>	
Power being Delegated	<p><i>Local Government Act 1995</i></p> <p>s.3.47A – Sick or injured animals, disposal of</p> <p>s.3.48 – Impounding expenses, recovery of</p>
Power originally assigned to	Local Government
Power to Delegate	<p><i>Local Government Act 1995</i></p> <p>s.5.42 - Delegation of some powers or duties to the CEO</p> <p>s.5.43 - Limitations on delegations to the CEO</p>
Power Delegated to	Chief Executive Officer
Council Conditions	Nil
Power to Sub-Delegate	<p><i>Local Government Act 1995</i></p> <p>s.5.44 – CEO may delegate some powers and duties to other employees</p>
Compliance Links	Nil
DELEGATION ADMINISTRATION	
Decision Reference	Decision Reference
1. Adopted – July 2015, Resolution #O0715-017	6. Amended – May 2020, Resolution #O0520-148
2. Reviewed – July 2016, Resolution # O0716-032	7. Reviewed – May 2021, Resolution #O0521-147
3. Reviewed – March 2017 Incorrect section referenced now corrected	8. Reviewed – May 2022, Resolution #O0522-112
4. Reviewed – May 2018, Resolution #O0518-098	9. Amended – June 2023, Resolution #O0623-117
5. Amended – June 2019: Resolution # O0619-120	10.

1.19 Reserves under control of Local Government (s.3.54)	
Function Delegated	To provide consent to the Minister for requests made regarding variations to the care, control and management of Shire managed reserves in accordance with Section 46(2) <i>Land Administration Act 1997</i>
<i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions.</i>	
Power being Delegated	<i>Local Government Act 1995</i> s.3.54(1) Reserves under control of Local Government
Power originally assigned to	Local Government
Power to Delegate	<i>Local Government Act 1995</i> s.5.42 – Delegation of some powers or duties to the CEO s.5.43 – Limitations on delegations to the CEO
Power Delegated to	Chief Executive Officer
Council Conditions	Limited to giving consent of the management body of reserve (being limited to the Shire of Esperance).
Power to Sub-Delegate	<i>Local Government Act 1995</i> s.5.44 - CEO may delegate powers and duties to other employees
Compliance Links	<i>Local Government Act 1995</i> <i>Land Administration Act 1997</i>
DELEGATION ADMINISTRATION	
Decision Reference	Decision Reference
1. Adopted - February 2017, Resolution # O0217-032	5. Amended – May 2020, Resolution #O0520-148
2. Reviewed – June 2017 Resolution # O0617-133	6. Reviewed – May 2021, Resolution #O0521-147
3. Reviewed – May 2018, Resolution # O0518-098	7. Reviewed – May 2022, Resolution #O0522-112
4. Amended – June 2019: Resolution #O0619-120	8. Amended – June 2023, Resolution #O0623-117

PART 2 *BUILDING ACT 2011*

2.1 Appointment of Authorised Persons (s.96 & s.99)

Function Delegated	<p>Authority to</p> <ul style="list-style-type: none"> a. Designate an employee as an authorised person under the <i>Building Act 2011</i>; and b. Revoke or vary a condition of designation as an authorised person or give written notice to an authorised person limiting powers that may be exercised by that person.
<i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions.</i>	
Power being Delegated	<p><i>Building Act 2011</i></p> <p>s.96 - Authorised Person</p> <p>s.99 - Limitation on powers of authorised person</p>
Power originally assigned to	Local Government
Power to Delegate	<p><i>Building Act 2011</i></p> <p>s.96 – Authorised Person</p> <p>s.127 – Delegation: Special Permit Authorities and Local Governments</p>
Power Delegated to	Chief Executive Officer
Council Conditions	Nil
Power to Sub-Delegate	<p><i>Local Government Act 1995</i></p> <p>s.5.44 – CEO may delegate powers and duties to other employees</p> <p>CEO has elected to not sub-delegate this role</p>
Compliance Links	<p><i>Building Act 2011</i></p> <p>s.97 - Identity cards</p>
DELEGATION ADMINISTRATION	
Decision Reference	Decision Reference
1. Adopted – July 2012, Resolution # O0712-065	6. Amended – June 2019: Resolution # O0619-120
2. Reviewed – May 2015, Resolution # O0515-026	7. Reviewed – May 2020, Resolution #O0520-148
3. Reviewed – July 2016, Resolution # O0716-032	8. Amended – May 2021, Resolution #O0521-147
4. Reviewed – June 2017 Resolution # O0617-133	9. Reviewed – May 2022, Resolution #O0522-112
5. Reviewed – May 2018, Resolution # O0518-098	10. Reviewed – June 2023, Resolution #O0623-117

2.2 Powers pursuant to the Building Act 2011	
Function Delegated	To undertake the powers of the Local Government for the following sections of the <i>Building Act 2011</i> .
<i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions.</i>	
Power being Delegated	<i>Building Act 2011</i> s.18 Further Information s.20 Grant of building permit s.21 Grant of demolition permit s.22 Further grounds for not granting an application s.24 Notice of decision not to grant building or demolition permit s.27 Conditions imposed by permit authority s.55 Further information s.58 Grant of occupancy permit, building approval certificate s.60 Notice of decision not grant occupancy permit or grant building approval certificate s.62 Conditions imposed by permit authority s.65 Extension of period of duration s.88 Finishes of walls close to boundaries s.110 Building orders s.111 Notice of proposed building order other than a building order (emergency) s.117 Revocation of building order s.118 Permit authority may give effect to building order if non-compliance s.131 Inspection, copies of building records
Power originally assigned to	Local Government
Power to Delegate	<i>Building Act 2011</i> s.127 – Delegation: Special Permit Authorities and Local Governments
Power Delegated to	Chief Executive Officer
Council Conditions	Nil
Power to Sub-Delegate	<i>Building Act 2011</i> s.127 – Delegation: Special Permit Authorities and Local Governments
Compliance Links	<i>Building Regulations 2012</i>
DELEGATION ADMINISTRATION	
Decision Reference	Decision Reference
1. Adopted – July 2012, Resolution # O0712-065	7. Amended – June 2019: Resolution # O0619-120
2. Reviewed – May 2015, Resolution # O0515-026	8. Reviewed – May 2020, Resolution #O0520-148

2.2 Powers pursuant to the Building Act 2011

3. Reviewed – July 2015, Resolution #O0715-017	9. Amended – May 2021, Resolution #O0521-147
4. Reviewed – July 2016, Resolution # O0716-032	10. Amended – May 2022, Resolution #O0522-112
5. Reviewed – June 2017 Resolution #O0617-133	11. Amended – June 2023, Resolution #O0623-117
6. Reviewed – May 2018, Resolution #O0518-098	12.

PART 3 PUBLIC HEALTH ACT 2016

3.1 Appointment of Environmental Health Officer (s.17)	
Function Delegated	Authority to appoint suitably qualified employees as Environmental Health Officers
<i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions.</i>	
Power being Delegated	<i>Public Health Act 2016</i> s.17 – Appointment of Environmental Health Officers
Power originally assigned to	Local Government
Power to Delegate	<i>Public Health Act 2016</i> s.21 – Enforcement agency may delegate
Power Delegated to	Chief Executive Officer
Council Conditions	Nil
Power to Sub-Delegate	<i>Public Health Act 2016</i> s.21 – Enforcement agency may delegate CEO has elected to not sub-delegate this role
Compliance Links	<i>Public Health Act 2016</i> s.18 - Chief Health Officer to approve qualifications and experience required by environmental health officers
DELEGATION ADMINISTRATION	
Decision Reference	Decision Reference
1. Reviewed – July 2017 Resolution # O0717-161	5. Reviewed – May 2021, Resolution #O0521-147
2. Reviewed – May 2018 Resolution # O0518-098	6. Reviewed – May 2022, Resolution #O0522-112
3. Amended – June 2019: Resolution # O0619-120	7. Reviewed – June 2023, Resolution #O0623-117
4. Amended – May 2020, Resolution #O0520-148	8.

3.2 Designation of Authorised Officers (s.24)	
Function Delegated	Authority to designate a person or class of persons as authorised officers under the <i>Public Health Act 2016</i> .
<i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions.</i>	
Power being Delegated	<i>Public Health Act 2016</i> s.24 – Designation of authorised officers
Power originally assigned to	Local Government
Power to Delegate	<i>Public Health Act 2016</i> s.21 – Enforcement agency may delegate
Power Delegated to	Chief Executive Officer
Council Conditions	Nil
Power to Sub-Delegate	<i>Public Health Act 2016</i> s.21 – Enforcement agency may delegate CEO has elected to not sub-delegate this role
Compliance Links	<i>Public Health Act 2016</i> s.25 - Certain authorised officers required to have qualifications and experience. s.26 - Further provisions relating to designations s.27 - Lists of authorised officers to be maintained s.28 - When designation as authorised officer ceases s.29 - Chief Health Officer may issue guidelines about qualifications and experience of authorised officers s.30 - Certificates of authority s.31 - Issuing and production of certificate of authority for purposes of other written laws s.32 - Certificate of authority to be returned. s.136 - Authorised officer to produce evidence of authority
DELEGATION ADMINISTRATION	
Decision Reference	Decision Reference
1. Reviewed – July 2017 Resolution # O0717-161	5. Reviewed – May 2021, Resolution #O0521-147
2. Reviewed – May 2018 Resolution # O0518-098	6. Reviewed – May 2022, Resolution #O0522-112
3. Amended – June 2019: Resolution # O0619-120	7. Reviewed – June 2023, Resolution #O0623-117
4. Amended – May 2020, Resolution #O0520-148	8.

PART 4 PLANNING AND DEVELOPMENT ACT 2005

4.1 General Administration Powers

Function Delegated

Unless the specific power may only be exercised by the Council itself (or is not permitted to be delegated under the provisions of the *Local Government Act 1995*), the Council hereby delegates authority under Clause 82 of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* to the Chief Executive Officer¹ to administer the Scheme and exercise discretionary powers to conditionally or unconditionally approve (or recommend approval for) the following subject to the delegate/s actions being in accordance with the *Planning and Development Act 2005*, the Local Planning Scheme No. 24, the Acceptable Development requirements of the Residential Design Codes and variations that satisfy the Objectives and Performance Criteria of the Codes, State Planning Policies, relevant Local Laws and adopted Planning Strategies or Policies:

- a) ~~Except for new buildings in the Commercial zone unless under a value of \$2,000,000~~ development² and land use applications:
 - where advertising is not necessary;
 - for which advertising is necessary and there are no objections;
 - for single house developments which advertising is necessary and there are objections³
 - for which advertising is necessary and any comments can be resolved through negotiation with the applicant or appropriately conditioned on the planning consent;
 - for which advertising is necessary and objections are received which are determined to be frivolous or vexatious by the Chief Executive Officer;
 - for which comments have been sought from any Government instrumentalities and those recommendations have been satisfactorily addressed or appropriately conditioned on the planning consent.
- b) Unless the specific power may only be exercised by the Council itself (or is not permitted to be delegated under the provisions of the *Local Government Act 1995*), the Council hereby delegates authority under Clause 82 of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* to the Chief Executive Officer⁴ to administer the Scheme and exercise discretionary powers to refuse (or recommend refusal for) the following subject to the delegate/s actions being in accordance with the *Planning and Development Act 2005*, the Local Planning Scheme No. 24, the Acceptable Development requirements of the Residential Design Codes, State Planning Policies and variations that satisfy the Objectives and

¹ A list of delegated authority approvals for development and subdivision applications is to be included in each monthly agenda of the Ordinary Council Meeting.

² The *Planning and Development Act 2005* (as amended) defines 'development' as follows:

'development' means the development or use of any land, including—

- (a) any demolition, erection, construction, alteration of or addition to any building or structure on the land;
- (b) the carrying out on the land of any excavation or other works;
- (c) in the case of a place to which a Conservation Order made under section 59 of the *Heritage of Western Australia Act 1990* applies, any act or thing that—
 - (i) is likely to change the character of that place or the external appearance of any building; or
 - (ii) would constitute an irreversible alteration of the fabric of any building;

³ Effective from 1 July 2024

⁴ A list of delegated authority approvals for development and subdivision applications is to be included in each monthly agenda of the Ordinary Council Meeting.

4.1 General Administration Powers

Performance Criteria of the Codes, relevant Local Laws and adopted Planning Strategies or Policies:

- Where a planning application is received that is classified as "X" or non-permitted under the provisions of Local Planning Scheme No. 24.
 - Where a request for further information has not been responded to in accordance with Policy EXT-005 the Shire's Refusal of Planning Applications policy.
 - Where a planning application is received that is not mentioned in the Zoning and Land Use Table and is not consistent with the objectives of the particular zone.
 - Where a planning application is received that is not consistent with an adopted Local Planning Policy.
 - Where a planning application is received that is not consistent with a Scheme provision.
 - Where a single house has valid objections in the 'Rural Residential' 'rural Townsite', 'Tourism' or 'Private Clubs, Institutions and Places of Worship' zones:
5.
1
 - Where comments have been sought from any Government instrumentality and those recommendations cannot be satisfactorily addressed or appropriately conditioned on the planning consent.
- c) Commence advertising of any proposal where so required by the Local Planning Scheme No. 24 or other related legislation and inform or consult with any affected person or statutory authority prior to the application being determined by or on behalf of Council.
- d) Development on reserved land that is consistent with the gazetted purpose of the reserve, the Local Planning Scheme No. 24 and leasing arrangements subject to prior consultation with the reserve manager or the Crown if not under Council control.
- e) Concurrently advertise and subsequently approve or renew planning applications for:
- extractive industries under the Local Planning Scheme No. 24 and Extractive Industries Local Law.⁶
 - kennels under the Local Planning Scheme No. 24 and Dogs Local Law⁷.
- f) Make recommendations to the Western Australian Planning Commission (WAPC) for:
- approval of subdivisions, amalgamations, strata and survey-strata plans, and variations to such applications that comply with the Local Planning Scheme No. 24, any adopted Structure Plan and the adopted Local Planning Strategy;
 - refusal of subdivisions, amalgamations, strata and survey strata plans, and variations to such applications that do not comply with the Local Planning Scheme No. 24, any adopted Structure Plan and the adopted Local Planning Strategy; and
 - clearance of subdivision conditions that comply with the WAPC preliminary approval and Council's applicable development standards including authorization

⁵ Effective from 1 July 2024

⁶ Development Approval would normally be issued subject to a condition that an extractive industry licence be obtained under the Extractive Industries Local Law and renewed annually. Therefore, if the use is substantially commenced during the term of the initial planning consent, the use could be continued subject to annual renewal in accordance with the Local Laws.

⁷ Development Approval would normally be issued subject to a condition that a kennel licence be obtained under the Dogs Local Law and renewed annually. Therefore, if the use is substantially commenced during the term of the initial planning consent, the use could be continued subject to annual renewal in accordance with the Local Laws.

4.1 General Administration Powers

	<p>of receipt or refund of bonds, cash (includes cleared cheque) or bank guarantees for associated works.</p> <ul style="list-style-type: none"> g) Administer the State Planning Policies that are referenced into the Local Planning Scheme No. 24. h) Determine that a revised plan is considered to contain modifications that are minor and do not amount to a significantly different proposal, do not breach any of the conditions of the approval and do not materially affect the decision given by, or on behalf of, Council or the WAPC. i) Determine whether there is compelling evidence to warrant reconsideration of a Council decision whether the decision was made by, or on behalf of Council. j) Amend or cancel development approval at the request of the owner. k) Respond, defend and otherwise deal with legal proceedings arising from planning decisions made by, or on behalf of, Council.⁸. l) Exercise discretion on behalf of Council to reach determination, where appropriate, of Appeals processed by mediation under the State Administrative Tribunal. m) Exercise discretion on behalf of Council in relation to the Arbitration provisions of the Scheme. n) Make modifications to Scheme Amendments in accordance with directions from the Minister for Transport; Planning; Ports or the Western Australian Planning Commission. o) Agree to accept management orders for reserves provided they have been created under Section 152 of the <i>Planning and Development Act 2005</i>. p) Extend time for a planning consent when there has been no proposed change to the Local Planning Scheme No.24 or supporting planning strategies and policies that would affect the previous approval and any change to the proposed plans is relatively minor. q) Comment on mineral exploration licenses. r) Issue Liquor Licensing Act Section 40 Certificates regarding compliance with relevant planning laws. s) Enter land or buildings for the purposes of administering the Local Planning Scheme No. 24 in accordance with Schedule 2, section 79 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>. t) Allow appropriate selection of road names by developers from the Council/Geographic Names Committee approved reserved name list subject to developers being given the opportunity to submit alternative selections to Council u) Determine that a use is consistent or not consistent with the objectives of a zone and determine an application under Section 18.(4) of the Local Planning Scheme No. 24. v) Determine a cash-in-lieu payment for parking spaces in accordance with Schedule 1 Section 12.(b) of the Local Planning Scheme No. 24.
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⁸ Council to be kept informed of any actions that may entail legal representation in Court or in an insurance claim being made against Council.

4.1 General Administration Powers	
	<p>w) Issue a written direction under Section 214(2) of the <i>Planning and Development Act 2005</i> to any person undertaking a development that contravenes a Planning Scheme or planning Control Area requirements, to stop and not recommence, the development or part of the development that is undertaken in contravention of the planning scheme or planning control area requirements.</p> <p>x) Issue a written direction under Section 214(3) of the <i>Planning and Development Act 2005</i> if a development has been undertaken in contravention of a planning scheme or interim development order or in contravention of planning control area requirements;</p> <ul style="list-style-type: none"> to remove, pull down, take up, or alter the development; and to restore the land as nearly as practicable to its condition immediately before the development started, to the satisfaction of the responsible authority.
<i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions.</i>	
Power being Delegated	<p><i>Local Government Act 1995</i> <i>Planning and Development Act 2005</i> <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> Shire of Esperance Local Planning Scheme No 24 Shire of Esperance Extractive Industries Local Law Shire of Esperance Dogs Local Law</p>
Power originally assigned to	Local Government
Power to Delegate	<p><i>Local Government Act 1995</i> s.5.42 – Delegation of some powers or duties to the CEO <i>Planning and Development (Local Planning Scheme) Regulations 2015</i> Schedule.2, Part 10, cl.82</p>
Power Delegated to	Chief Executive Officer
Council Conditions	Nil
Power to Sub-Delegate	<p><i>Local Government Act 1995</i> s.5.44 – CEO may delegate some powers and duties to other employees <i>Planning and Development (Local Planning Scheme) Regulations 2015</i> Schedule.2, Part 10, cl.83</p>
Compliance Links	Part 10 of Schedule 2, Planning and Development (Local Planning Scheme) Regulations 2015
DELEGATION ADMINISTRATION	
Decision Reference	Decision Reference
1. Amended– February 2011, Res # 00211-1575 & 00211-1573	10. Reviewed – May 2018 Resolution # 00518-098

4.1 General Administration Powers	
2. Reviewed - April 2012, Resolution # AP0412-005	11. Amended – June 2019: Resolution # O0619-120
3. Reviewed - June 2013, Resolution # O0613-012	12. Amended – May 2020, Resolution #O0520-148
4. Reviewed – May 2015, Resolution # O0515-026	13. Amended – July 2020, Resolution #O0720-240
5. Amended – November 2015, Resolution # O1115-030	14. Amended – May 2021, Resolution #O0521-147
6. Reviewed – July 2016, Resolution # O0716-032	15. Amended – March 2022, Resolution #O0322-059
7. Reviewed – September 2016, Resolution # O0916-026	16. Reviewed – May 2022, Resolution #O0522-112
8. Reviewed – June 2017, Resolution #O0617-133	17. Amended – June 2023, Resolution #O0623-117
9. Amended– February 2011, Res # O0211-1575 & O0211-1573	18. Reviewed – May 2018 Resolution # O0518-098

PART 5 *BUSH FIRES ACT 1954*

5.1 Appointment of Bush Fire Control Officers & Fire Weather Officers (s.38)

Function Delegated	<p>Authority to</p> <ol style="list-style-type: none"> 1. Appoint persons to be Bush Fire Control Officers for the purposes of the <i>Bush Fires Act 1954</i>; and <ol style="list-style-type: none"> a. Of those Officers, appoint 2 as the Chief Bush Fire Control Officer and Deputy Chief Bush Fire Control Officer; and b. Determine the respective seniority of the other Bush Fire Officers so appointed. 2. Issue directions to a Bush Fire Control Officer to burn on or at the margins of a road reserve under the care, control and management of the Shire. 3. Appoint Fire Weather Officers, selected from senior Bush Fire Control Officers previously appointed and where more than one Fire Weather Officer is appointed, define a part of the District in which each Fire Weather Officer shall have exclusive right to exercise the powers of s.38(17). 4. Appoint deputy Fire Weather Officer/s as considered necessary and where two or more deputies are appointed, determine seniority.
<i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions.</i>	
Power being Delegated	<p><i>Bush Fires Act 1954</i></p> <p>s.38 - Local government may appoint bush fire control officers.</p>
Power originally assigned to	Local Government
Power to Delegate	<p><i>Bush Fires Act 1954</i></p> <p>s.48 - Delegation by local governments</p>
Power Delegated to	Chief Executive Officer
Council Conditions	The appointment is subject to the CEO being satisfied that the person to be authorised as a bush fire control officer has the appropriate qualifications and experience to perform the functions under the <i>Bush Fires Act 1954</i> .
Power to Sub-Delegate	Not applicable – Sub-delegation is prohibited by s.48 - Delegation by local governments
Compliance Links	<p><i>Bush Fire Brigades Local Law</i></p> <p>Council Policy</p> <p>EXT 022-Fire Management – Roadside Burning <u>Policy</u></p> <p>EXT 024-Bushfire Management <u>Policy</u></p>

DELEGATION ADMINISTRATION

Decision Reference	Decision Reference
1. Adopted - Sept 2015, Resolution # O0915-024	6. Amended – May 2020, Resolution #O0520-148

5.1 Appointment of Bush Fire Control Officers & Fire Weather Officers (s.38)	
2. Reviewed – July 2016, Resolution # O0716-032	7. Amended – May 2021, Resolution #O0521-147
3. Reviewed – June 2017 Resolution # O0617-133	8. Reviewed – May 2022, Resolution #O0522-112
4. Reviewed – May 2018, Resolution # O0518-098	9. Amended – June 2023, Resolution #O0623-117
5. Amended – June 2019: Resolution # O0619-120	10.

5.2 Fire break maintenance (s.33)	
Function Delegated	<p>Authority to</p> <ol style="list-style-type: none"> 1. Give written notice to an owner or occupier of land or all owners or occupiers of land within the District, requiring, to the satisfaction of the Shire: <ol style="list-style-type: none"> a. clearing of firebreaks as determined necessary and specified in the notice; and b. act in respect to anything which is on the land and is or is likely to be conducive to the outbreak of a bush fire or the spread or extension of a bush fire; and c. as a separate or coordinated action with any other person carry out similar actions. 2. Direct a Bush Fire Control Officer or any other Officer to enter onto the land of an owner or occupier to carry out the requisitions of the notice which have not been complied with, with such servants, workmen, or contractors, and with such vehicles, machinery, appliances as he deems fit, and may do such acts, matters and things as may be necessary to carry out the requisitions of the notice. 3. Recover any costs and expenses incurred in doing the acts, matters or things required to carry out the requisitions of the notice.
<i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions.</i>	
Power being Delegated	<p><i>Bush Fires Act 1954</i></p> <p>s.33 – Local Government may require occupier of land to plough or clear fire-break</p>
Power originally assigned to	Local Government
Power to Delegate	<p><i>Bush Fires Act 1954</i></p> <p>s.48 - Delegation by local governments</p>
Power Delegated to	Chief Executive Officer
Council Conditions	<ol style="list-style-type: none"> 1. Written direction is to be given to a Bush Fire Control Officer or any other employee to enter onto the land of an owner or occupier to carry out the requisitions of the notice which have not been complied with. 2. The Bush Fire Control Officer or other Officer may, in pursuance of the direction, enter upon the land of the owner or occupier with such servants, workmen or contractors, and with such vehicles, machinery, and appliances as he deems fit, and may do such acts, matter and things as may be necessary to carry out the requisitions of the notice.
Power to Sub-Delegate	Not applicable – Sub-delegation is prohibited by s.48 - Delegation by local governments
Compliance Links	<p>Council Policy</p> <p>EXT 022: Fire Management – Roadside Burning Policy</p> <p>EXT 024: Bushfire Management Policy</p> <p>Annual Firebreaks Notice</p>
DELEGATION ADMINISTRATION	
Decision Reference	Decision Reference

5.2 Fire break maintenance (s.33)	
1. Adopted - Sept 2015, Resolution # O0915-024	7. Reviewed – May 2018, Resolution # O0518-098
2. Reviewed – July 2016, Resolution # O0716-032	8. Amended – May 2020, Resolution #O0520-148
3. Reviewed – Sept 2016, Resolution #O0916-026	9. Reviewed – May 2021, Resolution #O0521-147
4. Reviewed – February 2017, Resolution #O0217-032	10. Reviewed – May 2022, Resolution #O0522-112
5. Reviewed – June 2017 Resolution # O0617-133	11. Amended – June 2023, Resolution #O0623-117
6. Reviewed – May 2018, Resolution # O0518-098	12.

5.3 Offences and infringements (s.59 & s.59A)			
Function Delegated	Authority to <div>1. Institute and carry on proceedings against a person for an offence alleged to be committed against this Act.</div> <div>2. Serve an infringement notice for an offence against this Act.</div>		
This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions.			
Power being Delegated	Bush Fires Act 1954 s.59 - Prosecution of offences s.59A - Alternative procedure – infringement notices		
Power originally assigned to	Local Government		
Power to Delegate	Bush Fires Act 1954 s.48 - Delegation by local governments s.59 - Prosecution of offences		
Power Delegated to	Senior Shire Ranger Shire Ranger Chief Executive Officer	Director External Services Manager Waste & Environmental Health Manager Ranger & Emergency Services Community Emergency Services Manager	
Council Conditions	Nil		
Power to Sub-Delegate	Not applicable – Sub-delegation is prohibited by s.48 - Delegation by local governments		
Compliance Links	Bush Fires (Infringements) Regulations 1978 Council Policy EXT-022: Fire Management – Roadside Burning Policy EXT-024: Bushfire Management Policy		
DELEGATION ADMINISTRATION			
Decision Reference		Decision Reference	
1.	Adopted – June 2019: Resolution #O0619-120	5.	Reviewed – June 2023, Resolution #O0623-117
2.	Amended – May 2020, Resolution #O0520-148	6.	Amended – August 2023, Resolution #O0823-149
3.	Amended – May 2021, Resolution #O0521-147	7.	Amended – November 2023, Resolution # O1123-190
4.	Reviewed – May 2022, Resolution #O0522-112	8.	

5.4 Withdrawal of infringements (s.59A)	
Function Delegated	Authority to withdraw an infringement notice for an offence against this Act.
<i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions.</i>	
Power being Delegated	<i>Bush Fires Act 1954</i> s.59A - Alternative procedure – infringement notices
Power originally assigned to	Local Government
Power to Delegate	<i>Bush Fires Act 1954</i> s.48 - Delegation by local governments
Power Delegated to	Chief Executive Officer
Council Conditions	Nil
Power to Sub-Delegate	Not applicable – Sub-delegation is prohibited by s.48 - Delegation by local governments
Compliance Links	<i>Bush Fires (Infringements) Regulations 1978</i> <i>Bush Fires Act 1954 -</i> s.65 - Proof of certain matters s.66 - Proof of ownership or occupancy
DELEGATION ADMINISTRATION	
Decision Reference	Decision Reference
1. Adopted – June 2019: Resolution #O0619-120	5. Reviewed – June 2023, Resolution #O0623-117
2. Amended – May 2020, Resolution #O0520-148	6.
3. Reviewed – May 2021, Resolution #O0521-147	7.
4. Reviewed – May 2022, Resolution #O0522-112	8.

5.5 Varying prohibited burning times (s.17)	
Function Delegated	Joint authority, where seasonal conditions warrant it, to determine a variation of the prohibited burning times, after consultation with an authorised CALM Act officer if forest land is situated in the district.
<i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions.</i>	
Power being Delegated	<i>Bush Fires Act 1954:</i> s.17 - Prohibited burning times may be declared by Minister
Power originally assigned to	Local Government
Power to Delegate	<i>Bush Fires Act 1954</i> s.48 - Delegation by local governments s.17(10) – Prohibited burning times may be declared by Minister
Power Delegated to	Shire President and Chief Bush Fire Control Officer (jointly)
Council Conditions	<ol style="list-style-type: none"> 1. Decisions under s.17(7) must be undertaken jointly by both the Shire President and the Chief Bush Fire Control Officer and must comply with the procedural requirements of s.17(7B) and (8). 2. The Community Emergency Services Manager must be consulted before a decision is made.
Power to Sub-Delegate	Not applicable – Sub-delegation is prohibited by s.48 - Delegation by local governments
Compliance Links	<i>Bush Fire Regulations 1954</i> r.15 - Permit to burn (Act s.18), form of and apply for after refusal etc. r.38C - Harvesters, power to prohibit use of on certain days in restricted or prohibited burning times r.39B - Crop dusters etc., use of in restricted or prohibited burning times
DELEGATION ADMINISTRATION	
Decision Reference	Decision Reference
1. Adopted – February 2020: Resolution #O0220-049	5. Amended – June 2023, Resolution #O0623-117
2. Amended – May 2020, Resolution #O0520-148	6.
3. Reviewed – May 2021, Resolution #O0521-147	7.
4. Amended – May 2022, Resolution #O0522-112	8.

PART 6 *FOOD ACT 2008*

6.1 Appoint Authorised Officers (s.122 & s.126)

Function Delegated	<p>Authority to</p> <ol style="list-style-type: none"> 1. Appoint a person to be an authorised officer for the purposes of the <i>Food Act 2008</i>. 2. Appoint an Authorised Officer under s.122(2) of this Act or s.24(1) of the <i>Public Health Act 2016</i> to be a Designated Officer for the purposes of issuing Infringement Notices under <i>Food Act 2008</i>. <p>and</p> <p>Appoint the Chief Executive Officer as an Authorised Officer to be a Designated Officer (who is prohibited by s.126(13) from also being a Designated Officer for the purpose of issuing infringements), for the purpose of extending the time for payment of modified penalties [s.126(6)] and determining withdrawal of an infringement notice [s.126(7).]</p>
<i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions.</i>	
Power being Delegated	<p><i>Food Act 2008</i></p> <p>s.122 Appointment of Authorised Officers</p> <p>s.126 Infringement Notices</p>
Power originally assigned to	Local Government
Power to Delegate	<p><i>Food Act 2008</i></p> <p>s.118 - Functions of enforcement agencies and delegation</p>
Power Delegated to	Chief Executive Officer
Council Conditions	Nil
Power to Sub-Delegate	Nil - <i>Food Regulations 2009</i> do not provide for sub-delegation.
Compliance Links	<p><i>Food Act 2008</i></p> <p>s.122 - Appointment of authorised officers</p> <p>s.123 - Certificates of authority</p> <p>Department of Health Guidelines:</p> <p>Appointment of Authorised Officers as Meat Inspectors</p> <p>Appointment of Authorised Officers</p> <p>Appointment of Authorised Officers – Designated Officers only (section 126)</p> <p>Appointment of Authorised Officers – Appointment of persons to assist with the discharge of duties of an authorised officer.</p>
DELEGATION ADMINISTRATION	
Decision Reference	Decision Reference

6.1 Appoint Authorised Officers (s.122 & s.126)

1. Adopted - June 2013, Resolution # O0613-012	6. Amended – June 2019: Resolution #O0619-120
2. Reviewed – May 2015, Resolution # O0515-026	7. Amended – May 2020, Resolution #O0520-148
3. Reviewed – July 2016, Resolution # O0716-032	8. Reviewed – May 2021, Resolution #O0521-147
4. Reviewed – June 2017 Resolution # O0617-133	9. Amended – May 2022, Resolution #O0522-112
5. Reviewed – May 2018, Resolution # O0518-098	10. Amended – June 2023, Resolution #O0623-117

6.2 Prohibition orders (s.65, s.66 & s.67)		
Function Delegated	Authority to <ol style="list-style-type: none">Serve a Prohibition order on the proprietor of a food business in accordance with s.65 of the <i>Food Act 2008</i>.Give a Certificate of clearance, where inspection demonstrates compliance with a Prohibition order and any Improvement Notices.Give written notice to proprietor of a food business on whom a Prohibition Order has been served of the decision not to give a certificate of clearance after an inspection.	
This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions.		
Power being Delegated	<i>Food Act 2008</i> s.65 - Prohibition order s.66 - Certificate of clearance to be given in certain circumstances s.67 - Request for re-inspection	
Power originally assigned to	Local Government	
Power to Delegate	<i>Food Act 2008</i> s.118 - Functions of enforcement agencies and delegation	
Power Delegated to	Chief Executive Officer Director External Services Manager Waste & Environmental Health	Coordinator Environmental Health Environmental Health Officer Manager Ranger & Emergency Services
Council Conditions	Nil	
Power to Sub-Delegate	Nil - <i>Food Regulations 2009</i> do not provide for sub-delegation.	
Compliance Links	<i>Food Act 2008</i> s.62 - Grounds for serving improvement notice s.63 - Improvement notice may require certain action to be taken <i>Food Regulations 2009</i> Department of Health <i>Food Act 2008</i> Regulatory Guideline No.1: Introduction of Regulatory Food Safety Auditing in WA Food Unit Fact Sheet 8: Guide to Regulatory Guideline No.1: WA Priority Classification System <i>Food Act 2008</i> Verification of Food Safety Program Guideline	
DELEGATION ADMINISTRATION		
Decision Reference		Decision Reference
1.	Adopted - June 2013, Resolution # O0613-012	8. Amended – June 2019: Resolution #O0619-120
2.	Reviewed – May 2015, Resolution # O0515-026	9. Reviewed – May 2020, Resolution #O0520-148
3.	Amended – March 2016, Resolution # O0316-023	10. Reviewed – May 2021, Resolution #O0521-147

6.2 Prohibition orders (s.65, s.66 & s.67)	
4. Reviewed – July 2016, Resolution # O0716-032	11. Amended – May 2022, Resolution #O0522-112
5. Reviewed – Sept 2017, Resolution # O0916-026	12. Reviewed – June 2023, Resolution #O0623-117
6. Reviewed – June 2017 Resolution # O0617-133	13. Amended – August 2023, Resolution #O0823-149
7. Reviewed – May 2018, Resolution # O0518-098	14. Amended – November 2023, Resolution # O1123-190

6.3 Registration of food business (s.110 & s.112)		
Function Delegated	Authority to <ol style="list-style-type: none">Consider applications and determine registration of a food business and grant the application with or without conditions or refuse the registration.Vary the conditions or cancel the registration of a food business.	
This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions.		
Power being Delegated	Food Act 2008 s.110 - Registration of food business s.112 - Variation of conditions or cancellation of registration of food businesses	
Power originally assigned to	Local Government	
Power to Delegate	Food Act 2008 s.118 - Functions of enforcement agencies and delegation	
Power Delegated to	Chief Executive Officer Director External Services Manager Waste & Environmental Health	Coordinator Environmental Health Environmental Health Officer Manager Ranger & Emergency Services
Council Conditions	Nil	
Power to Sub-Delegate	Nil - Food Regulations 2009 do not provide for sub-delegation.	
Compliance Links	Food Act 2008 Food Regulations 2009 Department of Health Food Act 2008 Regulatory Guideline No.1: Introduction of Regulatory Food Safety Auditing in WA Food Unit Fact Sheet 8: Guide to Regulatory Guideline No.1: WA Priority Classification System Food Act 2008 Verification of Food Safety Program Guideline	
DELEGATION ADMINISTRATION		
Decision Reference		Decision Reference
1.	Adopted - June 2013, Resolution # O0613-012	8. Amended – June 2019: Resolution #O0619-120
2.	Reviewed – May 2015, Resolution # O0515-026	9. Reviewed – May 2020, Resolution #O0520-148
3.	Amended – March 2016 Resolution # O0316-023	10. Reviewed – May 2021, Resolution #O0521-147
4.	Reviewed – July 2016, Resolution # O0716-032	11. Reviewed – May 2022, Resolution #O0522-112
5.	Reviewed – Sept 2016, Resolution #O0916-026	12. Reviewed – June 2023, Resolution #O0623-117
6.	Reviewed – June 2017 Resolution # O0617-133	13. Amended – August 2023, Resolution #O0823-149
7.	Reviewed – May 2018, Resolution # O0518-098	14. Amended – November 2023, Resolution # O1123-190

6.4 Prosecutions (s.125)	
Function Delegated	Authority to institute proceedings for an offence under the <i>Food Act 2008</i> .
<i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions.</i>	
Power being Delegated	<i>Food Act 2008</i> s.125 - Institution of proceedings
Power originally assigned to	Local Government
Power to Delegate	<i>Food Act 2008</i> s.118 - Functions of enforcement agencies and delegation
Power Delegated to	Chief Executive Officer
Council Conditions	Nil
Power to Sub-Delegate	Nil - <i>Food Regulations 2009</i> do not provide for sub-delegation.
Compliance Links	<i>Food Act 2008</i> <i>Food Regulations 2009</i> Department of Health Compliance and Enforcement Policy Department of Health CEO guidelines
DELEGATION ADMINISTRATION	
Decision Reference	Decision Reference
1. Adopted - June 2013, Resolution # O0613-012	6. Amended – June 2019: Resolution #O0619-120
2. Reviewed – May 2015, Resolution # O0515-026	7. Reviewed – May 2020, Resolution #O0520-148
3. Reviewed – July 2016, Resolution # O0716-032	8. Reviewed – May 2021, Resolution #O0521-147
4. Reviewed – June 2017 Resolution # O0617-133	9. Reviewed – May 2022, Resolution #O0522-112
5. Reviewed – May 2018, Resolution # O0518-098	10. Amended – June 2023, Resolution #O0623-117

PART 7 DOG ACT 1976

7.1 Appoint Registration Officers (s.3)	
Function Delegated	Authority to Appoint Registration Officers to exercise the powers and duties conferred on a Registration Officer by this Act.
<i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions.</i>	
Power being Delegated	<i>Dog Act 1976</i> s.3 - Terms Used
Power originally assigned to	Local Government
Power to Delegate	<i>Dog Act 1976</i> s.10AA - Delegation of local government powers and duties
Power Delegated to	Chief Executive Officer
Council Conditions	Nil
Power to Sub-Delegate	<i>Dog Act 1976</i> s.10AA - Delegation of local government powers and duties CEO has elected to not sub-delegate this role
Compliance Links	<i>Dog Act 1976</i> s.3 - Terms used
DELEGATION ADMINISTRATION	
Decision Reference	Decision Reference
1. Adopted – June 2019: Resolution #O0619-120	5. Reviewed – June 2023, Resolution #O0623-117
2. Reviewed – May 2020, Resolution #O0520-148	6.
3. Amended – May 2021, Resolution #O0521-147	7.
4. Reviewed – May 2022, Resolution #O0522-112	8.

7.2 Keeping of dogs (number of) (s.26)	
Function Delegated	Authority to grant exemptions to the number of dogs that may be kept in or on premises.
<i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions.</i>	
Power being Delegated	<i>Dog Act 1976</i> s.26(3) – Limitation as to numbers
Power originally assigned to	Local Government
Power to Delegate	<i>Dog Act 1976</i> s.10AA – Delegation of local government powers and duties
Power Delegated to	Chief Executive Officer
Council Conditions	Nil
Power to Sub-Delegate	<i>Dog Act 1976</i> s.10AA – Delegation of local government powers and duties
Compliance Links	Dogs Local Law
DELEGATION ADMINISTRATION	
Decision Reference	Decision Reference
1. Adopted - November 2014, Resolution # O1114-015	6. Amended – May 2020, Resolution #O0520-148
2. Reviewed – July 2016, Resolution # O0716-032	7. Amended – May 2021, Resolution #O0521-147
3. Reviewed – June 2017 Resolution # O0617-133	8. Reviewed – May 2022, Resolution #O0522-112
4. Reviewed – May 2018, Resolution # O0518-098	9. Amended – June 2023, Resolution #O0623-117
5. Amended – June 2019: Resolution #O0619-120	10.

PART 8 CAT ACT 2011

8.1 Cat Registrations

Function Delegated	<p>Authority to</p> <ol style="list-style-type: none"> grant, or refuse to grant, a cat registration or renewal of a cat registration [s.9(1)]. refuse to consider an application for registration or renewal where an applicant does not comply with a requirement to give any document or information required to determine the application [s.9(6)]. cancel a cat registration [s.10]. give the cat owner a new registration certificate or tag, if satisfied that the original has been stolen, lost, damaged or destroyed [s.11(2)]. reduce or waive a registration or approval to breed fee, in respect of any individual cat or any class of cats within the Shire of Esperance's District [Regs. Sch. 3 cl.1(4)].
<i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions.</i>	
Power being Delegated	<p><i>Cat Act 2011</i></p> <p>s.9 Registration</p> <p>s.10 Cancellation of registration</p> <p>s.11 Registration numbers, certificates and tags</p> <p>Cat Regulations 2012</p> <p>Scheduled 3, cl.1(4) Fees Payable</p>
Power originally assigned to	Local Government
Power to Delegate	<p><i>Cat Act 2011</i></p> <p>s.44 Delegation by local government</p>
Power Delegated to	Chief Executive Officer
Council Conditions	Nil
Power to Sub-Delegate	<p><i>Cat Act 2011</i></p> <p>s.45 Delegation by CEO of local government</p>
Compliance Links	<p><i>Cat Regulations 2012</i></p> <p>r.11 Application for registration (s.8(2)), prescribes the Form of applications for registration.</p> <p>r.12 Period of registration (s.9(7))</p> <p>r.11 Changes in registration</p> <p>r.14 Registration certificate (s.11(1)(b))</p> <p>r.15 Registration tags (s.76(2))</p> <p>Decisions are subject to Objection and Review by the State Administration Tribunal rights – refer Part 4, Division 5 of the <i>Cat Act 2011</i>.</p> <p>Cat Local Law</p>

8.1 Cat Registrations	
DELEGATION ADMINISTRATION	
Decision Reference	Decision Reference
1. Adopted – June 2023, Resolution #O0623-117	5.
2.	6.
3.	7.
4.	8.

8.2 Cat Control Notices (s.26)	
Function Delegated	Authority to give a cat control notice to a person who is the owner of a cat ordinarily kept within the Shire of Esperance District
<i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions.</i>	
Power being Delegated	<i>Cat Act 2011</i> s.26 Cat control notice may be given to cat owner
Power originally assigned to	Local Government
Power to Delegate	<i>Cat Act 2011</i> s.44 Delegation by local government
Power Delegated to	Chief Executive Officer
Council Conditions	Nil
Power to Sub-Delegate	<i>Cat Act 2011</i> s.45 Delegation by CEO of local government
Compliance Links	<i>Cat Regulations 2012</i> r.20 Cat control notice (s.23(3)), prescribes the form of the notice Cat Local Law
DELEGATION ADMINISTRATION	
Decision Reference	Decision Reference
1. Adopted – June 2023, Resolution #O0623-117	5.
2.	6.
3.	7.
4.	8.

8.3 Recovery of Costs – Destruction of Cats (s.49)	
Function Delegated	Authority to recover the amount of the costs associated with the destruction and the disposal of a cat.
<i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions.</i>	
Power being Delegated	<i>Cat Act 2011</i> s.49(3) Authorised person may cause cat to be destroyed
Power originally assigned to	Local Government
Power to Delegate	<i>Cat Act 2011</i> s.44 Delegation by local government
Power Delegated to	Chief Executive Officer
Council Conditions	Nil
Power to Sub-Delegate	<i>Cat Act 2011</i> s.45 Delegation by CEO of local government
Compliance Links	
DELEGATION ADMINISTRATION	
Decision Reference	Decision Reference
1. Adopted – June 2023, Resolution #O0623-117	5.
2.	6.
3.	7.
4.	8.

8.4 Prosecutions (s.73)	
Function Delegated	Authority to commence a prosecution for an offence against the <i>Cat Act 2011</i> or a local law
<i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions.</i>	
Power being Delegated	<i>Cat Act 2011</i> s.73(1)(b) & (2)(b) Prosecutions
Power originally assigned to	Local Government
Power to Delegate	<i>Cat Act 2011</i> s.44 Delegation by local government
Power Delegated to	Chief Executive Officer
Council Conditions	Nil
Power to Sub-Delegate	<i>Cat Act 2011</i> s.45 Delegation by CEO of local government
Compliance Links	
DELEGATION ADMINISTRATION	
Decision Reference	Decision Reference
1. Adopted – June 2023, Resolution #O0623-117	5.
2.	6.
3.	7.
4.	8.

PART 9 LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1960

9.1 Establishing pounds and appointing poundkeepers and Rangers(s.449)	
Function Delegated	Authority to <ol style="list-style-type: none"> a. Establish pounds b. Appoint fit and proper persons to be pound keepers and Rangers
<i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions.</i>	
Power being Delegated	<i>Local Government (Miscellaneous Provisions) Act 1960</i> s.449 - Pounds, establishing; poundkeepers and rangers, appointing
Power originally assigned to	Local Government
Power to Delegate	<i>Local Government Act 1995</i> s.5.42 - Delegation of some powers or duties to the CEO s.5.43 - Limitations on delegations to the CEO
Power Delegated to	Chief Executive Officer
Council Conditions	Nil
Power to Sub-Delegate	<i>Local Government Act 1995</i> s.5.44 - CEO may delegate powers and duties to other employees
Compliance Links	<i>Local Government Act 1995</i> <i>Local Government (Miscellaneous Provisions) Act 1960 s.450</i>
DELEGATION ADMINISTRATION	
Decision Reference	Decision Reference
1. Adopted - June 2013, Resolution # O0613-012	6. Amended – June 2019: Resolution #O0619-120
2. Reviewed – May 2015, Resolution # O0515-026	7. Amended – May 2020, Resolution #O0520-148
3. Reviewed – July 2016, Resolution # O0716-032	8. Reviewed – May 2021, Resolution #O0521-147
4. Reviewed – June 2017 Resolution # O0617-133	9. Reviewed – May 2022, Resolution #O0522-112
5. Reviewed – May 2018, Resolution # O0518-098	10. Reviewed – June 2023, Resolution #O0623-117

PART 10 LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

10.1 Payment of accounts (r.12)	
Function Delegated	Authority to make payments from the municipal or trust funds.
<i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions.</i>	
Power being Delegated	<i>Local Government (Financial Management) Regulations 1996</i> r.12 Payments from municipal fund or trust fund, restrictions on making
Power originally assigned to	Local Government
Power to Delegate	<i>Local Government Act 1995</i> s.5.42 - Delegation of some powers or duties to the CEO s.5.43 - Limitations on delegations to the CEO
Power Delegated to	Chief Executive Officer
Council Conditions	Nil
Power to Sub-Delegate	<i>Local Government Act 1995</i> s.5.44 – CEO may delegate powers and duties to other employees
Compliance Links	<i>Local Government (Financial Management) Regulations 1996</i> r.13 Payments from municipal fund or trust fund by CEO, CEO's duties as to etc. <i>Local Government Act 1995</i> s.6.5 – Accounts and records
DELEGATION ADMINISTRATION	
Decision Reference	Decision Reference
1. Adopted - February 2004, Resolution # O0204-0769	7. Reviewed – May 2018, Resolution # O0518-098
2. Reviewed - February 2010, Resolution # O0210-1400	8. Amended – June 2019: Resolution #O0619-120
3. Reviewed - June 2013, Resolution # O0613-012	9. Reviewed – May 2020, Resolution #O0520-148
4. Reviewed – May 2015, Resolution # O0515-026	10. Reviewed – May 2021, Resolution #O0521-147
5. Reviewed – July 2016, Resolution # O0716-032	11. Reviewed – May 2022, Resolution #O0522-112
6. Reviewed – June 2017 Resolution # O0617-133	12. Amended – June 2023, Resolution #O0623-117

PART 11 LOCAL GOVERNMENT (UNIFORM LOCAL PROVISIONS) REGULATIONS 1996

11.1 Permission to have gate across public thoroughfare (r.9)	
Function Delegated	Authority to assess and approve applications to construct a gate or other device across a public thoroughfare managed by the Local Government, that enables motor traffic to pass across the public thoroughfare and prevents livestock from straying.
<i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions.</i>	
Power being Delegated	<i>Local Government (Uniform Local Provisions) Regulations 1996</i> r.9 - Permission to have gate across public thoroughfare — Sch. 9.1 cl. 5(1)
Power originally assigned to	Local Government
Power to Delegate	<i>Local Government Act 1995</i> s.5.42 - Delegation of some powers or duties to the CEO s.5.43 - Limitations on delegations to the CEO
Power Delegated to	Chief Executive Officer
Council Conditions	Nil
Power to Sub-Delegate	<i>Local Government Act 1995</i> s.5.44 – CEO may delegate powers and duties to other employees
Compliance Links	<i>Local Government Act 1995 s.9.60 & Sch.9.1 cl.5(1)</i>
DELEGATION ADMINISTRATION	
Decision Reference	Decision Reference
1. Adopted - June 2013, Resolution # O0613-012	6. Amended – June 2019: Resolution #O0619-120
2. Reviewed – May 2015, Resolution # O0515-026	7. Reviewed – May 2020, Resolution #O0520-148
3. Reviewed – July 2016, Resolution # O0716-032	8. Reviewed – May 2021, Resolution #O0521-147
4. Reviewed – June 2017 Resolution # O0617-133	9. Reviewed – May 2022, Resolution #O0522-112
5. Reviewed – May 2018, Resolution # O0518-098	10. Amended – June 2023, Resolution #O0623-117

11.2 Private works on, over, or under public places (r.17)	
Function Delegated	Authority to grant permission to construct anything on, over or under a public thoroughfare or other public place that is local government property.
<i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions.</i>	
Power being Delegated	<i>Local Government (Uniform Local Provisions) Regulations 1996</i> r.17 - Private works on, over, or under public places — Sch. 9.1 cl.8
Power originally assigned to	Local Government
Power to Delegate	<i>Local Government Act 1995</i> s.5.42 - Delegation of some powers or duties to the CEO s.5.43 - Limitations on delegations to the CEO
Power Delegated to	Chief Executive Officer
Council Conditions	Nil
Power to Sub-Delegate	<i>Local Government Act 1995</i> s.5.44 – CEO may delegate some powers and duties to other employees
Compliance Links	<i>Local Government Act 1995</i> s.9.60 - Regulations that operate as local laws Sch 9.1 Cl.8 Private works on, over, or under public places
DELEGATION ADMINISTRATION	
Decision Reference	Decision Reference
1. Adopted - February 2004, Resolution # O0204-0769	8. Reviewed – May 2018, Resolution # O0518-098
2. Reviewed - February 2011, Resolution # O0211-1575	9. Amended – June 2019: Resolution #O0619-120
3. Reviewed - April 2012, Resolution # AP0412-005	10. Reviewed – May 2020, Resolution #O0520-148
4. Reviewed - June 2013, Resolution # O0613-012	11. Reviewed – May 2021, Resolution #O0521-147
5. Reviewed – May 2015, Resolution # O0515-026	12. Reviewed – May 2022, Resolution #O0522-112
6. Reviewed – July 2016, Resolution # O0716-032	13. Amended – June 2023, Resolution #O0623-117
7. Reviewed – June 2017 Resolution # O0617-133	14.

11.3 Requirement to construct and repair crossing (r.13)

Function Delegated	<p>Authority to</p> <ol style="list-style-type: none"> Give notice to an owner or occupier of land requiring the person to construct or repair a crossing. Construct or repair the crossing if the person fails to comply with the notice, and recover 50% of the cost as a debt due from the person.
<i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions.</i>	
Power being Delegated	<p><i>Local Government (Uniform Local Provisions) Regulations 1996</i></p> <p>r.13 - Requirement to construct or repair crossing — Sch. 9.1 cl. 7(3)</p>
Power originally assigned to	Local Government
Power to Delegate	<p><i>Local Government Act 1995</i></p> <p>s.5.42 - Delegation of some powers or duties to the CEO</p> <p>s.5.43 - Limitations on delegations to the CEO</p>
Power Delegated to	Chief Executive Officer
Council Conditions	Nil
Power to Sub-Delegate	<p><i>Local Government Act 1995</i></p> <p>s.5.44 – CEO may delegate some powers and duties to other employees</p>
Compliance Links	<p><i>Local Government Act 1995</i></p> <p>s.9.60(4) – Regulations that operate as local laws</p> <p>Schedule 9.1 cl 7</p> <p>Council Policy</p> <p>ASS-023-Crossover Construction Policy</p>

DELEGATION ADMINISTRATION

Decision Reference	Decision Reference
1. Adopted - February 2004, Resolution # O0204-0769	8. Reviewed – May 2018, Resolution # O0518-098
2. Reviewed - February 2011, Resolution # O0211-1575	9. Amended – June 2019: Resolution #O0619-120
3. Reviewed - April 2012, Resolution # AP0412-005	10. Reviewed – May 2020, Resolution #O0520-148
4. Reviewed - June 2013, Resolution # O0613-012	11. Reviewed – May 2021, Resolution #O0521-147
5. Reviewed – May 2015, Resolution # O0515-026	12. Reviewed – May 2022, Resolution #O0522-112
6. Reviewed – July 2016, Resolution # O0716-032	13. Amended – June 2023, Resolution #O0623-117
7. Reviewed – June 2017 Resolution # O0617-133	14.

11.4 Dangerous excavation in or near public thoroughfare (r.11)	
Function Delegated	<ol style="list-style-type: none"> 1. Authority to determine if an excavation in or on land adjoining a public thoroughfare is dangerous and take action to fill it in or fence it or request the owner / occupier in writing to fill in or securely fence the excavation [ULP r.11(1)]. 2. Authority to determine to give permission or refuse to give permission to make or make and leave an excavation in a public thoroughfare or land adjoining a public thoroughfare [ULP r.11(4)]. 3. Authority to impose conditions on granting permission [ULP r.11(6)]. 4. Authority to renew a permission granted or vary at any time, any condition imposed on a permission granted [ULP r.11(8)].
<i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions.</i>	
Power being Delegated	<i>Local Government (Uniform Local Provisions) Regulations 1996</i> r.11 – Dangerous excavation in or near public thoroughfare Sch. 9.1 cl. 6
Power originally assigned to	Local Government
Power to Delegate	<i>Local Government Act 1995</i> s.5.42 - Delegation of some powers or duties to the CEO s.5.43 - Limitations on delegations to the CEO
Power Delegated to	Chief Executive Officer
Council Conditions	<ol style="list-style-type: none"> a. Actions under this Delegation must comply with procedural requirements detailed in the <i>Local Government (Uniform Local Provisions) Regulations 1996</i>. b. Permission may only be granted where, the proponent has - <ol style="list-style-type: none"> i. Where appropriate, obtained written permission from or entered into a legal agreement with, each owner of adjoining or adjacent property which may be impacted by the proposed works. ii. Provided a bond, sufficient to the value of works that may be required if the proponent does not satisfactorily make good the public assets at the completion of works. iii. Provided evidence of sufficient Public Liability Insurance. iv. Provided pedestrian and traffic management plans which are sufficient for the protection of public safety and amenity
Power to Sub-Delegate	<i>Local Government Act 1995</i> s.5.44 – CEO may delegate some powers and duties to other employees
Compliance Links	<i>Local Government (Uniform Local Provisions) Regulations 1996</i> r.11 – Dangerous excavation in or near public thoroughfare Sch. 9.1 cl. 6
DELEGATION ADMINISTRATION	
Decision Reference	Decision Reference
1. Adopted – May 2021, Resolution #O0521-147	4.
2. Amended – May 2022, Resolution #O0522-112	5.
3. Amended – June 2023, Resolution #O0623-117	6.

11.5 Obstruction of footpaths and thoroughfares (r.5, r.6, r.7A & r.7)	
Function Delegated	<ol style="list-style-type: none"> 1. Authority to determine, by written notice served on a person who is carrying out plastering, painting or decorating operations (the work) over or near a footpath on land that is local government property, to require the person to cover the footpath during the period specified in the notice so as to - <ol style="list-style-type: none"> a. prevent damage to the footpath; or b. prevent inconvenience to the public or danger from falling materials [ULP r.5(2)]. 2. Authority to provide permission including imposing appropriate conditions or to refuse to provide permission, for a person to place on a specified part of a public thoroughfare one or more specified things that may obstruct the public thoroughfare. [ULP r.6(2) and (4)]. 3. Authority to renew permission to obstruct a thoroughfare and to vary any condition imposed on the permission effective at the time written notice is given to the person to whom permission is granted [ULP r.6(6)]. 4. Authority to require an owner or occupier of land to remove any thing that has fallen from the land or from anything on the land, which is obstructing a public thoroughfare [ULP r.7A]. 5. Authority to require an owner occupier of land to remove any part of a structure, tree or plant that is encroaching, without lawful authority on a public thoroughfare [ULP r.7].
<i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions.</i>	
Power being Delegated	<p><i>Local Government (Uniform Local Provisions) Regulations 1996</i></p> <p>r.5(2) Interfering with, or taking from, local government land</p> <p>r.6 Obstruction of public thoroughfare by things placed and left - Sch. 9.1 cl. 3(1)(a)</p> <p>r.7A Obstruction of public thoroughfare by fallen things – Sch.9.1 cl.3(1)(b)</p> <p>r.7 Encroaching on public thoroughfare – Sch.9.1. cl.3(2)</p>
Power originally assigned to	Local Government
Power to Delegate	<p><i>Local Government Act 1995</i></p> <p>s.5.42 - Delegation of some powers or duties to the CEO</p> <p>s.5.43 - Limitations on delegations to the CEO</p>
Power Delegated to	Chief Executive Officer
Council Conditions	<ol style="list-style-type: none"> a. Actions under this Delegation must comply with procedural requirements detailed in the <i>Local Government (Uniform Local Provisions) Regulations 1996</i>. b. Permission may only be granted where, the proponent has - <ol style="list-style-type: none"> i. Where appropriate, obtained written permission from each owner of adjoining or adjacent property which may be impacted by the proposed obstruction. ii. Provided a bond, sufficient to the value of works that may be required if the proponent does not satisfactorily make good public assets damaged by the obstruction at the completion of works. iii. Provided evidence of sufficient Public Liability Insurance. iv. Provided pedestrian and traffic management plans which are sufficient for the protection of public safety and amenity.

11.5 Obstruction of footpaths and thoroughfares (r.5, r.6, r.7A & r.7)	
Power to Sub-Delegate	<i>Local Government Act 1995</i> s.5.44 – CEO may delegate some powers and duties to other employees
Compliance Links	<i>Local Government Act 1995</i> Sch.9.1(3) Determination of Bond Value and Conditions are specified in Delegation 12.6 of the Delegated Authority Manual: Obstruction of public thoroughfare by things placed and left. Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the <i>Local Government Act 1995</i> .
DELEGATION ADMINISTRATION	
Decision Reference	Decision Reference
1. Adopted – May 2021, Resolution #O0521-147	5.
2. Amended – May 2022, Resolution #O0522-112	6.
3. Amended – June 2023, Resolution #O0623-117	7.
4.	8.

PART 12 HEALTH (MISCELLANEOUS PROVISIONS) ACT 1911

12.1 Appointment of Deputies (s.24)

Function Delegated	Officers are appointed as Deputies to carry out the powers and functions of the Local Government under the <i>Health (Miscellaneous Provisions) Act 1911</i> and the regulations, local laws and orders made thereunder.	
This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions.		
Power being Delegated	Health (Miscellaneous Provisions) Act 1911 s.26 - Powers of local government	
Power originally assigned to	Local Government	
Power to Delegate	Health (Miscellaneous Provisions) Act 1911 s.26 - Powers of local government	
Power Delegated to	Chief Executive Officer Director External Services	Manager Waste & Environmental Health Coordinator Environmental Health Manager Ranger & Emergency Services <u>Environmental Health Officer</u>
Council Conditions	Nil	
Power to Sub-Delegate	N/A	
Compliance Links	Nil	
DELEGATION ADMINISTRATION		
Decision Reference		Decision Reference
1. Adopted – August 2019, Resolution #O0819-170		5. Amended – June 2023, Resolution #O0623-117
2. Amended – May 2020, Resolution #O0520-148		6. Amended – August 2023, Resolution #O0823-149
3. Reviewed – May 2021, Resolution #O0521-147		7. Amended – November 2023, Resolution # O1123-190
4. Reviewed – May 2022, Resolution #O0522-112		8.

PART 13 HEALTH (ASBESTOS) REGULATIONS 1992

13.1 Appoint Authorised and Approved Officers (r.15D)

Function Appointed	<p>Authority to:</p> <ul style="list-style-type: none"> a. Appoint Officers as Authorised Officers for the purpose of the <i>Criminal Procedure Act 2004</i> to issue infringements under the <i>Health (Asbestos) Regulations 1992</i>. b. Manage infringements issued under the <i>Health (Asbestos) Regulations 1992</i> as an Approved Officer for the purpose of the <i>Criminal Procedure Act 2004</i>.
<i>This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions.</i>	
Power being Delegated	<p><i>Health (Asbestos) Regulations 1992</i> r.15D – Infringement Notices</p>
Power originally assigned to	Local Government
Power to Delegate	<p><i>Health (Asbestos) Regulations 1992</i> r.15D – Infringement Notices</p>
Power Delegated to	Chief Executive Officer
Council Conditions	Nil
Power to Sub-Delegate	Nil
Compliance Links	<p><i>Criminal Procedure Act 2004</i> Part 2 - Dealing with alleged offenders without prosecuting them</p>

DELEGATION ADMINISTRATION

Decision Reference	Decision Reference
1. Adopted – August 2019, Resolution #O0819-170	5. Amended – June 2023, Resolution #O0623-117
2. Reviewed – May 2020, Resolution #O0520-148	6.
3. Reviewed – May 2021, Resolution #O0521-147	7.
4. Reviewed – May 2022, Resolution #O0522-112	8.

PART 14 BUILDING REGULATIONS 2012

14.1 Appoint Approved and Authorised Officers (r.70)

Function Delegated	<p>Authority:</p> <ul style="list-style-type: none"> a. To appoint Authorised Officers for the purpose of the <i>Criminal Procedure Act 2004</i> to issue infringements under the <i>Building Regulations 2012</i> b. As an Approved Officer for the purpose of the <i>Criminal Procedure Act 2004</i> to withdraw infringements under the <i>Building Regulations 2012</i>
This text is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions.	
Power being Delegated	<p><i>Building Regulations 2012</i></p> <p>r.70 – Approved Officers and Authorised Officers</p>
Power originally assigned to	Local Government
Power to Delegate	<p><i>Building Regulations 2012</i></p> <p>r.70 – Approved Officers and Authorised Officers</p>
Power Delegated to	Chief Executive Officer
Council Conditions	Officers authorised for this purpose must first be authorised under s.9.16 of the <i>Local Government Act 1995</i> .
Power to Sub-Delegate	N/A
Compliance Links	<p><i>Criminal Procedure Act 2004</i></p> <p>Part 2 - Dealing with alleged offenders without prosecuting them</p> <p>s.6(a)</p> <p>s.6(b)</p> <p><i>Local Government Act 1995</i></p> <p>9.10 - Appointment of authorised persons</p> <p>9.16 - Notice, giving of to alleged offender</p> <p>9.19 – Extension of time</p> <p>9.20 – Withdrawal of notice</p>
DELEGATION ADMINISTRATION	
Decision Reference	Decision Reference
1. Adopted – May 2020, Resolution #O0520-148	5. Amended – June 2023, Resolution #O0623-117
2. Amended – May 2021, Resolution #O0521-147	6.
3. Amended – May 2022, Resolution #O0522-112	7.
4. Amended – August 2022, Resolution #O0822-186	8.

Our plan for the future
Shire of Esperance | Council Plan
1 July 2022 to 30 June 2032

Revised 202~~4~~³

Contents

Introduction

Welcome to the Shire of Esperance Council Plan. This plan combines our Strategic Community Plan and Corporate Business Plan into one succinct document.

This plan has been developed with ~~more than 900~~ 1,284 community members and key partners to consider:

- Where are we now?
- Where do we want to be?
- How do we get there?

This plan embraces the FUTYR® strategic planning approach, follows the Integrated Planning and Reporting Framework guidelines and satisfies a legislative requirement for all local governments to have a plan to shape the future.

This plan describes:

- A future vision for the Shire of Esperance
- How the Shire will achieve and resource its objectives
- How success will be measured and reported

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 respect to their Elders past, present and emerging and we extend that respect to other Aboriginal Australians today.

Executive Message

Our Council Plan identifies our vision, aspirations and priorities for the future. It provides guidance on how we should allocate resources, balancing our aspirations against our capacity. Most importantly our Council Plan should provide inspiration, reflecting our values, our goals –our community.

In late 2021 the Shire commenced a significant engagement program to gather information from the diverse community for the review of the Strategic Community Plan. Workshops with the community as well as significant amounts of information from the MARKYT® Community Scorecard have been used to create a Council Plan which incorporates the Strategic Community Plan and Corporate Business Plan.

We have maintained our path towards our vision to “Esperance, together we make it happen”. We aim to be an inclusive community where things can get done if we pull together with a common goal.

The community provided input on what they felt were current challenges and opportunities in our Shire and the important focus areas for Council. The workshops and scorecards highlighted some changing needs in our community. There is a strong appetite for the Shire to be more involved in driving tourism and economic development in our business sector, together with a continued emphasis on road upgrades and renewals, and community safety and crime prevention.

The challenges raised were diverse and highlighted some major concerns in our community. Social issues including mental health and drug usage were raised as challenges that we must all work together to resolve. Improving communication technology, safety and having a voice for our youth were rated highly as challenges for our community. Housing remains a focus point for our organisation and the community.

While Council is responsible for developing and reviewing the plan, its implementation is a shared responsibility with partners such as State Government agencies, community groups and community members. The aim of the plan is to encourage everyone to work together to achieve our vision for our future.

The Shire has faced employee shortages, a shared sentiment across the area. We have worked internally on developing our PRIDE Values with staff input in order to continue to foster strong positive culture. The Shire continues to work with local and external groups to address housing shortages in our region.

There is no doubt there are some complex challenges in our community and there are also some fantastic opportunities. We would like to say thank you to everyone who contributed by attending a workshop, inviting us to their board meeting, filling in a scorecard or forwarding suggestions. Without community input it is difficult to have a plan that truly reflects our community's values and our community's needs. By working together, we can create a wonderful future.

Commented [SW1]: No change required.

Commented [SW2]: CEO/Pres to provide updated message.

Update page to replace Ian's image with Ron's.

Commented [SW3R2]: Emailed through to Exec requesting review.

Commented [SW4R2]: No change, happy with content – need to update Pres to Ron.

Shire of Esperance at a glance

Named Kepa Kurl by Nyungar people, meaning “where the water lies like a boomerang”, and named Esperance Bay by French navigator Antoine Raymond Joseph de Bruni d'Entrecasteaux in 1792, meaning “hope or promise”, history and heritage serve as an important aspect of Esperance's identity.

Located on the south coast of Western Australia, Esperance is close to 700 km from Perth, accessible via a 90 minute flight or 7.5 hour drive. One of the more remote settlements, the Shire covers 44,000 km² of land, with 12,950 km² of agricultural land, and five national parks and reserves covering 5,900 km².

Aboriginal People are thought to have lived on country for perhaps as long as 50,000 years. Today, Aboriginal and Torres Strait Islander People make up ~~4.34~~ % of the local population. Strong traditional ties to land have created a significant range of native title claims and determinations, including Esperance Nyungar, managed by Esperance Tjaltjraak Native Title Aboriginal Corporation, and Ngadju, managed by Ngadju Native Title Aboriginal Corporation.

Commented [SW5]: Update to current census data

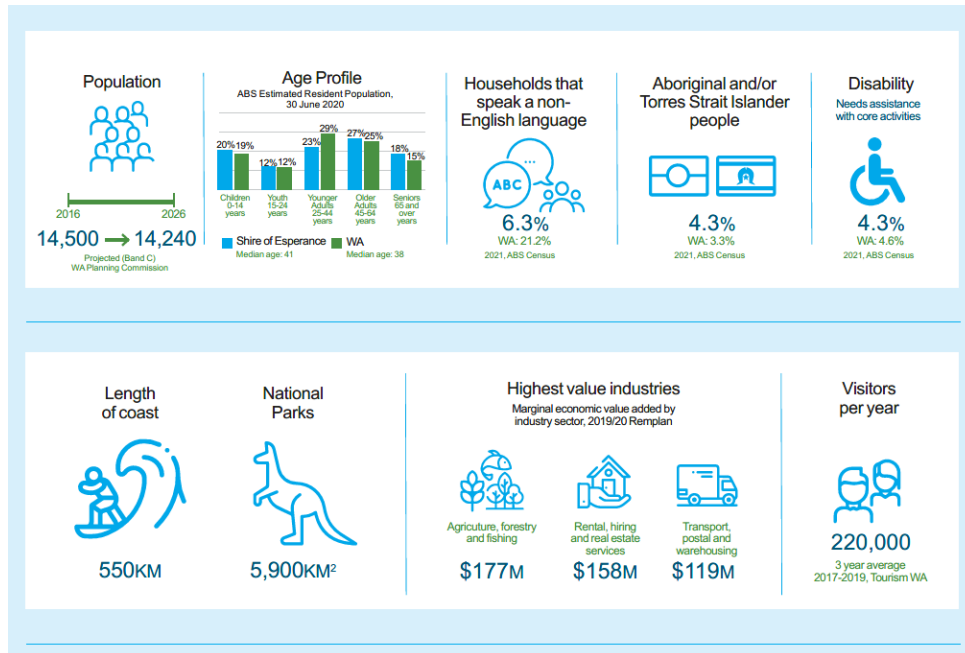
European settlement first occurred in 1864 when the pioneering Dempster Brothers drove sheep, cattle and horses from Northam to establish the Esperance Bay Pastoral Station. The township of Esperance was gazetted in the 1890s to accommodate the growing Eastern Goldfields. By the 1960s the Esperance sand-plain had transformed Esperance into a major agricultural region.

The agricultural sector continues to thrive today with the Esperance township, rural settlements and farms home to over ~~134,890~~ residents. Serving as a sub-regional centre within the wider Goldfields-Esperance Region, there were 6,378 jobs in Esperance as at the 2021 ABS Census. The Gross Regional Product was reported at \$1.~~422464~~ billion in June 202~~30~~ with the main employment sector being Agriculture, Forestry and Fishing, followed by ~~Retail~~ TradeHealth Care and Social Assistance.

Captivating coastline to rival any in the world, the picturesque Recherche Archipelago with some 100 uninhabited islands, and iconic kangaroos on pristine white beaches help to attract large numbers of visitors.

Management of the coast, coastal reserves and facilities remains a focus of the Shire, including the need to balance recreational and tourism activities with conservation and protection measures. Recognising the importance of Esperance's natural assets, the Shire has endorsed a position on climate change, in addition to signing up to the Cities Power Partnership.

Sports, recreation, arts and cultural participation are important qualities of the Esperance way of life. The Esperance community relies heavily upon social capital and volunteers to support these activities. Recently, the Greater Sports Ground Redevelopment has allowed for the continued growth and accommodation of community sporting groups and multi-purpose facilities. Access to arts and cultural activities continues to be a focus of the Shire, and it is hoped that the James Street Cultural Precinct Master Plan will enhance both residents' and visitors' experiences in the region.



Commented [SW6]: 2021 census data current. Need to check other sections for more current data.

Commented [SW7R6]: Population data: no update available as yet, expected Mid 2024

Age Profile: can be updated with 2021 census data (table inserted)

Highest value industries: 2020/21 REMPLAN stats;

-Ag: 247m
-Rental : 171m
-Transport: 147m

Visitors: 202,000 (2021/22)

Age Bracket	Esperance	WA
Children 0-14 Years	20%	19%
Youth 15-24 Years	12% 12%	12%

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Younger Adults 25-44 Years	23%	29 28%
Older Adults 45-64 Years	27%	25%
Seniors 65 and Over Years	18 19%	15 16%
Median Age	42 41	38

Priorities

Priorities shift over time in response to what's happening locally and globally. To provide quality of life outcomes, the Shire of Esperance must stay abreast of and adapt to changes in the political, environmental, social, technological, economic and legal landscape. We must also respond to changing community expectations.

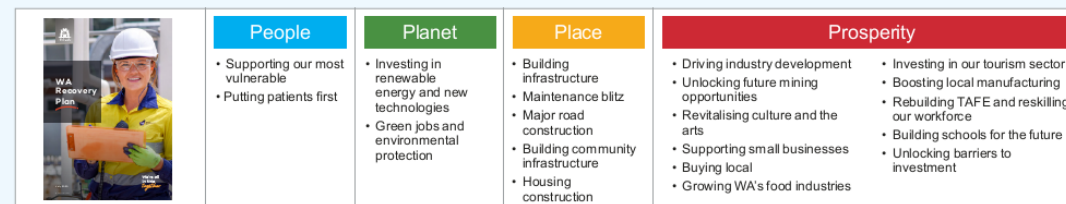
Global Priorities

The United Nations' Sustainable Development Goals (SDGs) provide a global roadmap to increase prosperity, end social injustice and poverty, and improve health and wellbeing, all while protecting the environment for current and future generations. 17 goals were agreed by all UN member states, including Australia. The Shire of Esperance will be a catalyst for change; promoting and facilitating the achievement of goals and relevant targets in the local community. Learn more about the SDGs at <https://sdgs.un.org/goals>.



State Priorities

In 2020, the COVID-19 pandemic exposed worldwide vulnerabilities, drawing attention to the need for healthy communities and resilient economies. The State Government of Western Australia responded with a WA Recovery Plan. Learn more about the Government of Western Australia's priorities at www.wa.gov.au/government/wa-recovery.



Commented [SW8]: No change required – this will be reviewed during major review cycle.

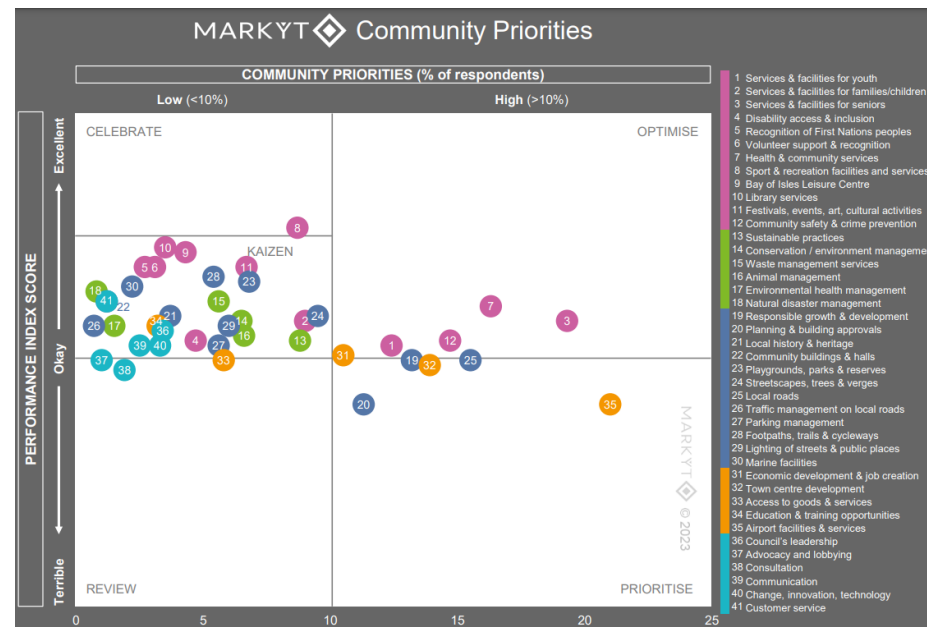
Local Priorities

To understand local needs and priorities, the Shire of Esperance commissioned an independent review.

In 2023, 999,900-1,284 community members completed a MARKYT Community Scorecard.

The top priorities have changed from ~~were~~ economic development, roads, tourism, safety, and the town centre in 2021 to be airport facilities and services, services and facilities for seniors, health and community services, community safety and crime prevention, and local roads in 2023.

Commented [SW9]: New snapshot included from 2023 scorecard



Our Purpose

The shire of Esperance exists to meet the needs of current and future generations through an integration of environmental protection, social advancement and economic prosperity.

We fulfil our purpose through the following roles;

Advocate

We lease and represent the community on key issues

Partner

We collaborate with other organisations to deliver services and projects

Fund

We help to fund organisations to deliver essential community services

Facilitate

We coordinate local groups and agencies to achieve positive community benefits

Provide

We provide community infrastructure, essential services and community engagement activities to meet local needs

Regulate

We enforce statutory requirements

Commented [SW10]: No change required.

Item:

Our vision

Esperance, together we make it happen

Commented [SW11]: No change required.

Our values

As the representatives of the Esperance Community, the Council and Shire staff are guided by the values of PRIDE:

Professionalism

Acting with integrity, showing respect for workmates and community members by responding to all communications in a timely manner, and demonstrating reliability and accountability through honesty.

Respect

Treating everyone with dignity regardless of your personal feelings. It is about listening to opinions, leading with kindness, and embracing diverse views, abilities and perspectives in the pursuit of higher value.

Integrity

Being honest, genuine and consistent in your dealings with everyone and taking ownership of your actions, good and bad –irrespective of whether anyone is watching.

Dedication

Going that one step further and being committed to achieving results, having pride in your work, supportive management and colleagues, and a culture of serving the community.

Excellence

Achieving consistent high standards.

Commented [SW12]: No change required.

Our plan on a page

Commented [SW13]: No change required.

To achieve the vision, the community helped shape a plan for the future.

There are five core performance areas in this plan - people, planet, place, prosperity and performance. These areas are interrelated, and each must be satisfied to deliver excellent quality of life in the Shire of Esperance.

For each area, there is an overarching aspirational statement and desired outcomes, summarised below. Over the following pages, we explore each area in more detail. We describe the current situation, recent achievements, what we will keep doing, and our plan for the future. "What we will keep doing" covers business as usual activities, with a focus on continuous improvement. "Our plan for the future" describes priority projects to meet local needs and objectives. When deciding on priority projects, Council considers a range of comprehensive supporting strategies and community suggestions.

	People	Planet	Place	Prosperity	Performance
Aspiration	A healthy, inclusive, active and safe place to live	Our natural environment is conserved for everyone to enjoy	High quality planning and infrastructure serves local needs	Growing and thriving, Esperance is a great place to live, work, invest and visit	We have a clear direction for the future and a robust plan to make it happen
Outcomes	1. A safe community 2. A healthy and active community 3. A welcoming, inclusive and connected community	4. The natural environment is valued, protected and enjoyed. 5. Shared responsibility for climate action and sustainability 6. Greater community readiness and resilience to cope with natural disasters and emergencies.	7. Responsible planning and development 8. Access to adequate, safe and affordable housing for everyone 9. Attractive and welcoming places 10. Safe, affordable, accessible and sustainable transport systems	11. Access to quality education and lifelong learning opportunities 12. A prosperous and diverse economy 13. A vibrant and welcoming tourist destination	14. Community confidence and trust in Council 15. Operational excellence and financial sustainability 16. A well informed and engaged community

Completed Action Summary ~~2022/23~~

The Shire has completed the following actions ~~in the 2022/2023 financial year~~ since the Plan commenced in 2022/2023:

<u>Theme</u>	<u>Action</u>	<u>Year Completed</u>
<u>People</u>	<u>Implement Stage Two of the CCTV Strategy for the Pink Lake Road Area.</u>	<u>2022/2023</u>
	<u>Implement Stage Three of the CCTV Strategy for the Esperance Foreshore</u>	
	<u>Provide a fenced dog park at Wildcherry Park.</u>	
	<u>Fund expanded delivery of suicide prevention initiatives through the WA Primary Health Activities Alliance Grant.</u>	
	<u>Provide standardised induction protocols for Shire volunteers</u>	
	<u>Facilitate James Street Cultural Precinct Advisory Groups focusing on the requirements for a new library, Museum and visitor centre.</u>	<u>2023/2024</u>
	<u>Review Library technology upgrade requirements including the Library Electronic Management System.</u>	
	<u>Upgrade Esperance Home Care Centre</u>	
	<u>Review NDIS registration arrangements for Esperance Home Care</u>	
	<u>Partner with local service providers to develop a campaign to attract community support workers to address current staff shortages</u>	
	<u>Develop an Events Strategy</u>	
<u>Planet</u>	<u>Support installation of electric charging stations to encourage and facilitate greater use of electric vehicles and e-rideables.</u>	<u>2023/2024</u>
<u>Place</u>	<u>Design and Construct Flinders subdivision stage 4.</u>	<u>2022/2023</u>
	<u>Support a public bus service trial.</u>	<u>2023/2024</u>
	<u>Investigate strategic acquisitions for future land development for residential use.</u>	
	<u>Investigate options for local ride share services.</u>	
	<u>Develop a Road Safety Strategy</u>	
<u>Prosperity</u>	<u>Participate in the Small Business Friendly Initiative.</u>	<u>2022/2023</u>
	<u>Fund a Tourism Development Manager (4 year contract) in partnership with Australia's Golden Outback</u>	<u>2023/2024</u>
<u>Performance</u>	<u>Provide a new website with improved functionality.</u>	<u>2023/2024</u>

Commented [SW14]: Update based on completed actions resulting from review with Managers/Directors

Commented [SW15R14]: Change format to table, include date completed and keep all years in from last major review.

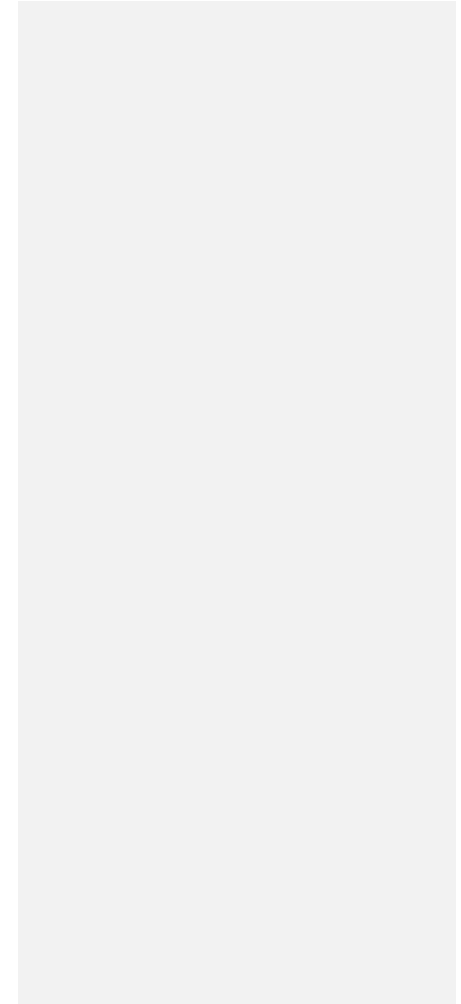
The following action has been removed as the Scaddan Country Club are now responsible for this project.

- Provide an extension of the Scaddan Country Club

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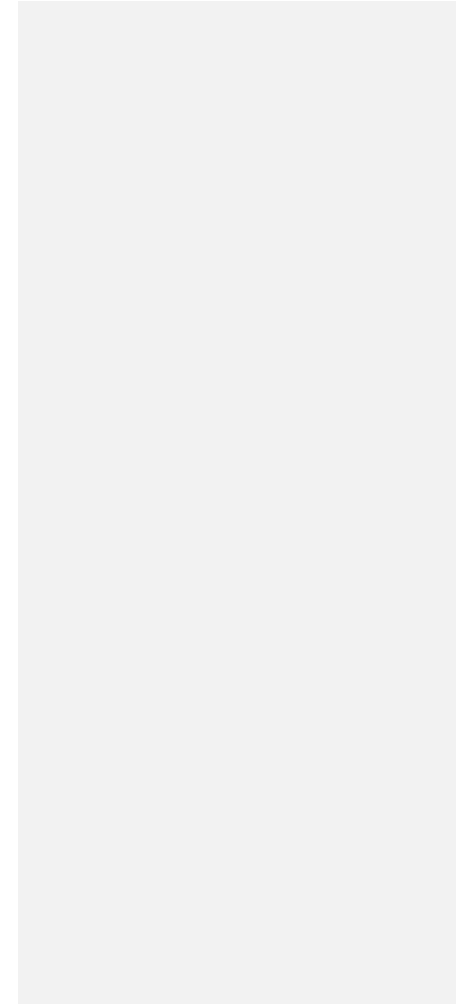
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People

A healthy, inclusive, active and safe place to live

Current situation

Esperance has a strong, connected community. Our strong sense of community spirit is characterised by our high number of volunteers and strong sporting, recreation, arts and culture participation. The resulting social capital is the backbone of Esperance.

The Shire of Esperance is considered to be a leading council in supporting and recognising volunteers, achieving ~~the a~~ highest score at the high end of the target range within the MARKYT® Community Scorecard.

Sport and recreation performance ratings are up from ~~58-76~~ points in 202~~19~~ to 77-6 points in 202~~34~~, now 79 points above the MARKYT® industry average.

Ratings for ~~festivals, events, art and cultural activities~~ library services are also up from ~~64-70~~ points in 202~~19~~ to 73-9 points in 202~~34~~, now 62 points above the industry average.

~~Community safety is a growing community priority with concerns about drug issues, theft, and anti-social behaviour.~~ Youth, family and senior's services are a growing

community priority, with ratings dropping between 2021 and 2023.

Recent Achievements**Pump Track**

Since our new pump track was installed in December 2021, it has been well used by BMX and mountain bike users of all ages.

Disability Beach Wheelchair Access

Thanks to funding assistance from Southern Ports, the Rotary Club of Esperance Bay and Esperance Home Care, a new beach wheelchair was purchased that is now available for loan. Beach access has been improved for people with a disability following installation of matting at the James Street beach enclosure area.

Street Banners

The Shire worked with Esperance Tjaltiraak Native Title Aboriginal Corporation to create new banners for the main streets of Esperance for display during NAIDOC Week and National Reconciliation Week.

Youth Day Event

A free Youth Day event was held at the Youth Precinct, supported by agencies such as Headspace, Centrecare and the Training Alliance Group, and included fun inflatables, giant games and races on the pump track.

Home Care Day Centre Upgrade

Upgrades to the Home Care Day Centre has been completed, removing segmentation of the building creating more open space, natural light and cross ventilation. This project also included

Commented [SW17]: Update recent achievements based on last years' annual report

Commented [SW16]: Updated based on 2023 community scorecard results.

upgrade to toilets and the multi-function space to meet current building codes.

Lap Pontoon and Shark Barrier

Installation of a new lap pontoon and shark barrier was completed in time for the Christmas holidays and provides a safe swimming area to use close to town.

Shark Warning Towers

Three land-based shark warning towers were installed at West Beach, Kelp Beds and Twilight Beach, featuring audio and visual warning systems that are activated when tagged sharks are detected or sighted.

Esperance CCTV strategy

Stages 2 and 3 of the CCTV Strategy have been completed including installation of poles along Pink Lake Road, installation of a pole at the Adventureland Playground and installation of solar powered CCTV on the shelters at the end of the Jetty. CCTV trailers provide a mobile solution to be used in various areas and during seasonal events. In 2024, Council endorsed a strategy to upgrade and roll out the Shire's CCTV network to provide local Police with high definition video images to help follow up thefts, accidents and antisocial behaviour.

What we will keep doing

Council will continue to deliver and improve a range of services and facilities that contribute to achievement of the People aspiration and outcomes.

- Community Development
- Esperance Volunteer Resource Centre
- Community Grants Program
- Citizenship Ceremonies
- Youth Services
- Seniors Services
- Disability Services
- Esperance Home Care
- Esperance Public Library
- Esperance Museum
- Esperance Civic Centre
- Bay of Isles Leisure Centre
- Club Development
- Esperance Skate Park
- Ranger Services

Our plan for the future

Outcome 1. A safe community

Objectives	Priority Projects	Linked Strategies	Responsible	23-24	24-25	25-26	26-27	27-28
1.1. Improve community safety and crime prevention infrastructure, programs and services.	1.1.1. Advocate for increased police presence		Chief Executive Officer	X	X	X	X	X
	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).		Chief Executive Officer	X	X	X	X	X
1.2. Encourage responsible animal management.	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.		Director External Services	X	X	X	X	X

Outcome 2. A healthy and active community

Objectives	Priority Projects	Linked Strategies	Responsible	23-24	24-25	25-26	26-27	27-28
2.1. Improve access to quality health services.	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.	Public Health Plan; Age-Friendly Communities Report	Chief Executive Officer	X	X	X	X	X
2.2. Increase participation in sport and recreation activities.	2.2.1. Lead implementation of the Esperance Greater Sports Ground Redevelopment Masterplan.	Esperance Greater Sports Ground Redevelopment Masterplan 2021-2041	Director Asset Management	X	X	X	X	X
	2.2.2. Provide a third soccer pitch at the Greater Sports Ground.	Esperance Greater Sports Ground Redevelopment Masterplan 2021-2041	Director Asset Management	X	X	X		
	2.2.3. Review Graham Mackenzie Stadium Redevelopment plans. <u>Graham Mackenzie Stadium project.</u>	Esperance Greater Sports Ground Redevelopment Masterplan 2021-2041	Director Asset Management <u>Manager Asset Planning</u>	X	X			
	2.2.4. Develop a Bay of Isles Leisure Centre Management Plan		Manager Community Support <u>Recreation & Culture</u>	X	X			

2.3. Grow community involvement in arts and cultural activities.	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 Finalise design and pursue funding for James Street Cultural Precinct	Town Centre Revitalisation Plan 2015-2035; James Street Plan	Director Asset Management External Services	X	X	X	X	X
	2.3.2. Facilitate James Street Cultural Precinct Advisory Groups focusing on the requirements for a new library, museum and visitor centre		Chief Executive Officer	X				
	2.3.3. Implement the Interpretation Plan for Esperance Museum, including an Aboriginal interpretive section		Manager Community Support Recreation & Culture	X	X	X		
	2.3.4. Review library technology upgrade requirements including the Library Electronic Management System		Manager Information Services	X				
	2.3.5. Develop an Events Strategy	Esperance Tourism Strategy	Manager Economic Development	X				
2.4. Grow community capacity by supporting community groups and volunteers.	2.4.1. Explore sustainable funding sources to attract, manage and support local volunteers.		Manager Community Support Coordinator Volunteer Resource Centre	X	X	X	X	X
	2.4.2. Explore options to recognise, reward and incentivise volunteers		Manager Community Support Recreation & Culture	X	X	X	X	X

Commented [SW18]: Change wording as per CEO KPIs 2023

Commented [SW19]: Complete in Pulse.

Commented [SW20]: Mel comment: Remove Aboriginal Interpretive section. To be incorporated in JSP planning.

Commented [SW21R20]: EMT discussed that this should stay to specify that this will form part of the Plan.

Commented [SW22]: Go live date scheduled for May 2024.

Commented [SW23]: Completed.

Commented [SW24]: Complete in Pulse.

Commented [SW25R24]: Advice to keep as ongoing action

Outcome 3. A welcoming, inclusive and connected community

Objectives	Priority Projects	Linked Strategies	Responsible	23-24	24-25	25-26	26-27	27-28
3.1. Grow understanding and respect for cultural diversity, history and heritage.	3.1.1. Provide an Aboriginal Heritage Agreement to guide respectful consultation with Traditional Owners.	Reconciliation Action Plan	Director Asset Management Manager Parks & Environment	X	X			
	3.1.2. Provide assistance with events, activities and promotions to encourage greater awareness and participation in NAIDOC Week.	Reconciliation Action Plan	Manager Community Development & Events	X	X	X	X	X
	3.1.3. Facilitate Aboriginal dual naming of significant places.		Director Asset Management	X	X	X	X	X
	3.1.4. Partner with traditional custodians to develop cultural trails with maps and interpretive signs to raise awareness, knowledge and understanding about local Aboriginal history and stories	Tourism Strategy; Reconciliation Action Plan	Manager Parks & Environment Director Asset Management	X	X	X	X	X
	3.1.5. Establish and strengthen relationships with local Aboriginal stakeholders and organisations	Reconciliation Action Plan	Director Corporate & Community Services	X	X	X	X	X
3.2. Address the needs of children and youth.	3.2.1. Advocate for increased child care services through promotional campaigns		Chief Executive Officer	X	X	X	X	X
	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) Provide regular events and activities to inform and engage the Youth within our community.	Youth Friendly Communities Report Stage 1	Manager Community Development & Events	X	X	X	X	X
	3.2.3 Implement Youth Precinct Concept Plan	Youth Precinct Concept Plan	Director Asset Management		X	X	X	X
3.3. Support vulnerable groups, including aged persons and those with disability.	3.3.1. Advocate for improved aged care facilities and palliative care.		Chief Executive Officer	X	X	X	X	X
	3.3.2. Advocate for community and care services to support active aging in home.	Age-Friendly Communities Report	Manager Aged Care and Disability Service	X	X	X	X	X
	3.3.3. Upgrade Esperance Home Care Centre.		Manager Asset Planning	X				
	3.3.4. Provide flexible working arrangements at Esperance Home Care Centre to attract and retain staff.		Manager Aged Care and Disability Service	X	X	X	X	X
	3.3.5. Review NDIS registration arrangements for Esperance Home Care.		Manager Aged Care and Disability Service	X				

Commented [SW26]: Shane T Comment: Youth trainee currently being employed to work in this space, therefore suggested that the action be replaced.

Commented [SW27]: This project should be completed by 30/06/2024

Commented [SW28]: Complete in Pulse.

Commented [SW29R28]: Noted this is an ongoing item and should remain.

Commented [SW30]: Erica comment: May be completed by June. need to discuss the intent of this action.

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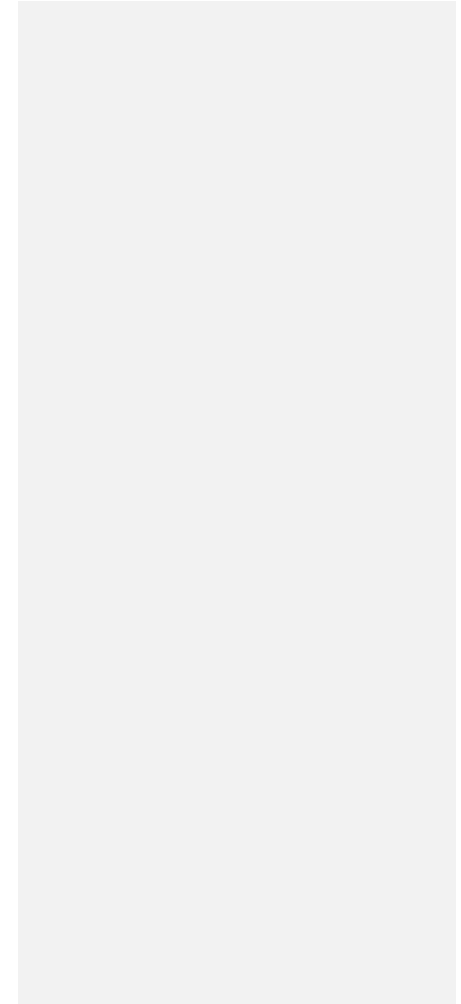
3.3.6. Partner with local service providers to develop a campaign to attract community support workers to address current staff shortages.	Public Health Plan	Manager Aged Care and Disability Service	X					
3.3.7. Advocate for local shops, hospitality and entertainment venues to improve access and employment opportunities for people with disability.	Disability Access and Inclusion Plan 2020-2025	Chief Executive Officer	X	X	X	X	X	
3.3.8. Provide appropriate level of ACROD parking bays.	Disability Access and Inclusion Plan 2020-2025	Manager Asset Development	X	X	X	X	X	
3.3.9. Provide improved beach access for people with disability.	Coastal Management Plan	Director Asset Management	X	X	X	X	X	
3.3.10. Implement actions and initiatives resulting from DAIP discussions and forums.	Disability Access and Inclusion Plan 2020-2025	Manager Community Support <u>Development Services</u>	X	X	X	X	X	

Commented [SW31]: Erica comment:
Not sure of the intent on this one. Govt provided support through structured campaigns - feel it is completed

Item:

Attachment A.: Council Plan Review 2024 - Tracked Changes

Photo filler page



Planet

Our natural environment is conserved for everyone to enjoy.

Current situation

Hosting Ramsar wetlands of international importance, significant national parks, and pristine coastline, it is critical to manage and preserve the local environment for social, environmental and economic benefit.

Climate action, sustainability and conservation are of high importance to community members.

The Shire's ~~recent~~ continued efforts to promote and adopt environmentally sustainable practices, such as renewable energy, reducing waste and reducing water use, have been noted by the community. The performance score ~~increased from 52 in 2019 to 58 in 2024, is~~ now 65 points ahead of the MARKYT® industry average. However, there is need for work to continue in this space. The community would like the Shire to be a leader in sustainability.

Emergency management, including education, communication, prevention and relief for bushfires and flooding ~~also~~ increased from 55 to 66 points, received a positive score and ~~now remains~~ 9 points ahead of the industry average.

Recent Achievements**Sustainable You Radio Segment**

A regular radio segment 'Sustainable You' has begun on ABC Radio providing practical tips for sustainable living.

Coastal Safety

Our Marketing and Communications Team worked with a local group to make a short film about coastal safety, which was very popular on Instagram and TikTok. Design work was also done on new coastal safety stickers.

Carbon Emission Baseline and Renewable Energy Audit

The Goldfields Voluntary Regional Organisation of Councils (GVROC) received the regional report on carbon emission baseline and renewable energy audit, which includes information specific for Esperance.

Myrup Transfer Station

The Myrup Transfer Station project is progressing with approval being received and the Wylie Bay Waste Management Facility closure progressing. **Climate Change Declaration**

Adopted a Climate Change Declaration in August 2021 with a commitment to adopt mitigation and adaption strategies to

~~minimise the effects of climate change on our community, environment and economy.~~

Cities Power Partnership

Council joined the Cities Power Partnership with a pledge to:

- ▲ ~~install renewable energy on Shire buildings~~
- ▲ ~~adopt best practice energy efficiency measures~~
- ▲ ~~ensure Shire fleet purchases meet strict greenhouse gas emissions requirements~~
- ▲ ~~provide adequate cycle lanes, bike parking and end-of-ride facilities~~
- ▲ ~~develop procurement policies~~

Solar Energy

~~Solar panels have been installed on the Bay of Isles Leisure Centre and Shire Administration.~~

Waste Disposal Arrangement

~~Council resolved to transport local waste to Geelgardie when Wylie Bay Landfill is no longer available. Work has begun to develop a detailed concept design for the Community Drop Off and Waste Transfer Station.~~

Eastern Suburbs Water Supply Upgrade

~~Updated aging infrastructure, established a more reliable and efficient program for~~

Commented [SW33]: Update recent achievements based on last years' annual report

Commented [SW32]: Updated in line with 2023 community scorecard results

~~public open space irrigation and moved to a cloud-based irrigation management system.~~

What we will keep doing

Council will continue to deliver and improve a range of services and facilities that contribute to achievement of the Planet aspiration and outcomes.

- Environmental Health
- Emergency Services
- Waste Management

Our plan for the future

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

Objectives	Priority Projects	Linked Strategies	Responsible	23-24	24-25	25-26	26-27	27-28
4.1. Sustainably care for, preserve and enhance natural habitats.	4.1.1. Partner with Traditional Owners to manage culturally sensitive nature reserves.	Reconciliation Action Plan	Manager Parks & Environment	X	X	X	X	X
	4.1.2. Seek Government funding and support for the recovery of the colour and ecological health of Pink Lake and surrounding wetlands.		Manager Parks & Environment	X	X	X		
	4.1.3. Provide a Coastal Hazard Risk Management Adaption Plan (CHRMAP) for West Beach.	Coastal Hazard Adaptation Strategy	Manager Parks & Environment Manager Development Services	X	X	X	X	
	4.1.4. Review the Coastal Management Plan.	Coastal Management Plan 2014	Manager Parks & Environment	X	X			
	4.1.5. Implement the Dempster Head Management Plan.	Dempster Head Management Plan	Manager Parks & Environment	X	X	X	X	X
	4.1.6. Install sand backpassing infrastructure Install booster pumps for the sand back-passing pipeline from Bandy Creek Boat Harbour to manage beach erosion in Esperance Bay		Director Asset Management	X	X			
	4.1.7. Implement the Lake Monjigup Reserve Management Plan.	Lake Monjigup Reserve Management Plan	Manager Parks & Environment	X	X	X	X	X
	4.1.8. Provide a new Weed Management Strategy.		Manager Parks & Environment	X	X			
	4.1.9. Advocate on behalf of the community for the State's plans for a Marine Park		Chief Executive Officer	X	X			
4.2. Sustainably develop and manage tracks and trails.	4.2.1. Provide a new Trails Master Plan.		Director Asset Management	X	X			
	4.2.2. Upgrade Piggery Mountain Bike trails – stage 1	Mountain Biking Feasibility Study	Manager Parks & Environment Director Asset Management	X	X			

Commented [SW34]: Pulse comment is that the review has been drafted and is being internally reviewed.

Commented [SW35]: Needs update, pulse comment is that this will commence in 2024 calendar year.

Outcome 5. Shared responsibility for climate action and sustainability

Objectives	Priority Projects	Linked Strategies	Responsible	23-24	24-25	25-26	26-27	27-28
5.1. Encourage the adoption of sustainable practices.	5.1.1. Undertake annual carbon emissions audit and carbon emission reduction actions.		Director Asset Management	X	X	X	X	X
	5.1.2. Install renewable energy (solar PV and battery storage) on council buildings where feasible.	Cities Power Partnership pledges	Chief Executive Officer	X	X	X	X	X
	5.1.3. Facilitate adoption of best practice energy efficiency measures across all council buildings, and support community facilities to adopt these measures.	Cities Power Partnership pledges	Chief Executive Officer	X	X	X	X	X
	5.1.4. Trial eco-friendly vehicles as options become viable.	Cities Power Partnership pledges	Chief Executive Officer Technical Officer - Fleet	X	X	X	X	X
	5.1.5. Support installation of electric charging stations to encourage and facilitate greater use of electric vehicles and e-bikes.		Chief Executive Officer	X	X	X	X	
5.2. Develop a sustainable, low waste, circular economy.	5.2.1. Introduce a third-bin kerbside collection program for Food Organics and Garden Organics (FOGO). Design and prepare a proposal for DWER for Food Organics and Garden Organics (FOGO).		Manager Development & Statutory Services Waste & Environmental Health		X	X		
	5.2.2. Provide a Community Drop-Off and Transfer Station at Myrup Truck Wash and Liquid Waste Facility to encourage sustainable waste management. Tender and commence construction of the Community Drop Off and Transfer Station at Myrup	Waste Strategy 2018-2023	Director Asset Management	X	X	X		
	5.2.3. Advance Esperance's Waste Revolution education platform to improve waste diversion rates and promote a circular waste economy.		Manager Development & Statutory Services Waste & Environmental Health	X	X	X	X	X

Commented [SW36]: Complete in Pulse.

Commented [SW37R36]: Why was this item listed for future years? Do we need to re-word and keep it?

Commented [SW38]: Change wording as per CEO KPIs 2023

Commented [SW39]: Change to wording as per CEO KPIs 2023

Commented [SW40R39]: Neroli comment: Perhaps it should be separated as I expect the tender will be complete by 30/6/24 but doubt that construction would have commenced

Outcome 6. Greater community readiness and resilience to cope with natural disasters and emergencies

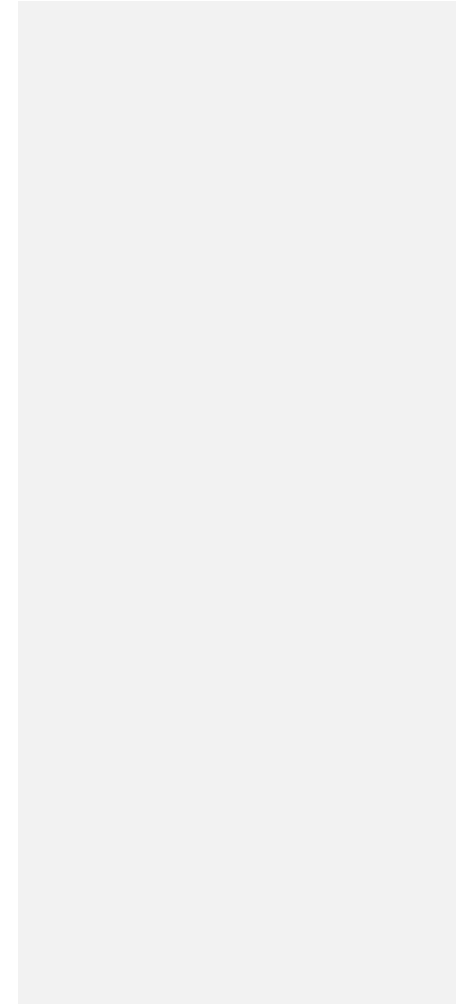
Objectives	Priority Projects	Linked Strategies	Responsible	23-24	24-25	25-26	26-27	27-28
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6.1. Minimise risk and support recovery from bushfires, storms, drought and other natural disasters.	6.1.1. Implement the Bush Fire Risk Management Plan including accessing funding opportunities within the State Government's Mitigation Activity Fund.	Bush Fire Risk Management Plan	Manager Community Support Ranger & Emergency Services	X	X	X	X	X
	6.1.2. Facilitate innovative initiatives and networks to help build drought resistance and resilience.		Director Asset Management	X	X	X	X	X
	6.1.3. Advocate for more emergency services personnel in Esperance.		Chief Executive Officer	X	X	X	X	X
	6.1.4. Facilitate coastal safety measures in partnership with the Coastal Safety Working Group		Manager Community Support Ranger & Emergency Services	X	X	X	X	X
	6.1.5. Advocate for appropriate coastal safety infrastructure and resources		Manager Community Support Ranger & Emergency Services	X	X	X	X	X

Item:

Attachment A.: Council Plan Review 2024 - Tracked Changes

Photo filler page



Place

High quality planning and infrastructure serves local needs.

Current situation

Community ratings for footpaths, trails and cycleways improved 10 index points between 2015 and 2021. At 68 out of 100, the Shire achieved the highest score in the MARKYT® Community Scorecard

Ratings for traffic management on local roads increased from 53 in 2021 to 57 in 2023, 5 points above the industry average.

With average ratings of okay, roads were rated by the community as within the the second top 5 highest priorities for the Shire to address.

Community members feel rural roads are not built to carry heavy vehicles, resulting in damage to roads and safety concerns for other road users. They are also concerned with heavy rains and flooding washing away road surfaces, potholes, loose gravel and blue metal, tree roots and overgrown vegetation.

Responsible growth and development and, planning and building approvals, and streetscapes, trees and verges also rate among the community's top priorities.

Some feel growth is being restricted by insufficient housing, strict development regulations and red tape. They would like more timely approvals and more consistency with approvals.

The general appearance of rating for streetscapes, trees and verges could be improved with better verge maintenance, weed control, litter management, and planting more trees only a minor improvement in ratings between 2021 and 2023, now sitting at 59 index points, 5 points above the industry average.

Recent Achievements**Flinders Estate**

Construction of Stage 4 has been completed and lots are now available for sale.

Greater Sports Ground Masterplan

Upgrade to power onsite has been completed. Asphalt and line marking of the netball courts has also been completed, along with installation of goal posts. Closure of the internal road between Ports Oval and the Multi-Sports Oval has also been completed.

Wildcherry Dog Park

The first stage of the Wildcherry Dog Park has been completed, including establishment of turf, fencing the area, finishing the carpark and entry, and installing seating, drink fountains, signage, and a range of natural elements for dogs to interact with.

Road Safety

The Road Safety Management Plan has been endorsed. Noel White Centre Refurbishment

Renovated the Noel White Centre to include a meeting room, function room, storage cages and offices for community groups to use.

Commented [SW42]: Update recent achievements based on last years' annual report

Commented [SW41]: Updated in line with 2023 community survey results

Commented [SW43]: Matt to confirm wording

Esperance Jetty Opening

Esperance Jetty was officially opened in March 2021 with dignitaries, community members and visitors from across the state gathering at the Jetty Headland to celebrate the historic occasion.

Completed Esperance Indoor Stadium

\$7.8 million was invested in the construction of the Esperance Indoor Stadium. It is expected to attract regional sporting events with four full-size courts, a kiosk, commercial kitchen, match day facilities, sprung wooden flooring, retractable grandstand seating and additional parking.

Civic Centre Refurbishment

In celebration of the Civic Centre's 40th birthday in 2021, a new mural was painted on the façade, rigging was upgraded, exterior walls were rendered, the roof was repaired, and there were major interior upgrades.

Improved Road Safety

Attracted a \$2.3 million Government grant to provide audible line markings on local roads to improve road safety.

What we will keep doing

Council will continue to deliver and improve a range of services and facilities that

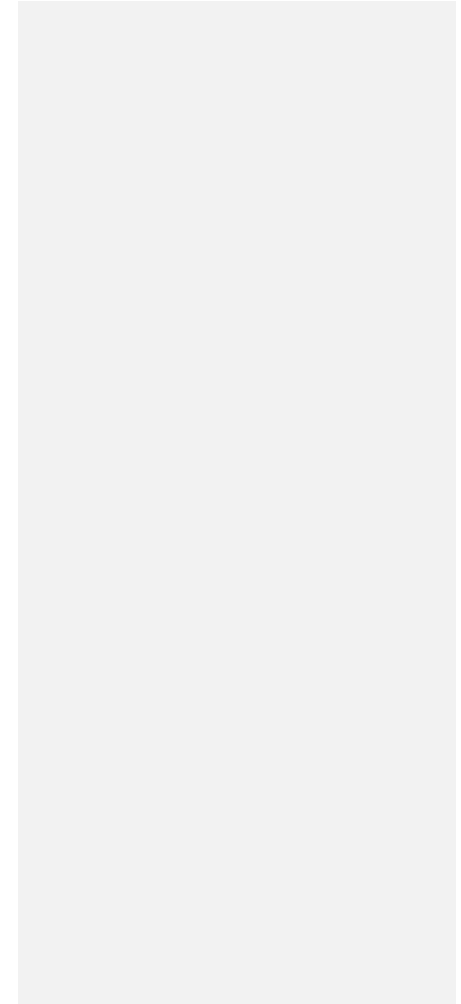
contribute to achievement of the Planet aspiration and outcomes.

- Land and Property
- Development
- Drafting
- Surveying
- Parks and Reserves
- Asset Management
- Roads, Drains and Footpaths
- Transport licensing
- Building Maintenance
- Fleet Management
- Fixed Plant
- Depot and Stores
- Esperance Cemetery
- Airport

Item:

Attachment A.: Council Plan Review 2024 - Tracked Changes

Photo filler page



Our plan for the future

Outcome 7. Responsibility planning and development

Objectives	Priority Projects	Linked Strategies	Responsible	23-24	24-25	25-26	26-27	27-28
7.1. Enable access to land and development Opportunities to meet local needs.	7.1.1. Design and construct Flinders subdivision stage 3-Develop structure plan and report to Council		Director Asset Management External Services	X	X			
	7.1.2. Advocate for provision of adequate, affordable utilities and communications infrastructure to support population and economic growth.		Chief Executive Officer	X	X	X	X	X
	7.1.3. Develop an Esperance Cemetery Master Plan.		Director Asset Management Manager Parks & Environment	X	X			
	7.1.4. Design and construct Shark Lake Industrial Park subdivision stage 2		Director Asset Management	X	X	X	X	

Commented [SW44]: Change to wording as per CEO KPIs 2023

Commented [SW45]: Amend responsible officer in line with working group change.

Outcome 8. Access to adequate, safe and affordable housing for everyone

Objectives	Priority Projects	Linked Strategies	Responsible	23-24	24-25	25-26	26-27	27-28
8.1. Facilitate access to diverse housing options.	8.1.1. Advocate for more social and low-income housing for vulnerable people (including seniors, people with disability and low-income earners).	Age-Friendly Communities Report	Chief Executive Officer	X	X	X	X	X
	8.1.2. Advocate for a new lifestyle village for seniors.		Chief Executive Officer	X	X	X	X	X
	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). Facilitate 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)	Growth Plan Implementation Schedule; Local Planning Strategy; Friendly Communities Report	Chief Executive Officer	X	X	X	X	X
	8.1.4 Investigate strategic acquisitions for future land development for residential use		Chief Executive Officer					

Commented [SW46]: Change to wording as per CEO KPIs 2023

Commented [SW47]: New action as per CEO KPIs 2023

Complete in Pulse.

Commented [SW48R47]: Not included in completed list as didn't form part of 2023 review of Council Plan.

	<u>8.1.4 Construct worker accommodation subject to external funding</u>		<u>Director Asset Management</u>		<u>X</u>	<u>X</u>		
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Outcome 9. Attractive and welcoming places

Objectives	Priority Projects	Linked Strategies	Responsible	<u>23-24</u>	24-25	25-26	26-27	<u>27-28</u>
9.1. Develop an attractive and welcoming town centre.	9.1.1. Implement the CBD Concept Landscaping Design.		Manager Parks & Environment	<u>X</u>	X	X	X	<u>X</u>
	<u>9.1.2 Upgrade CBD Christmas lights</u>		<u>Director Asset Management</u>		<u>X</u>	<u>X</u>		
9.2. Enhance streetscapes.	9.2.1. Provide attractive and welcoming entrances into Esperance.	Growth Plan Implementation Schedule	Chief Executive Officer <u>Director Asset Management</u>	<u>X</u>	X	X	X	<u>X</u>
	9.2.2. Facilitate more tree planting across the Shire.		Manager Parks & Environment	<u>X</u>	X	X	X	<u>X</u>
9.3. Provide quality Community facilities, parks and spaces.	9.3.1. Implement Civic Centre improvements.		Director Asset Management <u>Manager Asset Planning</u>	<u>X</u>	X			
	9.3.2. Implement the Playgrounds and Public Open Space Strategic Plan 2015-2025.	Playgrounds and Public Open Space Strategic Plan 2015-2025	Manager Parks & Environment	<u>X</u>	X	X	X	<u>X</u>
	9.3.3. Prepare a new 10 year plan for Playgrounds and Public Open Space Strategic Plan 2025-2035.		Manager Parks & Environment	<u>X</u>	<u>X</u>			

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

Objectives	Priority Projects	Linked Strategies	Responsible	<u>23-24</u>	24-25	25-26	26-27	<u>27-28</u>
10.1. Encourage more people to walk, ride or use other active transport.	10.1.1. Implement the Esperance 2050 Cycling Strategy.	Esperance 2050 Cycling Strategy	Director Asset Management <u>Manager Asset Development</u>	<u>X</u>	X	X	X	<u>X</u>
	10.1.2. Construct sealed shoulders <u>along the tourist loop and Fisheries Road (Norseman Road to Dempster Road)</u> <u>on roads</u> to improve safety for cyclists and vehicles.		Manager Asset Operations	<u>X</u>	X	X	X	<u>X</u>

	10.1.3. Provide safety measures along The Esplanade and Fisheries Road to improve pedestrian crossings.	Parking, Traffic and Pedestrian Strategy Implementation Plan	Director Asset Management	X	X	X	X	X
10.2. Deliver an efficient and safe road network	10.2.1. Develop a Road Safety Strategy.	Driving Change – Road Safety Strategy	Director Asset Management	X				
	10.2.1. Implement Road Safety Management Plan 2024-2030		Director Asset Management		X	X	X	X
	10.2.2. Advocate for Main Roads to provide road upgrades and more passing lanes.		Director Asset Management	X	X	X	X	X
	10.2.3. Advocate to with Main Roads WA to undertake a transport c Corridor u Upgrade p 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.		Director Asset Management	X	X			
	10.2.4. Implement the Shire of Esperance Road Construction and Maintenance Program.		Manager Asset Operations	X	X	X	X	X
10.3. Improve access to parking.	10.3.1. Implement the Esperance Town Centre Parking, Traffic and Pedestrian Strategy.	Parking, Traffic and Pedestrian Strategy Implementation Plan	Director Asset Management	X	X	X	X	X
	10.3.2. Pursue opportunities to secure land to link Dempster Street and RSL public car parks.	Town Centre Revitalisation Plan 2015-2035	Director Asset Management	X	X			
	10.3.3. Provide options to accommodate additional parking within the verge area between The Esplanade and Yacht Club.	Parking, Traffic and Pedestrian Strategy Implementation Plan	Director Asset Management	X	X	X		
	10.3.4. Provide upgrade to Forrest Street road and streetscape.	Parking, Traffic and Pedestrian Strategy Implementation Plan	Manager Asset Development	X	X	X		
	10.3.5. Construct car park at end of Forrest and Windich Streets		Director Asset Management		X			
10.4. Improve public and Shared transport services.	10.4.1. Investigate options for local ride share services.		Chief Executive Officer	X				
	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)	Esperance Airport Master Plan	Manager Economic Development	X	X	X	X	X
	10.4.3. C Design, fund and c construct new Airport runway		Director Asset Management		X	X	X	

Commented [SW49]: Left message for Glen to confirm if this will be completed or need to be carried to future years.

Commented [SW50R49]: Still awaiting funding approvals, unable to say when it will be completed until funding is granted. Included for 2024/25 and will review again next year.

Commented [SW51]: Change to wording as per CEO KPIs 2023

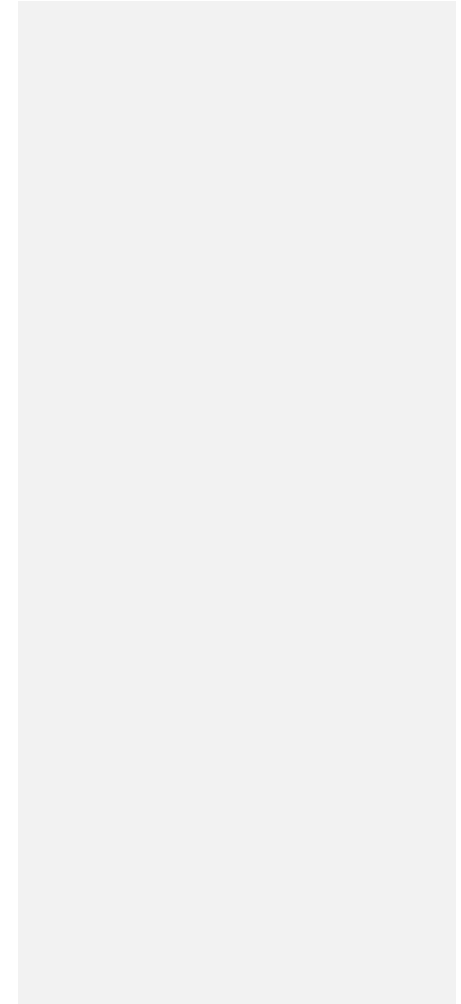
Commented [SW52]: New action as per CEO KPIs 2023

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Item:

Attachment A.: Council Plan Review 2024 - Tracked Changes

Photo filler page



Prosperity

Growing and thriving, the Esperance region is a great place to live, work, invest and visit.

Current situation

The Shire of Esperance ~~has been~~remained steadily ~~improving~~ as a place to live, ~~with a 97% positive rating~~. ~~MARKYT@Community Scorecard ratings increased a further 5 points in 2021, now 81 out of 100 and 6 points above the industry average.~~

As a place to work or operate a business, ~~ratings have increased by 12 points, from 55 in 2021 to 67 in 2023, to become one of the most improved areas for 2023~~there is room to improve.

~~Airport facilities and services have been highlighted as a high priority due to unreliable service, lack of flight options and competition, and high prices.~~

Economic development, ~~and town centre development~~tourism attractions and marketing are ~~also~~ top priorities for the local community.

~~Community members would like to attract new enterprises in emerging and high growth sectors to generate more local jobs, more housing to accommodate local workers, and more training opportunities and apprenticeships to retain local youth.~~

The current housing shortage is considered to be a critical barrier to overcome for economic growth and prosperity, along with the recruitment of much needed roles in the health and community care sector.

As a tourist destination, the Shire is performing well. ~~The place to visit score is up 6 points to 82, remaining~~ 14 points above the industry average and only trailing the industry leader by ~~64 points (currently the Shire of Denmark).~~

To perform better, the community would like the town centre to be revitalised, shops and restaurants to be open longer hours, greater diversity and promotion of attractions, and improved visitor accommodation.

Recent Achievements**Tourism Sentiment Index**

~~Esperance ranked number 12 in the world with regard to the Tourism Sentiment Index and was the only Western Australian destination in the top 100 destinations.~~

Esperance Tourism Strategy

~~A number of initiatives within the Tourism Strategy have been delivered, including work on reinvigorating cruise ship visitation, improving aviation access, attracting additional accommodation options, increasing the profile of the South West Edge touring route, an investment attraction strategy, reviewing governance arrangements within the tourism industry and including tourism as a category within the annual ECCI Business Celebration Evening. In 2021, Council endorsed a five-year strategy to guide a coordinated approach to tourism development, sustainable growth, and yield improvement into the future.~~

Shark Lake Industrial Park

~~Blocks within Stage 1 of the Shark Lake Industrial Park have all been sold, with Stage 2 currently being designed in preparation for development.~~

Blue Waters Lodge

~~RAC Parks and Resorts have been awarded the lease for Reserve 53801 and plan to use the site to increase the diversity~~

Commented [SW55]: Update recent achievements based on last years' annual report

Commented [SW54]: Updated in line with 2023 community scorecard results

~~of accommodation options available and make best use of the foreshore location.~~

James Street Precinct Plan

~~Extensive consultation was undertaken with the community to understand needs and expectations for the James Street Cultural Precinct. It is expected that the Plan will be finalised in the 2021/22 financial year.~~

COVID-19 Relief Initiatives

~~In response to COVID-19, we adopted a range of community and business relief initiatives to help with the recovery effort, including 0% rates and fee increases in 2020/21. We extend our thanks to IGO Limited for making a \$150k donation in support of these initiatives.~~

Supporting innovation

~~The Shire is working with Beam Mobility to conduct a 12 month trial and evaluation of e-scooter hire services for short point-to-point journeys in Esperance.~~

What we will keep doing

Council will continue to deliver and improve a range of services and facilities that contribute to achievement of the Planet aspiration and outcomes.

- Economic development
- Town centre development
- Tourism
- Esperance Visitor Centre
- Events

Our plan for the future

Outcome 11. Access to quality education and lifelong learning opportunities

Objectives	Priority Projects	Linked Strategies	Responsible	23-24	24-25	25-26	26-27	27-28
11.1. Facilitate access to quality, education, training and development opportunities.	11.1.1. Advocate for South Regional TAFE to develop and promote specialist courses in relevant areas.	Youth Friendly Communities Report Stage 1; Age-Friendly Communities Report	Chief Executive Officer	X	X	X	X	X
	11.1.2. Advocate for urgent upgrades and a rebuild of Esperance Senior High School.		Chief Executive Officer	X	X	X	X	X
	11.1.3. Facilitate discussions with universities to explore options for a remote student services campus in Esperance.		Chief Executive Officer	X	X	X	X	X
	11.1.4. Facilitate an annual review of the Goldfields Designated Area Migration Agreement to ensure it remains relevant to the community.		Manager Economic Development	X	X	X	X	X

Outcome 12. A prosperous and diverse economy

Objectives	Priority Projects	Linked Strategies	Responsible	23-24	24-25	25-26	26-27	27-28
12.1. Attract and retain diverse industries and enterprises to grow the economy and local jobs.	12.1.1. Provide an Economic Development Strategy for the Shire of Esperance.		Manager Economic Development	X	X	X		
	12.1.2. Support proponents in priority industry sector to establish businesses and develop projects in Esperance.		Chief Executive	X	X	X	X	X
	12.1.3. Promote Esperance as a suitable centre for research and development, and pilot projects.	Growth Plan Implementation Schedule	Chief Executive	X	X	X	X	X
	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.		Manager Economic Development	X	X	X	X	X

Outcome 13. A vibrant and welcoming tourism destination

Objectives	Priority Projects	Linked Strategies	Responsible	23-24	24-25	25-26	26-27	27-28
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13.1. Lead the promotion of Esperance as a destination of choice.	13.1.1. Partner with Australia's Golden Outback to implement the Esperance Tourism Strategy.	Tourism Strategy	Manager Economic Development	X	X	X	X	X
	13.1.2. Fund a Tourism Development Manager (4 year contract) in partnership with Australia's Golden Outback.	Tourism Strategy	Manager Economic Development	X	X	X	X	
	13.1.3. Provide more digital marketing and advertising opportunities to promote local experiences at Council facilities (eg. Esperance Airport)		Manager Marketing & Communications	X	X	X	X	X
13.2. Improve tourism infrastructure, services and experiences.	13.2.1. Advocate for development of a 4 to 5 star accommodation offering.	Tourism Strategy	Chief Executive Officer	X	X	X	X	X
	13.2.2 Implement the recommendations from the Tourist and Worker Accommodation Study.		Manager Economic Development	X	X	X	X	X
	13.2.3. Advocate for Traditional Owners to develop and promote cultural heritage tourism activities.	Tourism Strategy	Chief Executive Officer Manager Economic Development	X	X	X	X	X
	13.2.4. Advocate for the development and promotion of tourism experiences.	Tourism Strategy	Chief Executive Officer Manager Economic Development	X	X	X	X	X
	13.2.5. Develop wayfinding and interpretive tourism signage.	Tourism Strategy	Director Asset Management	X	X	X	X	X

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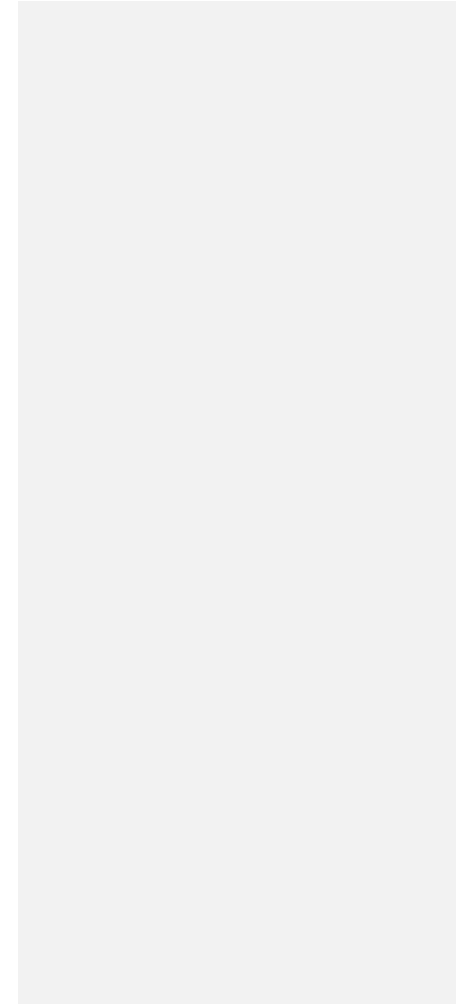
Commented [SW57R56]: Should this remain and be re-worded to ensure that we provide updates on projects to the community?

Commented [SW58]: Trevor mentioned that this may need to be updated as there doesn't seem to be any take up by the local groups in this space.

Item:

Attachment A.: Council Plan Review 2024 - Tracked Changes

Photo filler page



Performance

We have a clear direction for the future and a robust plan to make it happen.

Current situation

After the Shire's governance score fell from 55 to 39 index points between 2013 and 2019, it rebounded to 59 points in ~~the~~ 2021 and remained steady in 2023. ~~MARKYT@ Community Scorecard, up 20 points. Performance is now 3 points above the industry average.~~

The Shire of Esperance currently holds the industry high for our social media posts at 63 points, with an 88% positive rating.

Advocacy and lobbying on the community's behalf received a rating of 50, 7 points above the industry average with a 74% positive rating.

~~The community feels Council's leadership had the greatest improvement over the past two years, up 20 points, with ratings increasing from 31 to 60 points. Ratings are now rating has dropped slightly, from 60 in 2021 to 56 in 2023, however remains 10 points above the industry average.~~

~~Improvements were also noted with consultation, communication, the Shire's understanding of local needs, and customer service. Customer service has~~

~~been trending up since 2011, moving from 47 to 62 points.~~

The community feels the Shire has ~~performed well in embracing technology and innovation, with scores increasing from 40 in 2019 to 60 in 2021~~ a good understanding of community needs with the rating remaining at 37, 8 points above the industry average.

~~Overall, it seems confidence is growing in the Shire's leadership team and ability to deliver value for money. The value for money rating is 4 points above average.~~

Recent Achievements**Election Reforms**

Following legislative changes, a ward and representation review was undertaken. As a result, the number of Elected Members in the Rural Ward remained at 2, and the number of Elected Members in the Town Ward was reduced to 6 to allow for the required popularly elected Shire President position. Overall Elected Member numbers remained at 9.

Workforce Initiatives

A number of significant initiatives have been implemented, including approval of the Shire of Esperance Enterprise Agreement 2022, transition to the Western Australian Industrial Relations System, implementation of the automated Big Red Sky Recruitment system and establishment of a new Performance Appraisal process that enhanced career development, as well as learning and development programmes and succession planning.

Branding Project

The Shire's corporate branding has been refreshed with implementation of a new Style Guide and revised logo.

Website Improvements

The Information Services Team created and deployed new webforms on the Shire's

Commented [SW60]: Update recent achievements based on last years' annual report

Commented [SW59]: Information updated in line with 2023 community scorecard.

website for Trainee Expressions of Interest, booking a Wylie Bay Materials Recovery Facility Tour, Esperance Airport Advertising Enquiries and Repair or Replacement of Residential Bin requests.**Recording Council Meetings**

~~New audio-visual technology was installed in Council Chambers to live stream council meetings.~~

Audio Improvements for Chambers

~~Fitted an audio loop in Council Chambers and provided new microphones with speakers in the public area to assist people with compromised hearing to attend and participate in these meetings.~~

Ward and Representation Review

~~Following community engagement, Council resolved to adjust the ward boundaries and representation. Town Ward increased, with the number of Elected Members increasing from six to seven. Rural Ward decreased, with the number of Elected Members decreasing from three to two.~~

Communication and Engagement Strategy

~~A new Communication and Engagement Strategy was endorsed by Council. It outlines digital and non-digital approaches to effectively share information and to proactively engage the community.~~

What we will keep doing

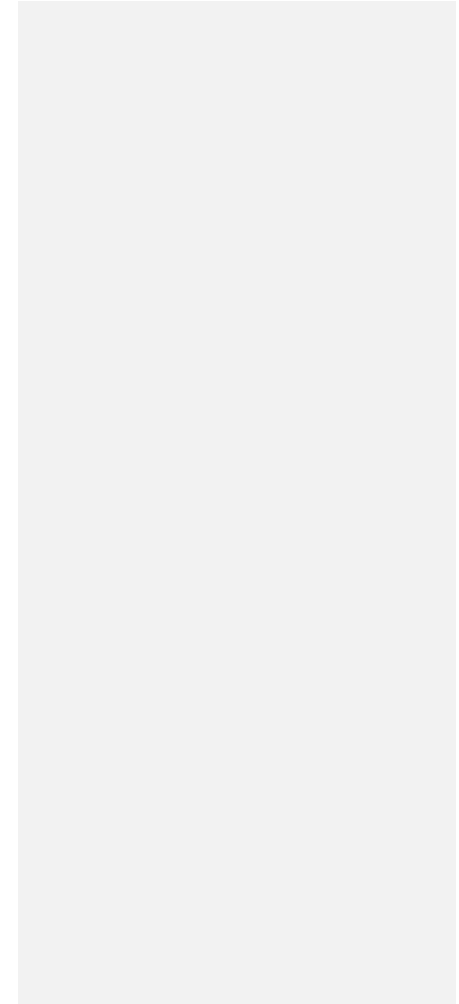
Council will continue to deliver and improve a range of services and facilities that contribute to achievement of the Planet aspiration and outcomes.

- Governance
- Corporate Support
- Corporate Reporting
- Finance Management
- Tenders and Contracts
- Project Management
- Information Services
- Human Resources
- Customer Service
- Risk Management
- Media Relations

Item:

Attachment A.: Council Plan Review 2024 - Tracked Changes

Photo filler page



Our plan for the future

Outcome 14. Community confidence and trust in Council

Objectives	Priority Projects	Linked Strategies	Responsible	23-24	24-25	25-26	26-27	27-28
14.1. Provide transparent, accountable and effective leadership.	14.1.1. Provide Integrated Planning and Reporting (IPR) framework documents and reviews.		Director Corporate & Community Services Coordinator Governance & Corporate Support	X	X	X	X	X
	14.1.2. Provide public reports on progress towards achievement of priority projects and outcomes.		Coordinator Governance & Corporate Support Director Corporate & Community Services	X	X	X	X	X

Outcome 15. Operational excellence and financial sustainability

Objectives	Priority Projects	Linked Strategies	Responsible	23-24	24-25	25-26	26-27	27-28
15.1. Provide responsible, agile and innovative planning and resource management.	15.1.1. Review the Long Term Financial Plan and informing plans per IPR framework.		Director Corporate & Community Services	X	X	X	X	X
	15.1.2. Review and implement initiatives to improve internal business efficiencies and service delivery (such as more online services and digital forms).		Manager Information Services	X	X	X	X	X

Outcome 16. A well informed and engaged community

Objectives	Priority Projects	Linked Strategies	Responsible	23-24	24-25	25-26	26-27	27-28
16.1. Provide authentic, relevant and effective engagement with community members	16.1.1. Implement Review the Communication and Engagement Strategy.	Communication Engagement Strategy 2021-2024	Manager Marketing & Communications	X	X	X	X	
	16.1.2. Provide a new website with improved functionality.		Manager Marketing & Communications	X				

Commented [SW61]: Completed in Pulse

Item:

Attachment A.: Council Plan Review 2024 - Tracked Changes

	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).	Communication Engagement Strategy 2021-2024	Chief Executive Officer	✗	X	X	X	✗
	16.1.4. Conduct a biennial community survey to assess community priorities and benchmark performance levels.	Communication Engagement Strategy 2021-2024	Manager Marketing & Communications		X		X	

Resourcing the Plan

Strong commitment to value

Council is committed to providing value for money. Long term financial planning and annual budgeting is undertaken to responsibly manage expenditure.

Shire services, facilities and special projects are funded through various revenue streams. This includes grants from State and Commonwealth government, Lotterywest and others, rates, fees and charges, and cash reserves.

Please see the Long Term Financial Plan at www.esperance.wa.gov.au for more information.

An engaged workforce

The Shire is committed to attracting, training and retaining a skilled and engaged workforce to achieve the outcomes in the Council Plan. The Workforce Plan is regularly reviewed to ensure workforce resources are aligned with community needs.

In January 2024⁴³, there were ~~239~~ 240.21 full time equivalent (FTE) positions in the Shire of Esperance, consisting of full time, part time and casual employees.

Please see the Shire's Workforce Plan at www.esperance.wa.gov.au for more information.

Directorate	Full Time	Part Time	Casual	Total FTE
Executive Services	40 <u>11</u>	4	24	42.37 <u>14.6</u>
Corporate & Community Services	22 <u>23</u>	44 <u>10</u>	26	30.42 <u>30.92</u>
Asset Management	86 <u>90</u>	44 <u>13</u>	42	82.05 <u>96.62</u>
External Services	47 <u>50</u>	65 <u>55</u>	60 <u>57</u>	104.46 <u>98.07</u>
Total	165 <u>174</u>	94 <u>82</u>	65 <u>69</u>	239 <u>240.21</u>

Commented [SW62]: Emailed Payroll to provide updated figures

Commented [SW63R62]: Alli provided 20/02/2024

Managing risk

The Shire identifies and manages risks to optimise achievement of the vision, outcomes, objectives and priority projects. Every Councillor, employee, volunteer and contractor within the Shire is recognised as having a role in risk management, from risk identification, reporting and assessment, to implementing risk treatments. Everyone is required to follow the Risk Management Policy, Risk Management Procedures Manual, and Risk Management Framework. These documents are based on Australia/New Zealand Standard ISO 31000:2018 Risk Management.

Service area planning

Service area planning is being introduced to provide efficient and cost-effective delivery of priority projects and continuous improvement of existing services and facilities.

Financial Summary

The financial summary provides estimated revenue and expenses over the next four years. Please refer to the Shire's Long Term Financial Plan and Annual Budget for more detail.

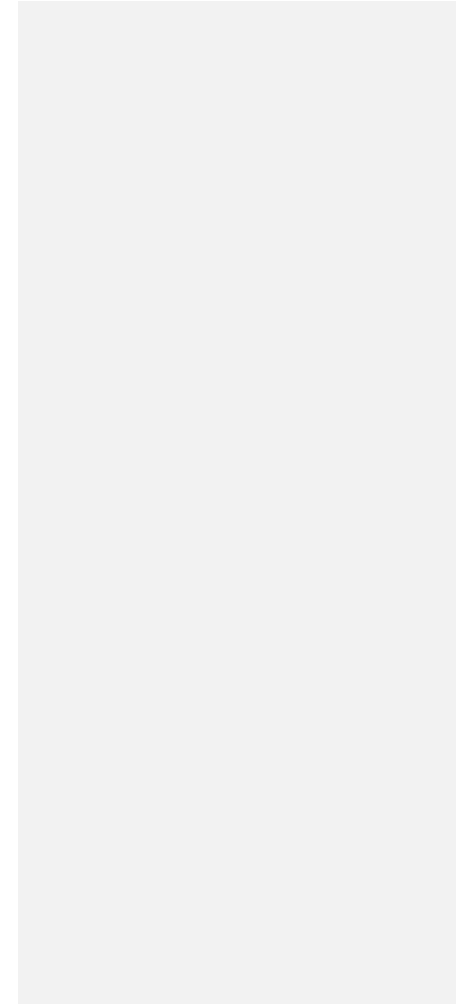
Commented [SW64]: Felicity to provide information following review of Long Term Financial Plan

	2023-24	2024-25	2025-26	2026-27	2027-28
Operating Revenue					
Rates	25,361,515	27,170,584	28,586,202	30,076,121	
Operating Grants	12,484,005	12,141,245	12,444,776	12,755,896	
Fees & Charges	11,135,304	11,914,772	12,212,641	12,517,957	
Other	3,773,162	3,973,812	6,415,067	4,161,305	
Total	52,753,973	55,200,413	59,658,686	59,511,279	
Operating Expenses					
Employee Costs	(20,735,304)	(21,330,682)	(22,186,799)	(22,861,989)	
Materials & Contracts	(13,938,423)	(14,598,057)	(15,440,556)	(16,329,392)	
Depreciation	(24,447,388)	(25,279,633)	(25,893,344)	(26,899,204)	
Other	(3,510,650)	(3,630,500)	(6,623,763)	(4,063,965)	
Total	(62,631,766)	(64,838,872)	(70,144,462)	(70,154,549)	
Non Cash Items – Adjustments	23,728,810	24,925,518	25,850,002	26,854,138	
Capital Expenditure & Revenue					
Capital Expenditure	(34,047,536)	(50,733,305)	(50,576,170)	(22,037,888)	
Repayment of Loans	(245,546)	(605,593)	(461,776)	(485,523)	
New Loan Borrowing	0	12,000,000	0	0	
External Grant Funding	13,648,185	16,539,614	28,393,064	4,400,185	
Sale of Assets	4,490,453	2,903,957	3,798,700	3,299,770	
Other – Including Reserves	2,345,328	4,648,499	3,500,198	1,403,587	
Total	(13,809,116)	(15,246,828)	(15,345,984)	(16,227,043)	
Estimated Surplus/(Deficit) B'fwd	(36,475)	5,426	45,656	63,898	
Estimated Closing Position	6,426	45,656	63,898	47,724	

Item:

Attachment A.: Council Plan Review 2024 - Tracked Changes

Photo Filler Page



Developing the Plan

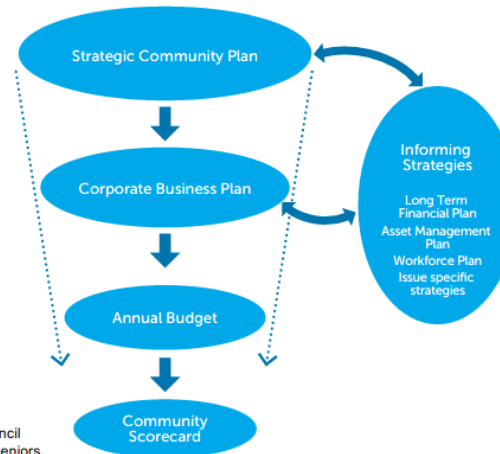
The Local Government Act 1995 requires all local governments to plan for the future. Councils are required to adopt a 10 year Strategic Community Plan, 4 year Corporate Business Plan and Annual Budget that are integrated with asset management plans, a workforce plan and a long-term financial plan.

To streamline reporting and strengthen integration, we have combined the Strategic Community Plan and Corporate Business Plan into one succinct document and named it our Council Plan.

In 2021, Council embraced the FUTYR® approach to conduct a major review of its Strategic Community Plan and Corporate Business Plan. This is a community-led, integrated and streamlined approach designed specifically for local government. It involved:

- Desktop research
- Detailed review of current plans and strategies to align and integrate outcomes and actions
- Community perceptions survey and benchmarking using the MARKYT® Community Scorecard
- Series of workshops with Elected Members, staff, key stakeholders and local community members

We express our deepest thanks to all community members who assisted with development of the Council Plan. We heard from a good cross section of people in the local community, including youth, families, seniors, people with disability, people with diverse cultural backgrounds, local businesses owners and managers, and representatives from local community organisations.



Commented [SW65]: Add disclosure as follows to bottom of page:

'figures from 2021 MARKYT® Community Scorecard'

MARKYT
Community Scorecard

900
community
members

MARKYT
Community VoiceBank

46,600+
word count of ideas
and suggestions

FUTYR
Community Workshops

63
participants

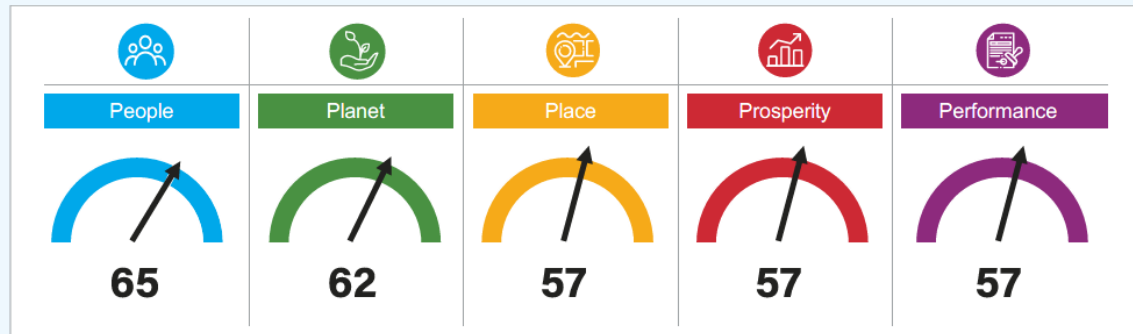
Our Performance

To track progress against outcomes in this plan, Council monitors real and perceived performance levels.

Real data is accessed from various sources and is reported in the Annual Report. Please visit www.esperance.wa.gov.au to access the Shire's latest Annual Report.

The MARKYT® Community Scorecard measures and benchmarks community perceptions of performance levels. The scores provided below are obtained from this scorecard. They represent the average performance score for each of the five pillars. Contributing service areas for each pillar are listed in the chart on the opposite page. The performance score is represented as a score out of 100.

Average Performance Scores



Performance Scale

Terrible	Poor	Okay	Good	Excellent
0	25	50	75	100

Commented [SW66]: Not included in Markyt Survey from 2023?

Emailed Media to confirm if something similar is available.

Commented [SW67R66]: 2023 Scorecard Average

Performance

People: 64

Planet: 58

Place: 57

Prosperity: 57

Performance: 56

Received updated information from Catalyse

MARKYT Community Scorecard

The Shire of Esperance aims to participate in an independent study to monitor and benchmark performance every two years.

The Shire aims to be above the MARKYT® industry average and strives to be the industry leader in all areas.

This chart shows the Shire's Performance Index Score out of 100 compared to the MARKYT® Industry Standards. The preferred target zone is shown as coloured bars.

LEGEND

- Shire of Esperance 2021 performance score
- Shire of Esperance 2019 performance score
- No change in performance from 2019 to 2021
- Target zone. Shading shows industry average to industry high from the MARKYT® Community Scorecard. For further information, visit www.catalysecom.au/markyt.

2021 Performance Measures



Commented [SW68]: Requested updated page to replace this one from Catalyse. Should be available by end of April.

Please reach out to your elected member or the responsible officer at the Shire of Esperance to share your thoughts and ideas.

Have an idea to enhance Esperance's outstanding beauty or to bring an opportunity to life?

In person: Shire of Esperance Administration ~~Centre~~Building, 77 Windich Street, Esperance

Phone: +618 9071 0666

Email: shire@esperance.wa.gov.au

www.esperance.wa.gov.au



Revised 2024



FUTYR

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Introduction

Welcome to the Shire of Esperance Council Plan. This plan combines our Strategic Community Plan and Corporate Business Plan into one succinct document.

This plan has been developed with 1,284 community members and key partners to consider:

- Where are we now?
- Where do we want to be?
- How do we get there?

This plan embraces the FUTYR® strategic planning approach, follows the Integrated Planning and Reporting Framework guidelines and satisfies a legislative requirement for all local governments to have a plan to shape the future.

This plan describes:

- A future vision for the Shire of Esperance
- How the Shire will achieve and resource its objectives
- How success will be measured and reported

Executive Message

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 respect to their Elders past, present and emerging and we extend that respect to other Aboriginal Australians today.

Our Council Plan identifies our vision, aspirations and priorities for the future. It provides guidance on how we should allocate resources, balancing our aspirations against our capacity. Most importantly our Council Plan should provide inspiration, reflecting our values, our goals – our community.

In late 2021 the Shire commenced a significant engagement program to gather information from the diverse community for the review of the Strategic Community Plan. Workshops with the community as well as significant amounts of information from the MARKYT® Community Scorecard have been used to create a Council Plan which incorporates the Strategic Community Plan and Corporate Business Plan.

We have maintained our path towards our vision to “Esperance, together we make it happen”. We aim to be an inclusive community where things can get done if we pull together with a common goal.

The community provided input on what they felt were current challenges and opportunities in our Shire and the important focus areas for Council. The workshops and scorecards highlighted some changing needs in our community. There is a strong appetite for the Shire to be more involved in driving tourism and economic development in our business sector, together with a continued emphasis on road upgrades and renewals, and community safety and crime prevention.

The challenges raised were diverse and highlighted some major concerns in our community. Social issues including mental health and drug usage were raised as challenges that we must all work together to resolve. Improving communication technology, safety and having a voice for our youth were rated highly as challenges for our community. Housing remains a focus point for our organisation and the community.

While Council is responsible for developing and reviewing the

plan, its implementation is a shared responsibility with partners such as State Government agencies, community groups and community members. The aim of the plan is to encourage everyone to work together to achieve our vision for our future.

The Shire has faced employee shortages, a shared sentiment across the area. We have worked internally on developing our PRIDE Values with staff input in order to continue to foster strong positive culture. The Shire continues to work with local and external groups to address housing shortages in our region.

There is no doubt there are some complex challenges in our community and there are also some fantastic opportunities. We would like to say thank you to everyone who contributed by attending a workshop, inviting us to their board meeting, filling in a scorecard or forwarding suggestions. Without community input it is difficult to have a plan that truly reflects our community's values and our community's needs. By working together we can create a wonderful future.



Ron Chambers
Shire President



Shane Burge
Chief Executive Officer

Shire of Esperance at a glance



Named Kepa Kurl by Nyungar people, meaning “*where the water lies like a boomerang*”, and named Esperance Bay by French navigator Antoine Raymond Joseph de Bruni d’Entrecasteaux in 1792, meaning “*hope or promise*”, history and heritage serve as an important aspect of Esperance’s identity.

Located on the south coast of Western Australia, Esperance is close to 700 km from Perth, accessible via a 90 minute flight or 7.5 hour drive. One of the more remote settlements, the Shire covers 44,000 km² of land, with 12,950 km² of agricultural land, and five national parks and reserves covering 5,900 km².

Aboriginal People are thought to have lived on country for perhaps as long as 50,000 years. Today, Aboriginal and Torres Strait Islander People make up 4.3% of the local population. Strong traditional ties to land have created a significant range of native title claims and determinations, including Esperance Nyungar, managed by Esperance Tjaltjraak Native Title Aboriginal Corporation, and Ngadju, managed by Ngadju Native Title Aboriginal Corporation.

European settlement first occurred in 1864 when the pioneering Dempster Brothers drove sheep, cattle and horses from Northam to establish the Esperance Bay Pastoral Station. The township of Esperance was gazetted in the 1890s to accommodate the growing Eastern Goldfields. By the 1960s the Esperance sand-plain had transformed Esperance into a major agricultural region.

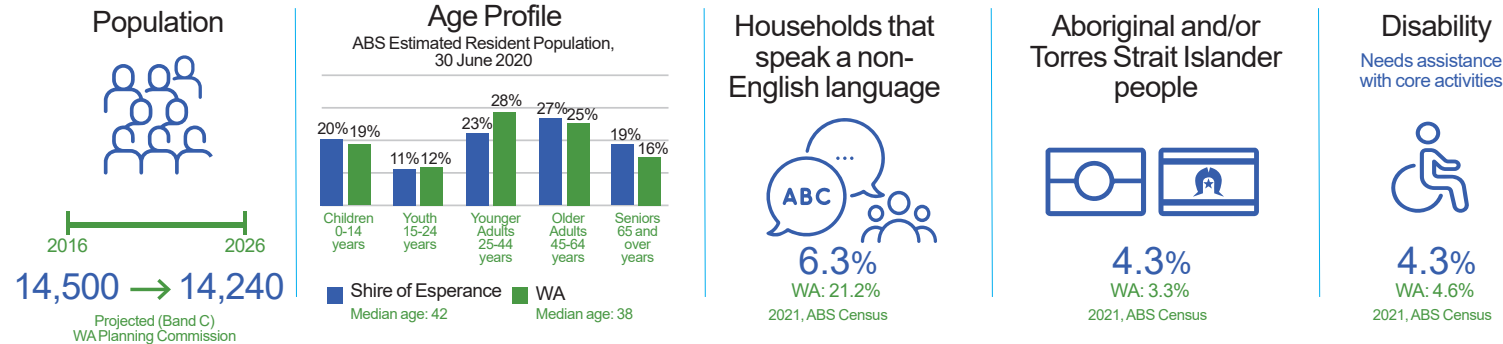
The agricultural sector continues to thrive today with the Esperance township, rural settlements and farms home to over 13,800 residents. Serving as a sub-regional centre within the wider Goldfields-Esperance Region, there were 6,378 jobs in Esperance as at the 2021 ABS Census. The Gross Regional Product was reported at \$1.422 billion in June 2023 with the main employment sector being Agriculture, Forestry and Fishing, followed by Health Care and Social Assistance.

Captivating coastline to rival any in the world, the picturesque Recherche Archipelago with some 100 uninhabited islands, and iconic kangaroos on pristine

white beaches help to attract large numbers of visitors.

Management of the coast, coastal reserves and facilities remains a focus of the Shire, including the need to balance recreational and tourism activities with conservation and protection measures. Recognising the importance of Esperance’s natural assets, the Shire has endorsed a position on climate change, in addition to signing up to the Cities Power Partnership.

Sports, recreation, arts and cultural participation are important qualities of the Esperance way of life. The Esperance community relies heavily upon social capital and volunteers to support these activities. Recently, the Greater Sports Ground Redevelopment has allowed for the continued growth and accommodation of community sporting groups and multi-purpose facilities. Access to arts and cultural activities continues to be a focus of the Shire, and it is hoped that the James Street Cultural Precinct Master Plan will enhance both residents’ and visitors’ experiences in the region.

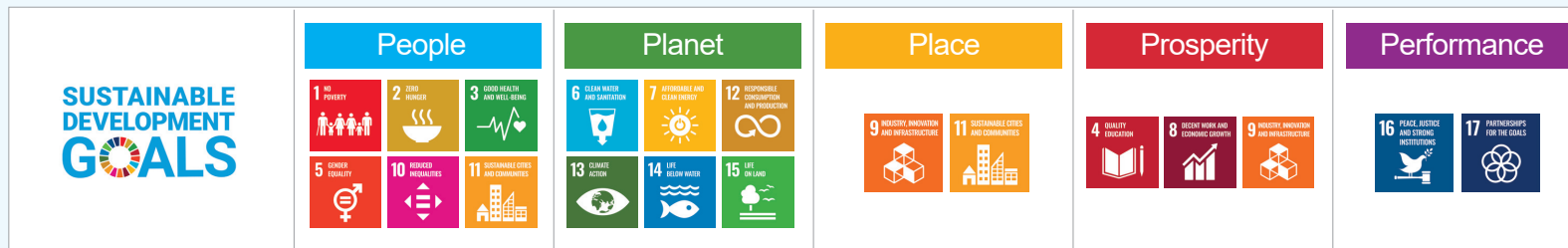


Priorities

Priorities shift over time in response to what's happening locally and globally. To provide quality of life outcomes, the Shire of Esperance must stay abreast of and adapt to changes in the political, environmental, social, technological, economic and legal landscape. We must also respond to changing community expectations.

Global Priorities

The United Nations' Sustainable Development Goals (SDGs) provide a global roadmap to increase prosperity, end social injustice and poverty, and improve health and wellbeing, all while protecting the environment for current and future generations. 17 goals were agreed by all UN member states, including Australia. The Shire of Esperance will be a catalyst for change; promoting and facilitating the achievement of goals and relevant targets in the local community. Learn more about the SDGs at <https://sdgs.un.org/goals>.



State Priorities

In 2020, the COVID-19 pandemic exposed worldwide vulnerabilities, drawing attention to the need for healthy communities and resilient economies. The State Government of Western Australia responded with a WA Recovery Plan. Learn more about the Government of Western Australia's priorities at www.wa.gov.au/government/wa-recovery.



Local Priorities

To understand local needs and priorities, the Shire of Esperance commissioned an independent review. In 2023, 1,284 community members completed a MARKYT® Community Scorecard.

The top priorities have changed from economic development, roads, tourism, safety, and the town centre in 2021 to now be airport facilities and services, services and facilities for seniors, health and community services, community safety and crime prevention, and local roads.



Our Purpose

The Shire of Esperance exists to meet the needs of current and future generations through an integration of environmental protection, social advancement and economic prosperity.

We fulfil our purpose through the following roles:



Advocate

We lead and represent the community on key issues.



Facilitate

We coordinate local groups and agencies to achieve positive community benefits.



Partner

We collaborate with other organisations to deliver services and projects.



Provide

We provide community infrastructure, essential services and community engagement activities to meet local needs.



Fund

We help to fund organisations to deliver essential community services.



Regulate

We enforce statutory requirements.

Our Vision

Esperance, together
we make it happen.

Our Values



As the representatives of the Esperance community, the Council and Shire staff are guided by the values of PRIDE:

Professionalism

Acting with integrity, showing respect for workmates and community members by responding to all communications in a timely manner, and demonstrating reliability and accountability through honesty.

Dedication

Going that one step further and being committed to achieving results, having pride in your work, supportive management and colleagues, and a culture of serving the community.

Respect

Treating everyone with dignity regardless of your personal feelings. It is about listening to opinions, leading with kindness, and embracing diverse views, abilities and perspectives in the pursuit of higher value.

Excellence

Achieving consistent high standards.

Integrity





Being honest, genuine and consistent in your dealings with everyone and taking ownership of your actions, good and bad – irrespective of whether anyone is watching.

Our plan on a page

To achieve the vision, the community helped shape a plan for the future.

There are five core performance areas in this plan - people, planet, place, prosperity and performance. These areas are interrelated, and each must be satisfied to deliver excellent quality of life in the Shire of Esperance.

For each area, there is an overarching aspirational statement and desired outcomes, summarised below. Over the following pages, we explore each area in more detail. We describe the current situation, recent achievements, what we will keep doing, and our plan for the future. "What we will keep doing" covers business as usual activities, with a focus on continuous improvement. "Our plan for the future" describes priority projects to meet local needs and objectives. When deciding on priority projects, Council considers a range of comprehensive supporting strategies and community suggestions.

					
	People	Planet	Place	Prosperity	Performance
ASPIRATION	A healthy, inclusive, active and safe place to live	Our natural environment is conserved for everyone to enjoy	High quality planning and infrastructure serves local needs	Growing and thriving, Esperance is a great place to live, work, invest and visit	We have a clear direction for the future and a robust plan to make it happen
OUTCOMES	<ol style="list-style-type: none"> 1. A safe community. 2. A healthy and active community. 3. A welcoming, inclusive and connected community. 	<ol style="list-style-type: none"> 4. The natural environment is valued, protected and enjoyed. 5. Shared responsibility for climate action and sustainability. 6. Greater community readiness and resilience to cope with natural disasters and emergencies. 	<ol style="list-style-type: none"> 7. Responsible planning and development. 8. Access to adequate, safe and affordable housing for everyone. 9. Attractive and welcoming places. 10. Safe, affordable, accessible and sustainable transport systems. 	<ol style="list-style-type: none"> 11. Access to quality education and lifelong learning opportunities. 12. A prosperous and diverse economy. 13. A vibrant and welcoming tourism destination. 	<ol style="list-style-type: none"> 14. Community confidence and trust in Council. 15. Operational excellence and financial sustainability. 16. A well informed and engaged community.

Completed Action Summary

The Shire has completed the following actions since the Plan commenced in 2022/2023;

Theme	Action	Year Completed
People	Implement Stage Two of the CCTV Strategy for the Pink Lake Road Area.	2022/2023
	Implement Stage Three of the CCTV Strategy for the Esperance Foreshore	
	Provide a fenced dog park at Wildcherry Park.	
	Fund expanded delivery of suicide prevention initiatives through the WA Primary Health Activities Alliance Grant.	
	Provide standardised induction protocols for Shire volunteers	
	Facilitate James Street Cultural Precinct Advisory Groups focusing on the requirements for a new library. Museum and visitor centre.	2023/2024
	Review Library technology upgrade requirements including the Library Electronic Management System.	
	Upgrade Esperance Home Care Centre	
	Review NDIS registration arrangements for Esperance Home Care	
	Partner with local service providers to develop a campaign to attract community support workers to address current staff shortages	
	Develop an Events Strategy	
Planet	Support installation of electric charging stations to encourage and facilitate greater use of electric vehicles and e-rideables.	2023/2024
Place	Design and Construct Flinders subdivision stage 4.	2022/2023
	Support a public bus service trial.	
	Investigate strategic acquisitions for future land development for residential use.	2023/2024
	Investigate options for local ride share services.	
	Develop a Road Safety Strategy	
Prosperity	Participate in the Small Business Friendly Initiative.	2022/2023
	Fund a Tourism Development Manager (4 year contract) in partnership with Australia's Golden Outback	2023/2024
Performance	Provide a new website with improved functionality.	2023/2024

The following action has been removed as the Scaddan Country Club are now responsible for this project.

- Provide an extension of the Scaddan Country Club







A healthy, inclusive, active and safe place to live

Current situation

Esperance has a strong, connected community. Our strong sense of community spirit is characterised by our high number of volunteers and strong sporting, recreation, arts and culture participation. The resulting social capital is the backbone of Esperance.

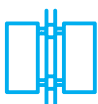
The Shire of Esperance is considered to be a leading council in supporting and recognising volunteers, achieving a score at the high end of the target range within the MARKYT® Community Scorecard.

Sport and recreation performance ratings are up from 76 points in 2021 to 77 points in 2023, now 7 points above the MARKYT® industry average.

Ratings for library services are also up from 70 points in 2021 to 73 points in 2023, now 2 points above the industry average.

Youth, family and senior's services are a growing community priority, with ratings dropping between 2021 and 2023.

Recent achievements



Street Banners

The Shire worked with Esperance Tjaltjraak Native Title Aboriginal Corporation to create new banners for the main streets of Esperance for display during NAIDOC Week and National Reconciliation Week.



Disability Beach Access

Beach access has been improved for people with a disability following installation of matting at the James Street beach enclosure area.



Youth Day Event

A free Youth Day event was held at the Youth Precinct, supported by agencies such as Headspace, Centrecare and the Training Alliance Group, and included fun inflatables, giant games and races on the pump track.



Home Care Day Centre Upgrade

Upgrades to the Home Care Day Centre has been completed, removing segmentation of the building creating more open space, natural light and cross ventilation. This project also included upgrade to toilets and the multi-function space to meet current building codes.



CCTV strategy

Stages 2 and 3 of the CCTV Strategy have been completed including installation of poles along Pink Lake Road, installation of a pole at the Adventureland Playground and installation of solar powered CCTV on the shelters at the end of the Jetty. CCTV trailers provide a mobile solution to be used in various areas and during seasonal events.

What we will keep doing

Council will continue to deliver and improve a range of services and facilities that contribute to achievement of the People aspiration and outcomes.

- Community Development
- Esperance Volunteer Resource Centre
- Community Grants Program
- Citizenship Ceremonies
- Youth Services
- Seniors Services
- Disability Services
- Esperance Home Care
- Esperance Public Library
- Esperance Museum
- Esperance Civic Centre
- Bay of Isles Leisure Centre
- Club Development
- Esperance Skate Park
- Ranger Services

Our plan for the future

Outcome 1. A safe community

Objectives	Priority Projects	Linked Strategies	Responsible	24-25	25-26	26-27	27-28
1.1. Improve community safety and crime prevention infrastructure, programs and services.	1.1.1. Advocate for increased police presence		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).		Chief Executive Officer	•	•	•	•
1.2. Encourage responsible animal management.	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.		Director External Services	•	•	•	•

Outcome 2. A healthy and active community

Objectives	Priority Projects	Linked Strategies	Responsible	24-25	25-26	26-27	27-28
2.1. Improve access to quality health services.	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.	Public Health Plan; Age-Friendly Communities Report	Chief Executive Officer	●	●	●	●
2.2. Increase participation in sport and recreation activities.	2.2.1. Lead implementation of the Esperance Greater Sports Ground Redevelopment Masterplan.	Esperance Greater Sports Ground Redevelopment Masterplan 2021-2041	Director Asset Management	●	●	●	●
	2.2.2. Provide a third soccer pitch at the Greater Sports Ground.	Esperance Greater Sports Ground Redevelopment Masterplan 2021-2041	Director Asset Management	●	●		
	2.2.3. Graham Mackenzie Stadium project.		Manager Asset Planning	●			
	2.2.4. Develop a Bay of Isles Leisure Centre Management Plan		Manager Recreation & Culture	●			
2.3. Grow community involvement in arts and cultural activities.	2.3.1. Finalise design and pursue funding for James Street Cultural Precinct	Town Centre Revitalisation Plan 2015-2035; James Street Plan	Director External Services	●	●	●	●
	2.3.2. Implement the Interpretation Plan for Esperance Museum, including an Aboriginal interpretive section.		Manager Recreation & Culture	●	●		
2.4. Grow community capacity by supporting community groups and volunteers.	2.4.1. Explore sustainable funding sources to attract, manage and support local volunteers.		Coordinator Volunteer Resource Centre	●	●	●	●
	2.4.2. Explore options to recognise, reward and incentivise volunteers		Manager Recreation & Culture	●	●	●	●

Outcome 3. A welcoming, inclusive and connected community

Objectives	Priority Projects	Linked Strategies	Responsible	24-25	25-26	26-27	27-28
3.1. Grow understanding and respect for cultural diversity, history and heritage.	3.1.1. Provide an Aboriginal Heritage Agreement to guide respectful consultation with Traditional Owners.	Reconciliation Action Plan	Manager Parks & Environment	●			
	3.1.2. Provide assistance with events, activities and promotions to encourage greater awareness & participation in NAIDOC Week.	Reconciliation Action Plan	Manager Community Development & Events	●	●	●	●
	3.1.3. Facilitate Aboriginal dual naming of significant places.		Director Asset Management	●	●	●	●
	3.1.4. Partner with traditional custodians to develop cultural trails with maps and interpretive signs to raise awareness, knowledge and understanding about local Aboriginal history and stories	Tourism Strategy; Reconciliation Action Plan	Manager Parks & Environment	●	●	●	●
	3.1.5. Establish and strengthen relationships with local Aboriginal stakeholders and organisations	Reconciliation Action Plan	Director Corporate & Community Services	●	●	●	●
3.2. Address the needs of children and youth.	3.2.1. Advocate for increased child care services through promotional campaigns		Chief Executive Officer	●	●	●	●
	3.2.2. Provide regular events and activities to inform and engage the Youth within our community		Manager Community Development & Events	●	●	●	●
	3.2.3. Implement Youth Precinct Concept Plan	Youth Precinct Concept Plan	Director Asset Management	●	●	●	●
3.3. Support vulnerable groups, including aged persons and those with disability.	3.3.1. Advocate for improved aged care facilities and palliative care.		Chief Executive Officer	●	●	●	●
	3.3.2. Advocate for community and care services to support active aging in home.	Age-Friendly Communities Report	Manager Aged Care and Disability Service	●	●	●	●
	3.3.3. Provide flexible working arrangements at Esperance Home Care Centre to attract and retain staff		Manager Aged Care & Disability Service	●	●	●	●
	3.3.4. Advocate for local shops, hospitality and entertainment venues to improve access and employment opportunities for people with disability.	Disability Access and Inclusion Plan 2020-2025	Chief Executive Officer	●	●	●	●
	3.3.5. Provide appropriate level of ACROD parking bays.	Disability Access and Inclusion Plan 2020-2025	Manager Asset Development	●	●	●	●
	3.3.6. Provide improved beach access for people with disability.	Coastal Management Plan	Director Asset Management	●	●	●	●
	3.3.7. Implement actions and initiatives resulting from DAIP discussions and forums.	Disability Access and Inclusion Plan 2020-2025	Manager Development Services	●	●	●	●







Planet

Our natural environment is conserved for everyone to enjoy

Current situation

Hosting Ramsar wetlands of international importance, significant national parks, and pristine coastline, it is critical to manage and preserve the local environment for social, environmental and economic benefit.

Climate action, sustainability and conservation are of high importance to community members.

The Shire's continued efforts to promote and adopt environmentally sustainable practices, such as renewable energy, reducing waste and reducing water use, have been noted by the community. The performance score is now 6 points ahead of the MARKYT® industry average. However, there is need for work to continue in this space. The community would like the Shire to be a leader in sustainability.

Emergency management, including education, communication, prevention and relief for bushfires and flooding received a positive score and remains 9 points ahead of the industry average.

Recent achievements



Sustainable You Radio Segment

A regular radio segment 'Sustainable You' has begun on ABC Radio providing practical tips for sustainable living.



Coastal Safety

Our Marketing and Communications Team worked with a local group to make a short film about coastal safety, which was very popular on Instagram and TikTok. Design work was also done on new coastal safety stickers.



Carbon Emission Baseline and Renewable Energy Audit

The Goldfields Voluntary Regional Organisation of Councils (GVROC) received the regional report on carbon emission baseline and renewable energy audit, which includes information specific for Esperance.



Myrup Transfer Station

The Myrup Transfer Station project is progressing with approval being received and the Wyllie Bay Waste Management Facility closure progressing.

What we will keep doing

Council will continue to deliver and improve a range of services and facilities that contribute to achievement of the Planet aspiration and outcomes.

- Environmental Health
- Emergency Services
- Waste Management

Our plan for the future

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

Objectives	Priority Projects	Linked Strategies	Responsible	24-25	25-26	26-27	27-28
4.1. Sustainably care for, preserve and enhance natural habitats.	4.1.1. Partner with Traditional Owners to manage culturally sensitive nature reserves.	Reconciliation Action Plan	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.		Manager Parks & Environment	●	●		
	4.1.3. Provide a Coastal Hazard Risk Management Adaption Plan (CHRMAP) for West Beach.	Coastal Hazard Adaptation Strategy	Manager Development Services		●	●	
	4.1.4. Review the Coastal Management Plan.	Coastal Management Plan 2014	Manager Parks & Environment	●			
	4.1.5. Implement the Dempster Head Management Plan.	Dempster Head Management Plan	Manager Parks & Environment	●	●	●	●
	4.1.6. Install booster pumps for the sand back-passing pipeline from Bandy Creek Boat Harbour to manage beach reosion in Esperance Bay		Director Asset Management	●			
	4.1.7. Implement the Lake Monjigup Reserve Management Plan.	Lake Monjigup Reserve Management Plan	Manager Parks & Environment	●	●	●	●
	4.1.8. Provide a new Weed Management Strategy.		Manager Parks & Environment	●			
	4.1.9. Advocate on behalf of the community for the State's plans for a Marine Park		Chief Executive Officer	●			
4.2. Sustainably develop and manage tracks and trails.	4.2.1. Provide a new Trails Master Plan.		Director Asset Management	●			
	4.2.2. Upgrade Piggery Mountain Bike trails –stage 1	Mountain Biking Feasibility Study	Manager Parks & Environment	●			

Outcome 5. Shared responsibility for climate action and sustainability

Objectives	Priority Projects	Linked Strategies	Responsible	24-25	25-26	26-27	27-28
5.1. Encourage the adoption of sustainable practices.	5.1.1. Undertake annual carbon emissions audit and carbon emission reduction actions.		Director Asset Management	●	●	●	●
	5.1.2. Install renewable energy (solar PV and battery storage) on council buildings where feasible.	Cities Power Partnership pledges	Chief Executive Officer	●	●	●	●
	5.1.3. Facilitate adoption of best practice energy efficiency measures across all council buildings, and support community facilities to adopt these measures.	Cities Power Partnership pledges	Chief Executive Officer	●	●	●	●
	5.1.4. Trial eco-friendly vehicles as options become viable.	Cities Power Partnership pledges	Technical Officer - Fleet	●	●	●	●
5.2. Develop a sustainable, low waste, circular economy.	5.2.1. Design and prepare a proposal for DWER or Food Organics and Garden Organics (FOGO)		Manager Waste & Environmental Health	●	●		
	5.2.2. Commence construction of the Community Drop Off and Transfer Station at Myrup	Waste Strategy 2018-2023	Director Asset Management	●	●		
	5.2.3. Advance Esperance's Waste Revolution education platform to improve waste diversion rates and promote a circular waste economy.		Manager Waste & Environmental Health	●	●	●	●

Outcome 6. Greater community readiness and resilience to cope with natural disasters and emergencies

Objectives	Priority Projects	Linked Strategies	Responsible	24-25	25-26	26-27	27-28
6.1. Minimise risk and support recovery from bushfires, storms, drought and other natural disasters.	6.1.1. Implement the Bush Fire Risk Management Plan including accessing funding opportunities within the State Government's Mitigation Activity Fund.	Bush Fire Risk Management Plan	Manager Ranger & Emergency Services	●	●	●	●
	6.1.2. Facilitate innovative initiatives and networks to help build drought resistance and resilience.		Director Asset Management	●	●	●	●
	6.1.3. Advocate for more emergency services personnel in Esperance.		Chief Executive Officer	●	●	●	●
	6.1.4. Facilitate coastal safety measures in partnership with the Coastal Safety Working Group		Manager Ranger & Emergency Services	●	●	●	●
	6.1.5. Advocate for appropriate coastal safety infrastructure and resources		Manager Ranger & Emergency Services	●	●	●	●





Place

High quality planning and infrastructure serves local needs

Current situation

Community ratings for footpaths, trails and cycleways improved 10 index points between 2015 and 2021. At 68 out of 100, the Shire achieved the highest score in the MARKYT® Community Scorecard.

Ratings for traffic management on local roads increased from 53 in 2021 to 57 in 2023, 5 points above the industry average.

With average ratings of okay, roads were rated by the community within the top 5 highest priorities for the Shire to address.

Community members feel rural roads are not built to carry heavy vehicles, resulting in damage to roads and safety concerns for other road users. They are also concerned with heavy rains and flooding washing away road surfaces, potholes, loose gravel and blue metal, tree roots and overgrown vegetation.

Responsible growth and development and planning and building approvals also rate among the community's top priorities.

The rating for streetscapes, trees and verges could be improved with only a minor improvement in ratings between 2021 and 2023, now sitting at 59 index points, 5 points above the industry average.

Recent achievements



Flinders Estate

Construction of Stage 4 has been completed and lots are now available for sale.



Greater Sports Ground Masterplan

Upgrade to power onsite has been completed. Asphaltting and line marking of the netball courts has also been completed, along with installation of goal posts. Closure of the internal road between Ports Oval and the Multi-Sports Oval has also been completed.



Wildcherry Dog Park

The first stage of the Wildcherry Dog Park has been completed, including establishment of turf, fencing the area, finishing the carpark and entry, and installing seating, drink fountains, signage, and a range of natural elements for dogs to interact with.



Road Safety

The Road Safety Management Plan has been endorsed.

What we will keep doing

Council will continue to deliver and improve a range of services and facilities that contribute to achievement of the Place aspiration and outcomes.

- Land and Property
- Development
- Drafting
- Surveying
- Parks and Reserves
- Asset Management
- Roads, Drains and Footpaths
- Transport licensing
- Building Maintenance
- Fleet Management
- Fixed Plant
- Depot and Stores
- Esperance Cemetery
- Airport

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Our plan for the future

Outcome 7. Responsible planning and development

Objectives	Priority Projects	Linked Strategies	Responsible	24-25	25-26	26-27	27-28
7.1. Enable access to land and development Opportunities to meet local needs.	7.1.1. Flinders sub division - develop structure plan and report to Council		Director External Services	●			
	7.1.2. Advocate for provision of adequate, affordable utilities and communications infrastructure to support population and economic growth.		Chief Executive Officer	●	●	●	●
	7.1.3. Develop an Esperance Cemetery Master Plan.		Manager Parks & Environment	●			
	7.1.4. Shark Lake Industrial Park subdivision stage 2		Director Asset Management	●	●	●	

Outcome 8. Access to adequate, safe and affordable housing for everyone

Objectives	Priority Projects	Linked Strategies	Responsible	24-25	25-26	26-27	27-28
8.1. Facilitate access to diverse housing options.	8.1.1. Advocate for more social and low-income housing for vulnerable people (including seniors, people with disability and low-income earners).	Age-Friendly Communities Report	Chief Executive Officer	●	●	●	●
	8.1.2. Advocate for a new lifestyle village for seniors.		Chief Executive Officer	●	●	●	●
	8.1.3. Facilitate 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)	Growth Plan Implementation Schedule; Local Planning Strategy; Friendly Communities Report	Chief Executive Officer	●	●	●	●
	8.1.4. Construct worker accommodation subject to external funding		Director Asset Management	●	●		

Outcome 9. Attractive and welcoming places

Objectives	Priority Projects	Linked Strategies	Responsible	24-25	25-26	26-27	27-28
9.1. Develop an attractive and welcoming town centre.	9.1.1. Implement the CBD Concept Landscaping Design.		Manager Parks & Environment	●	●	●	●
	9.1.2 Upgrade CBD Christmas lights		Director Asset Management	●	●		
9.2. Enhance streetscapes.	9.2.1. Provide attractive and welcoming entrances into Esperance.	Growth Plan Implementation Schedule	Director Asset Management	●	●	●	●
	9.2.2. Facilitate more tree planting across the Shire.		Manager Parks & Environment	●	●	●	●
9.3. Provide quality Community facilities, parks and spaces.	9.3.1. Implement Civic Centre improvements.		Manager Asset Planning	●			
	9.3.2. Implement the Playgrounds and Public Open Space Strategic Plan 2015-2025.	Playgrounds and Public Open Space Strategic Plan 2015-2025	Manager Parks & Environment	●	●	●	●
	9.3.3. Prepare a new 10 year plan for Playgrounds and Public Open Space Strategic Plan 2025-2035.		Manager Parks & Environment	●			

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

Objectives	Priority Projects	Linked Strategies	Responsible	24-25	25-26	26-27	27-28
10.1. Encourage more people to walk, ride or use other active transport.	10.1.1. Implement the Esperance 2050 Cycling Strategy.	Esperance 2050 Cycling Strategy	Manager Parks & Environment	●	●	●	●
	10.1.2. Construct sealed shoulders on roads 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.	Parking, Traffic and Pedestrian Strategy Implementation Plan	Manager Asset Operations	●			
10.2. Deliver an efficient and safe road network	10.2.1. Implement Road Safety Management Plan 2024-2030		Director Asset Management	●	●	●	●
	10.2.2. Advocate for Main Roads to provide road upgrades and more passing lanes.		Director Asset Management	●	●	●	●
	10.2.3. Advocate with Main Roads WA to undertake a transport corridor upgrade plan for Harbour Road, including South Coast Hwy Intersection upgrade, Pink Lake Road Intersection Upgrade.		Director Asset Management	●			
	10.2.4. Implement the Shire of Esperance Road Construction and Maintenance Program.		Manager Asset Operations	●	●	●	●
10.3. Improve access to parking.	10.3.1. Implement the Esperance Town Centre Parking, Traffic and Pedestrian Strategy.	Parking, Traffic and Pedestrian Strategy Implementation Plan	Director Asset Management	●	●	●	●
	10.3.2. Pursue opportunities to secure land to link Dempster Street and RSL public car parks.	Town Centre Revitalisation Plan 2015-2035	Director Asset Management	●			
	10.3.3. Provide options to accommodate additional parking within the verge area between The Esplanade and Yacht Club.	Parking, Traffic and Pedestrian Strategy Implementation Plan	Director Asset Management	●	●		
	10.3.4. Provide upgrade to Forrest Street road and streetscape.	Parking, Traffic and Pedestrian Strategy Implementation Plan	Manager Asset Development	●	●		
	10.3.5. Construct car park at end of Forrest and Windich Streets		Director Asset Management	●			
10.4. Improve public and Shared transport services.	10.4.1. Implement the Esperance Airport Masterplan (including an upgrade to the main runway, replacement of the runway lighting system, and additional apron space)	Esperance Airport Master Plan	Manager Economic Development	●	●	●	●
	10.4.2. Design, fund and construct new Airport runway		Director Asset Management	●	●	●	





Prosperity

Growing and thriving, the Esperance region is a great place to live, work, invest and visit

Current situation

The Shire of Esperance has remained steady as a place to live, with a 97% positive rating.

As a place to work or operate a business, ratings have increased by 12 points, from 55 in 2021 to 67 in 2023, to become one of the most improved areas for 2023.

Airport facilities and services have been highlighted as a high priority due to unreliable service, lack of flight options and competition, and high prices.

Economic development and town centre development are also top priorities for the local community.

The current housing shortage is considered to be a critical barrier to overcome for economic growth and prosperity, along with the recruitment of much needed roles in the health and community care sector.

As a tourist destination, the Shire is performing well, remaining 14 points above the industry average and only trailing the industry leader by 4 points.

To perform better, the community would like the town centre to be revitalised, shops and restaurants to be open longer hours, greater diversity and promotion of attractions, and improved visitor accommodation.

Recent achievements



Tourism Sentiment Index

Esperance ranked number 12 in the world with regard to the Tourism Sentiment Index and was the only Western Australian destination in the top 100 destinations.



Esperance Tourism Strategy

A number of initiatives within the Tourism Strategy have been delivered, including work on reinvigorating cruise ship visitation, improving aviation access, attracting additional accommodation options, increasing the profile of the South West Edge touring route, an investment attraction strategy, reviewing governance arrangements within the tourism industry and including tourism as a category within the annual ECCI Business Celebration Evening.



Shark Lake Industrial Park

Blocks within Stage 1 of the Shark Lake Industrial Park have all been sold, with Stage 2 currently being designed in preparation for development.



Blue Waters Lodge

RAC Parks and Resorts have been awarded the lease for Reserve 53801 and plan to use the site to increase the diversity of accommodation options available and make best use of the foreshore location.

What we will keep doing

Council will continue to deliver and improve a range of services and facilities that contribute to achievement of the Prosperity aspiration and outcomes.

- Economic development
- Town centre development
- Tourism
- Esperance Visitor Centre
- Events

Our plan for the future

Outcome 11. Access to quality education and lifelong learning opportunities

Objectives	Priority Projects	Linked Strategies	Responsible	24-25	25-26	26-27	27-28
11.1. Facilitate access to quality, education, training and development opportunities.	11.1.1. Advocate for South Regional TAFE to develop and promote specialist courses in relevant areas.	Youth Friendly Communities Report Stage 1; Age-Friendly Communities Report	Chief Executive Officer	●	●	●	●
	11.1.2. Advocate for urgent upgrades and a rebuild of Esperance Senior High School.		Chief Executive Officer	●	●	●	●
	11.1.3. Facilitate discussions with universities to explore options for a remote student services campus in Esperance.		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.		Manager Economic Development	●	●	●	●

Outcome 12. A prosperous and diverse economy

Objectives	Priority Projects	Linked Strategies	Responsible	24-25	25-26	26-27	27-28
12.1. Attract and retain diverse industries and enterprises to grow the economy and local jobs.	12.1.1. Provide an Economic Development Strategy for the Shire of Esperance.		Manager Economic Development	●	●		
	12.1.2. Support proponents in priority industry sector to establish businesses and develop projects in Esperance.		Chief Executive Officer	●	●	●	●
	12.1.3. Promote Esperance as a suitable centre for research and development, and pilot projects.	Growth Plan Implementation Schedule	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.		Manager Economic Development	●	●	●	●

Outcome 13. A vibrant and welcoming tourism destination

Objectives	Priority Projects	Linked Strategies	Responsible	24-25	25-26	26-27	27-28
13.1. Lead the promotion of Esperance as a destination of choice.	13.1.1. Partner with Australia's Golden Outback to implement the Esperance Tourism Strategy.	Tourism Strategy	Manager Economic Development	●	●	●	●
	13.1.2. Provide more digital marketing and advertising opportunities to promote local experiences at Council facilities (e.g. Esperance Airport)		Manager Marketing & Communications	●	●	●	●
13.2. Improve tourism infrastructure, services and experiences.	13.2.1. Advocate for development of a 4 to 5 star accommodation offering.	Tourism Strategy	Chief Executive Officer	●	●	●	●
	13.2.2 Implement the recommendations from the Tourist and Worker Accommodation Study.		Manager Economic Development	●	●	●	●
	13.2.3. Advocate for Traditional Owners to develop and promote cultural heritage tourism activities.	Tourism Strategy	Manager Economic Development	●	●	●	●
	13.2.4. Advocate for the development and promotion of tourism experiences.	Tourism Strategy	Manager Economic Development	●	●	●	●
	13.2.5. Develop wayfinding and interpretive tourism signage.	Tourism Strategy	Director Asset Management	●	●	●	●





Performance

We have a clear direction for the future and a robust plan to make it happen

Current situation

After the Shire's governance score fell from 55 to 39 index points between 2013 and 2019, it rebounded to 59 points in 2021 and remained steady in 2023.

The Shire of Esperance currently holds the industry high for our social media posts at 63 points, with an 88% positive rating.

Advocacy and lobbying on the community's behalf received a rating of 50, 7 points above the industry average with a 74% positive rating.

Council's leadership rating has dropped slightly, from 60 in 2021 to 56 in 2023, however remains 10 points above the industry average.

The community feels the Shire has a good understanding of community needs with the rating remaining at 37, 8 points above the industry average.

Recent achievements



Election Reforms

Following legislative changes, a ward and representation review was undertaken. As a result, the number of Elected Members in the Rural Ward remained at 2, and the number of Elected Members in the Town Ward was reduced to 6 to allow for the required popularly elected Shire President position. Overall Elected Member numbers remained at 9.



Workforce Initiatives

A number of significant initiatives have been implemented, including approval of the Shire of Esperance Enterprise Agreement 2022, transition to the Western Australian Industrial Relations System, implementation of the automated Big Red Sky Recruitment system and establishment of a new Performance Appraisal process that enhanced career development, as well as learning and development programmes and succession planning.



Branding Project

The Shire's corporate branding has been refreshed with implementation of a new Style Guide and revised logo.



Website Improvements

The Information Services Team created and deployed new webforms on the Shire's website for Trainee Expressions of Interest, booking a Wylie Bay Materials Recovery Facility Tour, Esperance Airport Advertising Enquiries and Repair or Replacement of Residential Bin requests.

What we will keep doing

Council will continue to deliver and improve a range of services and facilities that contribute to achievement of the Performance aspiration and outcomes.

- Governance
- Corporate Support
- Corporate Reporting
- Finance Management
- Tenders and Contracts
- Project Management
- Information Services
- Human Resources
- Customer Service
- Risk Management
- Media Relations

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Our plan for the future

Outcome 14. Community confidence and trust in Council

Objectives	Priority Projects	Linked Strategies	Responsible	24-25	25-26	26-27	27-28
14.1. Provide transparent, accountable and effective leadership.	14.1.1. Provide Integrated Planning and Reporting (IPR) framework documents and reviews.		Coordinator Governance & Corporate Support	●	●	●	●
	14.1.2. Provide public reports on progress towards achievement of priority projects and outcomes.		Coordinator Governance & Corporate Support	●	●	●	●

Outcome 15. Operational excellence and financial sustainability

Objectives	Priority Projects	Linked Strategies	Responsible	24-25	25-26	26-27	27-28
15.1. Provide responsible, agile and innovative planning and resource management.	15.1.1. Review the Long Term Financial Plan and informing plans per IPR framework.		Director Corporate & 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).		Manager Information Services	●	●	●	●

Outcome 16. A well informed and engaged community

Objectives	Priority Projects	Linked Strategies	Responsible	24-25	25-26	26-27	27-28
16.1. Provide authentic, relevant and effective engagement with community members	16.1.1. Review the Communication and Engagement Strategy.	Communication Engagement Strategy 2021-2024	Manager Marketing & Communications	●			
	16.1.2. 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).	Communication Engagement Strategy 2021-2024	Chief Executive Officer	●	●	●	●
	16.1.3. Conduct a biennial community survey to assess community priorities and benchmark performance levels.	Communication Engagement Strategy 2021-2024	Manager Marketing & Communications	●		●	

Resourcing the Plan

Strong commitment to value

Council is committed to providing value for money. Long term financial planning and annual budgeting is undertaken to responsibly manage expenditure. Shire services, facilities and special projects are funded through various revenue streams. This includes grants from State and Commonwealth government, Lotterywest and others, rates, fees and charges, and cash reserves.

Please see the Long Term Financial Plan at www.esperance.wa.gov.au for more information.

An engaged workforce

The Shire is committed to attracting, training and retaining a skilled and engaged workforce to achieve the outcomes in the Council Plan. The Workforce Plan is regularly reviewed to ensure workforce resources are aligned with community needs.

In January 2024, there were 240.21 full time equivalent (FTE) positions in the Shire of Esperance, consisting of full time, part time and casual employees.

Please see the Shire's Workforce Plan at www.esperance.wa.gov.au for more information.

Directorate	Full time	Part Time	Casual	Total FTE
Executive Services	11	4	4	14.6
Corporate and Community Services	23	10	6	30.92
Asset Management	90	13	2	96.62
External Services	50	55	57	98.07
Total	174	82	69	240.21

Managing risk

The Shire identifies and manages risks to optimise achievement of the vision, outcomes, objectives and priority projects. Every Councillor, employee, volunteer and contractor within the Shire is recognised as having a role in risk management, from risk identification, reporting and assessment, to implementing risk treatments. Everyone is required to follow the Risk Management Policy, Risk Management Procedures Manual, and Risk Management Framework. These documents are based on Australia/New Zealand Standard ISO 31000:2018 Risk Management.

Service area planning

Service area planning is being introduced to provide efficient and cost-effective delivery of priority projects and continuous improvement of existing services and facilities.

Financial Summary

The financial summary provides estimated revenue and expenses over the next four years. Please refer to the Shire's Long Term Financial Plan and Annual Budget for more detail.

To come following review of
Long Term Financial Plan



Developing the Plan

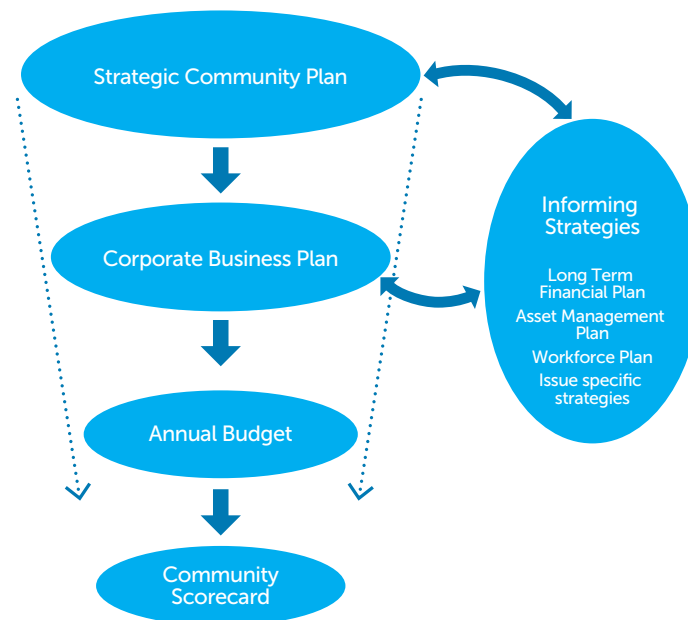
The Local Government Act 1995 requires all local governments to plan for the future. Councils are required to adopt a 10 year Strategic Community Plan, 4 year Corporate Business Plan and Annual Budget that are integrated with asset management plans, a workforce plan and a long-term financial plan.

To streamline reporting and strengthen integration, we have combined the Strategic Community Plan and Corporate Business Plan into one succinct document and named it our Council Plan.

In 2021, Council embraced the FUTYR® approach to conduct a major review of its Strategic Community Plan and Corporate Business Plan. This is a community-led, integrated and streamlined approach designed specifically for local government. It involved:

- Desktop research
- Detailed review of current plans and strategies to align and integrate outcomes and actions
- Community perceptions survey and benchmarking using the MARKYT® Community Scorecard
- Series of workshops with Elected Members, staff, key stakeholders and local community members

We express our deepest thanks to all community members who assisted with development of the Council Plan. We heard from a good cross section of people in the local community, including youth, families, seniors, people with disability, people with diverse cultural backgrounds, local businesses owners and managers, and representatives from local community organisations.



MARKYT 
Community Scorecard

900

community
members

MARKYT 
Community VoiceBank

46,600+

word count of ideas
and suggestions

FUTYR 
Community Workshops

63

participants

Figures from 2021 MARKYT® Community Scorecard

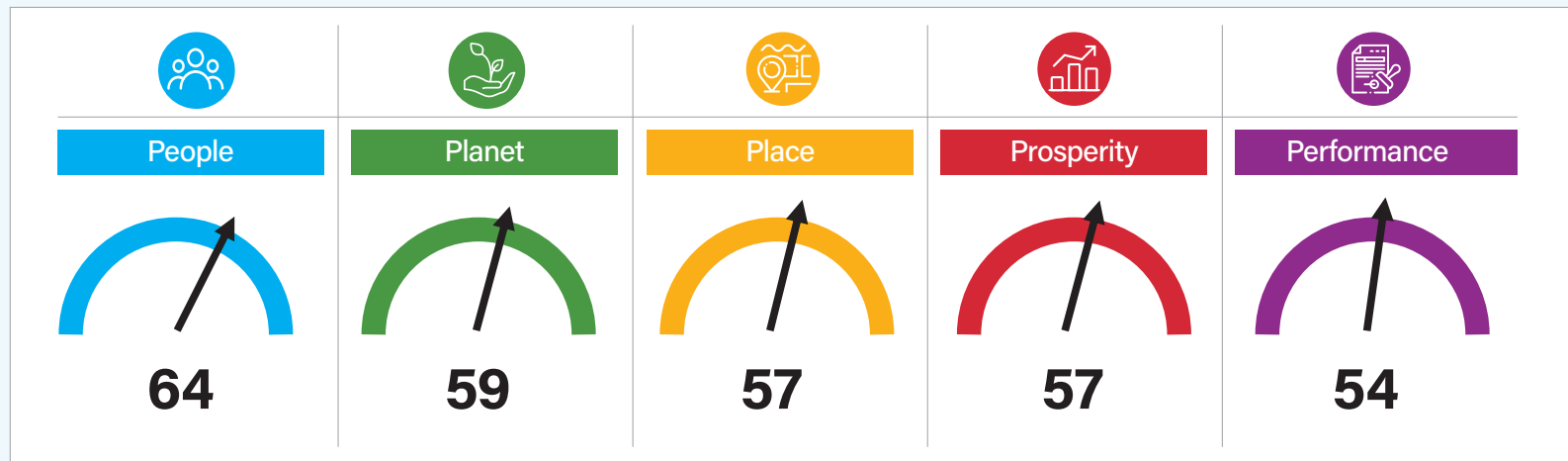
Our Performance

To track progress against outcomes in this plan, Council monitors real and perceived performance levels.

Real data is accessed from various sources and is reported in the Annual Report. Please visit www.esperance.wa.gov.au to access the Shire's latest Annual Report.

The MARKYT® Community Scorecard measures and benchmarks community perceptions of performance levels. The scores provided below are obtained from this scorecard. They represent the average performance score for each of the five pillars. Contributing service areas for each pillar are listed in the chart on the opposite page. The performance score is represented as a score out of 100.

Average Performance Scores



Performance Scale

Terrible	Poor	Okay	Good	Excellent
0	25	50	75	100

MARKYT

Community Scorecard

The Shire of Esperance aims to participate in an independent study to monitor and benchmark performance every two years.

The Shire aims to be above the MARKYT[®] industry average and strives to be the industry leader in all areas.

This chart shows the Shire's Performance Index Score out of 100 compared to the MARKYT[®] Industry Standards. The preferred target zone is shown as coloured bars.

LEGEND

- Shire of Esperance 2023 performance score
- Shire of Esperance 2021 performance score
- ◐ No change in performance from 2021 to 2023
- ▬ Target zone. Shading shows industry average to industry high from the MARKYT[®] Community Scorecard. For further information, visit www.catalyse.com.au

2023 Performance Measures



**Have an idea to enhance
Esperance's outstanding beauty
or to bring an opportunity to life?**

Please reach out to your elected member
or the responsible officer at the Shire of
Esperance to share your thoughts and ideas.

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www.esperance.wa.gov.au

Photo: Tourism Western Australia

