



Shire of Esperance

ORDINARY COUNCIL

TUESDAY 23 JULY 2024

MINUTES



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ETHICAL DECISION MAKING AND CONFLICTS OF INTEREST

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

ATTACHMENTS

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

RECORDINGS

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

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SHIRE OF ESPERANCE

MINUTES

ORDINARY COUNCIL MEETING HELD IN COUNCIL CHAMBERS ON 23 July 2024. COMMENCING AT 4:00 PM

1. OFFICIAL OPENING

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

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

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

2. ATTENDANCE

Members

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

Shire Officers

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

Members of the Public & Press

| | |
|--------------|-----------|
| Geoff Vivian | Weekender |
| Emily Smith | ABC |

3. APOLOGIES & NOTIFICATION OF GRANTED LEAVE OF ABSENCE

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

4. APPLICATIONS FOR LEAVE OF ABSENCE

MOTION

Moved: Cr Obourne

Seconded: Cr de Haas

O0724-110

That Council accepts the below leave of absence:

Cr Davies 8 – 13 August 2024 and 28 August – 25 September 2024.

Cr Graham 1 August - 10 August 2024.

CARRIED

F8 - A0

*For: Cr Starcevich, Cr Davies, Cr Flanagan, Cr de Haas, Cr Graham, Cr Johnston,
Cr Obourne, Pres Chambers*

5. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

Nil

6. DECLARATION OF MEMBERS INTERESTS

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

Nil

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

Nil

6.3 Declarations of Impartiality Interests – Admin Regulations Section 34c

Shire President Chambers declared an impartiality in item 12.4.2 West Tech Assemblage Sponsorship as he participated in the 2024 event and had involvement throughout the year.

Cr Johnston declared an impartiality in item 12.1.1 Caravan Park and Camping Ground Licence Renewal as one of the owners of the caravan parks is known to her and also some family members own permanent sites in that park also.

Mr Walker declared an impartiality Interest in item 12.3.3 New Lease - Esperance Multi Sports Pavilion - Lot 500 Black Street Esperance as he is a member of the Esperance Hockey Association.

7. PUBLIC QUESTION TIME

Nil Questions

8. PUBLIC ADDRESSES / DEPUTATIONS

Nil

9. PETITIONS

Nil

10. CONFIRMATION OF MINUTES

Moved: Cr Davies
Seconded: Cr de Haas

00724-111

Council Resolution

That the Minutes of the Ordinary Council Meeting of the 25 June 2024 be confirmed as a true and correct record.

**CARRIED
F7 – A1**

*For: Cr Starcevich, Cr Davies, Cr Flanagan, Cr de Haas, Cr Graham,
Cr Obourne, Pres Chambers
Against: Cr Johnston*

11. DELEGATES' REPORTS WITHOUT DISCUSSION

Cr Starcevich

11 July Assisted at Winter Wonderland
16 July Attended GEDC Regional Drought Resilience Plan Consultation
23 July Attended InterEarth Presentation by Peter Metcalf

Cr Johnston

16 July Attended GEDC Regional Drought Resilience Plan Consultation
23 July Attended InterEarth Presentation by Peter Metcalf

Cr Davies

27 June Attended Esperance Local Jobs Taskforce Meeting
27 June Attended ECCI Business After Hours
16 July Attended GEDC Regional Drought Resilience Plan Consultation
23 July Attended InterEarth Presentation by Peter Metcalf

Cr Flanagan

16 July Attended GEDC Regional Drought Resilience Plan Consultation

Cr McMullen

Nil

Cr De Haas

27 June Attended ECCI Business After Hours
11 July Assisted at Winter Wonderland
16 July Attended GEDC Regional Drought Resilience Plan Consultation
23 July Attended InterEarth Presentation by Peter Metcalf

Cr Graham

01 July Attended meeting for Melbourne Cup Tour
15 July Chaired Bush Fire Advisory Committee Meeting
16 July Attended GEDC Regional Drought Resilience Plan Consultation
19 July Attended via Zoom the Regional Roads Group Meeting
23 July Attended InterEarth Presentation by Peter Metcalf

Cr Obourne

| | |
|---------|---|
| 25 June | Participated in WLA Program - Productive Conflict |
| 09 July | Participated in WLA Program – Conscious Decision Making |
| 16 July | Attended GEDC Regional Drought Resilience Plan Consultation |
| 18 July | Attended Esperance Regional Coordinating Committee Meeting |
| 23 July | Participated in WLA Program – Maximising Effort & Energy |

Pres Chambers

| | |
|---------|---|
| 26 June | Attended a Port User Group Meeting |
| 26 June | Attended Small Business Friendly Local Government update |
| 27 June | Attended ECCI Business After Hours |
| 13 July | Attended Winter Wonderland Event |
| 16 July | Attended GEDC Regional Drought Resilience Plan Consultation |
| 23 July | Attended InterEarth Presentation by Peter Metcalf |

12. MATTERS REQUIRING A DETERMINATION OF COUNCIL

12.1 EXTERNAL SERVICES

Item: 12.1.1

Caravan Park and Camping Ground Licence Renewal

| | | |
|---------------------|--------------|--------------------------------------|
| Author/s | Neroli Logan | Manager Waste & Environmental Health |
| Authorisor/s | Roy Greive | Director External Services |

File Ref: D24/17569

Applicant

Internal (Environmental Health Services)

Executive Summary

The Environmental Health Services team is seeking the council's approval of the renewal of annual licences for caravan parks and camping grounds within the Shire of Esperance in accordance with the *Caravan Park and Camping Ground Act 1995* (WA).

Recommendation in Brief

For council to approve the renewal of annual Caravan Park Licences for all caravan parks located within the Shire.

Background

The *Caravan Park and Camping Ground Act 1995* (WA) governs the operation of caravan parks and camping grounds in Western Australia. Under the Act, caravan park operators are required to obtain annual licences from the local government. Previously, annual licences have been issued by an authorised officer however a review of the internal process has revealed that responsibility rests with the Elected Members and so this report has been prepared for consideration.

An annual inspection has been undertaken by Environmental Health Officers and reports have been prepared identifying matters that require action and remediation by the licence holder. Environmental Health Officers will be working with licence holders to address areas of concern and any non-compliances.

Officer's Comment

The initial round of the inspection process is complete and it is recommended that Council authorise the Chief Executive Officer to sign and issue the caravan park licences within the Shire of Esperance for 12 months from 1 July 2024 to 30 June 2025 for the following;

1. Munglinup Beach Caravan Park
2. Bathers Paradise Caravan Park
3. Esperance Bay Holiday Park
4. RAC Esperance Holiday Park
5. Dunns Eco Park
6. Acclaim Pine Grove Holiday Park
7. Pink Lake Tourist Park
8. Orleans Bay Caravan Park
9. Nakuru Pastoral Nature Farm Stay
10. Bushlands Caravan Park

Consultation

Department of Local Government, Sport and Cultural Industries
Development Services (Planning and Building team)

Financial Implications

There are no direct financial implications for the Shire of Esperance associated with renewal of these licences. Licence fees are collected in accordance with the fee schedule outlined in schedule 3 of the *Caravan Park and Camping Ground Regulations 1997* with a summary provided below;

| | |
|---|-----------------|
| Long stay sites | \$6 per site |
| Short stay sites and sites in transit parks | \$6 per site |
| Camp site | \$3 per site |
| Overflow site | \$1.50 per site |

Invoices have been raised to the licence holders and the majority have paid the licence renewal fees. Licence holders with fees outstanding will not be issued a licence until the fees are paid.

Asset Management Implications

Nil

Statutory Implications

The Shire of Esperance is required to ensure that all caravan parks operate in compliance with the *Caravan Park and Camping Ground Act 1995* (the Act). Section 7 of the Act requires the local government to endorse the renewal of caravan park licences. The existing licences previously issued were temporary in nature for a six-month period from 1 January 2024 to 30 June 2024. Section 9 of the Act allows for the renewal of licences up to 28 days past the expiry date.

Policy Implications

Non-compliances identified by Environmental Health Officers during the annual inspection process will be addressed in accordance with the Compliance Policy POL 0066.

Risk Management Implications

Failure to renew these licences would have economic implications for the community and may result in unregulated operations and unnecessary public health risks.

Strategic Implications

Council Plan 2022 – 2032

Growth And Prosperity

Support our businesses to grow, adapt and assist in building capacity.

Environmental Considerations

Environmental considerations are being addressed by Environmental Health Officers through the compliance policy.

Attachments

- A. Licence - Caravan Park Camping Ground - *Confidential*

RECOMMENDATION

Item: 12.1.1 Caravan Park and Camping Ground Licence Renewal

Officer's Recommendation

That Council authorise the Chief Executive Officer to sign and issue the caravan park licences within the Shire of Esperance for 12 months from 1 July 2024 to 30 June 2025 for the following;

- Munglinup Beach Caravan Park
- Bathers Paradise Caravan Park
- Esperance Bay Holiday Park
- RAC Esperance Holiday Park
- Dunns Eco Park
- Acclaim Pine Grove Holiday Park
- Pink Lake Tourist Park
- Orleans Bay Caravan Park
- Nakuru Pastoral Nature Farm Stay
- Bushlands Caravan Park

MOTION AND DECISION

Moved: Cr Flanagan

Seconded: Cr Graham

O0724-112

Council Resolution

That Council authorise the Chief Executive Officer to:

- 1. Sign and issue caravan park licences for 12 months from 01 July 2024 to 30 June 2025 for**
 - **Munglinup Beach Caravan Park**
 - **Bathers Paradise Caravan Park**
 - **Esperance Bay Holiday Park**
 - **RAC Esperance Holiday Park**
 - **Dunns Eco Park**
 - **Pink Lake Tourist Park**
 - **Nakuru Pastoral Nature Farm Stay**
- 2. Sign and issue caravan park temporary licences for 6 months from 01 July 2024 to 31 December 2024 for**
 - **Acclaim Pine Grove Holiday Park**
 - **Orleans Bay Caravan Park**
 - **Bushlands Caravan Park.**

CARRIED

F7 – A1

*For: Cr Starcevich, Cr Davies, Cr Flanagan, Cr de Haas, Cr Graham,
Cr Obourne, Pres Chambers*

Against: Cr Johnston

Reason: Council would like to differentiate those caravan parks who have full compliance and issue them with a 12 month licence, and those with compliance issues to be issued a 6 month licence and work with Council in achieving full compliance.

Item: 12.1.2

Request for Fee Waiver - Esperance Indoor Sports Stadium

| | | |
|-----------------------|------------|----------------------------|
| Author/s | Mel Ammon | Manager Community Support |
| Authorisator/s | Roy Greive | Director External Services |

File Ref: D24/18583

Applicant

Workforce Australia

Location/Address

Esperance Indoor Sports Stadium (EISS)

Executive Summary

Workforce Australia are holding the annual Community and Employment Expo at the EISS and have requested hire fees to be waived.

Recommendation in Brief

That Council waive \$640 in hire fees at the Esperance Indoor Sports Stadium for the Community and Employment Expo to be held on 12th September 2024.

Background

Workforce Australia hold a local Community and Employment Expo, with the event aiming to bring community members and potential employers together to foster engagement and create employment opportunities locally. It supports local economic growth and provides a platform for businesses to connect with skilled individuals.

The Expo has been held at the EISS for the past two years.

Officer's Comment

The Community and Employment Expo is to be held on 12th September 2024.

In the new 2024/25 Fees and Charges, an "event hire fee" was introduced, replacing the need to charge an hourly court hire fee. Under the fee structure, the hiring of the EISS to hold this event will attract a fee of \$640. The request received from Workforce Australia is to have this fee waived.

This is a free event and has been well supported by local businesses in the past, and attracts the interest of attendees from the community, high schools, TAFE etc.

The request from Workforce Australia is to set up on Courts 2 and 3 of the EISS. They have been advised that we cannot guarantee this space at this time due to ongoing remedial work from the Stadium floor damage, however have committed to providing a suitable space within the existing Stadium facilities to accommodate, if required.

Consultation

Sporting Complexes Officer
Building Services
Workforce Australia

Financial Implications

The financial implications arising from this report is a fee waiver of \$640 for the hire of the EISS.

Asset Management Implications

Nil

Statutory Implications

Nil

Policy Implications

Nil

Strategic Implications

Council Plan 2022 – 2032

Prosperity - Outcome 12. A prosperous and diverse economy

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

Environmental Considerations

Nil

Attachments

A¹. [Email Request - Workforce Australia](#)

RECOMMENDATION AND DECISION

Item: 12.1.2 Request for Fee Waiver - Esperance Indoor Sports Stadium

Moved: Cr de Haas
Seconded: Cr Starcevich

O0724-113

Council Resolution

That Council waive \$640 in hire fees at the Esperance Indoor Sports Stadium for the Community and Employment Expo to be held on 12th September 2024.

**CARRIED
F8 - A0**

*For: Cr Starcevich, Cr Davies, Cr Flanagan, Cr de Haas, Cr Graham, Cr Johnston,
Cr Obourne, Pres Chambers*

From: Mel Ammon
Sent: Thursday, 11 July 2024 12:50 PM
To: Mel Ammon
Subject: FW: Request for Waived Fees for Community and Employment Expo at Esperance Indoor Stadium

From: employmentfacilitator <employmentfacilitator@esperancelocaljobs.org.au>
Sent: Monday, 11 March 2024 3:10 PM
To: CEO <ceo@esperance.wa.gov.au>
Cc: Natasha Colman <NatashaC@meedac.com>
Subject: Request for Waived Fees for Community and Employment Expo at Esperance Indoor Stadium

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

Dear Shane,

I am writing to formally request the waiver of fees for the utilisation of the Esperance Indoor Stadium for our upcoming Community and Employment Expo on the 12th of September 2024. As you may be aware, this event aims to bring together various community members and potential employers to foster engagement and create opportunities for residents.

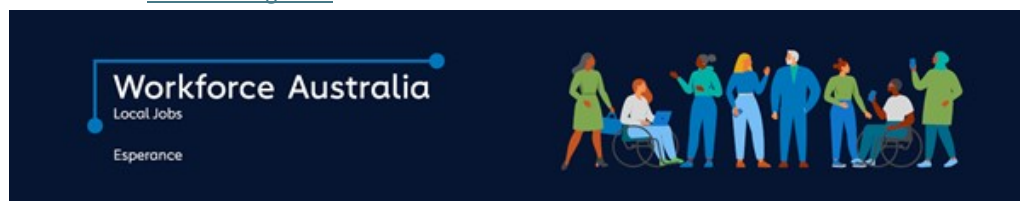
The Community and Employment Expo is a vital initiative designed to address the employment needs within our community while also providing a platform for businesses to connect with skilled individuals. Given the importance of this event in supporting local economic growth and facilitating job opportunities, we believe that waiving the rental fees for the use of the Esperance Indoor Stadium would greatly contribute to its success.

We are more than willing to discuss this matter further and provide any additional information or documentation that you may require. Your favourable consideration of our request would contribute significantly to the success of the Community and Employment Expo.

Kind regards,

Andrea Wynne
Employment Facilitator

Esperance
4 Wood Street Esperance WA 6450
[REDACTED] | E employmentfacilitator@esperancelocaljobs.org.au
Web address www.dewr.gov.au



We wish to acknowledge the Nyungar People who are the Traditional Owners and Custodians on whose land we work and live. We acknowledge their cultural, spiritual, intellectual, physical and emotional connection to this Country, the Land and Sea. We wish to pay our respect to Elders, past, present and emerging.

12.2 ASSET MANAGEMENT

Item: 12.2.1

Myrup Organics Recycling Facility

| | | |
|---------------------|---------------|---------------------------|
| Author/s | Mathew Walker | Director Asset Management |
| Authorisor/s | Shane Burge | Chief Executive Officer |

File Ref: D24/19084

Applicant

Internal

Location/Address

Myrup Waste Transfer Station.

Executive Summary

For Council to consider the findings from the Myrup Organics Stakeholder Engagement Report.

Recommendation in Brief

That Council:

1. Receive the Myrup Organics Stakeholder Engagement Report;
2. Progress the Myrup Organics Recycling Facility with either a Material Aerated Floors or Aerated Static Piles as the preferred technology; and
3. Receive further reports on Myrup Organics Recycling Facility as they become available.

Background

At the February 2022 Ordinary Council Meeting, Council resolved the following:

That Council:

1. Receive the FOGO Operational Implementation Plan;
2. Introduce a FOGO kerbside collection service for the Shire of Esperance from 1 July 2024, subject to successful commissioning of the Myrup Community Drop Off and Waste Transfer Station; and
3. Receive further financial modelling on the implications of the adopted FOGO system as it becomes available.

See attached FOGO Operational Implementation Plan.

Since this resolution, the Department of Water and Environmental Regulation (DWER) in December 2022 brought out the Guideline – better practice organics recycling. This Guideline sets out the environmental performance objectives and identifies benchmark controls for the planning, design and operation of organics recycling facilities that are regulated.

In discussions with Talis Consultants, who are designing the new Myrup Waste Transfer Station, the new Guidelines have increased the requirements for building and operating a regulated organics processing facility. Given this and the time since the original business plan was completed, it was agreed that engagement with the market on the best organics processing technology to be implemented for our situation should be undertaken. See attached Report, which is confidential due to the commercial nature of the information provided from the market suppliers.

Officer's Comment

Talis Consultants sort engagement from 15 market suppliers, of whom six responded to their request for information on their recommended composting technologies.

The key findings identified through the engagement process are:

- Pre-treatment methods would be the same for any system used;
- There should be consideration for the critical equipment of any process, such as a front-end loader, picking line, conveyors, shredders, and screens;
- Lead times on purchasing plant/equipment can be around 6 months for Australian based plant/equipment and potentially over 12 months for items shipped from overseas;
- Commission time varies but is typically 4 weeks including training;
- The low total tonnages and high capital costs make in vessel less desirable; and
- Material Aerated Floors or Aerated Static Piles are cheaper although may be less desired by regulators due to the odour and leachate risks.

Based on the works that have been undertaken as part of the Stakeholder Engagement, Talis has recommended:

1. Develop Masterplans and Cost Estimates for an Organics Recycling Facility utilising Material Aerated Floors or Aerated Static Piles;
2. Further investigate the works approval requirements by DWER; and
3. Submit to DWER for works approval.

Consultation

Talis Consultants
Various Market Suppliers
Waste Team

Financial Implications

The financial implications arising from this report will be considered as part of the next step in developing an Organics Recycling Facility.

Asset Management Implications

Nil

Statutory Implications

Nil

Policy Implications

Nil

Strategic Implications

Council Plan 2022 – 2032

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

Objective 5.1. Encourage the adoption of sustainable practices.

Priority Project 5.1.5. Introduce a third-bin kerbside collection program for Food Organics and Garden Organics (FOGO).

Environmental Considerations

The environmental considerations from this report will be assessed as part of the Works Approval process.

Attachments

- A. FOGO - Operational Implementation Plan
- B. Myrup Organics Stakeholder Engagement Report - *Confidential*

RECOMMENDATION AND DECISION

Item: 12.2.1 Myrup Organics Recycling Facility

Moved: Cr Davies
Seconded: Cr Obourne

O0724-114

Council Resolution

That Council:

- 1. Receive the Myrup Organics Stakeholder Engagement Report;**
- 2. Progress the Myrup Organics Recycling Facility with either a Material Aerated Floors or Aerated Static Piles as the preferred technology; and**
- 3. Receive further reports on Myrup Organics Recycling Facility as they become available.**

**CARRIED
F8 - A0**

*For: Cr Starcevich, Cr Davies, Cr Flanagan, Cr de Haas, Cr Graham, Cr Johnston,
Cr Obourne, Pres Chambers*



FOGO (Food Organics Garden Organics)

Operational Implementation Plan

February 2022

we make it
happy

FOGO

Operational Implementation Plan – February 2022

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1 INTRODUCTION

The Shire of Esperance (the Shire) *Community Waste Strategy 2018-2023* set a target of diverting 50 per cent of Municipal Solid Waste from landfill by 2025. The Shire cannot make progress towards this goal without significant changes to current waste management practices.

At the Ordinary Council Meeting (OCM) held 25 January 2022, Council endorsed key recommendations for a proposed Food Organics Garden Organics (FOGO) introduction to inform the Operational Implementation Plan (OIP) and high-level costings for the service.

Under the proposed service, FOGO waste will be collected by trucks as part of the Shire's regular kerbside bin collection program, and processed into low-contamination, high quality saleable compost. The service is only one component of the Shire's overall waste management portfolio.

The OIP is a live document and will be continually updated to support effective FOGO implementation and to supplement documentation related to the Myrup Community Drop Off and Waste Transfer Station (Waste Transfer Station).

2 DEFINITIONS AND ACRONYMS

Table 1.1 Definitions

| Item | Definition |
|---------|---|
| BCIP | Business Case and Implementation Plan |
| CAPEX | Capital Expenditure |
| CES | FOGO Communications and Engagement Strategy |
| CO2-e | Carbon Dioxide Equivalents |
| Council | Elected Member Body |
| DCD | GHD Detailed Concept Design Report 2021 |
| DWER | Department of Water and Environmental Regulation |
| DPIRD | Department of Primary Industries and Regional Development |
| FOGO | Food Organics Garden Organics |
| GHG | Greenhouse Gas Emissions |
| MAF | Mobile Aerated Floor |
| MSW | Municipal Solid Waste (waste produced by households and council operations) |
| N | Sample Size |
| OCM | Ordinary Council Meeting |
| OIP | Operational Implementation Plan |
| OPEX | Operational Expenditure |
| RFT | Request for Tender |
| WTR | GHD Waste Transport Report 2021 |

3 RELATED DOCUMENTS

- Community Waste Strategy 2018-2023
- Strategic Community Plan 2017-2027
- Corporate Business Plan 2021-2025
- Talis Business Case and Implementation Plan - Organics Recycling Program 2019 (BCIP)
- Strategic Waste Management Options – 2016 Revision
- State Government – Waste Avoidance and Recovery Strategy 2030
- Community Waste Engagement Plan 2018-2023
- Shire of Esperance Community Engagement Policy
- GHD Waste Transport Report 2021 (WTR)

-
- Myrup Waste Management Facility – Detailed Concept Design Report 2021 (DCD)
 - FOGO Communications and Engagement Strategy 2021 (CES)
 - FOGO Implementation Options Paper - 2022

4 PROJECT TEAM

| | |
|---------------------------|--|
| Executive Sponsor: | Chief Executive Officer |
| Project Sponsor: | Director External Services |
| Project Manager: | Manager Council Enterprises |
| Project Team: | Director Asset Management Manager Asset Planning Waste Management Coordinator Waste Management Supervisor Waste Education Officer Client Services Officer Manager Marketing & Communications Supervisor Asset Administration Appointed Consultants |

5 PROJECT BENEFITS

There are a number of benefits associated with the FOGO project;

- Significantly reduced environmental impacts;
- Compliance with State Policy;
- Supporting the Community Waste Strategy;
- Advancing recycling culture across the Shire;
- Promoting awareness and education on sustainability;
- Conservation of landfill void space; and
- Employment opportunities.

These benefits are outlined in greater detail in the BCIP.

5.1 Environmental Benefits

5.1.1 Emissions

Council has committed to the targeted reduction of waste with an emphasis on resource recovery and waste minimisation to protect the environment. Landfills are significant contributors of Greenhouse Gas Emissions (GHG) due to the production of methane gas under putrefaction (anaerobic) conditions.

One (1) tonne (t) of organic waste disposed of to landfill, and subsequently broken down by anaerobic fermentation, releases about 1t of carbon dioxide equivalents (CO₂-e) of GHG. The WTR calculated there is an additional 312t CO₂-e produced by trucking the residual waste to Coolgardie when compared to a local landfill. Organic material would account for 125t. Combined with emissions produced from transport to landfill, the potential saving of through the introduction of a FOGO service is 3,629t CO₂-e p/annum.

Further, the composting of organic materials does not produce methane when managed correctly. If the Shire establishes a well-run composting facility maximising aerobic conditions through regular aeration of its material piles, it could significantly reduce the amount of GHG compared with landfilling this material.

Table 1.2 Emissions Comparison - FOGO

| Emission Source | Emissions (t CO ₂ -e) | Source |
|--|----------------------------------|--------|
| Cart to Coolgardie | 125 | WTR |
| Landfilling of Material | 3,504 | DPRID |
| TOTAL CO₂-e for Landfill | 3,629 | |

5.1.2 Waste Hierarchy

The Waste Hierarchy is a set of priorities for the efficient use of resources underpinning the objectives of the *Waste Avoidance and Resource Recovery Strategy 2030* adopted by the WA Waste Authority. This includes a preference for materials to be diverted from landfill through reuse, reprocessing and recycling prior to the application of energy recovery techniques or landfill.

The removal of organic materials from waste and the generation of compost can also result in environmental benefits by reintroducing nutrients into the soil thereby improving soil conditions, assisting with erosion control, preventing further loss of topsoil and providing carbon sequestration potential.

6 INTERNAL AND EXTERNAL STAKEHOLDERS

A complete list of stakeholders is outlined in the CES.

7 KEY ASSUMPTIONS

As resolved by Council at the 25 January 2022 OCM, the following assumptions are made in relation to the FOGO service:

- That the Shire will provide a standard three (3) bin service to comply with the Waste Sorted program and Better Bins Plus: Go FOGO Funding program;
- That FOGO will be collected on a weekly basis and refuse and recycling on an alternating fortnightly basis;
- That the service will cover the same area as the current kerbside recycling service;
- That the FOGO program be a mandatory program to be consistent with the waste and recycling services;
- That a kitchen caddy and compostable bags be provided without charge to each household replaceable upon request after compostable bags provided as requested.

8 COMMUNITY CONSULTATION

At the OCM held 25 January 2022, Council endorsed an extensive CES for the service. The purpose of the CES is to *achieve community-wide support and adoption of a FOGO collection service for the Shire*.

The CES complements the Shire's Community Engagement Policy (the Policy), which has been developed from the IAP2 Spectrum of Public Participation. The Policy outlines principles to guide the development, implementation, and evaluation of engagement processes.

The adoption of the CES followed considerable consultation with the Esperance community. This included a statistically significant survey (90% confidence level) undertaken between 14 October 2021 and 12 November 2021 (n = 361), indicating overwhelming support for the proposed service.

9 SERVICE DESIGN

9.1 Facility Design and Construction

The Shire will undertake a public Request for Tender (RFT) for the Detailed Design of the Waste Transfer Station, including interrelated FOGO elements in late February 2022. Subject to a value for money contract, Detailed Design is expected to be completed by January 2023.

A further RFT will occur for construction of the Waste Transfer Station. A separate RFT will occur for mobile plant and equipment, and a Request for Quotation for the associated reports will be required for the application for Works Approval and Licence to Operate.

9.2 Works Approval and Licence Application Process

The Shire will apply for a Works Approval and Licence to Operate a Category 67A prescribed premise under Part V of the *Environmental Protection Act 1986* from the Department of Water and Environmental Regulation (DWER).

This application process will commence in early 2023 following the Detailed Design. FOGO Collection and processing cannot commence until the Waste Transfer Station is constructed, operational and licenced. The Works Approval will ensure compliant construction and the Licence to Operate will control ongoing environmental protection measures and annual reporting mechanisms.

9.3 Rollout of Bins and Other Infrastructure

Procurement processes will occur in early 2023 for the supply of FOGO bins, kitchen caddies, compostable bags and the roll out of this infrastructure to the community.

A procurement process, and contractor negotiations, for the additional fortnightly kerbside collection service will be conducted in mid-2023 in preparation for the GO LIVE date. This will include negotiation with the current contractor to shift the weekly refuse service to a fortnightly service. The current kerbside contract expires on 30 June 2024.

9.4 GO LIVE

The GO LIVE date is scheduled for **1 July 2024** to coincide with the commencement of the 2024/205 financial year. This will allow sufficient time for the commissioning of the Waste Transfer Station.

9.5 Collection Process and Area of Service

Table 1.3 Waste Collection Changes

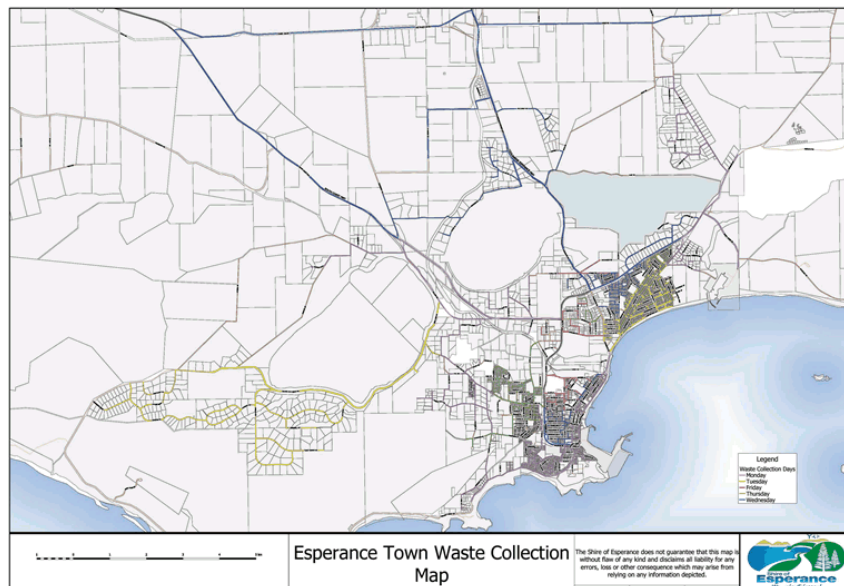
| Bin | Current Schedule | Future Schedule |
|------------------------|------------------|-----------------|
| General/Residual Waste | Weekly | Fortnightly |
| Recycling | Fortnightly | Fortnightly |
| FOGO | Nil | Weekly |

The FOGO collection area will replicate the area currently serviced by the recycling collection, being the townsites of Esperance and Gibson. A kerbside FOGO service (240L or bulk bin) will also be available to commercial customers within the Esperance townsite.

A future service (or availability of disposal options) for satellite townsites may need to be considered by Council, such as discounted disposal costs at the Waste Transfer Station for domestic volumes of FOGO materials.

The Shire provides a sea container in most satellite towns for the bulk collection of recyclables, collected approximately every two (2) to five (5) months. However, it would not be financially feasible for the Shire to introduce a FOGO bulk service to these areas given the weekly collection requirement.

Figure 1.1 Collection Area



9.6 Processing

FOGO material will be delivered to the Waste Transfer Station via kerbside collection trucks. Green waste will also be delivered by self-haul in utes/trailers and by large commercial trucks direct to site.

Once operational, the Shire will also approach other organic waste producers to ascertain the likelihood of increasing the volumes of organic waste available to process. Further investigation is required to ascertain the likelihood of integrating organic waste from the Myrup Liquid Waste Facility into this process.

FOGO material will be placed on a collection hardstand at the Waste Transfer Station. The kerbside material and green waste will be mixed together and placed over a Mobile Aerated Floor (MAF) in a windrow. Depending on licence conditions, it may be covered by a tarpaulin for the initial stage of maturation.

The MAF system will control the aeration and moisture content to ensure maturation occurs consistently. The material will be turned regularly and large contamination will be removed by hand. Once fully matured, FOGO material will be screened to produce a fine (< 10mm compost) and a slightly larger soil conditioner. Any larger organic material will be returned to the start of the process. Shredding of the material will occur either prior to windrowing or after maturation (yet to be determined).

9.7 Testing of Compost/Soil Conditioner

The compost, once matured and screened, will be set aside and sampled for testing to ensure compliance with *Australian Standard 4454-2012 Composts, Soil Conditioners and Mulches*.

10 FINANCIAL CONSIDERATIONS

10.1 Capital (one off) Costs

Table 1.4 CAPEX Costs

| Infrastructure and Equipment | Cost | Source | Depreciation Period |
|--|--------------------|----------|---------------------|
| Organic Processing Hardstand | \$211,786 | DCD | 50 years |
| Concrete Walls and Bins | \$38,500 | DCD | 50 years |
| MAF System Supply and Installation | \$120,000 | DCD | 15 years |
| Purchase Primary FOGO Shredder | \$300,000 | | 20 years |
| Purchase Organics Screen | \$150,000 | | 20 years |
| Purchase Mobile Conveyor | \$25,000 | | 20 years |
| Wheel Loader | - | DCD | |
| Purchase 240L Recycling Bins – green with yellow lid | \$218,680 | Quotes | |
| Replace lids on green bin – light green lid | \$49,203 | Quotes | |
| Purchase 140L FOGO Bins – green with red lid | \$164,010 | Quotes | |
| Kitchen Caddies | \$25,000 | Quotes | |
| Leachate Collection Infrastructure | \$50,000 | Estimate | 20 years |
| Better Bins Plus: Go FOGO Funding | (\$114,807) | Website | |
| Communications and Engagement | \$237,500 | CES | |
| Bin Rollout and Cartage by Contractor | \$200,000 | Estimate | |
| TOTAL | \$1,674,872 | | |

**N.B. CAPEX costs exclude regional loading. CAPEX requirements will be further considered during Detailed Design of the Waste Transfer Station.*

Costs associated with general waste communications and engagement have been excluded from the above CAPEX figures.

Organic processing hardstand areas are based on 3,400m² of concrete. There are no costs included for a wheel loader which will be shared with the Waste Transfer Station. Waste bins and lids are based on a supply of 5,467 items. Kitchen caddies are based on a supply of 5,000 caddies as not all households will take up the opportunity for a caddy.

Communications and engagement activities comprise Stages 3 and 4 of the CES excluding bin audits and kitchen caddies which have been specifically budgeted for in CAPEX costs. Engagement activities include provision for a portion of project manager costs budgeted at \$41,000 (1/3 of wages) p/annum for a two (2) year fixed term contract.

Better Bins Plus: Go FOGO Funding income is based on income of \$21 per bin.

10.2 Annual Operating Costs

Table 1.5 OPEX Costs

| Expenditure/Income | Expense | Source |
|---------------------------------|------------------|--|
| Kerbside Collection | \$196,155 | Estimate – Based on current kerbside fee |
| Communications and Engagement | \$109,000 | CES |
| Salaries and Wages | \$45,095 | Implementation Plan and Business Case |
| Depreciation | \$36,755 | CAPEX |
| Utilities | \$12,548 | Implementation Plan and Business Case |
| Plant and Equipment Maintenance | \$21,959 | Implementation Plan and Business Case |
| Consumables | \$10,000 | Estimate |
| Australian Standard Testing | \$5,000 | Implementation Plan and Business Case |
| Waste Audits | \$15,000 | Estimate |
| Bin Replacements | \$10,000 | Estimate |
| Sale of Compost | (\$71,807) | Implementation Plan and Business Case |
| TOTAL | \$389,705 | |

**N.B. OPEX figures are subject to change in accordance with Detailed Design of the Waste Transfer Station and procurement activities.*

Kerbside collection costs are based on one (1) additional fortnightly pickup added to the overall waste collection schedule. Communications and engagement activities are based on ongoing community engagement and waste education materials, and an additional 0.5 FTE to make the current waste education officer a full-time position.

OPEX costs include labour for a 0.5 full-time equivalent (FTE) site operator. The sale of compost is based on a projection of \$30 p/tonne for 2,393t of material p/annum.

10.3 Comparative Costs

The WTR states the expected cost to build and operate the Waste Transfer Station as well as transporting residual waste to Coolgardie is \$72.70 p/tonne. The initial gate fee being charged by the Shire of Coolgardie is \$35 per tonne. Thus, the total cost of waste being transported to Coolgardie is \$107.70 p/tonne.

The BCIP identified there is a potential diversion of 3,504t of organic material p/annum from landfill. The cost to dispose of this waste p/annum in Coolgardie is calculated at \$377,380.80 p/annum compared to a local processing cost of \$389,705 p/annum.

Table 1.6 Comparative Costs

| Disposal Method | Volume | Rate | Total Cost |
|--------------------|--------|------------------|------------|
| Cart to Coolgardie | 3,504t | \$107.70 p/tonne | \$377,380 |
| FOGO Processing | 3,504t | \$111.21 p/tonne | \$389,705 |
| Variance | N/A | \$3.51 | -\$12,325 |

As indicated in Table 1.6, the introduction of FOGO will represent a marginal operating deficit of \$12,325 p/annum. No scenario modelling has been completed. However, it is considered efficiencies could be achieved in annual waste operating costs to obtain a break-even position.

Comparatively, the cost of developing a new landfill at Kirwan Road, was \$103 p/tonne however the concept was relinquished by Council following environmental concerns in March 2020. The alternative option of constructing a new landfill and transporting waste to the Grass Patch area was costed at \$118.70 p/tonne (WTR).

The current costs of processing at the Wylie Bay Landfill, as presented to Council via briefing in October 2019, is estimated at circa \$60 p/tonne, representing a variance of \$47.70 p/tonne on the transport to Coolgardie option, or \$51.20 on the option of FOGO.

All estimates exclude contractor collection costs as these do not comprise the core cost of operating a landfill and are unchanged for all of the above options.

10.4 Waste Service Charges

The Shire currently charges an annual Waste Levy on all rate assessments as future provisioning for the expenditure associated with the construction of either a new lined landfill or a transfer station.

Assessments within the collection area for waste and recycling are charged a fee dependant on the size of the bin to be provided. In order to be compliant with requirements under the WasteSorted Grants, the intent is to issue standard bin sizes and colours to all residents within the area covered by the current recycling service.

This will enable the Shire to charge one fee for all three bins. Currently, the Shire charges \$255 for a 240L waste bin on a weekly pickup, and \$170 for a 240L recycling bin on a fortnightly pickup, totalling \$425 p/annum.

The proposal is to maintain a minimum fee of \$425 for a standard three bin service and utilise a portion of the Waste Levy (if needed) so ratepayers are not paying an additional amount for the new service.

It is important to note the decision to undertake FOGO is a marginal financial increase when compared to cartage of waste to Coolgardie (which has already been committed to) and brings a substantial environmental benefit in reducing carbon emissions.

10.5 Future Waste Levy Extension

A further consideration for Council is the potential extension of the State waste levy to regional Western Australia. If the geographical area is extended under mooted reforms, FOGO will be a key cost saving initiative for the Shire, as the waste levy will act as an economic lever which creates additional costs for any landfill disposal practices.

Currently, any waste disposed of in a Perth Metropolitan Landfill (or generated in the Perth metropolitan area and disposed outside of the area) attracts a levy of \$70 p/tonne, payable to DWER quarterly.

10.6 Forecasted Expenditure

The below table is a high-level projection of anticipated income/expenditure for FOGO.

Table 1.7 Projected Expenditure

| Item | Cost | 2022/22 | | | | 2022/23 | | | | 2023/24 | | | | 2024/25 | | | |
|-------------------------------------|------------|---------|----|----|----|---------|----|----|----|---------|----|----|----|---------|----|----|----|
| | | Q1 | Q2 | Q3 | Q4 | Q1 | Q2 | Q3 | Q4 | Q1 | Q2 | Q3 | Q4 | Q1 | Q2 | Q3 | Q4 |
| CAPEX | | | | | | | | | | | | | | | | | |
| Expenditure | | | | | | | | | | | | | | | | | |
| Organic Processing Hardstand | \$211,786 | | | | | | | | | | | | | | | | |
| Concrete Walls and Bins | \$38,500 | | | | | | | | | | | | | | | | |
| Supply & Installation – MAF System | \$120,000 | | | | | | | | | | | | | | | | |
| Purchase Primary FOGO Shredder | \$300,000 | | | | | | | | | | | | | | | | |
| Purchase Organics Screen | \$150,000 | | | | | | | | | | | | | | | | |
| Purchase Mobile Conveyor | \$25,000 | | | | | | | | | | | | | | | | |
| Purchase Recycling Bins and Lids | \$431,893 | | | | | | | | | | | | | | | | |
| Kitchen Caddies | \$25,000 | | | | | | | | | | | | | | | | |
| Leachate Collection Infrastructure | \$50,000 | | | | | | | | | | | | | | | | |
| Communications and Engagement | \$237,500 | | | | | | | | | | | | | | | | |
| Bin Rollout & Cartage by Contractor | \$200,000 | | | | | | | | | | | | | | | | |
| Income | | | | | | | | | | | | | | | | | |
| Better Bins Plus: Go FOGO Funding | -\$114,807 | | | | | | | | | | | | | | | | |
| Compost to Market | -\$71,807 | | | | | | | | | | | | | | | | |
| OPEX | | | | | | | | | | | | | | | | | |
| Kerbside Collection | \$196,155 | | | | | | | | | | | | | | | | |
| Communications and Engagement | \$109,000 | | | | | | | | | | | | | | | | |
| Salaries and Wages | \$45,095 | | | | | | | | | | | | | | | | |
| Depreciation | \$36,755 | | | | | | | | | | | | | | | | |
| Utilities | \$12,548 | | | | | | | | | | | | | | | | |
| Plant and Equipment Maintenance | \$21,959 | | | | | | | | | | | | | | | | |
| Consumables | \$10,000 | | | | | | | | | | | | | | | | |
| Australian Standard Testing | \$5,000 | | | | | | | | | | | | | | | | |
| Waste Audits | \$15,000 | | | | | | | | | | | | | | | | |
| Bin Replacements | \$10,000 | | | | | | | | | | | | | | | | |

10.7 Funding Sources

10.7.1 Sanitation Reserve

The Shire's Sanitation Reserve and/or loan funding will be used to part fund the construction of the Waste Transfer Station, including the FOGO processing area and mobile plant and equipment

required for the processing of organic waste. The balance of the Sanitation Reserve as at 30 June 2022 will be approximately \$9.2 M.

10.7.2 Grant Funding

An application has been submitted to Round Six of the Australian Government's Building Better Regions Fund for \$9.33 m to assist in funding the Waste Transfer Station. This includes some FOGO-related elements.

An Expression of Interest has been submitted to the State Government's Food Waste to Healthy Soils Funding Scheme (\$950,000) specifically to assist with the construction of FOGO processing elements.

An application will be submitted to the Better Bins Plus: Go FOGO Funding scheme in late March 2022. Officers are confident of obtaining \$114,807 in funding through this program given the Shire will roll-out a standard three (3) service.

10.7.3 Sale of Material

Once testing results are received, the Shire will make the compost available for sale using various methods including internal use on gardens, bulk sales to a commercial farming property, bulk trailer sale to the community and bagged compost to return to ratepayers (either for a fee or on a voucher system).

Compost income of \$71,807 p/annum has been included in the operational costs. Further work may be required to develop a marketing strategy to outline the approach the Shire will take to reach both internal and external markets. The strategy may be developed in two stages firstly focusing on internal markets and then focusing on external markets once the product meets external market expectations.

10.7.4 Annual Charges

The OIP financial appraisal remains high level as it is not possible to present detailed estimates on future waste charges. This is due to the fact many items, such as contracted collection costs, processing plant and equipment, and bin supply and delivery costs are subject to Tender.

These items are also integrated with broader tendering, and detailed design processes for the Waste Transfer Station. Council will need to consider the composition of future waste charges as part of the overall waste service profile.

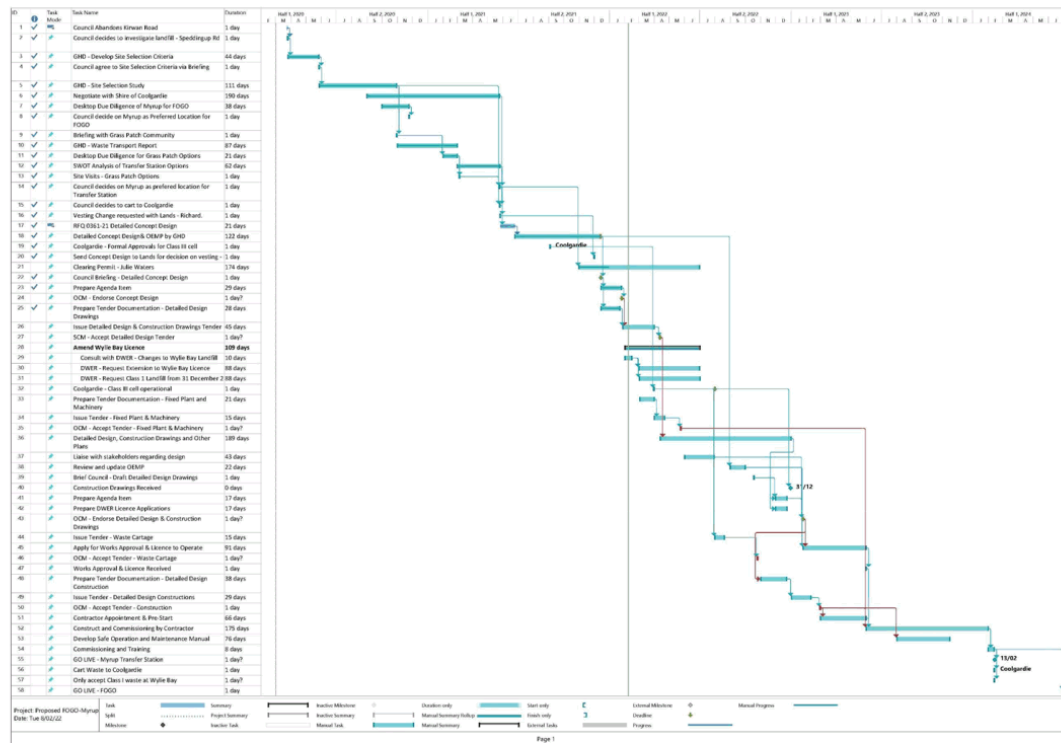
Officers will present further financial modelling on the implications of waste management arrangements as further information is made available, at which time Council may need to consider any changes to either the waste levy, bin charges, gate fees or rates.

FOGO

Operational Implementation Plan – February 2022

11 PROJECT TIMING

11.1 Gantt Chart



12.3 CORPORATE & COMMUNITY SERVICES

Item: 12.3.1

Rescind Electoral Caretaker Period Policy

| | | |
|---------------------|-----------------|--|
| Author/s | Sarah Walsh | Coordinator Governance & Corporate Support |
| Authorisor/s | Felicity Baxter | Director Corporate and Community Services |

File Ref: D24/18187

Applicant

Internal

Location/Address

N/A

Executive Summary

For Council to consider rescinding the Electoral Caretaker Period policy.

Recommendation in Brief

That Council rescind the Electoral Caretaker Period policy.

Background

Part of the recent reforms to the *Local Government Act 1995* included making standardised caretaker period provisions.

The new provisions within section 1.4A and 3.73 of the *Local Government Act 1995* are attached to this report for reference.

Officer's Comment

The new caretaker period provisions came into force on 1 July 2024, therefore it is no longer necessary for the Shire to have our own policy in this regard.

WALGA advise that any Local Governments with their own caretaker period policies may now rescind these once the new provisions take effect, as it would be confusing to maintain a policy as well as having to observe the new regulations at the next election.

Consultation

WALGA

Financial Implications

Nil

Asset Management Implications

Nil

Statutory Implications

Local Government Act 1995 – s.1.4A and s.3.73

Policy Implications

Electoral Caretaker Period Policy

Strategic Implications

Council Plan 2022 – 2032

Performance - Outcome 15. Operational excellence and financial sustainability

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

Environmental Considerations

Nil

Attachments

- A. [Electoral Caretaker Period Policy](#)
- B. [Section 1.4A and 3.73 of Local Government Act](#)

RECOMMENDATION AND DECISION

Item: 12.3.1 Rescind Electoral Caretaker Period Policy

Moved: Cr Flanagan

Seconded: Cr Johnston

O0724-115

Council Resolution

That Council rescind the Electoral Caretaker Period Policy.

CARRIED

F8 - A0

*For: Cr Starcevich, Cr Davies, Cr Flanagan, Cr de Haas, Cr Graham, Cr Johnston,
Cr Obourne, Pres Chambers*



POL 0045: Electoral Caretaker Period

COUNCIL POLICY

Purpose

This Policy establishes protocols for the purpose of preventing actual and perceived advantage or disadvantage to a candidate in a Local Government Election, through the use of public resources or decisions made by the Council or administration on behalf of the Shire of Esperance during the period immediately prior to an election.

Scope

This policy applies to Council Members and Employees, and specifically applies during a 'Caretaker Period' to -

1. Decisions made by the Council;
2. Decisions made under delegated authority;
3. Decisions made administratively;
4. Promotional materials published by the Shire of Esperance
5. Discretionary community consultation;
6. Events and functions, held by the Shire of Esperance or other organisations;
7. Use of the Shire of Esperance's resources;
8. Access to information held by the Shire of Esperance

Definitions

Caretaker Period: means the period of time prior to an Election Day, specifically being the period from the close of nominations (37 days prior to the Election Day in accordance with s.4.49 (a) of the *Local Government Act 1995*) until 6.00pm on Election Day.

CEO: means the Chief Executive Officer of the Shire of Esperance

Election Day: means the day fixed under the *Local Government Act 1995* for the holding of any poll needed for an election. For the purposes of this Policy, 'Election Day' meaning excludes an Extraordinary Election Day unless otherwise specified in this Policy.

Electoral Material: means any advertisement, handbill, pamphlet, notice, letter, email, social media post or article that is intended or calculated to affect an Election Day result, but does not include -

1. An advertisement in a newspaper announcing the holding of a meeting (s.4.87 (3) of the *Local Government Act 1995*); or
2. Any materials exempted under Regulation 78 of the *Local Government (Elections) Regulations 1997*; or
3. Any materials produced by the Shire of Esperance relating to the election process by way of information, education or publicity, or materials produced by or on behalf of the Returning Officer for the purposes of conducting an election.

Events and Functions: means gatherings for the purpose of discussion, review, acknowledgement, communication, consultation, celebration or promotion, of any

matter relevant to the Shire of Esperance and / or its stakeholders and may take the form of conferences, workshops, forums, launches, promotional activities, social occasions such as dinners and receptions, including; gatherings coordinated or facilitated by the Shire of Esperance or an external entity.

Extraordinary Circumstances: means a circumstance that requires the Council to make or announce a Major Policy Decision during the Caretaker Period because, in the CEO's opinion, delaying the decision or announcement to occur after the Caretaker Period has reasonable potential to -

1. Incur or increase legal, financial and/or reputational risk; or
2. Cause detriment to the strategic objectives of the Shire of Esperance

Major Policy Decision: means any decision -

1. Relating to the employment, remuneration or termination of the CEO, other than a decision to appoint an Acting CEO, or suspend the current CEO (in accordance with the terms of their Contract of Employment), pending the Election Day result;
2. Relating to the Shire of Esperance entering into a sponsorship arrangement with a total Shire of Esperance contribution that would constitute Significant Expenditure, unless the Council resolved "in principle" support for the sponsorship prior to the Caretaker Period taking effect and sufficient funds are allocated in the Annual Budget;
3. Relating to the Shire of Esperance entering into a commercial enterprise as defined by Section 3.59 of the *Local Government Act 1995*;
4. That would commit the Shire of Esperance to Significant Expenditure or actions that, in the CEO's opinion, are significant to the Local Government operations, strategic objectives and / or will have significant impact on the community,
5. To prepare a report, initiated by the Administration, a Council Member, candidate or member of the public that, in the CEO's opinion, may be perceived as or is actually an election campaign issue;
6. Initiated through a Notice of Motion by a Council Member, where the effect of that motion will change the status quo or, in the CEO's opinion, may be relevant to the circumstances described in sub-clauses (1) to (5) above.
7. That adopts a new policy, service or service level or significantly amends an existing policy, service or service level, unless the decision is necessary to comply with legislation.
8. That initiates or adopts a new Local Planning Scheme, amendment to a Local Planning Scheme or Planning Policy.
9. Major Policy Decision does NOT include any decision necessary in response to an Emergency, either declared by the State or Federal Government or by the Shire of Esperance in accordance with s.6.8(1)(c) of the *Local Government Act 1995*.

Caretaker Protocol: means the practices or procedures prescribed in this Policy.

Public Consultation: means a process which involves an invitation to individuals, groups, organisations or the wider community to provide comment on a matter, proposed action or proposed policy which may be perceived as or is actually an

electoral / campaign issue, but does not include statutory consultation / submission periods prescribed in a written law.

Significant Expenditure: means expenditure that exceeds the Shire of Esperance's tender threshold.

Practice

Caretaker Period Protocols - Decision Making

The CEO will ensure that -

1. Council Members and employees are advised in writing of the impending Caretaker Period and Policy requirements at least 30-days prior to the commencement of a Caretaker Period.
2. Candidates are provided with a copy of this Policy at the time of their nomination for election, to ensure their awareness of the protocols and equitable access requirements.

Scheduling Major Policy Decisions

1. During a Caretaker Period, unless Extraordinary Circumstances apply, the CEO will reasonably ensure that -
 - a. Council or Committee Agenda, do not include reports and / or recommendations that constitute Major Policy Decisions; and
 - b. Council Forums, Workshops or Briefings, do not list for discussions matters that relate to Major Policy Decisions.
2. The CEO shall reasonably ensure that, unless Extraordinary Circumstances apply, Major Policy Decisions are either -
 - a. Considered by the Council prior to the Caretaker Period; or
 - b. Scheduled for determination by the incoming Council.
3. The CEO shall reasonably ensure that, unless Extraordinary Circumstances apply, Delegated Authority from the Council to the CEO or a Committee is not exercised where the exercise of that delegated authority relates to a Major Policy Decision or an election campaign issue.

Council Reports Electoral Caretaker Period Policy Statement

Each report included in an Agenda for Council's consideration during a Caretaker Period, will include a statement that demonstrates due consideration of the requirements of this Policy.

If the matter is not a Major Policy Decision, the following statement must appear in the Report:

Electoral Caretaker Period Policy Statement

The Officer Recommendation has been reviewed in context of the Shire of Esperance's Electoral Caretaker Period Policy and the CEO has determined that it does not constitute a Major Policy Decision. The CEO therefore provides this report for Council's consideration.

Council Reports

Where, during a Caretaker Period, the CEO determines that Extraordinary Circumstances apply, the CEO may submit a report on a Major Policy Decision for Council's consideration, subject to the report including:

1. Details, if applicable, of -
 - a. Options for what aspects of the decision are necessary to be made within the Caretaker Period and what aspects may be deferred until after the Caretaker Period.
 - b. How potential electoral impacts will be managed or mitigated.
2. An Electoral Caretaker Period Policy Statement, which details why Extraordinary Circumstances apply.
3. An Officer Recommendation for Council to accept that Exceptional Circumstances apply and receive the report for consideration. This Recommendation is to be considered and resolved by Council, prior to debate of the substantive recommendation relating to the Major Policy Decision

Electoral Caretaker Period Policy Statement

The Officer Recommendation has been determined as a Major Policy Decision within the context of the Shire of Esperance's Electoral Caretaker Period Policy for the following reasons -

[list reasons here]

In accordance with the Shire of Esperance's Electoral Caretaker Period Policy, the CEO seeks a Council Resolution to enable Council's consideration of the matter due to the following Exceptional Circumstances:

[list reasons here]

Officer Recommendation

That Council, in accordance with the Electoral Caretaker Period Policy, determines in regard to the Report titled "insert report title" to -

1. Accept that Exceptional Circumstances exist: and therefore
2. Receives the Report for Council's consideration.

Council Forums, Workshops or Briefings

Where, during a Caretaker Period, the CEO determines that Extraordinary Circumstances apply, the CEO may include matters relating to a Major Policy Decision for Council Member discussion at Council Forums, Workshops or Briefings.

The CEO is required to provide Council with advice as to why Exceptional Circumstances apply and how potential electoral impacts will be managed or mitigated. Details of this advice is to be retained, with the Forum, Workshop or Briefing notes, as a Local Government record.

Managing CEO Employment

This Policy, prohibits Major Policy Decisions relating to the employment, remuneration or termination of the CEO during a Caretaker Period.

The Council is however required to fulfil its obligations as the CEO's employer regardless of a Caretaker Period. Therefore, during a Caretaker Period:

1. The Council may consider and determine:
 - a. CEO's leave applications;
 - b. Appoint an Acting CEO, where necessary;
 - c. Suspend the current CEO, where appropriate and in accordance with the terms of their contract
2. The Council may not initiate a new CEO recruitment process or initiate or undertake a CEO performance review process, during a Caretaker Period.

Delegated Authority Decision Making in Extraordinary Circumstances

During a Caretaker Period, Employees who have Delegated Authority shall not exercise that delegated authority where the matter relates to a Major Policy Decision or an election campaign issue. All such decisions under delegated authority must be referred to the CEO for review in consideration of point 3 of the Scheduling Significant Local Government Decisions section above.

Caretaker Period Protocols - Candidates

Candidates, including Council Members who have nominated for re-election, shall be provided with equitable access to the Shire of Esperance's public information.

The CEO shall ensure that assistance and advice provided to candidates as part of the conduct of the election is provided equally to all candidates.

Council Members nominating for re-election, may access information and assistance regarding the Shire of Esperance's operations and Council matters during a Caretaker Period, but only to the extent necessary to perform their role as a Councillor and limited to matters currently relevant to the Shire of Esperance.

All election process enquiries from Candidates, including Council Members who have nominated for re-election, will be directed to the Returning Officer, or where the matter is outside the responsibility of the Returning Officer, to the CEO.

Candidate Requests on behalf of Electors, Residents or Ratepayers

Where a Candidate, including Council Members who have nominated for re-election, requires the assistance of the Administration to respond to a request made by an Elector, Resident or Ratepayer, then the Administration will provide the response directly to the requesting Elector, Resident or Ratepayer and will also advise the candidate of the outcome.

Candidate Campaign Electoral Materials

Candidates, including Council Members who have nominated for re-election, are prohibited from using the Shire of Esperance's official crest or logo in any campaign Electoral Materials.

Candidate attendance at Meetings

To ensure equitable access to information about Council's decision making during a Caretaker Period, the CEO shall ensure that Candidates, who are not sitting Council Members, are advised of Ordinary and Special Council Meetings (if open to the public) called and convened during a Caretaker Period; providing each Candidate with a copy of the meeting agenda at the time it is distributed to Council Members.

For the purposes of transparency and the benefit of the public gallery, Candidates are requested to identify themselves as an election candidate prior to asking a question or making a statement at a Council or Committee meeting.

Council Member Caretaker Period Protocols

Access to Information and Advice

All Council Members will scrupulously avoid using or accessing Shire of Esperance information, resources or employee resources and expertise for the purpose of gaining electoral advantage or disadvantage relevant to their own candidacy or any other person's candidacy.

All Council Member requests for information and advice from the Shire of Esperance will be reviewed by the CEO and where the subject of the information or advice is considered as being related to an election campaign issue, the CEO will have absolute discretion to determine if the information or advice is/is not provided, including where information is provided to one candidate, if that information is also to be provided to all candidates (i.e. including candidates who are not current Council Members).

Media and Publicity

All Council Member requests for media advice or assistance during a Caretaker Period, including Council Members who have nominated for re-election, will be referred to the CEO for review.

The CEO will only authorise Council Member access to media advice or assistance where, in the CEO's opinion, the subject matter is relevant to the Shire of Esperance's objectives or operations and is not related to an election campaign purpose or issue or to the Council Member's candidacy or the candidacy of another person.

Council Member Business Cards, Shire of Esperance Printed Materials

Council Members must ensure that Shire of Esperance business cards and printed materials are only used for purposes associated with their role of a Councillor, in accordance with section 2.10 of the *Local Government Act 1995*.

Council Members are prohibited from using Shire of Esperance business cards or printed materials at any time, including times outside a Caretaker Period, for any election campaign purpose, either in support of their own candidacy or the candidacy of another person.

Council Member Participation in Events and Functions

During a Caretaker Period Council Members may continue to fulfil their role through attendance at events and functions hosted by external bodies.

Council Member Delegates to External Organisations

At any time, including times outside of a Caretaker Period, Council Members who are the Council's appointed delegate to an external organisation, must not use their attendance at an external organisation's meeting, event or function for any purpose associated with an election campaign purpose, including; recruiting campaign assistance or to promote their own candidacy or the candidacy of another person.

Council Member Addresses / Speeches

Excluding the Shire President and Deputy Shire President, when fulfilling their functions prescribed in sections 2.8 and 2.9 of the *Local Government Act 1995*, Council Members who have nominated for re-election, shall not be permitted to make speeches or addresses during a Caretaker Period at events or functions organised or sponsored by the Shire of Esperance, unless expressly authorised by the CEO.

In any case, the Shire President, Deputy President and Council Members are prohibited from using an official speech or address during a Caretaker Period to promote an election campaign purpose.

Council Member Misuse of Local Government Resources

A Council Member who uses Shire of Esperance resources for the purpose of persuading electors to vote in a particular way is a "misuse of Local Government resources" breach in accordance with Regulation 8 of the *Local Government (Rules of Conduct) Regulations 2007*.

This prohibition on misuse of Local Government Resources for electoral purposes applies at all times and is not only applicable to a Caretaker Period.

For clarity, Local Government resources includes, but is not limited to; employee time or expertise, Shire of Esperance provided equipment, stationery, hospitality, images, communications, services, reimbursements and allowances provided by the Shire of Esperance.

Shire of Esperance Publicity, Promotional and Civic Activities

Publicity campaigns and promotional activities during a Caretaker Period may be undertaken only for the purposes of:

1. Promoting Shire of Esperance services and activities, where such promotion do not relate to an electoral campaign issue and would otherwise be undertaken as part of normal operations; and,
2. Conducting the Election and promoting Elector participation in the Election

All other, publicity and promotional activities of Shire of Esperance initiatives will be, where reasonably practicable, avoided during the Caretaker Period, including the announcement of Major Policy Decisions, made prior to the commencement of a Caretaker Period or proposed to be made after a Caretaker Period.

The CEO may determine if Exceptional Circumstances apply and if a Major Policy Decision announcement is necessary during a Caretaker Period.

Civic Events and Functions

The Shire of Esperance will avoid the scheduling of Civic Events and Functions during a Caretaker Period, so as to avoid any actual or perceived electoral advantage that may be provided to Council Members who have nominated for re-election.

Where the Shire of Esperance is required to schedule a Civic Event or Function during a Caretaker Period, all Candidates will be invited to attend and will be provided with the similar prominence and protocol courtesies as provided to Council Members. For example; Candidates will be introduced at the function immediately following the introduction of Council Members.

Shire of Esperance Publications and Communications

All Shire of Esperance publications and communications distributed during a Caretaker Period must not include content that:

1. May actually, or be perceived to, persuade voting in an election; or
2. is specific to a candidate or candidates, to the exclusion of other candidates;
3. Draws focus to or promotes a matter which is a Major Policy Decision or which is an electoral campaign issue.

All Shire of Esperance publications and communications proposed to occur immediately prior to, throughout or during, a Caretaker Period must be reviewed and approved by the CEO prior to publication or distribution.

Shire of Esperance Website and Social Media Content

During the Caretaker Period, the Shire of Esperance's website and social media will not contain any material which does not accord with the requirements of this Policy. For example, Council Member profiles will be removed from the website during a Caretaker Period.

Website and social media content regarding Council Members will be limited to: Council Member names, contact details, membership of committees and Council appointments as Shire of Esperance Delegates on external committees and organisations.

Historical website and social media content, published prior to a Caretaker Period, and which does not comply with this policy will not be removed.

New website or social media content which relates to Major Policy Decisions or election campaign issues will not be published during a Caretaker Period, unless Exceptional Circumstances apply.

Content posted by the public, candidates or Council Members on the Shire of Esperance's social media channels, which is perceived as candidate election campaign material or promotes a candidate or candidates will be removed.

Community Consultation

Unless consultation is mandated under a written law or Exceptional Circumstances apply, community consultation relevant to Major Policy Decisions or potentially contentious election campaign issues, will not be initiated so that the consultation period is conducted immediately prior to, throughout or concluding during, a Caretaker Period.

.....End.....

Document Information

| | |
|----------------------|-------------------------|
| Responsible Position | Chief Executive Officer |
| Risk Rating | Low |

Referencing Documents

- *Local Government Act 1995*

Revision History

| Date | Version | CM Reference | Reason for Change | Resolution # | Next Review |
|----------|---------|---------------|----------------------------|--------------|-------------|
| Oct 2020 | 1 | D20/31149 | New policy | O1020-317 | Oct 2022 |
| Jan 2022 | 2 | D20/31149[v2] | Biennial review, no change | O0122-012 | Jan 2024 |
| Jan 2024 | 3 | D20/31149[v3] | No change | O0124-004 | Jan 2026 |

Local Government Act 1995
Introductory matters **Part 1**

s. 1.4A

1.4A. Caretaker period

- (1) In this Act —
- caretaker period***, in relation to a local government, means a period that —
- (a) begins at the close of nominations (as defined in section 4.49(a)) for a relevant election for the local government; and
 - (b) ends —
 - (i) on the day after the day on which the returning officer declares the result of the relevant election under section 4.77; or
 - (ii) if section 4.57(1) applies to the relevant election — on the day after the day on which the close of nominations falls; or
 - (iii) if section 4.58(1) applies to the relevant election — on the day after the day on which the candidate dies.
- (2) In subsection (1) —
- relevant election*** means any of the following —
- (a) an ordinary election;
 - (b) an inaugural election;
 - (c) an election under section 4.11, 4.12, 4.13 or 4.14;
 - (d) an election under section 4.15 after an election that is a relevant election under paragraph (a), (b) or (c) or this paragraph is declared invalid.

[Section 1.4A inserted: No. 11 of 2023 s. 6.]

1.5. Descriptions in italics not part of the law

A description that is printed in italics at the beginning of a Part of this Act explaining what it is about is not part of the Act.

Local Government Act 1995

Part 3 Functions of local governments

Division 5 Caretaker period

s. 3.72

3.72. Other provisions and arrangements not affected

- (1) Section 3.69 has effect in addition to the provisions of this Division relating to regional local governments, and does not derogate from those provisions.
- (2) Nothing in section 3.69 prevents local governments from making arrangements under which —
 - (a) a local government provides a service or carries on an activity for another local government; or
 - (b) local governments provide a service or carry on an activity jointly without forming a regional subsidiary.

[Section 3.72 inserted: No. 26 of 2016 s. 9.]

Division 5 — Caretaker period

[Heading inserted: No. 11 of 2023 s. 23.]

3.73. Restrictions on what local government may do during caretaker period

- (1) In this section —

emergency means —

 - (a) the occurrence, or imminent occurrence, of an event, situation or condition that is a hazard under the definition of that term in the *Emergency Management Act 2005* section 3; or
 - (b) a public health emergency as defined in the *Public Health Act 2016* section 4(1);

land transaction has the meaning given in section 3.59(1);

major land transaction has the meaning given in section 3.59(1);

major trading undertaking has the meaning given in section 3.59(1);

senior employee means a senior employee under section 5.37;

Local Government Act 1995
Functions of local governments **Part 3**
Caretaker period **Division 5**
s. 3.73

significant act means any of the following —

- (a) making a local law (including making a local law to amend or repeal a local law);
 - (b) entering into, or renewing or terminating, the contract of employment of the CEO or of a senior employee;
 - (c) entering into a major land transaction;
 - (d) entering into a land transaction that is preparatory to entry into a major land transaction;
 - (e) commencing a major trading undertaking;
 - (f) entering into a contract, or other agreement or arrangement, in prescribed circumstances;
 - (g) inviting tenders in prescribed circumstances;
 - (h) deciding to do anything referred to in paragraphs (a) to (g);
 - (i) an act done under a written law or otherwise that is a prescribed act.
- (2) During a caretaker period, a local government must not do a significant act.
- (3) Subsections (4) to (6) apply despite subsection (2).
- (4) A local government may do a significant act during a caretaker period if —
- (a) the local government's decision to do the significant act was made before the caretaker period; and
 - (b) any prescribed requirements are met.
- (5) A local government may do a significant act during a caretaker period if it is necessary for the local government to do the significant act during the caretaker period in order to comply with any of the following —
- (a) a written law;
 - (b) an order of a court or tribunal;

Local Government Act 1995

Part 3 Functions of local governments

Division 5 Caretaker period

s. 3.73

- (c) a contractual obligation of the local government under a contract entered into by the local government before the caretaker period.
- (6) The Departmental CEO may authorise a local government to do a significant act during a caretaker period if the Departmental CEO is satisfied that it is necessary for the local government to do the significant act during the caretaker period —
 - (a) because of an emergency; or
 - (b) to ensure the proper operation of the local government.

[Section 3.73 inserted: No. 11 of 2023 s. 23.]

Item: 12.3.2

Financial Services Report - July 2024

| | | |
|---------------------|----------------------------------|--|
| Author/s | Roselyn Hamilton Sarah Bridge | Manager Financial Services Corporate Accountant |
| Authorisor/s | Felicity Baxter | Director Corporate and Community Services |

File Ref: D24/18585

Attachments

[A1.](#) Financial Management Report June 2024

RECOMMENDATION AND DECISION

Item: 12.3.2 Financial Services Report - July 2024

Moved: Cr de Haas
Seconded: Cr Starcevich

O0724-116

Council Resolution

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

**CARRIED
F8 - A0**

*For: Cr Starcevich, Cr Davies, Cr Flanagan, Cr de Haas, Cr Graham, Cr Johnston,
Cr Obourne, Pres Chambers*



SHIRE OF ESPERANCE

MONTHLY FINANCIAL MANAGEMENT REPORTS

(Incorporating Statement of Financial Activity)

JUNE 2024

CORPORATE & COMMUNITY SERVICES



CONTENTS – Monthly Financial Report

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Compilation Report

MANAGER FINANCIAL SERVICES
COMPILATION REPORT

| | |
|-------------------|---|
| MEETING DATE | : 23 rd July 2024 |
| ACCOUNTING PERIOD | : The period ended 30 th June 2024 |
| COMPILATION DATE | : 8 th July 2024 |
| CONTENTS | : Monthly Financial Report |

OVERVIEW

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

The Statement of Financial Activity by reporting program is presented on page 3 and shows a surplus as at 30 June of \$14,465,736.

Rates Collected

Rates collected at the end of June were 104.28% this is presented on page 17. Collections at the same time last year was 105.17%.

It is now expected that rates data will be sent to Zipform on 9th August for the new year and notices will be issued on Friday 16th August.

2024/2025 Fees and Charges

Fees and charges for 2024/2025 have been endorsed by Council during the June OCM. They have been sent out to all staff so changes can be communicated to stakeholders ahead of them coming into effect. Fees and charges will be adopted when budget is adopted.

June Financial Statements

Please note, the June financial statements included in this report are not finalised at the time of writing. For the first week or so into July, June invoices are backdated for both payables and receivables. The final capitalisation of assets is still to be processed.

Finally, a calculation of all the unspent grants and carryovers is to be completed to ensure the correct amount of funds are available in 2025 to complete the projects outstanding.

Compilation Report

Working Capital (Note 1- page 7)

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

Current surplus at the end of June is \$14,465,736. The surplus is shown on the bottom of the Statement of Financial Activity on page 3 and also on the bottom of Composition of Net Current Funding Position on page 7. It represents our ability to meet the short-term demands of our suppliers.

Unrestricted cash at bank is \$16,603,199 and this is shown on page 7. Reserve balance is \$32,385,194 as per page 6.

Sarah Bridge
Corporate Accountant

STATEMENT OF FINANCIAL ACTIVITY

BY REPORTING PROGRAM

For the Period Ended 1 June to 30 June 2024



| DESCRIPTION | 2023/2024 Budget (A) | YTD Budget (B) | YTD Actuals (C) | Variance | |
|------------------------------------|-------------------------|---------------------|---------------------|---------------------|------------|
| | | | | Amount \$ (C-B) | % (C/B) |
| Operating Income | | | | | |
| 03 - General Purpose Funding | (35,513,902) | (35,513,902) | (42,780,409) | (7,266,507) | 120% |
| 04 - Governance | (343,098) | (343,098) | (388,308) | (45,210) | 113% |
| 05 - Law, Order & Public Safety | (1,287,748) | (1,287,748) | (759,325) | 528,423 | 59% |
| 07 - Health | (72,500) | (72,500) | (73,319) | (819) | 101% |
| 08 - Education & Welfare | (6,274,573) | (6,274,573) | (5,523,338) | 751,235 | 88% |
| 10 - Community Amenities | (6,350,501) | (6,350,501) | (5,902,799) | 447,702 | 93% |
| 11 - Recreation & Culture | (2,880,406) | (2,880,406) | (2,841,393) | 39,013 | 99% |
| 12 - Transport | (2,162,544) | (2,162,544) | (1,953,734) | 208,810 | 90% |
| 13 - Economic Services | (973,320) | (973,320) | (856,455) | 116,865 | 88% |
| 14 - Other Property & Services | (1,292,900) | (1,292,900) | (881,667) | 411,233 | 68% |
| Income Total | (57,151,492) | (57,151,492) | (61,960,747) | (4,809,255) | |
| Expense | | | | | |
| 03 - General Purpose Funding | 609,518 | 609,518 | 540,965 | (68,553) | 89% |
| 04 - Governance | 2,790,941 | 2,790,941 | 2,625,009 | (165,932) | 94% |
| 05 - Law, Order & Public Safety | 2,854,386 | 2,854,386 | 2,709,991 | (144,395) | 95% |
| 07 - Health | 527,096 | 527,096 | 461,594 | (65,502) | 88% |
| 08 - Education & Welfare | 6,697,050 | 6,697,050 | 5,225,127 | (1,471,923) | 78% |
| 10 - Community Amenities | 7,488,162 | 7,488,162 | 5,877,548 | (1,610,614) | 78% |
| 11 - Recreation & Culture | 16,314,305 | 16,314,305 | 15,250,237 | (1,064,068) | 93% |
| 12 - Transport | 26,736,155 | 26,736,155 | 23,168,623 | (3,567,532) | 87% |
| 13 - Economic Services | 2,291,361 | 2,291,361 | 2,092,017 | (199,344) | 91% |
| 14 - Other Property & Services | 1,399,788 | 1,399,788 | 1,230,662 | (169,126) | 88% |
| Expense Total | 67,708,762 | 67,708,762 | 59,181,772 | (8,526,990) | |
| Operating Total | 10,557,270 | 10,557,270 | (2,778,975) | (13,336,245) | |
| Capital Income | | | | | |
| 04 - Governance | (232,438) | (232,438) | (34,045) | 198,393 | 15% |
| 05 - Law, Order & Public Safety | (1,228,252) | (1,228,252) | (465,917) | 762,335 | 38% |
| 07 - Health | (15,000) | (15,000) | 0 | 15,000 | 0% |
| 08 - Education & Welfare | (693,488) | (693,488) | (284,146) | 409,342 | 41% |
| 10 - Community Amenities | (3,809,815) | (3,809,815) | (194,403) | 3,615,412 | 5% |
| 11 - Recreation & Culture | (8,230,724) | (8,230,724) | (3,386,443) | 4,844,281 | 41% |
| 12 - Transport | (17,142,995) | (17,142,995) | (13,077,170) | 4,065,825 | 76% |
| 13 - Economic Services | (125,000) | (125,000) | 0 | 125,000 | 0% |
| 14 - Other Property & Services | (9,134,446) | (9,134,446) | (681,364) | 8,453,082 | 7% |
| Income Total | (40,612,158) | (40,612,158) | (18,123,489) | 22,488,669 | |
| Expense | | | | | |
| 04 - Governance | 347,141 | 347,141 | 305,539 | (41,602) | 88% |
| 05 - Law, Order & Public Safety | 1,724,448 | 1,724,448 | 67,417 | (1,657,032) | 4% |
| 07 - Health | 45,000 | 45,000 | 0 | (45,000) | 0% |
| 08 - Education & Welfare | 763,488 | 763,488 | 855,927 | 92,439 | 112% |
| 10 - Community Amenities | 3,726,864 | 3,726,864 | 1,407,890 | (2,318,974) | 38% |
| 11 - Recreation & Culture | 9,594,276 | 9,594,276 | 2,493,066 | (7,101,210) | 26% |
| 12 - Transport | 31,049,354 | 31,049,354 | 24,593,517 | (6,455,837) | 79% |
| 14 - Other Property & Services | 8,159,259 | 8,159,259 | 1,712,271 | (6,446,988) | 21% |
| 15 - Funds Transfer | 3,916,015 | 3,916,015 | 1,446,300 | (2,469,715) | 37% |
| Expense Total | 59,325,845 | 59,325,845 | 32,881,925 | (26,443,920) | |
| Capital Total | 18,713,687 | 18,713,687 | 14,758,436 | (3,955,251) | |
| Grand Total | 29,270,957 | 29,270,957 | 11,979,462 | (17,291,495) | |
| Loss on Asset Disposals | (130,124) | (130,124) | (19,774) | | |
| Profit on Asset Disposals | 672,538 | 672,538 | 243,197 | | |
| Provisions and Accrual | (212,700) | 0 | 33,308 | | |
| Movement of Non-Current Receivable | 0 | 0 | 9,390 | | |
| Less; Surplus (Deficit) B/Fwd | 4,075,261 | 4,075,261 | 4,075,261 | | |
| (Surplus)/Deficit | 5,210 | 217,910 | (14,465,736) | | |

STATEMENT OF FINANCIAL ACTIVITY

BY NATURE or TYPE

For the Period Ended 1 June to 30 June 2024



| DESCRIPTION | 2023/2024 Budget (A) | YTD Budget (B) | YTD Actuals (C) | Variance | |
|---|-------------------------|---------------------|---------------------|---------------------|------------|
| | | | | Amount \$ (C-B) | % (C/B) |
| Operating Income | | | | | |
| Fees & Charges | (10,702,035) | (10,702,035) | (11,174,146) | (472,111) | 104% |
| Interest Earnings | (2,147,000) | (2,147,000) | (2,527,571) | (380,571) | 118% |
| Operating Grants & Subsidies | (6,438,577) | (6,438,577) | (12,774,048) | (6,335,471) | 198% |
| Profit on Asset Disposals | (672,538) | (672,538) | (243,197) | 429,341 | 36% |
| Rates | (25,401,667) | (25,401,667) | (25,432,407) | (30,740) | 100% |
| Reimbursements | (1,029,747) | (1,029,747) | (1,040,460) | (10,713) | 101% |
| Contributions & Donations Operating | (1,534,855) | (1,534,855) | (874,793) | 660,062 | 57% |
| Reserve Transfers into Muni | (9,225,073) | (9,225,073) | (7,894,124) | 1,330,949 | 86% |
| Income Total | (57,151,492) | (57,151,492) | (61,960,747) | (4,809,255) | |
| Expense | | | | | |
| Allocations | (920,489) | (920,489) | (915,356) | 5,133 | 99% |
| Depreciation | 25,520,200 | 25,520,200 | 22,636,058 | (2,884,142) | 89% |
| Insurance | 914,137 | 914,137 | 887,856 | (26,281) | 97% |
| Interest Expense | 87,674 | 87,674 | 81,773 | (5,901) | 93% |
| Loss on Asset Disposals | 130,124 | 130,124 | 19,774 | (110,350) | 15% |
| Material & Contracts | 17,797,187 | 17,797,187 | 13,243,325 | (4,553,862) | 74% |
| Other Expenditure | 1,031,740 | 1,031,740 | 1,001,571 | (30,169) | 97% |
| Utility Charges | 1,424,607 | 1,424,607 | 1,368,941 | (55,666) | 96% |
| Employment Expenses | 21,723,582 | 21,723,582 | 20,857,828 | (865,754) | 96% |
| Expense Total | 67,708,762 | 67,708,762 | 59,181,772 | (8,526,990) | |
| Operating Total | 10,557,270 | 10,557,270 | (2,778,975) | (13,336,245) | |
| Capital Income | | | | | |
| Non-Operating Grants & Subsidies | (25,179,202) | (25,179,202) | (16,415,803) | 8,763,399 | 65% |
| Proceeds from Disposals | (1,939,629) | (1,939,629) | (1,236,792) | 702,837 | 64% |
| Proceeds from New Debentures | (2,500,000) | (2,500,000) | 0 | 2,500,000 | 0% |
| Reimbursements | (5,906) | (5,906) | (5,906) | (0) | 100% |
| Reserve Transfers into Muni | (10,796,685) | (10,796,685) | (274,252) | 10,522,433 | 3% |
| Self Supporting Loan Principle Received | (190,736) | (190,736) | (190,736) | 0 | 100% |
| Income Total | (40,612,158) | (40,612,158) | (18,123,489) | 22,488,669 | |
| Expense | | | | | |
| Material & Contracts | 44,464,199 | 44,464,199 | 22,658,229 | (21,805,970) | 51% |
| Purchase of Assets | 4,823,248 | 4,823,248 | 3,564,932 | (1,258,316) | 74% |
| Repayment of Debentures | 245,549 | 245,549 | 245,549 | 0 | 100% |
| Reserve Transfers from Muni | 3,916,015 | 3,916,015 | 1,446,300 | (2,469,715) | 37% |
| Employment Expenses | 5,876,834 | 5,876,834 | 4,966,915 | (909,919) | 85% |
| Expense Total | 59,325,845 | 59,325,845 | 32,881,925 | (26,443,920) | |
| Capital Total | 18,713,687 | 18,713,687 | 14,758,436 | (3,955,251) | |
| Grand Total | 29,270,957 | 29,270,957 | 11,979,462 | (17,291,495) | |
| Depreciation | (25,520,200) | (25,520,200) | (22,636,058) | | |
| Loss on Asset Disposals | (130,124) | (130,124) | (19,774) | | |
| Profit on Asset Disposals | 672,538 | 672,538 | 243,197 | | |
| Provisions and Accrual | (212,700) | 0 | 33,308 | | |
| Movement of Non-Current Receivable | 0 | 0 | 9,390 | | |
| Less; Surplus (Deficit) B/Fwd | 4,075,261 | 4,075,261 | 4,075,261 | | |
| (Surplus)/Deficit | 5,210 | 217,910 | (14,465,736) | | |

SHIRE OF ESPERANCE
MUNICIPAL FUND
Income Statement
Month Ending 30 June 2024



| | 2023-24 BUDGET \$ | 2023-24 ACTUALS \$ | VARIANCE \$ | VARIANCE % |
|---|------------------------------|-------------------------------|--------------------|-------------------|
| Operating Revenue | | | | |
| Fees & Charges | (10,702,035) | (11,174,146) | 472,111 | 104.4% |
| Interest Earnings | (2,147,000) | (2,527,571) | 380,571 | 117.7% |
| Non-Operating Grants & Subsidies | (25,179,202) | (16,415,803) | (8,763,399) | 65.2% |
| Operating Grants & Subsidies | (6,438,577) | (12,774,048) | 6,335,471 | 198.4% |
| Profit on Asset Disposals | (672,538) | (243,197) | (429,341) | 36.2% |
| Rates | (25,401,667) | (25,432,407) | 30,740 | 100.1% |
| Reimbursements | (1,035,653) | (1,046,366) | 10,713 | 101.0% |
| Contributions & Donations Operating | (1,534,855) | (874,793) | (660,062) | 57.0% |
| Operating Revenue Total | (73,111,527) | (70,488,331) | (2,623,196) | |
| Operating Expense | | | | |
| Allocations | (920,489) | (915,356) | (5,133) | 99.4% |
| Depreciation | 25,520,200 | 22,636,058 | 2,884,142 | 88.7% |
| Insurance | 914,137 | 887,856 | 26,281 | 97.1% |
| Interest Expense | 87,674 | 81,773 | 5,901 | 93.3% |
| Loss on Asset Disposals | 130,124 | 19,774 | 110,350 | 15.2% |
| Material & Contracts | 17,797,187 | 13,243,325 | 4,553,862 | 74.4% |
| Other Expenditure | 1,031,740 | 1,001,571 | 30,169 | 97.1% |
| Utility Charges | 1,424,607 | 1,368,941 | 55,666 | 96.1% |
| Employment Expenses | 21,723,582 | 20,857,828 | 865,754 | 96.0% |
| Operating Expense Total | 67,708,762 | 59,181,772 | 8,526,990 | |
| CHANGE IN NET ASSETS RESULTING FROM OPERATIONS | | | | |
| (SURPLUS)/DEFICIT | (5,402,765) | (11,306,560) | 5,903,795 | |

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



| | 30/06/2024 | 30/06/2023 |
|---|----------------------|----------------------|
| | \$ | \$ |
| Current Assets | | |
| Cash and Cash Equivalents | 48,988,393 | 47,438,125 |
| Trade and Other Receivables | 1,501,479 | 3,016,069 |
| Inventories | 1,316,888 | 1,609,486 |
| Current Assets Total | 51,806,760 | 52,063,680 |
| Current Liabilities | | |
| Trade and Other Payables | (1,942,230) | (2,479,097) |
| Current Portion of Long Term Borrowings | (279,822) | (245,549) |
| Provisions | (3,807,117) | (3,733,245) |
| Other | (36,399) | (3,378,442) |
| Current Liabilities Total | (6,065,568) | (9,836,333) |
| Non Current Assets | | |
| Other Receivables | 1,101,542 | 1,639,214 |
| Inventories- Non Current | 2,830,744 | 2,830,744 |
| Property, Plant and Equipment | 102,660,569 | 103,709,727 |
| Infrastructure | 596,866,088 | 587,948,318 |
| Non Current Assets Total | 703,458,944 | 696,128,003 |
| Non Current Liabilities | | |
| Long Term Borrowings | (1,554,401) | (2,016,175) |
| Provisions- Non Current | (6,371,995) | (6,371,995) |
| Non Current Liabilities Total | (7,926,395) | (8,388,170) |
| Net Assets | 741,273,740 | 729,967,180 |
| Equity | | |
| Reserves- Cash Backed | (32,385,194) | (39,107,270) |
| Revaluation Surplus | (376,780,596) | (376,780,596) |
| Retained Surplus | (332,107,951) | (314,079,314) |
| Equity Total | (741,273,740) | (729,967,180) |

SHIRE OF ESPERANCE

COMPOSITION OF NET CURRENT FUNDING POSITION



Month Ending 30 June 2024

| | 30/06/2024 | 30/06/2023 |
|---|--------------------|--------------------|
| | \$ | \$ |
| Current Assets | | |
| Cash and Cash Equivalents | 16,603,199 | 8,140,118 |
| Trade and Other Receivables | 1,287,759 | 2,914,531 |
| Inventories | 516,889 | 624,132 |
| Current Assets Total | 18,407,846 | 11,678,781 |
| Current Liabilities | | |
| Trade and Other Payables | (1,942,230) | (5,747,215) |
| Current Portion of Long Term Borrowings | (8,784) | (8,784) |
| Provisions | (1,954,698) | (1,847,521) |
| Other | (36,399) | 0 |
| Current Liabilities Total | (3,942,111) | (7,603,520) |
| Total | 14,465,736 | 4,075,261 |

VARIANCES
BY REPORTING PROGRAM



For The Period Ended 30 June 2024

Material Variances as per the Statement of Financial Activity:

| DESCRIPTION | YTD Budget (B) | YTD Actuals (C) | Variance | | | Variance explanations (Variances are explained if equal or greater than \$100,000 or 10% of the year to date budget amount - AASB 1031) |
|---------------------------------|-------------------|--------------------|--------------------|------------|---|---|
| | | | Amount \$ (C-B) | % (C/B) | | |
| Operating | | | | | | |
| Income | | | | | | |
| 03 - General Purpose Funding | (35,513,902) | (42,780,409) | (7,266,507) | 20% | ↑ | Advanced FAGS income received for 2024/2025 and interest earnings tracked higher than budget. |
| 04 - Governance | (343,098) | (388,308) | (45,210) | 13% | ↓ | Home Care admin allocation increased from budget based on funding received. |
| 05 - Law, Order & Public Safety | (1,287,748) | (759,325) | 528,423 | -41% | ↓ | Variation is due to timing differences concerning 50% balance of Emergency Management grants. Final amount still to be processed. Salmon Beach Mobile Repeater project to be carried forward to new financial year. |
| 07 - Health | (72,500) | (73,319) | (819) | 1% | ↓ | |
| 08 - Education & Welfare | (6,274,573) | (5,523,338) | 751,235 | -12% | ↓ | EOFY reserves transfers still to be completed. Some Home Care funding for June received in July. Overall, income on services provided is lower than expected due in part to staff vacancies and building works. |
| 10 - Community Amenities | (6,350,501) | (5,902,799) | 447,702 | -7% | ↓ | EOFY reserves transfers still to be completed. |
| 11 - Recreation & Culture | (2,880,406) | (2,841,393) | 39,013 | -1% | ↓ | |
| 12 - Transport | (2,162,544) | (1,953,734) | 208,810 | -10% | ↓ | EOFY transfers from reserves to be completed. Roads and streets reimbursements tracked below expected. |
| 13 - Economic Services | (973,320) | (856,455) | 116,865 | -12% | ↓ | EOFY reserves transfer still to be completed. Water Security Grant not yet received. |
| 14 - Other Property & Services | (1,292,900) | (881,667) | 411,233 | -32% | ↓ | No land sold in the Flinders Development this financial year. Reserves transfers still to be completed. |

VARIANCES
BY REPORTING PROGRAM



For The Period Ended 30 June 2024

Material Variances as per the Statement of Financial Activity:

| DESCRIPTION | YTD Budget (B) | YTD Actuals (C) | Variance | | | Variance explanations (Variances are explained if equal or greater than \$100,000 or 10% of the year to date budget amount - AASB 1031) |
|---------------------------------|-------------------|--------------------|--------------------|------------|---|--|
| | | | Amount \$ (C-B) | % (C/B) | | |
| Expense | | | | | | |
| 03 - General Purpose Funding | 609,518 | 540,965 | (68,553) | -11.25% | ↓ | Revision required on internal overhead allocation for rates. |
| 04 - Governance | 2,790,941 | 2,625,009 | (165,932) | -5.95% | ↓ | Variation due to calculation of overhead allocations. IT projects to be carried forward to new financial year. |
| 05 - Law, Order & Public Safety | 2,854,386 | 2,709,991 | (144,395) | -5.06% | ↓ | Variation is due to fire mitigation works tracking below budget due in part to lack of rain. Salmon Beach Mobile Repeater project yet to commence. |
| 07 - Health | 527,096 | 461,594 | (65,502) | -12.43% | ↓ | A temporary position vacancy has resulted in employee costs coming in below budget. Position has now been filled. Use of consultants also under budget. |
| 08 - Education & Welfare | 6,697,050 | 5,225,127 | (1,471,923) | -21.98% | ↓ | Underspend on Home Care budget due to staff vacancies and temporary reduction in programs due to building works. Adjustments expected as operations re-commence in the upgraded facility. Building maintenance costs down over multiple business areas. |
| 10 - Community Amenities | 7,488,162 | 5,877,548 | (1,610,614) | -21.51% | ↓ | Waste Management projects such as Kirwan Road site rehabilitation and FOGO planning & engagement, to be carried forward. Maintenance costs also down on budgeted amount. James Street Precinct project behind schedule. |
| 11 - Recreation & Culture | 16,314,305 | 15,250,237 | (1,064,068) | -6.52% | ↓ | Sporting complexes and BOILC costs below expected due in part to stadium closure and staff vacancies. Civic Centre building maintenance projects to be carried out in the new financial year. LRCI Surf Club Building Compliance to be carried forward and coastal infrastructure expenditure under budget expectations. |
| 12 - Transport | 26,736,155 | 23,168,623 | (3,567,532) | -13.34% | ↓ | Work in progress and roads and streets are still to be capitalised. Airport landside building maintenance works ongoing into new financial year. |

VARIANCES
BY REPORTING PROGRAM



For The Period Ended 30 June 2024

Material Variances as per the Statement of Financial Activity:

| DESCRIPTION | YTD Budget (B) | YTD Actuals (C) | Variance | | | Variance explanations (Variances are explained if equal or greater than \$100,000 or 10% of the year to date budget amount - AASB 1031) |
|--------------------------------|-------------------|--------------------|--------------------|------------|---|---|
| | | | Amount \$ (C-B) | % (C/B) | | |
| 13 - Economic Services | 2,291,361 | 2,092,017 | (199,344) | -8.70% | ↓ | Rural services grant to be carried over into new financial year. Worker Accommodation Study ongoing. |
| 14 - Other Property & Services | 1,399,788 | 1,230,662 | (169,126) | -12.08% | ↓ | Flinders & Shark Lake Industrial Park Development expenses below expectations. |

VARIANCES
BY REPORTING PROGRAM



For The Period Ended 30 June 2024

Material Variances as per the Statement of Financial Activity:

| DESCRIPTION | YTD Budget (B) | YTD Actuals (C) | Variance | | | Variance explanations (Variances are explained if equal or greater than \$100,000 or 10% of the year to date budget amount - AASB 1031) |
|---------------------------------|-------------------|--------------------|--------------------|------------|---|---|
| | | | Amount \$ (C-B) | % (C/B) | | |
| Capital Income | | | | | | |
| 04 - Governance | (232,438) | (34,045) | 198,393 | -85% | ↓ | LRCI Rd 3 CCTV funding to be carried forward. Transfers from reserves to be completed. |
| 05 - Law, Order & Public Safety | (1,228,252) | (465,917) | 762,335 | -62% | ↓ | DFES grants to be received/acquitted in new financial year. |
| 07 - Health | (15,000) | 0 | 15,000 | -100% | ↓ | Delay on trade of vehicle. This will now happen next financial year. |
| 08 - Education & Welfare | (693,488) | (284,146) | 409,342 | -59% | ↓ | Transfer from reserves to be completed. |
| 10 - Community Amenities | (3,809,815) | (194,403) | 3,615,412 | -95% | ↓ | Transfer from reserves to be completed. Projects to be carried over and grants received in next financial year. |
| 11 - Recreation & Culture | (8,230,724) | (3,386,443) | 4,844,281 | -59% | ↓ | Projects to be carried over and grants received in next financial year. |
| 12 - Transport | (17,142,995) | (13,077,170) | 4,065,825 | -24% | ↓ | Delay in purchasing budgeted new assets to next financial year has reduced proceeds on sales. Acquittal of roads grants to be completed in new financial year. Transfers from reserves to be completed. |
| 13 - Economic Services | (125,000) | 0 | 125,000 | -100% | ↓ | Projects to be carried over and grants received in next financial year. |
| 14 - Other Property & Services | (9,134,446) | (681,364) | 8,453,082 | -93% | ↓ | No Flinders Development sales this financial year. Transfer from reserves to be completed. |

VARIANCES
BY REPORTING PROGRAM



For The Period Ended 30 June 2024

Material Variances as per the Statement of Financial Activity:

| DESCRIPTION | YTD Budget (B) | YTD Actuals (C) | Variance | | | Variance explanations (Variances are explained if equal or greater than \$100,000 or 10% of the year to date budget amount - AASB 1031) |
|---------------------------------|-------------------|--------------------|--------------------|------------|---|--|
| | | | Amount \$ (C-B) | % (C/B) | | |
| Expense | | | | | | |
| 04 - Governance | 347,141 | 305,539 | (41,602) | -12% | ↓ | Admin Building disabled toilet project yet to commence. |
| 05 - Law, Order & Public Safety | 1,724,448 | 67,417 | (1,657,032) | -96% | ↓ | Work has not commenced on Grass Patch and Condungup BFB sheds. Delay on purchase of new light vehicle, now to be received in new financial year. |
| 07 - Health | 45,000 | 0 | (45,000) | -100% | ↓ | Delay on purchase of new light vehicle, now to be received in new financial year. |
| 08 - Education & Welfare | 763,488 | 855,927 | 92,439 | 12% | ↓ | Home Care Building Refurbishment expenses higher than expected. |
| 10 - Community Amenities | 3,726,864 | 1,407,890 | (2,318,974) | -62% | ↓ | New waste management site and transfer station project clearing works commenced however construction not yet underway. |
| 11 - Recreation & Culture | 9,594,276 | 2,493,066 | (7,101,210) | -74% | ↓ | Work continues on Sand Backpass Pipeline project although behind budget timing. Work is yet to commence on Graham Mackenzie Stadium, Scaddan Country Club extension, Civic Centre accessibility upgrade, LRCI Mountain Bike Piggery XC and Jumps, Lalor Park upgrades and coastal infrastructure projects. |
| 12 - Transport | 31,049,354 | 24,593,517 | (6,455,837) | -21% | ↓ | Road & Street projects to be continued next financial year. Airport Runway upgrade design and resurfacing and CCTV and lighting upgrade is continuing. Delay on purchase of vehicles, plant and equipment. |
| 14 - Other Property & Services | 8,159,259 | 1,712,271 | (6,446,988) | -79% | ↓ | Flinders development work and Ocean Street development is behind budget expectations. Construction of 4 residential units has just commenced. |
| 15 - Funds Transfer | 3,916,015 | 1,446,300 | (2,469,715) | -63% | ↓ | Transfer to reserves to be completed. |

**Shire of Esperance
For the Period Ended 30 June 2024**

BUDGET AMENDMENTS

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

| Account # | Description | Council Ref | Net Change | Amended Budget Running Balance |
|---|--|--------------------|-------------------|---------------------------------------|
| | 2023/24 Budget Estimated (Surplus)/Deficit | | | 22,000 |
| W4311 | Unit Construction | O0823-158 | 1,600,000 | 1,622,000 |
| 01-7490-955-902 | Land Development Reserve | O0823-158 | (1,600,000) | 22,000 |
| W3913 | Condingup Fire Brigade Shed | O0823-166 | 310,000 | 332,000 |
| 01-8100-150-763 | Fire Prevention - Capital Grants | O0823-166 | (310,000) | 22,000 |
| W4411 | Bus Stop Upgrades | O1023-184 | 205,100 | 227,100 |
| 01-3930-125-230 | Bus Stop Upgrades income | O1023-184 | (205,100) | 22,000 |
| | Budget Review Amendments (Net) | O0324-034 | (16,790) | 5,210 |
| Amended Budget as per Council Resolution (1) | | | | 5,210 |

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

**Shire of Esperance
For the Period Ended 30 June 2024**

RECEIVABLES STATUS

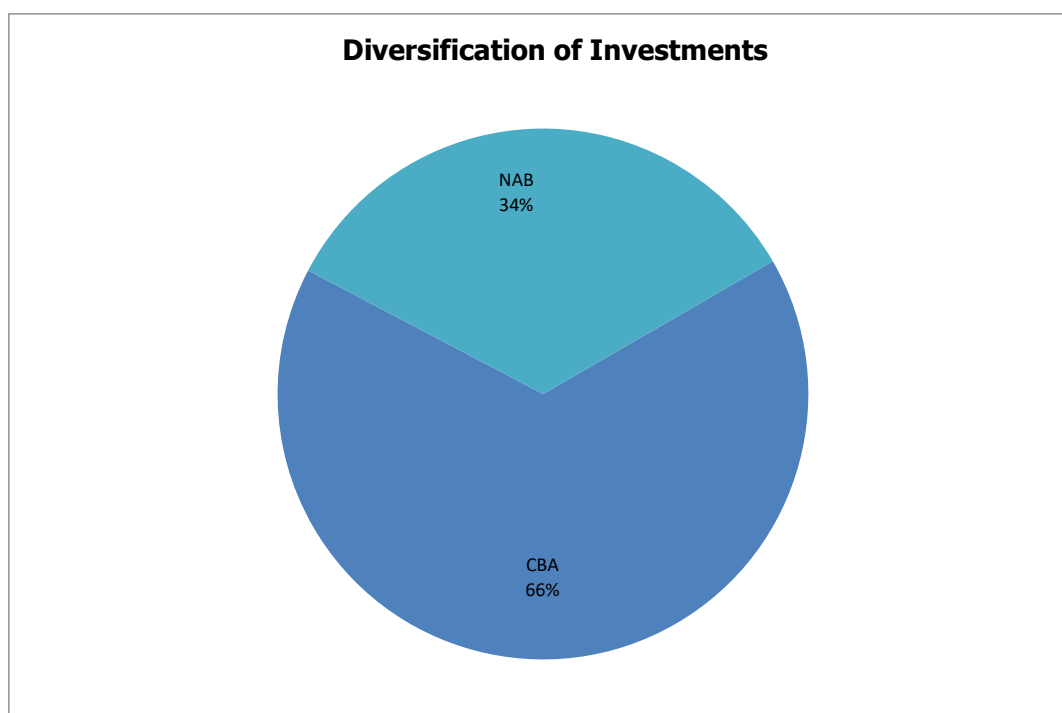
| | Current | ATO | 30 Days | 60 Days | 90 Days | 90+Days | Total |
|--------------------------------|----------------|------------|----------------|----------------|----------------|-----------------|--------------|
| General Receivables | 462,679 | 0 | 222,094 | 1,544 | 722 | 15,692 | 702,731 |
| Category | | | | | | | |
| Government Grants | | | | | | \$0 | A |
| Contributions & Reimbursements | | | | | | \$369 | B |
| Loan Repayments | | | | | | \$0 | C |
| Fees and Charges | | | | | | \$11,246 | D |
| Private Works | | | | | | \$4,077 | E |
| Proceeds Sale of Assets | | | | | | \$0 | F |
| | | | | | | \$15,692 | |

Amounts shown above include GST (where applicable)

90+Days Represented by:

| | | | |
|----------|--|-----------------|------------------------------------|
| A | <i>Government Grants:</i> | | |
| | | \$0 | |
| | Total (A) | \$0 | |
| B | <i>Contributions & Reimbursements:</i> | | |
| | | -\$174 | Water reimbursement |
| | | \$674 | Workers compensation reimbursement |
| | | -\$132 | Electricity reimbursement |
| | | \$1 | Equipment reimbursement |
| | Total (B) | \$369 | |
| C | <i>Loan Repayments:</i> | | |
| | | \$0 | |
| | Total (C) | \$0 | |
| D | <i>Fees & Charges:</i> | | |
| | | \$6,947 | Wylie Bay Waste charges |
| | | -\$1 | Annual lease fee |
| | | \$1,803 | BOILC fees |
| | | \$1,487 | Museum Village charges |
| | | \$132 | Airport fees |
| | | \$601 | Civic Centre hire |
| | | \$57 | Local government property permit |
| | | \$220 | Vehicle impound fees |
| | Total (D) | \$11,246 | |
| E | <i>Private Works:</i> | | |
| | | \$4,077 | |
| | Total (E) | \$4,077 | |
| F | <i>Proceeds Sale of Assets:</i> | | |
| | | \$0 | |
| | Total (F) | \$0 | |

Cash Investments as at 30 June 2024

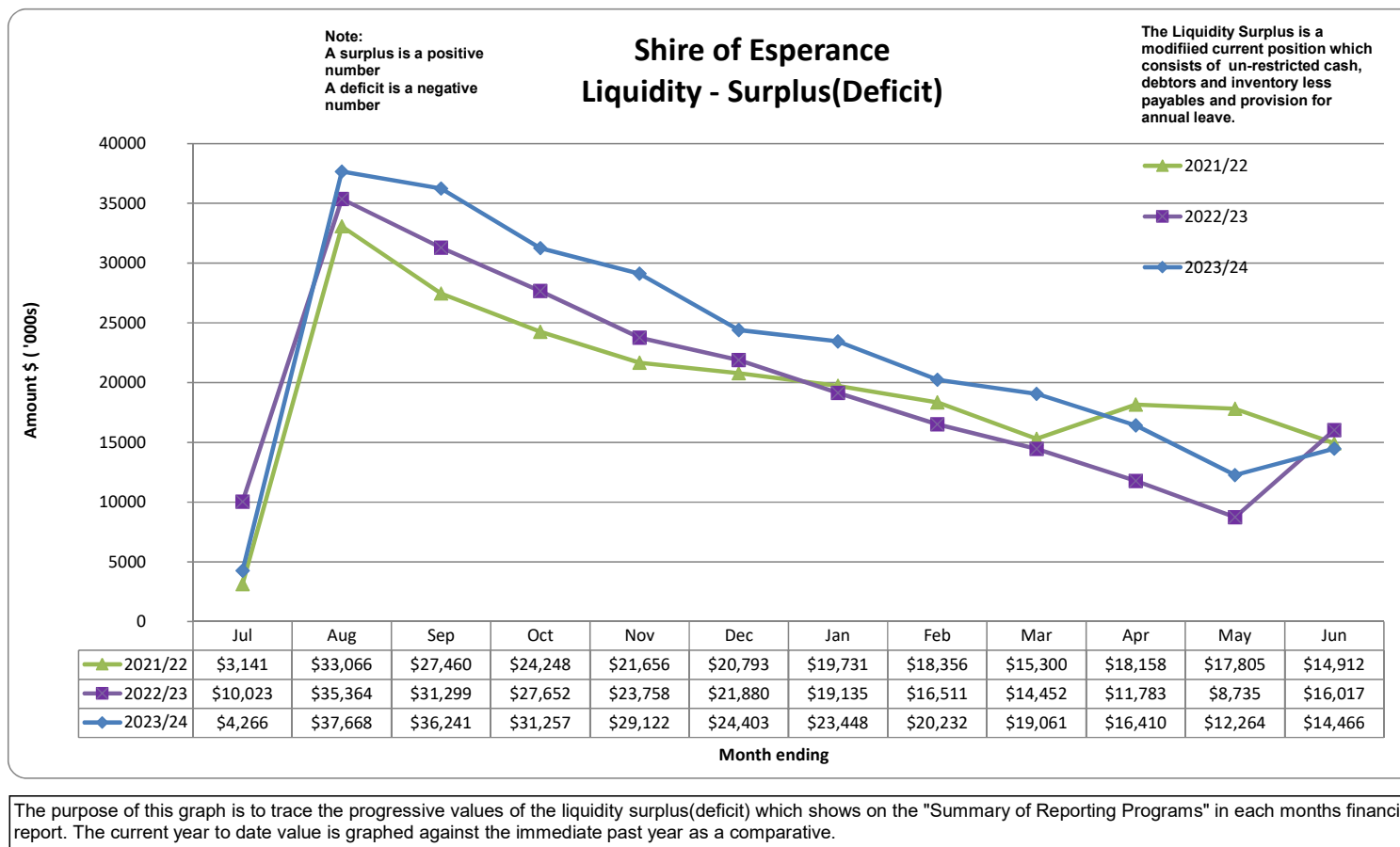


| Finance Institution | Amount | Rate | Term | Maturity | Type of Investment |
|---------------------|----------------------|-------|------|-----------|----------------------------------|
| NAB | \$ 3,000,000 | 4.20% | 30 | 19-Jul-24 | Term Deposit - Reserve |
| NAB | \$ 4,000,000 | 4.25% | 31 | 22-Jul-24 | Term Deposit - Reserve |
| NAB | \$ 4,000,000 | 4.25% | 30 | 25-Jul-24 | Term Deposit - Reserve |
| CBA | \$ - | 4.35% | N/A | N/A | Business Online Saver - Muni |
| CBA | \$ - | 0.25% | N/A | N/A | Cash Deposit A/C - Muni |
| CBA | \$ 21,383,552 | 4.35% | N/A | N/A | Business Online Saver - Reserves |
| CBA | \$ - | 0.25% | N/A | N/A | Cash Deposit A/C - Reserves |
| | \$ 32,383,552 | | | | |

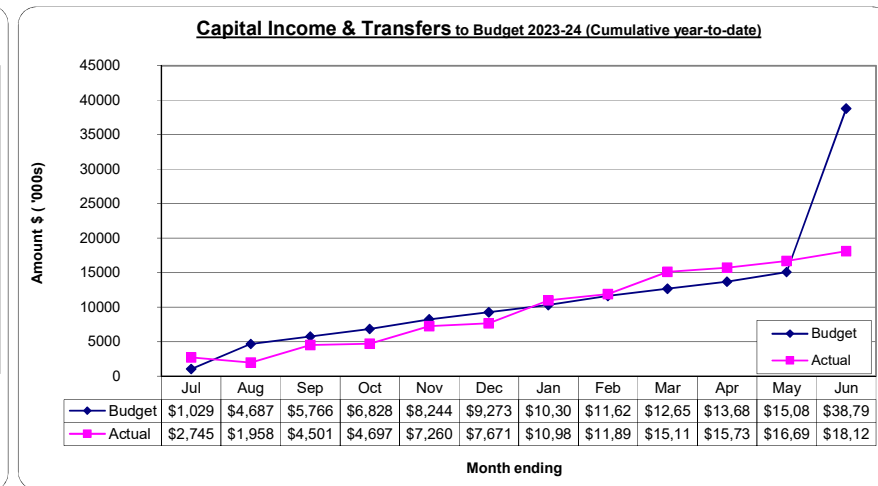
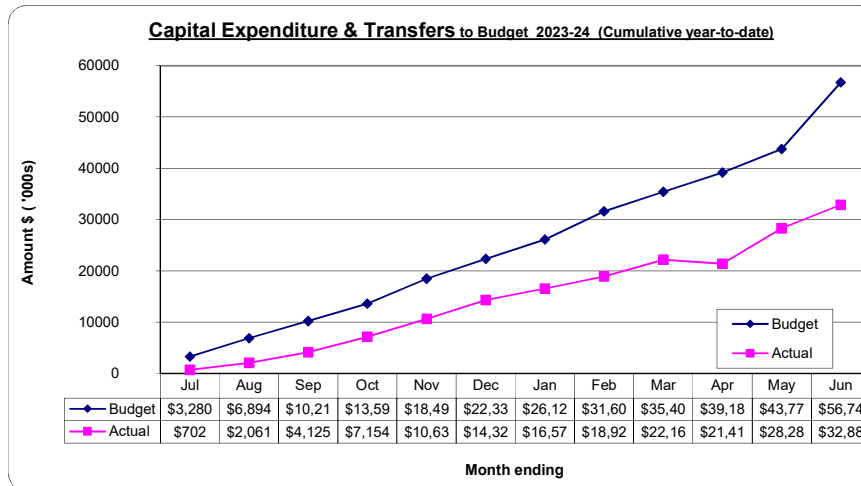
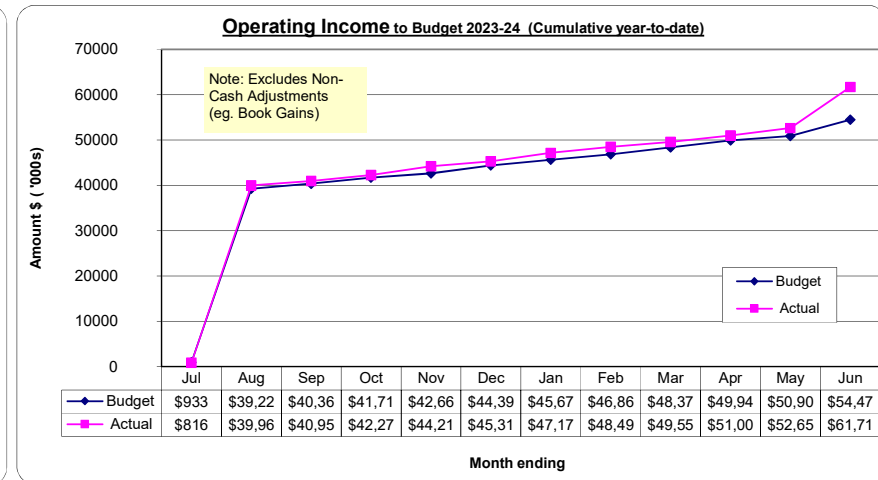
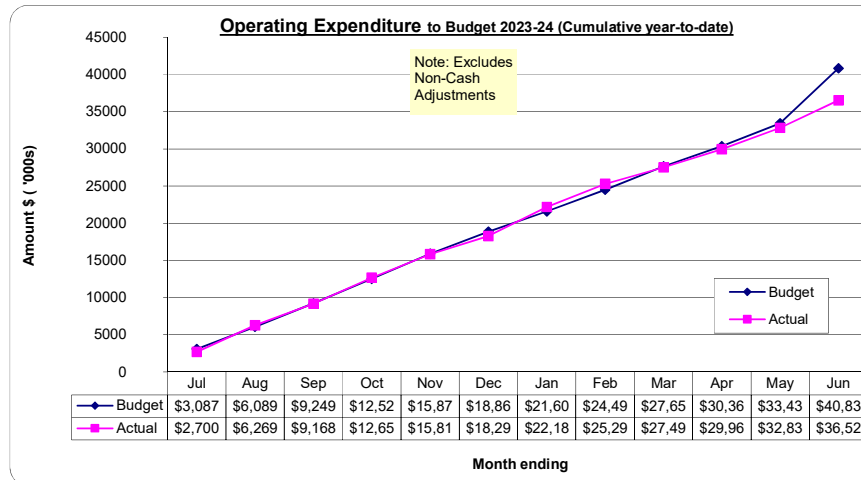
Investment Interest Earnings

| | Budgeted Amount | YTD Interest |
|-----------|-----------------|--------------|
| Municipal | \$ 950,000 | 995,282 |
| Reserve | \$ 1,100,000 | 1,428,847 |

Note: Maximum 80% with any one institution



Shire of Esperance - Progressive Budget Snap-Shot





OTHER REPORTS AND GRAPHS

SHIRE OF ESPERANCE

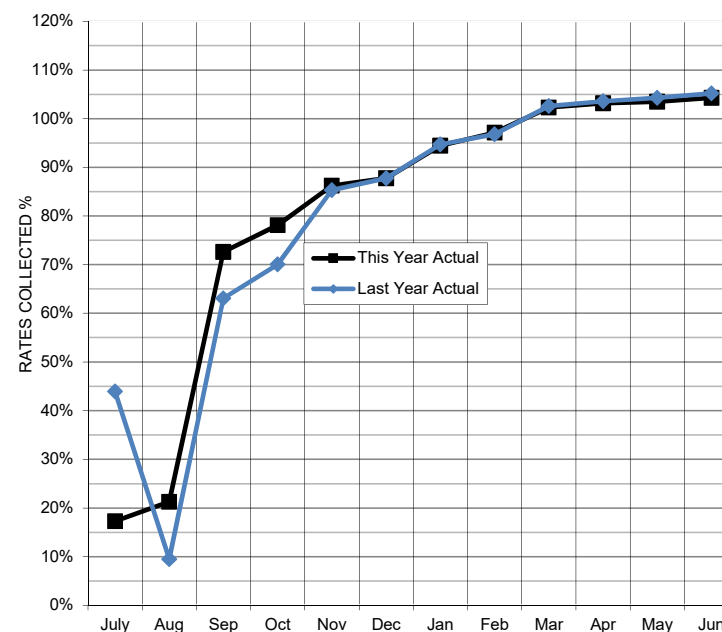
SUMMARY OF RATE, RUBBISH AND ESL CHARGE DEBTORS AS AT 30th June 2024

Outstanding Rates 2023/24

| | |
|--|--------------------|
| Arrears at 1st July 2023 | 69,802 |
| Pensioner Deferred Rates at 1st July 2023 | 101,408 |
| Rates Levied for 2023/24 | 28,880,339 |
| Penalty Interest charged to Overdue | 36,623 |
| Receipts for Current Rates | (28,761,378) |
| Prepayments | (1,567,657) |
| Total Current and Arrears Outstanding | (1,240,862) |
| % Collected | 104.28% |

| | |
|--|--------------------|
| Pensioners on Instalments | 1,636 |
| Non Pensioners on Instalments | 6,913 |
| Pensioners with Due Date 30/6/2024 | (135,069) |
| Outstanding with no Instalment Option | 221,043 |
| Prepayments | (1,335,385) |
| Interims | 0 |
| Total Current and Arrears Outstanding | (1,240,862) |

RATES COLLECTION PROGRESS (2023/2024)



**SHIRE OF ESPERANCE
TRUST FUNDS
as at 30 June 2024**

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

| Details | Balance 30-Jun-2023 | Balance 30-June-2024 |
|------------------------------------|--------------------------------|---------------------------------|
| Contributions to Public Open Space | 203,130 | 212,010 |
| Other | 1,679 | 1,679 |
| General Bonds - Interest Bearing | 63,487 | 484,970 |
| Totals | 268,296 | 698,659 |



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

SHIRE OF ESPERANCE
THE ACCOUNTS REFERRED TO IN THE SCHEDULE AND SUMMARISED BELOW HAVE BEEN PAID
FOR THE PERIOD ENDING 30th JUNE 2024

MUNICIPAL FUND

CHEQUES

| | | |
|------------------|----------------|------------|
| ACTUAL PAYMENTS: | Cheques: 27761 | \$1,013.35 |
|------------------|----------------|------------|

EFT

| | | |
|------------------|---------------------------------|----------------|
| ACTUAL PAYMENTS: | Transaction No's: E4647 - E4656 | \$6,563,854.02 |
|------------------|---------------------------------|----------------|

CREDIT CARDS

| | | |
|------------------|--|-------------|
| ACTUAL PAYMENTS: | Transactions: 28/05/2024 - 26/06/2024 | \$28,706.59 |
|------------------|--|-------------|

PAID UNDER THE DELEGATED

AUTHORITY TO CEO

| | |
|--------------------------------|------------------------------|
| <i>MUNICIPAL TOTAL:</i> | <i>\$6,593,573.96</i> |
|--------------------------------|------------------------------|

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

| | |
|-------------------------------|----------------------|
| <i>\$ 4,870,013.73</i> | <i>73.86%</i> |
|-------------------------------|----------------------|

TRUST FUND

CHEQUES

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

EFT

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

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

| | |
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| <i>TOTAL:</i> | <i>\$6,593,573.96</i> |
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Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 23 July 2024 for confirmation in respect to accounts already paid.

Tran Amount

Municipal Fund - Cheque Payments

| <i>EFT Ref / Cheque No</i> | <i>Date</i> | <i>Creditor</i> | <i>Payee</i> | <i>Description</i> | <i>Amount</i> |
|---|-------------|-----------------|---------------------------------|---|-----------------|
| C27761 | 13/06/2024 | 386 | Shire of Esperance - Petty Cash | Petty cash recoup – Library, EHC & Visitor Centre | \$1,013.35 |
| Total Creditor payments made by Cheque from Municipal Fund | | | | | 1,013.35 |

Municipal Fund - EFT Payments

| <i>EFT Ref / Cheque No</i> | <i>Date</i> | <i>Creditor</i> | <i>Payee</i> | <i>Description</i> | <i>Amount</i> |
|--------------------------------|-------------|-----------------|--------------------------------------|--|---------------|
| E4647 | 13/06/2024 | - | Esperance Basketball Association | ***** CANCELLED ***** | \$0.00 |
| E4647 | 13/06/2024 | - | R L Bryan | ***** CANCELLED ***** | \$0.00 |
| E4647 | 13/06/2024 | 1 | Australian Taxation Office | Payroll deduction | \$191,384.00 |
| E4647 | 13/06/2024 | 100 | Landgate | Title searches | \$30.50 |
| E4647 | 13/06/2024 | 126 | Esperance Electrical Service | Electrical services | \$7,095.00 |
| E4647 | 13/06/2024 | 187 | Ixom Operations Pty Ltd | Cylinder & gas charges | \$1,818.30 |
| E4647 | 13/06/2024 | 395 | BOC Gases | Cylinder & gas charges | \$281.15 |
| E4647 | 13/06/2024 | 440 | Wesfarmers Kleenheat Gas Pty Ltd | Cylinder & gas charges | \$197.49 |
| E4647 | 13/06/2024 | 505 | Esperance Plumbing Service | Plumbing services | \$2,961.80 |
| E4647 | 13/06/2024 | 536 | Landgate | Revaluations | \$247.10 |
| E4647 | 13/06/2024 | 571 | St John Ambulance Association in WA | Event standby, first aid kit servicing | \$570.03 |
| E4647 | 13/06/2024 | 1045 | Stewart & Heaton Clothing Co Pty Ltd | Bush fire brigade clothing and badges | \$4,362.55 |
| E4647 | 13/06/2024 | 1315 | Gibson Soak Water Co | Bottled water – Library | \$70.00 |
| E4647 | 13/06/2024 | 1362 | Esperance Farm Trees | Seedlings | \$1,450.90 |
| E4647 | 13/06/2024 | 1470 | Express Yourself Printing Esperance | Stationery | \$1,506.00 |
| E4647 | 13/06/2024 | 1550 | Comfort Inn Bay of Isles | Bookeasy sales – accommodation | \$5,440.70 |
| E4647 | 13/06/2024 | 1695 | Bay of Isles Mini-Excavators | Plant hire | \$440.00 |
| E4647 | 13/06/2024 | 1981 | Esperance SportsPower | Staff uniforms | \$5,211.99 |

Shire of Esperance

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Municipal Fund - EFT Payments

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|--------------------------------|-------------|-----------------|-------------------------------------|---|---------------|
| E4647 | 13/06/2024 | 2317 | Southern Cross Austereo Pty Ltd | Radio advertising – Road safety, community events | \$2,046.00 |
| E4647 | 13/06/2024 | 2352 | John Stewart Battery Service | Battery supplies | \$737.00 |
| E4647 | 13/06/2024 | 2496 | Professionals Esperance Real Estate | Rent | \$3,288.57 |
| E4647 | 13/06/2024 | 3364 | Esperance Volunteer Fire and Rescue | Small grant funding | \$500.00 |
| E4647 | 13/06/2024 | 3478 | Avis Car Hire | Car hire – Hilux (April) | \$2,898.39 |
| E4647 | 13/06/2024 | 3484 | Esperance Podiatry | Podiatry services – EHC | \$420.00 |
| E4647 | 13/06/2024 | 3545 | ASB Marketing Pty Ltd | Promotional socks – National volunteer week | \$1,204.50 |
| E4647 | 13/06/2024 | 3736 | Easisalary Pty Ltd | Novated lease payment – May 2024 | \$349.00 |
| E4647 | 13/06/2024 | 3752 | SecurePay Pty Ltd | Monthly charges | \$37.79 |
| E4647 | 13/06/2024 | 3797 | LED Esperance | Electrical supplies | \$57.97 |
| E4647 | 13/06/2024 | 3835 | WA Local Government Association | Training & education | \$638.00 |
| E4647 | 13/06/2024 | 3938 | C K Mader | Rent | \$600.00 |
| E4647 | 13/06/2024 | 4025 | Planning Institute Australia | Annual membership | \$717.00 |
| E4647 | 13/06/2024 | 4496 | M C Siemer | Reimbursement | \$47.78 |
| E4647 | 13/06/2024 | 4618 | JJ's Holiday Cottage | Bookeasy sales – accommodation | \$326.80 |
| E4647 | 13/06/2024 | 4650 | JL Draffin T/A Developing Skills | Training & education | \$4,453.28 |
| E4647 | 13/06/2024 | 4947 | Toll Ipec Pty Ltd | Freight charges | \$1,387.63 |
| E4647 | 13/06/2024 | 4989 | Woolworths Group Limited | Consumables & supplies | \$1,225.00 |
| E4647 | 13/06/2024 | 5051 | StrataGreen | Gardening supplies | \$2,597.86 |
| E4647 | 13/06/2024 | 5123 | Top End Takeaway | Staff meals & client activities – EHC | \$135.60 |
| E4647 | 13/06/2024 | 5133 | Australia Day Council of WA Inc | Membership renewal | \$762.00 |
| E4647 | 13/06/2024 | 5164 | Esperance Beachfront Resort | Bookeasy sales – accommodation | \$139.50 |
| E4647 | 13/06/2024 | 5165 | Driftwood Apartments | Bookeasy sales – accommodation | \$1,053.00 |

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|--------------------------------|-------------|-----------------|---|---|---------------|
| E4647 | 13/06/2024 | 5235 | Repeat Plastics (WA) | Parts & supplies | \$1,815.44 |
| E4647 | 13/06/2024 | 5393 | Esperance Eagle View Accommodation | Bookeasy sales – accommodation | \$980.40 |
| E4647 | 13/06/2024 | 5449 | Australian Grown | Stock for resale – Visitors Centre | \$1,811.70 |
| E4647 | 13/06/2024 | 5622 | Subway Esperance | Catering – Library events | \$180.00 |
| E4647 | 13/06/2024 | 5767 | Seek Limited | Advertising positions vacant | \$313.50 |
| E4647 | 13/06/2024 | 5793 | Tradelink Esperance | Plumbing supplies | \$24.72 |
| E4647 | 13/06/2024 | 5796 | Pink Lake IGA | Consumables & supplies – EHC & BOILC | \$145.91 |
| E4647 | 13/06/2024 | 5877 | Castletown Chemist | Chemist supplies – EHC | \$52.00 |
| E4647 | 13/06/2024 | 5911 | Black Swan Theatre Company Ltd | Barracking for the Umpire show fee | \$11,000.00 |
| E4647 | 13/06/2024 | 6009 | McLeods Barristers & Solicitors | Legal advice | \$1,367.30 |
| E4647 | 13/06/2024 | 6024 | SeatAdvisor Pty Ltd | Ticket sales – May 2024 | \$429.50 |
| E4647 | 13/06/2024 | 6176 | Market Creations Pty Ltd | Website upgrade - EVRC | \$3,723.50 |
| E4647 | 13/06/2024 | 6179 | Bay of Isles Furniture | Office furniture supplies | \$499.00 |
| E4647 | 13/06/2024 | 6221 | PFD Food Services Pty Ltd | Consumables – EHC | \$779.15 |
| E4647 | 13/06/2024 | 6495 | MCM Protection Pty Ltd | Security monitoring services – May 2024 | \$1,602.70 |
| E4647 | 13/06/2024 | 6552 | Esperance Bird and Animal Park | Bookeasy sales – accommodation | \$361.20 |
| E4647 | 13/06/2024 | 7024 | M Elliot T/A Esperance Timber Floor | Resurfacing of Cannery Arts Centre flooring | \$8,415.00 |
| E4647 | 13/06/2024 | 7126 | Elite Gym Hire | Gym supplies – BOILC | \$324.01 |
| E4647 | 13/06/2024 | 7250 | Esperance CWA Holiday Units | Bookeasy sales – accommodation | \$2,359.84 |
| E4647 | 13/06/2024 | 7258 | Chamber of Commerce and Industry WA | Consulting – WHS policy & procedure review | \$4,867.50 |
| E4647 | 13/06/2024 | 7465 | J & S Parsons Holdings Pty Ltd T/A Dome | Staff meals & client activities – EHC | \$20.75 |
| E4647 | 13/06/2024 | 7715 | TD Contractors A/L Removal | Earthworks – Gibson playground | \$2,912.26 |
| E4647 | 13/06/2024 | 7803 | Dr T W Pearn | Pre-employment medical assessments | \$374.00 |

Shire of Esperance

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Tran Amount

Municipal Fund - EFT Payments

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|--------------------------------|-------------|-----------------|-------------------------------------|---|---------------|
| E4647 | 13/06/2024 | 7879 | Drillers Ridge Pty Ltd - 8 Taylor S | Bookeasy sales – accommodation | \$619.20 |
| E4647 | 13/06/2024 | 7910 | GMN Mechanical | Repairs and services to heavy equipment | \$4,810.30 |
| E4647 | 13/06/2024 | 8024 | C A Poole | Bookeasy sales – accommodation | \$2,320.60 |
| E4647 | 13/06/2024 | 8408 | Perks AR & GM & Son | Supply of bulk gravel | \$40,007.00 |
| E4647 | 13/06/2024 | 8497 | The Print Shop Bunbury | Library membership cards | \$729.30 |
| E4647 | 13/06/2024 | 8506 | Le Grand Chateau Esperance | Bookeasy sales – accommodation | \$774.00 |
| E4647 | 13/06/2024 | 8516 | CMA Ecocycle Pty Ltd | Recycling services | \$3,095.90 |
| E4647 | 13/06/2024 | 8544 | Moore Australia (WA) Pty Ltd | Training & education | \$1,320.00 |
| E4647 | 13/06/2024 | 8567 | Esperance Mobility Sales & Service | Mobility equipment – EHC | \$185.00 |
| E4647 | 13/06/2024 | 8626 | Gower Industries | Workshop consumables | \$494.50 |
| E4647 | 13/06/2024 | 8783 | The Trustee for Recherche Medical | Pre-employment medical assessments | \$200.00 |
| E4647 | 13/06/2024 | 8800 | South Regional TAFE | Training & education | \$1,211.20 |
| E4647 | 13/06/2024 | 8835 | Sir Juice | Catering | \$731.00 |
| E4647 | 13/06/2024 | 8914 | Cleanaway Pty Ltd | Rubbish & recycling collections | \$4,654.82 |
| E4647 | 13/06/2024 | 8916 | Promotional Exposure | Comedy Gold Performance part payment | \$1,760.00 |
| E4647 | 13/06/2024 | 8948 | TenderLink.com | Promotion of public tenders | \$369.60 |
| E4647 | 13/06/2024 | 8955 | Esperance Laundry and Linen | Laundry services | \$361.50 |
| E4647 | 13/06/2024 | 8972 | Dunn's Cleaning Service Pty Ltd | Cleaning public toilets & barbeques, stadium flood clean-up | \$41,831.77 |
| E4647 | 13/06/2024 | 8989 | Envirolab Services (WA) Pty Ltd | Wylie Bay Waste Facility quarterly bore monitoring | \$8,550.29 |
| E4647 | 13/06/2024 | 9108 | Bay of Isles Chiropractic Centre | Chiropractic services - EHC | \$65.00 |
| E4647 | 13/06/2024 | 9141 | Apex Rubber Stamp Co | Stamp supplies | \$80.96 |
| E4647 | 13/06/2024 | 9147 | Key Pest and Weed Control | Pest control inspections & services | \$1,100.00 |
| E4647 | 13/06/2024 | 9163 | Esperance Combined Tyres & Mechanic | Tyre repairs and parts | \$4,129.00 |

Shire of Esperance

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Municipal Fund - EFT Payments

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|--------------------------------|-------------|-----------------|-------------------------------------|---|---------------|
| E4647 | 13/06/2024 | 9211 | Z Sheffield-van Mierlo | Reimbursement | \$291.94 |
| E4647 | 13/06/2024 | 9237 | Esperance Metaland | Supply trailer hubs & axle | \$1,208.75 |
| E4647 | 13/06/2024 | 9267 | D M Robertson | Jackpot winnings pay 25 | \$150.00 |
| E4647 | 13/06/2024 | 9306 | Drake-Brockman Building | Reticulation & new taps at Tanker Jetty | \$1,782.00 |
| E4647 | 13/06/2024 | 9330 | Coastal Climate Choice Pty Ltd | Refrigeration and ventilation work | \$4,307.75 |
| E4647 | 13/06/2024 | 9439 | Maia Financial Pty Limited | Lease payment for gym equipment BOILC July - Sept 2024 | \$6,130.27 |
| E4647 | 13/06/2024 | 9451 | The Choppin Block Butchery | Kitchen consumables – EHC | \$360.56 |
| E4647 | 13/06/2024 | 9503 | EcoValley Honey - Winton Hughes Was | Consignment sales | \$49.60 |
| E4647 | 13/06/2024 | 9531 | Seas It All Pty Ltd | Bookeasy sales - accommodation | \$2,394.00 |
| E4647 | 13/06/2024 | 9564 | South East Auto & Heavy Diesel | Parts | \$110.33 |
| E4647 | 13/06/2024 | 9578 | Department of Mines, Industry | Building service levies - May | \$6,868.51 |
| E4647 | 13/06/2024 | 9671 | R P Western | Consignment sales | \$12.00 |
| E4647 | 13/06/2024 | 9676 | Mega Phones | Pendant monitoring – EHC | \$375.00 |
| E4647 | 13/06/2024 | 9894 | Calibre Care | Mobility equipment – EHC | \$1,220.00 |
| E4647 | 13/06/2024 | 10136 | Anything and Everything Esperance | Souvenirs for resale – Visitors Centre | \$1,339.05 |
| E4647 | 13/06/2024 | 10191 | Silver Podiatry | Podiatry treatment – EHC | \$340.00 |
| E4647 | 13/06/2024 | 10192 | Esperance Gutter Cleaning | Gutter replacement – Condingup Community Centre | \$2,145.00 |
| E4647 | 13/06/2024 | 10218 | D B Ambrose | Gardening services - EHC | \$313.22 |
| E4647 | 13/06/2024 | 10255 | The Human Connection | Printing – EVRC | \$2,750.00 |
| E4647 | 13/06/2024 | 10269 | Lite N' Easy Pty Ltd | Meal preparation & delivery – EHC | \$2,355.22 |
| E4647 | 13/06/2024 | 10320 | Fly Esperance Pty Ltd | Bookeasy sales - accommodation | \$414.00 |
| E4647 | 13/06/2024 | 10358 | Esperance Weekender | Adverts for event promotion, coastal safety, public notices | \$3,157.00 |
| E4647 | 13/06/2024 | 10400 | Eco Shark Barrier Pty Ltd | Quarterly shark enclosure maintenance | \$20,790.00 |

Shire of Esperance

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|--------------------------------|-------------|-----------------|---|--|---------------|
| E4647 | 13/06/2024 | 10416 | J M Smith | Rent | \$600.00 |
| E4647 | 13/06/2024 | 10518 | Townzies Turf and Gardens | Gardening services – EHC | \$673.75 |
| E4647 | 13/06/2024 | 10538 | L T Hotker | Rates refund | \$66.00 |
| E4647 | 13/06/2024 | 10640 | Bitutek Pty Ltd | Supply and spray bitumen | \$48,227.65 |
| E4647 | 13/06/2024 | 10651 | Louise Stewart Brown Creative Artwork | Consignment sales | \$6.36 |
| E4647 | 13/06/2024 | 10675 | Archipelago Apartments | Bookeasy sales - accommodation | \$247.50 |
| E4647 | 13/06/2024 | 10760 | N L Curtis | Rent | \$1,100.00 |
| E4647 | 13/06/2024 | 10800 | Airport Consultancy Group – Engineering Pty Ltd | Esperance Airport runway upgrade design | \$22,127.60 |
| E4647 | 13/06/2024 | 10848 | Retravision Esperance – JAPMR Pty Ltd | White goods | \$2,108.00 |
| E4647 | 13/06/2024 | 10851 | WA Recreational & Sportfishing Council Inc | Esperance Jetty artificial reef project assistance | \$77,190.52 |
| E4647 | 13/06/2024 | 10859 | BM Electrical WA Pty Ltd (Griffs Electrical) | Electrical services | \$363.00 |
| E4647 | 13/06/2024 | 10874 | R Van Zetten (Recherche Medical) | Pre-employment medical assessments | \$187.00 |
| E4647 | 13/06/2024 | 10888 | Insculpo Pty Ltd T/A Sheridan's Badges | Staff name badge order | \$291.50 |
| E4647 | 13/06/2024 | 10891 | S Sweeney | Jackpot winnings pay 25 | \$150.00 |
| E4647 | 13/06/2024 | 10942 | Thorp Realty Pty Ltd | Rent | \$2,240.00 |
| E4647 | 13/06/2024 | 10956 | MBL Food & Packaging T/A South Coast Food | Consumables and supplies | \$5,168.82 |
| E4647 | 13/06/2024 | 10985 | Rebecca Staunton Physiotherapy | Physiotherapy services – EHC | \$2,816.00 |
| E4647 | 13/06/2024 | 11030 | JMAC Building | Renovation of Salmon Gums Rd building | \$14,617.67 |
| E4647 | 13/06/2024 | 11053 | David MacDermott T/A Mermaid Leather | Consignment sales | \$195.96 |
| E4647 | 13/06/2024 | 11056 | Supalux Linemarking Pty Ltd | Audio tactile line marking – Fisheries Road | \$576,359.93 |
| E4647 | 13/06/2024 | 11058 | Howat WA Pty Ltd T/A The Weed Terminator | Mitigation works | \$53,586.50 |
| E4647 | 13/06/2024 | 11095 | F J Yetman | Repair of street banners | \$1,025.00 |
| E4647 | 13/06/2024 | 11107 | K E Schofield | Reimbursement | \$325.17 |

Shire of Esperance

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|--------------------------------|-------------|-----------------|--|---|---------------|
| E4647 | 13/06/2024 | 11110 | Esperance Outdoor Power Equipment | Parts & supplies | \$299.50 |
| E4647 | 13/06/2024 | 11115 | APLOMB Occupational Therapy | Occupational therapy assessments – EHC | \$1,496.00 |
| E4647 | 13/06/2024 | 11176 | Tunstall Healthcare | Pendant upgrades & monitoring – EHC | \$1,056.85 |
| E4647 | 13/06/2024 | 11271 | ColdTrek Distribution Group | Kiosk consumables - BOILC | \$426.55 |
| E4647 | 13/06/2024 | 11356 | Good Chat Designs | Consignment sales | \$210.00 |
| E4647 | 13/06/2024 | 11357 | Three Chillies Design Pty Ltd | Mountain bike track upgrades – Stage 1 | \$50,361.30 |
| E4647 | 13/06/2024 | 11395 | D Fallon | Pre-employment medical assessments | \$187.00 |
| E4647 | 13/06/2024 | 11413 | Apex Building Contractors | Re-roof Depot shed – Part payment | \$68,710.40 |
| E4647 | 13/06/2024 | 11474 | Ethan Dorrian Classical Guitarist | Silver Sands Guitar Quartet performance fee | \$1,000.00 |
| E4647 | 13/06/2024 | 11483 | Breaksea Incorporated | Royalties for Magical Weedy Seadragon show | \$188.10 |
| E4647 | 13/06/2024 | 11484 | P J Johnston | Rates refund | \$296.19 |
| E4647 | 13/06/2024 | 11485 | AJ Stewart Vibart T/A AJs Reiki & Hair | 3 weeks accommodation for two contract pool operators | \$1,950.00 |
| E4647 | 13/06/2024 | 11486 | R K Seinor | Reimbursement | \$269.21 |
| E4647 | 13/06/2024 | 11487 | L Shibish | Refund – Application fee | \$110.00 |
| E4647 | 13/06/2024 | 11488 | B J Slade | Refund – BOILC membership | \$24.25 |
| E4647 | 13/06/2024 | 11490 | M J Cooke | Reimbursement - Consumables | \$5.80 |
| E4647 | 13/06/2024 | 11491 | R King | Ticket refund – Cancelled event | \$130.00 |
| E4647 | 13/06/2024 | 11492 | The Wild Cherries (WA) Pty Ltd t/a Luxe Floral | Flowers and hamper – Departing gift | \$200.00 |
| E4647 | 13/06/2024 | 11493 | A Kelton | Reimbursement – EHC | \$367.03 |
| E4647 | 13/06/2024 | 11494 | Macsfield WA Pty Ltd | Refund – Duplicate payment | \$2,342.50 |
| E4648 | 14/06/2024 | 260 | Horizon Power | Electricity charges | \$40,636.85 |
| E4648 | 14/06/2024 | 290 | Telstra | Telephone charges | \$1,155.00 |
| E4648 | 14/06/2024 | 392 | Water Corporation | Water usage charges | \$2,646.74 |

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|--------------------------------|-------------|-----------------|-------------------------------------|-----------------------------------|---------------|
| E4649 | 17/06/2024 | 32 | Australia Post | Postage services | \$245.66 |
| E4649 | 17/06/2024 | 314 | WA Treasury Corporation | Loan repayment | \$33,720.67 |
| E4649 | 17/06/2024 | 2562 | Commonwealth Bank of Australia | Multiple merchant fees – May 2024 | \$3,275.34 |
| E4649 | 17/06/2024 | 8784 | Sheriff's Office, Perth | Legal fees | \$334.00 |
| E4649 | 17/06/2024 | 11364 | Ezidebit Pty Ltd | BOILC Ezidebit services | \$1,357.35 |
| E4650 | 19/06/2024 | 47 | B E Stearne & Co Pty Ltd | Reticulation supplies | \$945.32 |
| E4650 | 19/06/2024 | 63 | Bunnings Ltd | Hardware supplies | \$11,819.17 |
| E4650 | 19/06/2024 | 112 | Esperance Ag Services | Parts & equipment | \$2,297.27 |
| E4650 | 19/06/2024 | 136 | Powerplant Motorcycles | Equipment & repairs | \$1,667.10 |
| E4650 | 19/06/2024 | 287 | Swans Veterinary Services | Veterinary services | \$304.55 |
| E4650 | 19/06/2024 | 323 | Westrac Equipment Pty Ltd | Plant parts, equipment & repairs | \$495.88 |
| E4650 | 19/06/2024 | 431 | Assa Abloy Australia Pty Limited | Padlocks & keys | \$1,732.90 |
| E4650 | 19/06/2024 | 707 | Haslams | Protective clothing | \$7,751.12 |
| E4650 | 19/06/2024 | 1259 | South East Petroleum | Fuel supplies | \$160,425.34 |
| E4650 | 19/06/2024 | 1291 | Sharpe Brothers Pty Ltd | Mulch | \$4,620.00 |
| E4650 | 19/06/2024 | 1307 | Feature Paints | Paint supplies | \$161.05 |
| E4650 | 19/06/2024 | 1318 | Chadson Engineering | Pool chemicals & equipment | \$493.35 |
| E4650 | 19/06/2024 | 1352 | Southcoast Bearing & Industrial Sup | Bearings & seals | \$156.33 |
| E4650 | 19/06/2024 | 1461 | Kip & Steve's Mechanical Repairs | Filters, parts & supplies | \$9,864.32 |
| E4650 | 19/06/2024 | 1485 | Freight Lines Group | Freight charges | \$29,635.22 |
| E4650 | 19/06/2024 | 1575 | GPC Asia Pacific Pty Ltd/Repco | Automotive parts & supplies | \$2,464.62 |
| E4650 | 19/06/2024 | 2122 | Iplex Pipelines Australia P/L | Pipes & lubricant supplies | \$2,781.59 |
| E4650 | 19/06/2024 | 2333 | Winc Australia Pty Limited | Stationery | \$2,014.64 |

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|--------------------------------|-------------|-----------------|---|---|---------------|
| E4650 | 19/06/2024 | 2469 | Coates Hire | Hire of trailer mounted boom & space heaters for EIS flooding | \$22,585.95 |
| E4650 | 19/06/2024 | 3774 | Goodchild Enterprises | Battery supplies | \$2,270.40 |
| E4650 | 19/06/2024 | 4210 | Farm & General EOPP | Parts & supplies | \$9,114.81 |
| E4650 | 19/06/2024 | 4647 | Marketforce - Omnicom | Local government notices & employment adverts | \$1,086.57 |
| E4650 | 19/06/2024 | 5253 | T-Quip | Parts & supplies | \$1,064.25 |
| E4650 | 19/06/2024 | 5623 | Esperance Windscreens | Windscreen services | \$2,178.86 |
| E4650 | 19/06/2024 | 6183 | Kleen West | Cleaning & kitchen supplies | \$7,803.04 |
| E4650 | 19/06/2024 | 6714 | Holcim Pty Ltd | Aggregate & kerb mix supplies | \$26,655.73 |
| E4650 | 19/06/2024 | 6873 | WT Hydraulics | Hydraulic parts, supplies & services | \$3,720.43 |
| E4650 | 19/06/2024 | 8959 | Topsigns | Signage supply & installation – Street name & traffic signs | \$15,661.58 |
| E4650 | 19/06/2024 | 9006 | Corsign WA Pty Ltd | Road work signage | \$3,278.00 |
| E4650 | 19/06/2024 | 9022 | AFGRI Equipment Australia Pty Ltd | Gasket & battery supplies | \$1,585.74 |
| E4650 | 19/06/2024 | 9170 | ThermoAir | Air conditioning services | \$4,213.12 |
| E4650 | 19/06/2024 | 9210 | McIntosh & Son W.A. | Parts & supplies | \$2,262.75 |
| E4650 | 19/06/2024 | 9574 | Clarke & Stokes Agri services Pty Ltd | Materials for Fisheries Rd turning lane & town water supply | \$234,410.18 |
| E4650 | 19/06/2024 | 9657 | Super Cheap Auto Pty Ltd | Auto electrical parts & supplies | \$198.60 |
| E4650 | 19/06/2024 | 10431 | Skipper Transport Parts | Parts & supplies | \$2,108.13 |
| E4650 | 19/06/2024 | 10741 | Esperance Rural Supplies - Elders | Parts & supplies | \$478.29 |
| E4650 | 19/06/2024 | 10943 | Kaebel Leisure Pty Ltd | Playground equipment | \$2,981.00 |
| E4650 | 19/06/2024 | 10993 | Etech WA Pty Ltd – Esperance Communications | Printing services & supplies, VHF fitted to airport vehicle | \$9,674.01 |
| E4650 | 19/06/2024 | 11082 | South East Petroleum - BFB Accounts | Fuel supplies | \$2,310.96 |
| E4650 | 19/06/2024 | 11160 | Sigma Chemicals | Pool chemicals & swim school equipment | \$2,298.49 |
| E4650 | 19/06/2024 | 11298 | Alcolizer Technology Pty Ltd | Drug and alcohol testing equipment | \$6,523.00 |

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Municipal Fund - EFT Payments

| <i>EFT Ref / Cheque No</i> | <i>Date</i> | <i>Creditor</i> | <i>Payee</i> | <i>Description</i> | <i>Amount</i> |
|--------------------------------|-------------|-----------------|-------------------------------------|--|---------------|
| E4650 | 19/06/2024 | 11448 | Swan Towing Service Pty Ltd ATF The | Transport BFB vehicle (Bunbury – Condingup) | \$4,840.00 |
| E4650 | 19/06/2024 | 11451 | Otium Planning Group | Strategic plan development project consult & implement - BOILC | \$9,817.50 |
| E4650 | 19/06/2024 | 11454 | Regional Development Australia - WA | Training & education | \$2,200.00 |
| E4650 | 19/06/2024 | 11459 | R&J Batteries Pty Ltd | Batteries supplies | \$165.00 |
| E4651 | 21/06/2024 | 1 | Australian Taxation Office | Final FBT payment 2023-2024 | \$4,279.75 |
| E4651 | 21/06/2024 | 260 | Horizon Power | Electricity charges | \$2,114.89 |
| E4652 | 21/06/2024 | 33 | Australian Services Union (ASU) | Payroll deduction | \$371.00 |
| E4652 | 21/06/2024 | 140 | Esperance Shire Staff Jackpot | Payroll deduction | \$600.00 |
| E4652 | 21/06/2024 | 144 | Esperance Staff Social Club | Payroll deduction | \$240.00 |
| E4652 | 21/06/2024 | 154 | LGRCEU | Payroll deduction | \$88.00 |
| E4652 | 21/06/2024 | 1963 | Child Support Agency | Payroll deduction | \$4,800.38 |
| E4653 | 24/06/2024 | 325 | Easton WJ & V | Hire of earthmoving plant | \$25,393.50 |
| E4653 | 24/06/2024 | 1469 | Beachwind Enterprises Pty Ltd | Hire of earthmoving plant | \$135,965.50 |
| E4653 | 24/06/2024 | 2693 | Worth Kerbing | Kerbing services | \$1,564.20 |
| E4653 | 24/06/2024 | 6014 | Esperance Tree Lopping | Pruning and removal of trees and stumps | \$32,136.50 |
| E4653 | 24/06/2024 | 6636 | Esperance Earthworks Pty Ltd | Hire of earthmoving plant | \$324,493.40 |
| E4653 | 24/06/2024 | 7522 | Jacka Trenching and Fencing | Traffic control | \$24,926.00 |
| E4653 | 24/06/2024 | 8230 | Ballantyne Earthmoving | Hire of earthmoving plant and labour | \$319,187.55 |
| E4653 | 24/06/2024 | 8317 | Titan Contracting | Mowing services | \$50,240.03 |
| E4653 | 24/06/2024 | 10615 | Quaintrelle (WA) Pty Ltd T/A | Hire of street sweeper | \$17,673.29 |
| E4653 | 24/06/2024 | 11496 | K D Spencer | Refund of bond | \$29,160.00 |
| E4654 | 24/06/2024 | 32 | Australia Post | Postage | \$708.97 |
| E4654 | 24/06/2024 | 2562 | Commonwealth Bank of Australia | Account fees - May 2024 | \$664.66 |

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|--------------------------------|-------------|-----------------|---|--|---------------|
| E4654 | 24/06/2024 | 7576 | Les Mills Asia Pacific | Body attack/body balance/body pump June 2024 | \$674.01 |
| E4654 | 24/06/2024 | 8081 | Bond Administrator Department of Commerce | Bond | \$860.00 |
| E4654 | 24/06/2024 | 9321 | Superchoice Services Pty Limited | Superannuation – June 2024 | \$257,862.54 |
| E4654 | 24/06/2024 | 9997 | Sandwai Pty Ltd | Software monthly admin & mobile user | \$2,248.40 |
| E4654 | 24/06/2024 | 11364 | Ezidebit Pty Ltd | BOILC – Ezidebit services | \$953.87 |
| E4655 | 27/06/2024 | - | Salmon Gums Development Group | ***** C A N C E L L E D ***** | \$0.00 |
| E4655 | 27/06/2024 | 1 | Australian Taxation Office | Payroll deduction | \$195,192.00 |
| E4655 | 27/06/2024 | 62 | Building and Construction Industry | Building levy fees – June 2024 | \$5,026.70 |
| E4655 | 27/06/2024 | 73 | CJD Equipment Pty Ltd | Parts & equipment | \$942.29 |
| E4655 | 27/06/2024 | 126 | Esperance Electrical Service | Electrical services – Carpark light pole floodlights | \$9,049.00 |
| E4655 | 27/06/2024 | 187 | Ixom Operations Pty Ltd | Cylinder & gas charges | \$308.26 |
| E4655 | 27/06/2024 | 209 | I S Mickel | Councillor payment 2023/2024 | \$3,442.17 |
| E4655 | 27/06/2024 | 325 | Easton WJ & V | Hire of earthmoving plant | \$13,721.40 |
| E4655 | 27/06/2024 | 395 | BOC Gases | Cylinder & gas charges | \$215.87 |
| E4655 | 27/06/2024 | 440 | Wesfarmers Kleenheat Gas Pty Ltd | Cylinder & gas charges | \$4,457.38 |
| E4655 | 27/06/2024 | 505 | Esperance Plumbing Service | Plumbing services | \$151.94 |
| E4655 | 27/06/2024 | 536 | Landgate | Searches & valuations – GRV general revaluation 2023/24 | \$182,000.01 |
| E4655 | 27/06/2024 | 637 | Concrete World | Concrete products & supplies | \$868.17 |
| E4655 | 27/06/2024 | 749 | RAECO | Shelving upgrade - Library | \$21,998.90 |
| E4655 | 27/06/2024 | 800 | Civica Pty Limited | Business process alignment workshops – Milestone 3 | \$12,760.00 |
| E4655 | 27/06/2024 | 977 | Lewis Lewis Properties Pty Ltd – The Pier Hotel | Meals and refreshments for staff and client activities - EHC | \$71.10 |
| E4655 | 27/06/2024 | 1148 | Woodlands Distributors and Agencies Pty Ltd | Compostable dog waste bags | \$1,834.80 |
| E4655 | 27/06/2024 | 1197 | Six Mile Hill Bush Fire Brigade | Reimbursement - Telstra bill | \$121.99 |

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|--------------------------------|-------------|-----------------|-------------------------------------|--|---------------|
| E4655 | 27/06/2024 | 1215 | Shire of Esperance Municipal Fund | Bond & project retention payments | \$39,756.32 |
| E4655 | 27/06/2024 | 1245 | Esperance Netball Association | Sponsorship – Small community grant | \$1,000.00 |
| E4655 | 27/06/2024 | 1315 | Gibson Soak Water Co | Water supplies | \$54.00 |
| E4655 | 27/06/2024 | 1330 | The Cannery Arts Centre | Esperance Art Awards – Small community grant | \$3,300.00 |
| E4655 | 27/06/2024 | 1362 | Esperance Farm Trees | Seedlings and trees | \$8,134.50 |
| E4655 | 27/06/2024 | 1470 | Express Yourself Printing Esperance | Printing and stationery | \$300.00 |
| E4655 | 27/06/2024 | 1550 | Comfort Inn Bay of Isles | Bookeasy sales - accommodation | \$418.50 |
| E4655 | 27/06/2024 | 1660 | Esperance Basketball Association | Bond refund | \$2,000.00 |
| E4655 | 27/06/2024 | 1695 | Bay of Isles Mini-Excavators | Plant hire | \$975.00 |
| E4655 | 27/06/2024 | 1730 | Rotary Club of Esperance | Australia Day event – Small community grant | \$11,000.00 |
| E4655 | 27/06/2024 | 1981 | Esperance Sportspower | Corporate uniforms | \$4,814.90 |
| E4655 | 27/06/2024 | 2113 | Banksia Medical and Health | Pre-employment medical assessments & EAP services | \$1,078.00 |
| E4655 | 27/06/2024 | 2397 | Circuitwest Inc. | Presenter show fee - WAYJO Be-Bop to Hip-Hop | \$3,300.00 |
| E4655 | 27/06/2024 | 2496 | Professionals Esperance Real Estate | Rent | \$3,300.00 |
| E4655 | 27/06/2024 | 2763 | Esperance Lock & Shoe Service | Key & lock supplies | \$162.00 |
| E4655 | 27/06/2024 | 2765 | Esperance Autos | Parts & repairs | \$1,173.50 |
| E4655 | 27/06/2024 | 2847 | Scaddan Primary School | Copying services on behalf of Scaddan Bushfire brigade | \$22.00 |
| E4655 | 27/06/2024 | 3055 | Esperance Golf Club (Inc) | Reticulation installation – Small community grant | \$12,100.00 |
| E4655 | 27/06/2024 | 3227 | Esperance Fire Services | Hire and testing of fire equipment and panels | \$1,122.68 |
| E4655 | 27/06/2024 | 3419 | Australasian Granite Pty Ltd | Bond refund | \$11,539.31 |
| E4655 | 27/06/2024 | 3478 | Avis Car Hire | Car hire – May 2024 | \$17,907.64 |
| E4655 | 27/06/2024 | 3534 | Local Government Professionals | Training & education | \$60.00 |
| E4655 | 27/06/2024 | 3604 | Kelyn Training Services | Traffic training courses | \$3,790.83 |

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|--------------------------------|-------------|-----------------|---|--|---------------|
| E4655 | 27/06/2024 | 3781 | Escare Inc | Small community grant – Merchandise for Mental Health awareness | \$1,100.00 |
| E4655 | 27/06/2024 | 3797 | LED Esperance | Electrical supplies | \$358.22 |
| E4655 | 27/06/2024 | 3889 | S J & H P O'Brien | Retic and drainage - Repair work | \$6,895.04 |
| E4655 | 27/06/2024 | 3938 | C K Mader | Rent | \$600.00 |
| E4655 | 27/06/2024 | 3953 | Advanced Spatial Technologies Pty Ltd | Engineering software – Annual subscription | \$7,425.00 |
| E4655 | 27/06/2024 | 4276 | Modern Teaching Aids Pty Ltd | Replacement equipment – BOILC creche | \$1,535.49 |
| E4655 | 27/06/2024 | 4311 | R M & W G Herbert | Painting services | \$1,424.50 |
| E4655 | 27/06/2024 | 4321 | The Royal Life Saving Society (WA) | Labour hire – Pool Operators - BOILC | \$25,789.90 |
| E4655 | 27/06/2024 | 4553 | CFC Holdings Pty Ltd | Parts & supplies | \$1,030.98 |
| E4655 | 27/06/2024 | 4586 | The Toy Station | Replacement toys – BOILC creche | \$329.94 |
| E4655 | 27/06/2024 | 4699 | Esperance Care Services Inc | Bags of rags | \$57.00 |
| E4655 | 27/06/2024 | 4755 | LGIS Insurance Broking - Jardine Lloyd | Insurance extension – Public & products liability & contract works | \$11,142.08 |
| E4655 | 27/06/2024 | 4765 | S P Burge | Reimbursement | \$80.01 |
| E4655 | 27/06/2024 | 4798 | Australia's Golden Outback | Financial assistance agreement – Q1 2024/25 | \$38,844.30 |
| E4655 | 27/06/2024 | 4947 | Toll Ipec Pty Ltd | Freight charges | \$3,499.25 |
| E4655 | 27/06/2024 | 4989 | Woolworths Group Limited | Consumables & supplies | \$1,681.42 |
| E4655 | 27/06/2024 | 5039 | Department of Agriculture, Fisheries & Forestry | Audit services – Wylie Bay Waste Facility | \$569.00 |
| E4655 | 27/06/2024 | 5051 | Stratagreen | Garden supplies & products | \$3,111.42 |
| E4655 | 27/06/2024 | 5194 | Jatek Engineering | Supply & install public seating | \$17,270.00 |
| E4655 | 27/06/2024 | 5215 | Public Transport Authority of WA | TransWA - May 2024 | \$6,843.08 |
| E4655 | 27/06/2024 | 5231 | Mobile Windmill Service and Maintenance | Wild dog control | \$30,800.00 |
| E4655 | 27/06/2024 | 5235 | Repeat Plastics (WA) | Parts & supplies | \$570.64 |
| E4655 | 27/06/2024 | 5295 | Komatsu Australia Pty Ltd | Parts & supplies | \$693.92 |

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|--------------------------------|-------------|-----------------|---|--|---------------|
| E4655 | 27/06/2024 | 5389 | S P Flanagan | Councillor payment – April to June 2024 | \$5,070.00 |
| E4655 | 27/06/2024 | 5444 | Reece Australia Pty Ltd | Lane ropes & accessories for swimming pontoons & Jetty | \$2,223.12 |
| E4655 | 27/06/2024 | 5481 | C H Bradley | Reimbursement – Les Mill training | \$119.07 |
| E4655 | 27/06/2024 | 5509 | Esperance Equestrian Club (Inc) | Development camp – Small community grant | \$2,000.00 |
| E4655 | 27/06/2024 | 5559 | BookEasy Australia Pty Ltd | Bookeasy fees - May 2024 | \$515.78 |
| E4655 | 27/06/2024 | 5604 | Esperance Milk Supply | Milk supplies | \$133.06 |
| E4655 | 27/06/2024 | 5622 | Subway Esperance | Various catering - May 2024 | \$1,974.55 |
| E4655 | 27/06/2024 | 5767 | Seek Limited | Advertising positions vacant | \$1,633.50 |
| E4655 | 27/06/2024 | 5791 | W J & F J Graham | Councillor payments - April to June 2024 | \$5,070.00 |
| E4655 | 27/06/2024 | 5793 | Tradelink Esperance | Plumbing parts & supplies | \$5.02 |
| E4655 | 27/06/2024 | 5796 | Pink Lake IGA | Consumables & supplies | \$450.25 |
| E4655 | 27/06/2024 | 5826 | Conplant Pty Ltd | Compressor parts & supplies | \$2,057.18 |
| E4655 | 27/06/2024 | 5877 | Castletown Chemist | Chemist supplies - EHC | \$174.00 |
| E4655 | 27/06/2024 | 5896 | Toyota Financial Services | Lease payments | \$443.81 |
| E4655 | 27/06/2024 | 5911 | Black Swan Theatre Company | Royalties for Barracking for the Umpire show | \$317.24 |
| E4655 | 27/06/2024 | 5971 | G J & K L Hatton | Rates refund | \$2,280.78 |
| E4655 | 27/06/2024 | 6009 | McLeods Barristers & Solicitors | Legal advice | \$1,315.60 |
| E4655 | 27/06/2024 | 6099 | Melbourne International Comedy Festival | Royalties for Melbourne International Comedy show | \$1,269.18 |
| E4655 | 27/06/2024 | 6164 | Data 3 Limited | Software licence – Windows datacentre core | \$13,026.31 |
| E4655 | 27/06/2024 | 6176 | Market Creations Pty Ltd | Website upgrade phase 3 – Civic Centre | \$7,861.70 |
| E4655 | 27/06/2024 | 6179 | Bay Of Isles Furniture | Office furniture | \$978.00 |
| E4655 | 27/06/2024 | 6221 | PFD Food Services Pty Ltd | Consumables & supplies | \$375.60 |
| E4655 | 27/06/2024 | 6340 | Alltoilets (WA) | Portable toilet supplies | \$726.00 |

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|--------------------------------|-------------|-----------------|--------------------------------------|---|---------------|
| E4655 | 27/06/2024 | 6495 | MCM Protection Pty Ltd | Security services & monitoring | \$7,199.50 |
| E4655 | 27/06/2024 | 6537 | ABCO Products Pty Ltd | Cleaning supplies | \$2,869.02 |
| E4655 | 27/06/2024 | 6552 | Esperance Bird and Animal Park cafe | Bookeasy sales - accommodation | \$335.40 |
| E4655 | 27/06/2024 | 6876 | R L Bryan | Refund - EHC | \$289.19 |
| E4655 | 27/06/2024 | 6894 | C.R. Kennedy & Co Pty Ltd | Survey parts & supplies | \$458.70 |
| E4655 | 27/06/2024 | 6897 | Aptella Pty Ltd | Case & solar power bank | \$509.67 |
| E4655 | 27/06/2024 | 7043 | Connect Call Centre Services | Ranger call services – April & May 2024 | \$225.95 |
| E4655 | 27/06/2024 | 7121 | Saltwater Catering | Catering for EHC Day Centre opening | \$1,080.00 |
| E4655 | 27/06/2024 | 7131 | InfoCouncil Pty Ltd | Annual help desk & licence – 2024/25 | \$13,991.34 |
| E4655 | 27/06/2024 | 7174 | Green Frog Studios | Install & fabricate – Lost at Sea Memorial | \$24,200.00 |
| E4655 | 27/06/2024 | 7190 | Catalyse | Consulting for council plan performance page artwork | \$880.00 |
| E4655 | 27/06/2024 | 7250 | Esperance CWA Holiday Units | Bookeasy sales - accommodation | \$1,444.80 |
| E4655 | 27/06/2024 | 7409 | C A Edwards | Reimbursement | \$252.04 |
| E4655 | 27/06/2024 | 7425 | Esperance Cleaning Service | Cleaning services | \$10,120.00 |
| E4655 | 27/06/2024 | 7443 | L M Horn | Reimbursement | \$106.95 |
| E4655 | 27/06/2024 | 7581 | T & L Ayers | Rent | \$1,285.71 |
| E4655 | 27/06/2024 | 7583 | Slimline Warehouse | Office & display equipment - Museum | \$7,959.40 |
| E4655 | 27/06/2024 | 7638 | Herron Todd White | Valuation of Kirwan Road | \$5,500.00 |
| E4655 | 27/06/2024 | 7703 | Talis Consultants | Detailed design & services – Myrup Waste Transfer Station | \$29,933.12 |
| E4655 | 27/06/2024 | 7704 | Vorgee Pty Ltd. | Replacing stock for pro-shop - BOILC | \$771.65 |
| E4655 | 27/06/2024 | 7845 | Nespresso Professional | Consumables & supplies | \$123.00 |
| E4655 | 27/06/2024 | 7879 | Drillers Ridge Pty Ltd - 8 Taylor St | Bookeasy sales - accommodation | \$1,444.80 |
| E4655 | 27/06/2024 | 8024 | C A Poole | Consignment sales | \$80.00 |

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|--------------------------------|-------------|-----------------|--|--|---------------|
| E4655 | 27/06/2024 | 8117 | Foxtel Cable Television Pty Limited | Foxtel subscription - June 2024 - BOILC | \$105.00 |
| E4655 | 27/06/2024 | 8229 | R J Horan | Councillor payment 2023/2024 | \$1,157.28 |
| E4655 | 27/06/2024 | 8496 | The Trustee for Pickering Family Trust | Reimbursement | \$869.05 |
| E4655 | 27/06/2024 | 8497 | The Print Shop Bunbury | Printing services – Museum brochures | \$1,578.50 |
| E4655 | 27/06/2024 | 8555 | P R & S G Thomason | Rates refund | \$2,306.24 |
| E4655 | 27/06/2024 | 8567 | Esperance Mobility Sales & Service | Mobility equipment - EHC | \$2,080.00 |
| E4655 | 27/06/2024 | 8596 | Frontline Fire and Rescue Equipment | PPE for Bushfire brigades | \$9,293.16 |
| E4655 | 27/06/2024 | 8644 | AM Wreckers Group Pty Ltd | Towing services | \$220.00 |
| E4655 | 27/06/2024 | 8663 | Commercial Aquatics Australia Pty Ltd | Parts & supplies | \$321.20 |
| E4655 | 27/06/2024 | 8800 | South Regional TAFE | Training and education | \$653.02 |
| E4655 | 27/06/2024 | 8882 | Esperance Tjaltjraak Services Pty Ltd | Review for Tip sand dune clearing | \$3,046.38 |
| E4655 | 27/06/2024 | 8914 | Cleanaway Pty Ltd | Rubbish & recycling collections | \$3,577.15 |
| E4655 | 27/06/2024 | 8933 | Aurelia's Ice Creamery and Cafe | Various catering | \$521.00 |
| E4655 | 27/06/2024 | 8955 | Esperance Laundry and Linen | Laundry services | \$34.00 |
| E4655 | 27/06/2024 | 8989 | EnviroLab Services (WA) Pty Ltd | Water monitoring services | \$2,319.22 |
| E4655 | 27/06/2024 | 8994 | Information Proficiency | Annual maintenance & support license - Content Manager | \$24,976.16 |
| E4655 | 27/06/2024 | 9003 | Rural Traffic Services Pty Ltd | Traffic control services | \$18,418.02 |
| E4655 | 27/06/2024 | 9028 | Terry White Chemmart Esperance | Chemist supplies - EHC | \$237.60 |
| E4655 | 27/06/2024 | 9037 | Ergolink | Office furniture & supplies | \$1,215.90 |
| E4655 | 27/06/2024 | 9056 | Bradshaws Pharmacy | Chemist supplies - EHC | \$7.70 |
| E4655 | 27/06/2024 | 9077 | J O'Donnell | Councillor payment 2023/2024 | \$1,157.28 |
| E4655 | 27/06/2024 | 9081 | Show Technology Australia Pty Limit | Replacement stage lighting equipment – Civic Centre | \$21,961.13 |
| E4655 | 27/06/2024 | 9100 | On Duty Diesel and Mechanical | Mechanical repairs and services | \$1,441.00 |

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|--------------------------------|-------------|-----------------|---|---|---------------|
| E4655 | 27/06/2024 | 9108 | Bay of Isles Chiropractic Centre | Chiropractic services - EHC | \$65.00 |
| E4655 | 27/06/2024 | 9127 | Unicare Health | Equipment – EHC | \$363.50 |
| E4655 | 27/06/2024 | 9138 | Department of Biodiversity Conservation | National park passes for resale – Visitors Centre | \$16,020.00 |
| E4655 | 27/06/2024 | 9147 | Key Pest and Weed Control | Pest control inspections & services | \$5,155.00 |
| E4655 | 27/06/2024 | 9163 | Esperance Combined Tyres & Mechanical | Tyre services & supplies, replacement tyres for backhoe | \$12,137.50 |
| E4655 | 27/06/2024 | 9175 | S P McMullen | Councillor payment – April to June 2024 | \$5,070.00 |
| E4655 | 27/06/2024 | 9207 | Datacom Systems (AU) Pty Ltd | Printer supplies | \$511.70 |
| E4655 | 27/06/2024 | 9218 | Avantgarde Technologies Pty Ltd | Veeam cloud monthly subscription & technical support & assistance | \$9,555.98 |
| E4655 | 27/06/2024 | 9236 | T Stewarts Engineering | Fabrications services for bore construction | \$13,046.35 |
| E4655 | 27/06/2024 | 9237 | Esperance Metaland | Parts & supplies | \$744.59 |
| E4655 | 27/06/2024 | 9270 | W C Govans | Door servicing & repairs, replacement controller to door for Civic Centre | \$5,161.32 |
| E4655 | 27/06/2024 | 9294 | Darkel Farms | Reimbursement | \$763.25 |
| E4655 | 27/06/2024 | 9306 | Drake-Brockman Building and | Progress claims – Residential units & Homecare renovation payment | \$415,225.45 |
| E4655 | 27/06/2024 | 9308 | Florissons Home Furnishers | Office furniture for council chambers | \$8,000.00 |
| E4655 | 27/06/2024 | 9414 | Chadwick Mobile Auto Electrics | Repairs & services | \$362.50 |
| E4655 | 27/06/2024 | 9415 | J Bell | Poster delivery | \$200.00 |
| E4655 | 27/06/2024 | 9451 | The Choppin Block Butchers | Kitchen consumables | \$375.79 |
| E4655 | 27/06/2024 | 9466 | Esperance Glass | Window repairs & services | \$489.50 |
| E4655 | 27/06/2024 | 9503 | EcoValley Honey - Winton Hughes | Consignment sales | \$52.80 |
| E4655 | 27/06/2024 | 9531 | Seas It All Pty Ltd | Bookeasy sales - accommodation | \$524.00 |
| E4655 | 27/06/2024 | 9558 | Mackenzies Electrical Service Pty L | Electrical services | \$2,046.33 |
| E4655 | 27/06/2024 | 9564 | South East Auto & Heavy Diesel | Cylinders & bearings supplies | \$2,440.99 |
| E4655 | 27/06/2024 | 9638 | BTECH Electrical Services | Motorised adjustable trolley | \$1,825.05 |

Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 23 July 2024 for confirmation in respect to accounts already paid.

Tran Amount

Municipal Fund - EFT Payments

| <i>EFT Ref / Cheque No</i> | <i>Date</i> | <i>Creditor</i> | <i>Payee</i> | <i>Description</i> | <i>Amount</i> |
|--------------------------------|-------------|-----------------|--|---|---------------|
| E4655 | 27/06/2024 | 9639 | Avon Waste | Rubbish & recycling collections | \$45,368.59 |
| E4655 | 27/06/2024 | 9640 | M D Cronin | Weed control services | \$2,376.00 |
| E4655 | 27/06/2024 | 9641 | Aussie Broadband Pty Ltd | Aussie broadband internet | \$507.00 |
| E4655 | 27/06/2024 | 9645 | TPG Network Pty Ltd | Internet charges | \$130.90 |
| E4655 | 27/06/2024 | 9671 | R P Western | Consignment sales | \$19.96 |
| E4655 | 27/06/2024 | 9807 | R G Chambers | Councillor payment - April to June 2024 | \$13,306.99 |
| E4655 | 27/06/2024 | 9808 | J L Obourne | Councillor payment - April to June 2024 | \$6,800.62 |
| E4655 | 27/06/2024 | 9838 | Blue Haven Shell Studio Accommodation | Bookeasy sales - accommodation | \$425.70 |
| E4655 | 27/06/2024 | 9848 | Apparatus Public Art and Cultural services | Consulting – Lost at Sea Memorial | \$10,015.50 |
| E4655 | 27/06/2024 | 9894 | Calibre Care | Equipment - EHC | \$3,016.30 |
| E4655 | 27/06/2024 | 9913 | Esperance Crane Hire | Crane hire services | \$811.25 |
| E4655 | 27/06/2024 | 9976 | Aviation ID Australia Pty Ltd | Aviation security cards | \$616.00 |
| E4655 | 27/06/2024 | 10046 | M Magennis | Reimbursement | \$199.00 |
| E4655 | 27/06/2024 | 10142 | R-Group International Pty Ltd | Teams phone package – May 2024 | \$3,221.22 |
| E4655 | 27/06/2024 | 10146 | S & N Creations | Souvenirs for resale – Visitors Centre | \$814.00 |
| E4655 | 27/06/2024 | 10192 | Esperance Gutter Cleaning | Gutter cleaning services | \$4,235.00 |
| E4655 | 27/06/2024 | 10218 | D B Ambrose | Gardening services - EHC | \$400.00 |
| E4655 | 27/06/2024 | 10230 | Danny's Firewood & Timber Supplies | Jarrah bush poles for park maintenance | \$880.00 |
| E4655 | 27/06/2024 | 10269 | Lite N' Easy Pty Ltd | Meal preparation & delivery - EHC | \$884.93 |
| E4655 | 27/06/2024 | 10309 | C T Davies | Councillor payment – April to June 2024 | \$3,912.72 |
| E4655 | 27/06/2024 | 10320 | Fly Esperance Pty Ltd | Bookeasy commission | \$157.52 |
| E4655 | 27/06/2024 | 10347 | Gadean Footwear (Australia) Pty Ltd | Specialised shoes for client - EHC | \$220.00 |
| E4655 | 27/06/2024 | 10358 | Esperance Weekender | Various adverts | \$1,954.00 |

Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 23 July 2024 for confirmation in respect to accounts already paid.

Tran Amount

Municipal Fund - EFT Payments

| <i>EFT Ref / Cheque No</i> | <i>Date</i> | <i>Creditor</i> | <i>Payee</i> | <i>Description</i> | <i>Amount</i> |
|--------------------------------|-------------|-----------------|--|--|---------------|
| E4655 | 27/06/2024 | 10416 | J M Smith | Rent | \$600.00 |
| E4655 | 27/06/2024 | 10432 | Australasian Sports Floors Horner Pty Ltd | Inspect and consult water damaged floor – Esperance Indoor Stadium | \$7,458.00 |
| E4655 | 27/06/2024 | 10439 | Techstreet Pty Ltd | Australian Standards subscription | \$124.00 |
| E4655 | 27/06/2024 | 10518 | Townzies Turf and Gardens | Gardening services – EHC | \$222.75 |
| E4655 | 27/06/2024 | 10554 | L P De Haas | Councillor payment – April to June 2024 | \$5,070.00 |
| E4655 | 27/06/2024 | 10640 | Bitutek Pty Ltd | Supply & lay bitumen | \$168,779.80 |
| E4655 | 27/06/2024 | 10709 | A R Hind | Jackpot winnings pay 26 | \$150.00 |
| E4655 | 27/06/2024 | 10735 | Cabcharge Pty Ltd | Cab charges and vouchers | \$359.75 |
| E4655 | 27/06/2024 | 10760 | N L Curtis | Rent | \$1,100.00 |
| E4655 | 27/06/2024 | 10798 | Live Life Alarms / Flight Plan Digital Pty Ltd | Personal care alarm and monitoring - EHC | \$547.00 |
| E4655 | 27/06/2024 | 10848 | Retravision Esperance – JAPMR Pty Ltd | White goods | \$474.00 |
| E4655 | 27/06/2024 | 10859 | BM Electrical WA Pty Ltd (Griffs Electrical) | Electrical services | \$1,755.05 |
| E4655 | 27/06/2024 | 10922 | Scaddan Country Club Bar Account | Reimbursement – AGM Catering for Scaddan Bushfire brigade | \$145.00 |
| E4655 | 27/06/2024 | 10942 | Thorp Realty Pty Ltd | Rent | \$2,397.14 |
| E4655 | 27/06/2024 | 10956 | MBL Food & Packaging T/A South Coast foods | Cleaning & consumable supplies | \$4,433.88 |
| E4655 | 27/06/2024 | 10958 | Newsxpress Esperance Lottery Centre | Stationery & newspaper subscriptions | \$94.90 |
| E4655 | 27/06/2024 | 10964 | Boulevard News Esperance | Stationery & newspaper subscriptions | \$40.72 |
| E4655 | 27/06/2024 | 11019 | Enviroclean WA Pty Ltd | Annual service and clean of parts | \$1,012.00 |
| E4655 | 27/06/2024 | 11035 | Absolute Hot Water & Gas | Plumbing services and repairs | \$2,704.68 |
| E4655 | 27/06/2024 | 11053 | David Macdermott T/A Mermaid Leather | Consignment sales | \$23.96 |
| E4655 | 27/06/2024 | 11058 | Howat WA Pty Ltd T/A The Weed Terminator | Various mitigation works and mulching services | \$123,642.75 |
| E4655 | 27/06/2024 | 11107 | K E Schofield | Reimbursement | \$164.58 |
| E4655 | 27/06/2024 | 11110 | Esperance Outdoor Power Equipment | Repairs & supplies | \$2,118.90 |

Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 23 July 2024 for confirmation in respect to accounts already paid.

Tran Amount

Municipal Fund - EFT Payments

| <i>EFT Ref / Cheque No</i> | <i>Date</i> | <i>Creditor</i> | <i>Payee</i> | <i>Description</i> | <i>Amount</i> |
|--------------------------------|-------------|-----------------|--|--|---------------|
| E4655 | 27/06/2024 | 11155 | C A Brown | Jackpot winnings pay 26 | \$150.00 |
| E4655 | 27/06/2024 | 11197 | Baykyard | Repairs to electric bikes | \$110.00 |
| E4655 | 27/06/2024 | 11206 | Fire Front Solutions Pty Ltd | Fire mapper subscription | \$2,376.00 |
| E4655 | 27/06/2024 | 11251 | Niche Planning Studio Pty Ltd | Stage 2 – Flinders Estate draft plan preparation | \$19,250.00 |
| E4655 | 27/06/2024 | 11307 | Jonas Leisure Pty Ltd | Training & software support - BOILC | \$4,400.00 |
| E4655 | 27/06/2024 | 11316 | BreezeConnect | Monthly subscription | \$48.50 |
| E4655 | 27/06/2024 | 11322 | G M Johnston | Councillors payment – April to June 2024 | \$3,912.72 |
| E4655 | 27/06/2024 | 11330 | S Starceovich | Councillors payment – April to June 2024 | \$3,912.72 |
| E4655 | 27/06/2024 | 11345 | L J Vincent | Refund over payment | \$10.00 |
| E4655 | 27/06/2024 | 11348 | B L Hough-Neilson | Reimbursement | \$352.72 |
| E4655 | 27/06/2024 | 11354 | M.S Purnell & M.J Purnell | Gardening services | \$400.00 |
| E4655 | 27/06/2024 | 11356 | Good Chat Designs | Consignment sales | \$74.00 |
| E4655 | 27/06/2024 | 11384 | CNE Ag Innovations Pty Ltd | Parts & services | \$790.35 |
| E4655 | 27/06/2024 | 11401 | Levi's Woodworking | Consignment sales | \$24.00 |
| E4655 | 27/06/2024 | 11431 | Anchor Electro-Air Pty Ltd TA Southern 4 x 4 | Parts and supplies | \$44.99 |
| E4655 | 27/06/2024 | 11435 | Global Compliance Certification | NDIS audit report – Review, preparation & planning | \$5,027.00 |
| E4655 | 27/06/2024 | 11437 | R E Hamilton | Reimbursement | \$1,268.10 |
| E4655 | 27/06/2024 | 11446 | National Disability Support Partner | Refund - EHC | \$402.52 |
| E4655 | 27/06/2024 | 11492 | The Wild Cherries (WA) Pty Ltd t/a Luxe Floral | Bereavement flowers | \$80.00 |
| E4655 | 27/06/2024 | 11497 | S A Docker | Refund - EHC | \$214.46 |
| E4655 | 27/06/2024 | 11500 | GA Moor T/A Vintage Services | Valuation of museum items | \$250.00 |
| E4655 | 27/06/2024 | 11502 | The Hopkins Unit Trust T/A J & K Hopkins | Office furniture – Library | \$299.00 |
| E4655 | 27/06/2024 | 11503 | R J Kyle | Refund – double payment | \$60.00 |

Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 23 July 2024 for confirmation in respect to accounts already paid.

Tran Amount

Municipal Fund - EFT Payments

| <i>EFT Ref / Cheque No</i> | <i>Date</i> | <i>Creditor</i> | <i>Payee</i> | <i>Description</i> | <i>Amount</i> |
|--|-------------|-----------------|-------------------------|-------------------------|---------------------|
| E4655 | 27/06/2024 | 11504 | E A Godwin | Reimbursement | \$112.94 |
| E4655 | 27/06/2024 | 11505 | J L Freind | Reimbursement | \$101.40 |
| E4655 | 27/06/2024 | 11506 | R M Rogan | Refund | \$1,100.00 |
| E4655 | 27/06/2024 | 11507 | L Kokir | Refund | \$110.00 |
| E4656 | 28/06/2024 | 32 | Australia Post | Postage & service fees | \$526.70 |
| E4656 | 28/06/2024 | 314 | WA Treasury Corporation | Loan repayment | \$3,503.36 |
| E4656 | 28/06/2024 | 11364 | Ezidebit Pty Ltd | BOILC Ezidebit services | \$564.46 |
| Total Creditor payments made by EFT from Municipal Fund | | | | | 5,325,316.45 |

Municipal Fund - EFT Wage Payments

| <i>EFT Ref / Cheque No</i> | <i>Date</i> | <i>Payee</i> | <i>Description</i> | <i>Amount</i> |
|---|-------------|---------------|--|-----------------------|
| Bulk EFT | 05/06/2024 | Payroll (Net) | Wages for 23/05/2024 to 04/06/2024 (Period 25) | \$177.27 |
| Bulk EFT | 06/06/2024 | Payroll (Net) | Wages for 23/05/2024 to 05/06/2024 (Period 25) | \$617,022.38 |
| Bulk EFT | 08/06/2024 | Payroll (Net) | Wages for 06/06/2024 to 07/06/2024 (Period 26) | \$2,988.09 |
| Bulk EFT | 20/06/2024 | Payroll (Net) | Wages for 06/06/2024 to 19/06/2024 (Period 26) | \$623,849.83 |
| Total Employee Wage payments made by EFT from Municipal Fund | | | | \$1,244,037.57 |

| SHIRE OF ESPERANCE | | | | |
|---|--|-----------------|---|------------|
| List of accounts direct debited from Council's Municipal Fund submitted to the Ordinary Council Meeting meeting held on 23/07/2024 for confirmation in respect to accounts already paid. | | | | |
| DATED | CREDITOR | NAME | PARTICULARS | AMOUNT |
| 1/06/2024 | GoFax Pty Ltd | Felicity Baxter | Fax license June 2024 | \$29.85 |
| 4/06/2024 | Mailchimp | Felicity Baxter | Media notifications | \$200.10 |
| 9/06/2024 | Microsoft | Felicity Baxter | Azure cloud storage | \$2.85 |
| 16/06/2024 | Starlink Australia | Felicity Baxter | Remote internet services | \$1,286.00 |
| 21/06/2024 | ZACD Australia Pty Ltd | Felicity Baxter | Accommodation - CEO | \$242.10 |
| 21/06/2024 | ZACD Australia Pty Ltd | Felicity Baxter | Accommodation - Cr Chambers | \$242.10 |
| 24/06/2024 | IGA Esperance Dempster St | Felicity Baxter | Council refreshments | \$16.80 |
| 25/06/2024 | Crown Promenade Perth | Felicity Baxter | Accommodation - R Greive & A Belworthy | \$1,280.00 |
| 25/06/2024 | REX | Felicity Baxter | Flights - W Willey | \$408.95 |
| 28/05/2024 | The Institution of Engineers Australia | Mathew Walker | Engineering membership renewal - K Kahatadeniya | \$612.00 |
| 28/05/2024 | SEA Heavy Diesel | Mathew Walker | Bus inspection | \$251.47 |
| 31/05/2024 | Civil Aviation Safety Authority | Mathew Walker | Drone registration renewal | \$160.00 |
| 4/06/2024 | Parks & Leisure Australia | Mathew Walker | Membership renewal | \$825.00 |
| 25/06/2024 | Landgate | Mathew Walker | Title search - Land access | \$91.50 |
| 25/06/2024 | Landgate | Mathew Walker | Title search - Land access | \$30.50 |
| 30/05/2024 | Terry White Chemist | Roy Greive | Covid tests | \$100.55 |
| 4/06/2024 | Australian Institute of Building Surveyors | Roy Greive | Conference registration - R Greive | \$1,170.00 |
| 11/06/2024 | Australian Institute of Building Surveyors | Roy Greive | Conference registration - A Belworthy | \$1,170.00 |
| 11/06/2024 | Woolworths | Richard Hindley | Consumables for meeting | \$48.92 |
| 18/06/2024 | Australian Institute of Management WA | Shane Burge | Conference registration - C Hoffrichter & E Godwin | \$1,210.00 |
| 19/06/2024 | LLWG WA Pty Ltd | Shane Burge | Accommodation - M Cooke | \$422.21 |
| 20/06/2024 | Spotto WA | Shane Burge | Taxi services | \$73.82 |
| 21/06/2024 | Delaware North Retail Services | Shane Burge | Travel expenses - Consumables | \$23.00 |
| 22/06/2024 | LLWG WA Pty Ltd | Shane Burge | Meals - M Cooke | \$66.83 |
| 29/05/2024 | Dominos Esperance | Shane Tobin | Volunteer meals - Melbourne International Comedy Festival | \$102.75 |
| 29/05/2024 | Lets Party With Balloons | Shane Tobin | Winter Wonderland Decorations | \$53.50 |
| 29/05/2024 | Glook Australia | Shane Tobin | Winter Wonderland Decorations | \$116.85 |
| 31/05/2024 | Bunnings | Shane Tobin | Winter Wonderland Decorations | \$72.95 |
| 31/05/2024 | Express Yourself | Shane Tobin | Winter Wonderland wrist bands | \$846.00 |
| 5/06/2024 | Kmart | Shane Tobin | Consumables for Civic Centre | \$52.00 |
| 5/06/2024 | Woolworths | Shane Tobin | Consumables for Civic Centre | \$38.55 |

| SHIRE OF ESPERANCE | | | | |
|---|-------------------------------|-----------------------|---|------------|
| List of accounts direct debited from Council's Municipal Fund submitted to the Ordinary Council Meeting meeting held on 23/07/2024 for confirmation in respect to accounts already paid. | | | | |
| DATED | CREDITOR | NAME | PARTICULARS | AMOUNT |
| 7/06/2024 | Ecoboy Pty Ltd | Shane Tobin | Bar stock - Civic Centre | \$115.00 |
| 7/06/2024 | Dominos Esperance | Shane Tobin | Volunteer meals - African Sunrise | \$112.73 |
| 10/06/2024 | Bunnings | Shane Tobin | Hardware | \$10.63 |
| 12/06/2024 | Esperance Visitor Centre | Shane Tobin | Town Towns gifts | \$152.40 |
| 12/06/2024 | Dominos Esperance | Shane Tobin | Volunteer meals - Barracking for the Umpire | \$113.65 |
| 14/06/2024 | Woolworths | Shane Tobin | Consumable for youth meeting | \$32.50 |
| 14/06/2024 | The Toy Station | Shane Tobin | Bubble liquid | \$123.96 |
| 21/06/2024 | Topsigns | Shane Tobin | Winter Wonderland signs | \$237.60 |
| 21/06/2024 | Global Colours | Shane Tobin | Face paint | \$63.88 |
| 15/06/2024 | Woolworths | Ashley Peczka | Catering - MAF treatment works | \$108.81 |
| 16/06/2024 | Dominos Esperance | Ashley Peczka | Catering - MAF treatment works | \$80.30 |
| 28/05/2024 | Downtown Espresso | Melissa Ammon | Catering | \$12.50 |
| 30/05/2024 | Conference Logistics | Melissa Ammon | Conference registration - L Horn | \$816.00 |
| 31/05/2024 | Bunnings | Melissa Ammon | Cleaning supplies - GMS | \$187.73 |
| 5/06/2024 | AFLO Equipment | Melissa Ammon | Supplies for BOILC kiosk | \$159.98 |
| 5/06/2024 | Twilio Sendgrid | Melissa Ammon | BOILC POS monthly subscription | \$135.79 |
| 5/06/2024 | International Transaction Fee | Melissa Ammon | BOILC POS monthly subscription | \$3.39 |
| 11/06/2024 | JCS Online Resources | Melissa Ammon | Online resources - Library | \$339.70 |
| 15/06/2024 | Vend Pos | Melissa Ammon | Visitor Centre POS monthly subscription | \$139.30 |
| 28/05/2024 | REX | Chantelle Hoffrichter | Flights - C Edwards | \$724.97 |
| 28/05/2024 | REX | Chantelle Hoffrichter | Flights - B Hough-Neilson | \$683.30 |
| 28/05/2024 | Woolworths | Chantelle Hoffrichter | Chambers consumables | \$106.95 |
| 28/05/2024 | Pan Pacific Perth | Chantelle Hoffrichter | Accommodation - C Webster | \$1,248.00 |
| 28/05/2024 | Pan Pacific Perth | Chantelle Hoffrichter | Accommodation & meals - N Logan | \$1,980.70 |
| 29/05/2024 | REX | Chantelle Hoffrichter | Flights - R Chambers | \$836.45 |
| 30/05/2024 | REX | Chantelle Hoffrichter | Flights - S Burge | \$866.85 |
| 30/05/2024 | Novotel Perth | Chantelle Hoffrichter | Accommodation - K Schofield | \$828.00 |
| 6/06/2024 | Hotel Northbridge | Chantelle Hoffrichter | Accommodation & bond - M Bidstrup | \$365.00 |
| 6/06/2024 | REX | Chantelle Hoffrichter | Flights - K Schofield | \$870.11 |
| 7/06/2024 | Hotel Northbridge | Chantelle Hoffrichter | Refund of accommodation bond - M Bidstrup | -\$200.00 |
| 9/06/2024 | Hostel G Perth | Chantelle Hoffrichter | Accommodation - C Edwards & B Hough-Neilson | \$798.00 |

| SHIRE OF ESPERANCE | | | | |
|---|--------------------------------|--------------------------|--|------------------|
| List of accounts direct debited from Council's Municipal Fund submitted to the Ordinary Council Meeting meeting held on 23/07/2024 for confirmation in respect to accounts already paid. | | | | |
| DATED | CREDITOR | NAME | PARTICULARS | AMOUNT |
| 9/06/2024 | Wonil Hotel Perth | Chantelle Hoffrichter | Accommodation - K Schofield | \$898.88 |
| 11/06/2024 | Aviation ID Australia | Chantelle Hoffrichter | ASIC renewal - C Hoffrichter | \$308.00 |
| 13/06/2024 | Sparkle Sisters | Chantelle Hoffrichter | Face painting for event | \$450.00 |
| 13/06/2024 | REX | Chantelle Hoffrichter | Flights - R Greive | \$408.95 |
| 13/06/2024 | Wonil Hotel Perth | Chantelle Hoffrichter | Meals - K Schofield | \$87.96 |
| 17/06/2024 | Airbnb | Chantelle Hoffrichter | Accommodation - M Brown | \$348.44 |
| 18/06/2024 | Post Esperance Shop | Chantelle Hoffrichter | Neville Mulgat Award - Esperance Home Care | \$305.95 |
| 18/06/224 | Tickets | Chantelle Hoffrichter | Winter Festival opening - Media team | \$59.60 |
| 18/06/2024 | Woolworths | Chantelle Hoffrichter | Consumables | \$16.95 |
| 28/05/2024 | Aidacare Pty Ltd | Erica Austen | Client purchase | \$1,170.00 |
| 7/06/2024 | Department of Transport | Erica Austen | NDIS Check | \$145.00 |
| 8/06/2024 | Netflix | Erica Austen | Monthly subscription | \$16.99 |
| 17/06/2024 | Xero AU | Erica Austen | Monthly subscription | \$65.00 |
| 20/06/2024 | Simplybig | Erica Austen | Client purchase | \$153.95 |
| 21/06/2024 | Revitive | Erica Austen | Client purchase | \$429.00 |
| 28/05/2024 | Woolworths | Karen Voyatzis | Food - MOW kitchen | \$425.36 |
| 29/05/2024 | Woolworths | Karen Voyatzis | Food - MOW kitchen | \$214.19 |
| 4/06/2024 | Woolworths | Karen Voyatzis | Food - MOW kitchen | \$294.53 |
| 10/06/2024 | Woolworths | Karen Voyatzis | Food - MOW kitchen | \$253.09 |
| 2/06/2024 | Woolworths | Karen Voyatzis | Food - MOW kitchen | \$532.55 |
| 17/06/2024 | Woolworths | Karen Voyatzis | Food - MOW kitchen | \$345.57 |
| 19/06/2024 | Woolworths | Karen Voyatzis | Food - MOW kitchen | \$249.46 |
| 24/06/2024 | Woolworths | Karen Voyatzis | Food - MOW kitchen | \$337.93 |
| 5/06/2024 | Commonwealth Bank of Australia | Sofie Hawke | Refund on disputed transaction | -\$1,905.16 |
| 5/06/2024 | Commonwealth Bank of Australia | Sofie Hawke | Refund on disputed transaction | -\$204.93 |
| | | Commonwealth Bank | Total Credit Card Purchases 28/05/24 - 26/06/24 | 28,708.59 |

Item: 12.3.3

New Lease - Esperance Multi Sports Pavillion - Lot 500 Black Street Esperance

| | | |
|---------------------|--------------------------------|--|
| Author/s | Cherrie Vincent Sarah Walsh | Governance and Corporate Support Officer Coordinator Governance & Corporate Support |
| Authorisor/s | Felicity Baxter | Director Corporate and Community Services |

File Ref: D24/17408

Applicant

Esperance Hockey Association Inc.

Location/Address

Part Lot 500 on Deposited Plan 411499, Reserve 3287, Esperance WA 6450



Executive Summary

For Council to consider entering into a new lease with the Esperance Hockey Association Inc. for the Multi Sports Pavilion at the Greater Sports Ground, Part Lot 500 on Deposited Plan 411499, Reserve 3287, Esperance WA 6450.

Recommendation in Brief

That Council enter into a new lease with the Esperance Hockey Association Inc. for the Multi Sports Pavilion at the Greater Sports Ground, Part Lot 500 on Deposited Plan 411499, Reserve 3287, Esperance WA 6450.

Background

The Esperance Multi Sports Pavilion Management Committee handed over the lease to the Esperance Hockey Association back in August 2019. The lease is now due to expire in June 2024.

A request has been received by the Hockey Association to enter into a new lease agreement for the maximum community lease term of 21 years.

Officer's Comment

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

Consultation

Esperance Hockey Association Inc.
Community Development
Manager Parks and Environment
Coordinator Planning Services
Coordinator Building Services
Coordinator Environmental Health

Financial Implications

Annual rent \$110 inc GST
Lease preparation fee \$155 inc GST

Asset Management Implications

Nil – land only lease, includes 4x light towers on site.

Statutory Implications

Local Government Act 1995 – s.3.58 Disposing of property
Local Government (Functions and General) Regulations 1996 – Section 30(2) Dispositions of property excluded from Act s.3.58
Land Administration Act 1997 – Section 18 Crown Land Transactions that need Minister's Approval

Policy Implications

Building and Property Agreements

Strategic Implications

Council Plan 2022 – 2032

Prosperity - Outcome 12. A prosperous and diverse economy

Objective 12.1. Attract and retain diverse industries and enterprises to grow the economy and local jobs.
Priority Project 12.1.1. Support proponents in priority industry sectors to establish businesses and develop projects in Esperance.

Environmental Considerations

Nil

Attachments

A¹. Hockey Association - Request for lease

RECOMMENDATION AND DECISION

Item: 12.3.3 New Lease - Esperance Multi Sports Pavillion - Lot 500 Black Street Esperance

Moved: Cr Obourne

Seconded: Cr de Haas

O0724-117

Council Resolution

That Council enter into a new lease with the Esperance Hockey Association Inc. for the Multi Sports Pavilion at the Greater Sports Ground, Part Lot 500 on Deposited Plan 411499, Reserve 3287, Esperance WA 6450, subject to;

- 1. Department of Lands' approval;**
- 2. The term of Lease being 21 years;**
- 3. Annual lease fee of \$110 inc GST being payable;**
- 4. Lease preparation fee of \$155 inc GST being payable; and**
- 5. All lease terms and conditions being as per Council's standard community lease template.**

CARRIED

F8 - A0

*For: Cr Starcevich, Cr Davies, Cr Flanagan, Cr de Haas, Cr Graham, Cr Johnston
Cr Obourne, Pres Chambers*

Archived: Tuesday, 2 July 2024 8:07:43 AM
From: esperancepresident.hockey@gmail.com
Mail received time: Mon, 20 May 2024 02:24:11
Sent: Mon, 20 May 2024 10:23:54
To: [Cherrie Vincent](#)
Subject: RE: Lease Expiry Notification
Importance: Normal
Sensitivity: None

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

Hi Cherrie,

We have decided to go for the maximum time- 21 Years.

Many thanks,


EHA President


esperancepresident.hockey@gmail.com



From: Cherrie Vincent <Cherrie.Vincent@esperance.wa.gov.au>
Sent: Thursday, May 16, 2024 4:08 PM
To: esperancepresident.hockey@gmail.com
Subject: RE: Lease Expiry Notification

Thank you for responding,
We will await confirmation on the term you wish to renew for.

In the mean time I will draft the document.

Kind regards.

Cherrie Vincent



Governance and Corporate Support Officer
Shire of Esperance | Administration Building

12.4 EXECUTIVE SERVICES

Item: 12.4.1

Information Bulletin - July 2024

| | | |
|---------------------|-----------------------|-------------------------|
| Author/s | Chantelle Hoffrichter | Executive Assistant |
| Authorisor/s | Shane Burge | Chief Executive Officer |

File Ref: D24/18586

Applicant

Internal

Strategic Implications

Council Plan 2022-2032

Performance

Outcome 15. Operational excellence and financial sustainability.

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

Attachments

- A. [Information Bulletin - July 2024](#)
- B. [Council Priorities Summary - Corporate Performance - June 2024](#)
- C. [Status Report - Open Council Resolutions - July 2024](#)
- D. [Letter - Esperance Senior High School Upgrades - Hon Dr Tony Buti MLA](#)

RECOMMENDATION AND DECISION

Item: 12.4.1 Information Bulletin - July 2024

Moved: Cr Davies

Seconded: Cr Johnston

O0724-118

Council Resolution

That Council accepts:

- 1. Information Bulletin – July 2024**
- 2. Council Priorities Summary – Corporate Performance – June 2024**
- 3. Status Report – Open Council Resolutions – July 2024**
- 4. Letter – Esperance Senior High School Upgrades – Hon Dr Tony Buti MLA**

CARRIED

F8 - A0

*For: Cr Starcevich, Cr Davies, Cr Flanagan, Cr de Haas, Cr Graham, Cr Johnston,
Cr Obourne, Pres Chambers*



INFORMATION BULLETIN

ORDINARY COUNCIL MEETING

July 2024

we make it
happy



Shire of Esperance

Building Applications Approved from 1 June 2024 to 30 June 2024

Building Permits

| Approval Date | Permit Number | Name & Address of Owner | Builder Name & Address | Reg No | Situation of Building | Type of Work | Materials of External Walls | Roof Covering | Main Material of Floor | No of Buildings | Floor Area Sq.M | Cost \$ Excluding Land |
|---------------|---------------|-------------------------|--|----------|--|---|-----------------------------|-------------------------|------------------------|-----------------|----------------------------|------------------------|
| 04/06/2024 | 17020 | | Drake-Brockman Building and Construction Pty Ltd PO Box 745 ESPERANCE WA 6450 | BC101783 | Lot 628 D: 79185 Sims Street NULSEN | Occupancy Permit Class 7b - 2 x Storage Building & Amenities Building | Steel | Steel | Concrete | 2 | 922.0 | |
| 21/06/2024 | 18127 | | Drake-Brockman Building and Construction Pty Ltd PO Box 745 ESPERANCE WA 6450 | BC101783 | Lot: 18 P.O. 73198 37 McDonald Road CHADWICK | Occupancy Permit - Enclose Class 8 Industrial Shed | Steel | Steel | Concrete | 1 | | |
| 07/06/2024 | 18338 | | Drake-Brockman Building and Construction Pty Ltd PO Box 745 ESPERANCE WA 6450 | BC101783 | Lot 666 D: 84105 16 Norseman Road CHADWICK | Occupancy Permit - Class 5, 7b & 8 Industrial Workshop with Showroom & Office 557m2 | Steel | Steel | Concrete | 1 | 557.0 | |
| 21/06/2024 | 18354 | | Auscan Building Systems PTY LTD 15 Corbett Street GNOWANGERUP WA 6335 | | Lot 1496 P.O. 207131 2,371 Boydell Road DALYUP | Occupancy Permit - Class 7b Farm Shed 600m2 | Steel | Steel | Concrete | 1 | 600.0 | |
| 18/06/2024 | 18425 | | T Haberley PO Box 2233 ESPERANCE WA 6450 | | Lot 6 P.O. 52171 292 Barook Road PINK LAKE | Sheds with Infill Between 105m2 & Front Verandah | Steel | Steel | Concrete | 1 | 105.0 | 19,800.00 |
| 10/06/2024 | 18470 | | M Valentini Unit 6 Striding Street Perth WA 6000 | | Lot 21 D: 36388 117 Dempster Street ESPERANCE | Occupancy Permit Retail Building (Class 8) - Alt/Add to McDonalds Esp | Steel | Steel | Concrete | | 160.0 | |
| 21/06/2024 | 18485 | | Drake-Brockman Building and Construction Pty Ltd PO Box 745 ESPERANCE WA 6450 | BC101783 | Lot 41 P.O. 64784 Shark Lake Road MONJINGUP | Occupancy Permit - Class 5/7b/8 - Office, Storage Shed, Workshop 781m2 | Steel | Steel | Concrete | 1 | 300.0 | |
| 23/06/2024 | 18537 | | Demolition WA PO Box 515 KALGOORLIE WA 6430 | | Lot 30 P.O. 12389 14 Frank Freeman Drive BANDY CREEK | Demolition - Two Storey Dwelling and Small Shed 252m2 | | | | 1 | 252.0 | 37,730.00 |
| 18/06/2024 | 18558 | | Auscan Building Systems PTY LTD 15 Corbett Street GNOWANGERUP WA 6335 | | Lot 384 P.O. 212175 1,513 Muntz Road HOWICK | Occupancy Permit - Farm Shed Storage Building (Class 7b) | Steel | Steel | Concrete | 1 | 1440.0 | |
| 14/06/2024 | 18570 | | Auscan Building Systems PTY LTD 15 Corbett Street GNOWANGERUP WA 6335 | | Lot 15 P.O. 44886 35,058 Coolgardie-Esperance Highway GIBSON | Occupancy Permit - Storage Building (Class 7b) - 315m2 | Steel | Steel | Concrete | 1 | 315.0 | |
| 04/06/2024 | 18574 | | B D Partington Building Contractors PO Box 893 ESPERANCE WA 6450 | BC101807 | Lot 13 P.O. 1328 5 Layton Street ESPERANCE | Two Storey Dwelling 438m2 With Lift, Garage and Retaining Walls | Brick, veneer | Steel | Concrete | 1 | 438.0 | 750,000.00 |
| 12/06/2024 | 18588 | | J Congreve - Lawrence 12 Walmsley Street CASTLETOWN WA 6450 | | Lot 45 P.O. 255118 551 Eleven Mile Beach Road PINK LAKE | Timber Deck and Balooony Two Storey 73m2 | | Flace Cement | Timber | 1 | 73.0 | 19,500.00 |
| 03/06/2024 | 18590 | | J Paul PO Box 876 ESPERANCE WA 6450 | | Lot 312 P.O. 12215 20 Wildcherry Avenue CASTLETOWN | Patio Addition 32m2 | | Steel | Concrete | 1 | 32.0 | 8,000.00 |
| 03/06/2024 | 18592 | | Drake-Brockman Building and Construction Pty Ltd PO Box 745 ESPERANCE WA 6450 | BC101783 | Lot 237 P.O. 69443 17 Bell Way BANDY CREEK | Extension to Existing Shed 16m2 | Steel | Steel | Concrete | 1 | 16.0 | 10,000.00 |
| 19/06/2024 | 18594 | | Wrinkly Tin & Cladding Company Pty Ltd PO Box 1075 ESPERANCE WA 6450 | | Lot 247 P.O. 1853 23 Daphne Street CASTLETOWN | Retaining Wall 22m2 | Concrete or stone | | Concrete | 1 | 22.0 | 12,800.00 |

Shire of Esperance

Building Applications Approved from 1 June 2024 to 30 June 2024

Building Permits

| Approval Date | Permit Number | Name & Address of Owner | Builder Name & Address | Reg No | Situation of Building | Type of Work | Materials of External Walls | Roof Covering | Main Material of Floor | No of Buildings | Floor Area Sq.M | Cost \$ Excluding Land |
|---------------|---------------|-------------------------|---|----------|--|---|-----------------------------|---------------|------------------------|-----------------|----------------------------|------------------------|
| 19/06/2024 | 18595 | | B J Jones 18 Dixon Street NULSEN WA 6450 | 13341 | Lot: 24 D: 38716 1 Randell Street ESPERANCE | Replace Existing Garage with Skillion Roof Garage 84m2 | Steel | Steel | Concrete | 1 | 84.0 | 20,580.00 |
| 11/06/2024 | 18596 | | Drake-Brookman Building and Construction Pty Ltd PO Box 745 ESPERANCE WA 6450 | BC101783 | Lot: 164 Fin : 59293 39 Treasure Road SINCLAIR | Shed 84m2 | Steel | Steel | Concrete | 1 | 84.0 | 35,000.00 |
| 05/06/2024 | 18600 | | Demolition WA PO Box 515 KALGOORLIE WA 6430 | | Lot: 104 Fin : 32089 Rowse Street NULSEN | Demolition - House and Shed | | | | 2 | 280.0 | 19,200.00 |
| 11/06/2024 | 18601 | | Drake-Brookman Building and Construction Pty Ltd PO Box 745 ESPERANCE WA 6450 | BC101783 | Lot: 3 Fin : 6823 4 Wegner Drive ESPERANCE | Shed 54m2 | Steel | Steel | Concrete | 1 | 54.0 | 35,000.00 |
| 04/06/2024 | 18602 | | McMahon's Building & Construction PO Box 2049 ESPERANCE WA 6450 | BC103541 | Lot: 37 Fin : 8495 2 Sinclair Street CASTLETOWN | Semi-Enclosed Truck Parking/Storage Shed 232m2 (Class 7b) | Steel | Steel | Concrete | 1 | 232.0 | 35,000.00 |
| 06/06/2024 | 18604 | | Modulens Pty Ltd T/A Modular WA PO Box 1786 WANGARA WA 6947 | 101630 | Lot: 299 Fin : 170181 | RAC - Units 21-30 (10 Units) 5 x Modular Class 1b Dwellings | Fibre Cement | Steel | Concrete | 5 | 500.0 | 1,440,910.00 |
| 12/06/2024 | 18605 | | Modulens Pty Ltd T/A Modular WA PO Box 1786 WANGARA WA 6947 | 101630 | Lot: 299 Fin : 170181 | RAC Units - 13-16 & 18-20 - 7 x Short Term Accommodation Dwellings | Fibre Cement | Steel | Concrete | 7 | 532.0 | 1,797,495.00 |
| 23/06/2024 | 18606 | | B D Partington Building Contractors PO Box 893 ESPERANCE WA 6450 | BC101607 | Lot: 239 Fin : 8296 1 Coleman Street ESPERANCE | Single Storey Dwelling With Garage and Pool 275m2 | Brick, veneer | Steel | Concrete | 1 | 275.0 | 600,000.00 |
| 07/06/2024 | 18607 | | Modulens Pty Ltd T/A Modular WA PO Box 1786 WANGARA WA 6947 | 101630 | Lot: 299 Fin : 170181 | RAC- Ablution Block Modular Framed 140m2 | Fibre Cement | Steel | Concrete | 1 | 140.0 | 540,999.00 |
| 13/06/2024 | 18608 | | Signarama Midland U1822 Carroll Road Midvale WA 6056 | | Lot: 500 Fin : 416252 1A Goldfields Road CASTLETOWN | RAC - Signage for Caravan Park Extension - Illuminated Pylon | Steel | Steel | Concrete | 1 | | 48,800.00 |
| 18/06/2024 | 18611 | | Drake-Brookman Building and Construction Pty Ltd PO Box 745 ESPERANCE WA 6450 | BC101783 | Lot: 437 D: 54015 147 Sims Street CHADWICK | Storage Shed 1025m2 (Class 7b) - Esperance Freight Lines | Steel | Steel | Concrete | 1 | 1025.0 | 800,000.00 |
| 30/06/2024 | 18615 | | Great Southern Pool Service PO Box 574 NARROGIN WA 6312 | | Lot: 328 Fin : 13885 40 Adelaide Street WEST BEACH | Fibre glass, Swimming Pool and Associated Fencing 23m2 | | | | 1 | 23.0 | 55,147.00 |
| 30/06/2024 | 18624 | | Greg Horan Construction Pty Ltd PO Box 1462 ESPERANCE WA 6450 | BC14356 | Lot: 1027 Fin : 31503 The Esplanade ESPERANCE | Kitchen and Coolroom Floor Replacement - Taylor St Quarters | | | Concrete | 1 | | 350,000.00 |

Total number of Building Permits: 28

\$6,635,961.00

Shire of Esperance

Building Applications Approved from 1 June 2024 to 30 June 2024

Building Approval Certificates (Unauthorised Structures)

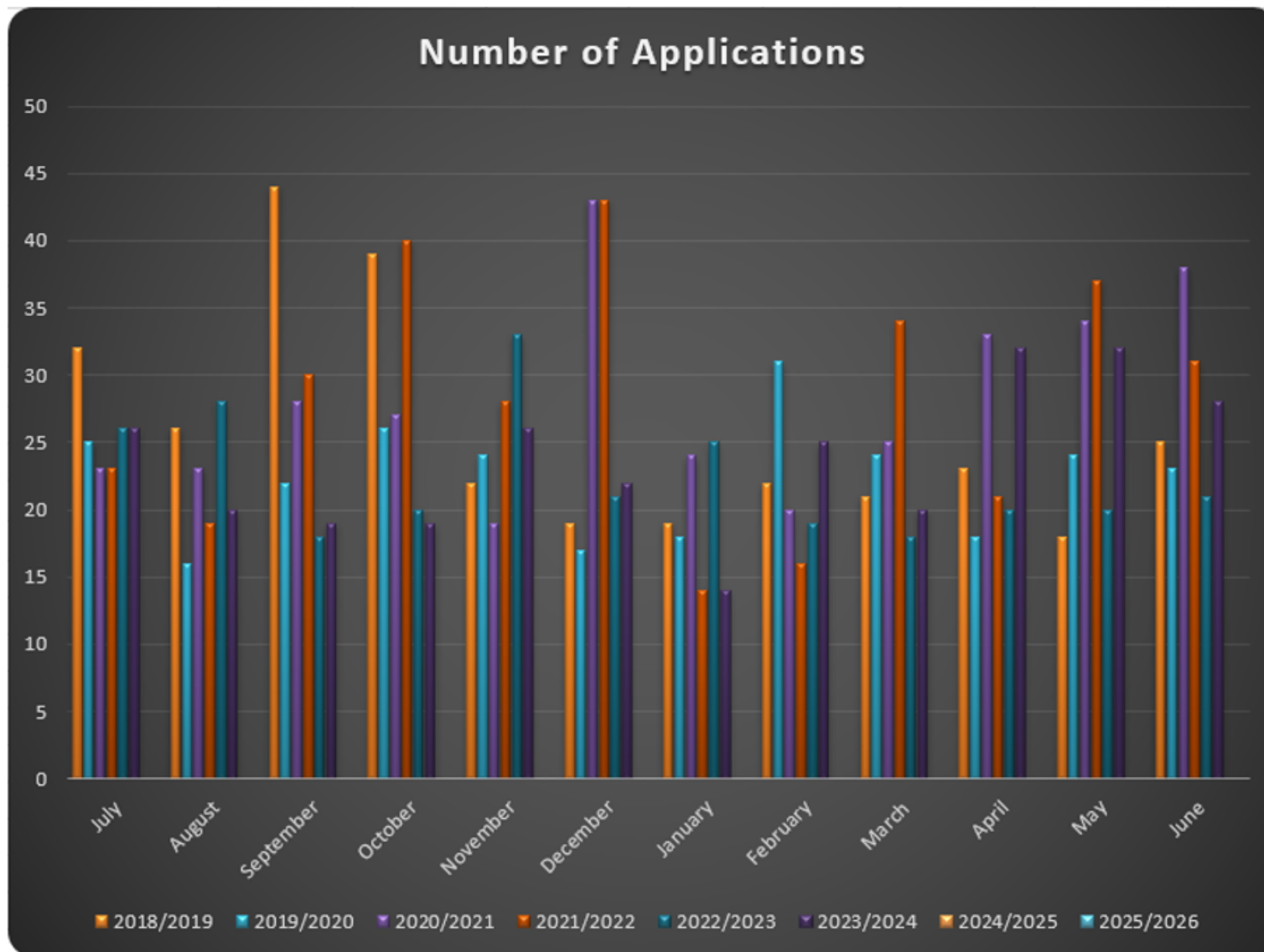
| Approval Date | Permit Number | Name & Address of Owner | Builder Name & Address | Reg No | Situation of Building | Type of Work | Materials of External Walls | Roof Covering | Main Material of Floor | No of Buildings | Floor Area Sq.M | Cost \$ Excluding Land |
|---|---------------|-------------------------|---|--------|---|--|-----------------------------|---------------|------------------------|-----------------|----------------------------|------------------------|
| 28/06/2024 | 18814 | | N S Davies 41 Remark Drive CASTLETOWN WA 6450 | | Lot: 105 Eln: 9741 24 Woods Street CHADWICK | UNAUTHORISED - Lean-To, Sea Container and Dome Shelter | | | | 1 | | 15,000.00 |
| Total number of Building Approval Certificates (Unauthorised Structures): | | | | | | | | | 1 | \$15,000.00 | | |
| Total number of Licences/Certificates Reported: | | | | | | | | | 29 | \$6,650,961.00 | | |

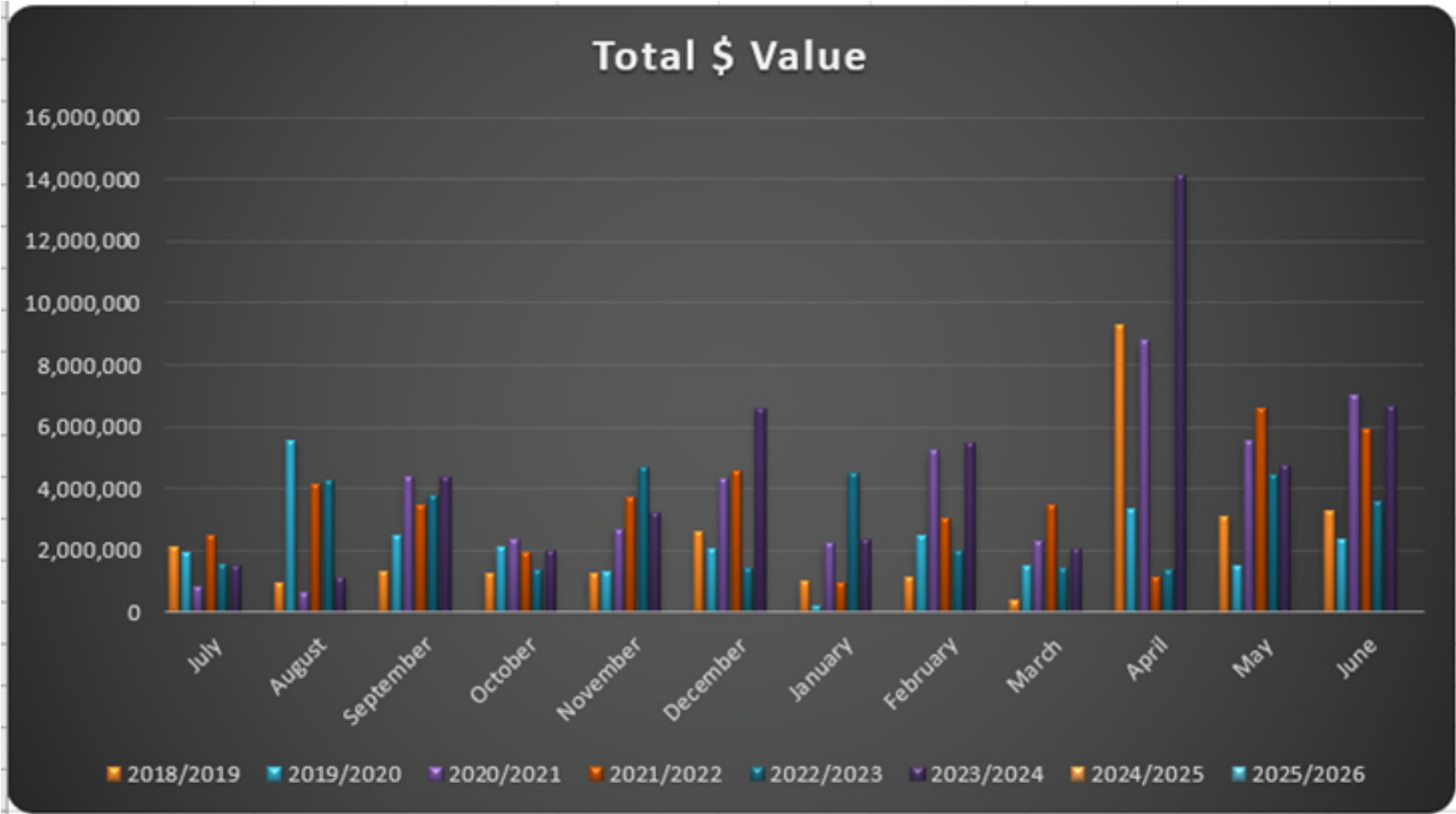
I certify to the best of my knowledge and belief, the particulars given in this return are a true and complete record of proposed building operations known to this local authority.

Tilly Fisher – Cadet Building Surveyor – 01/07/2024

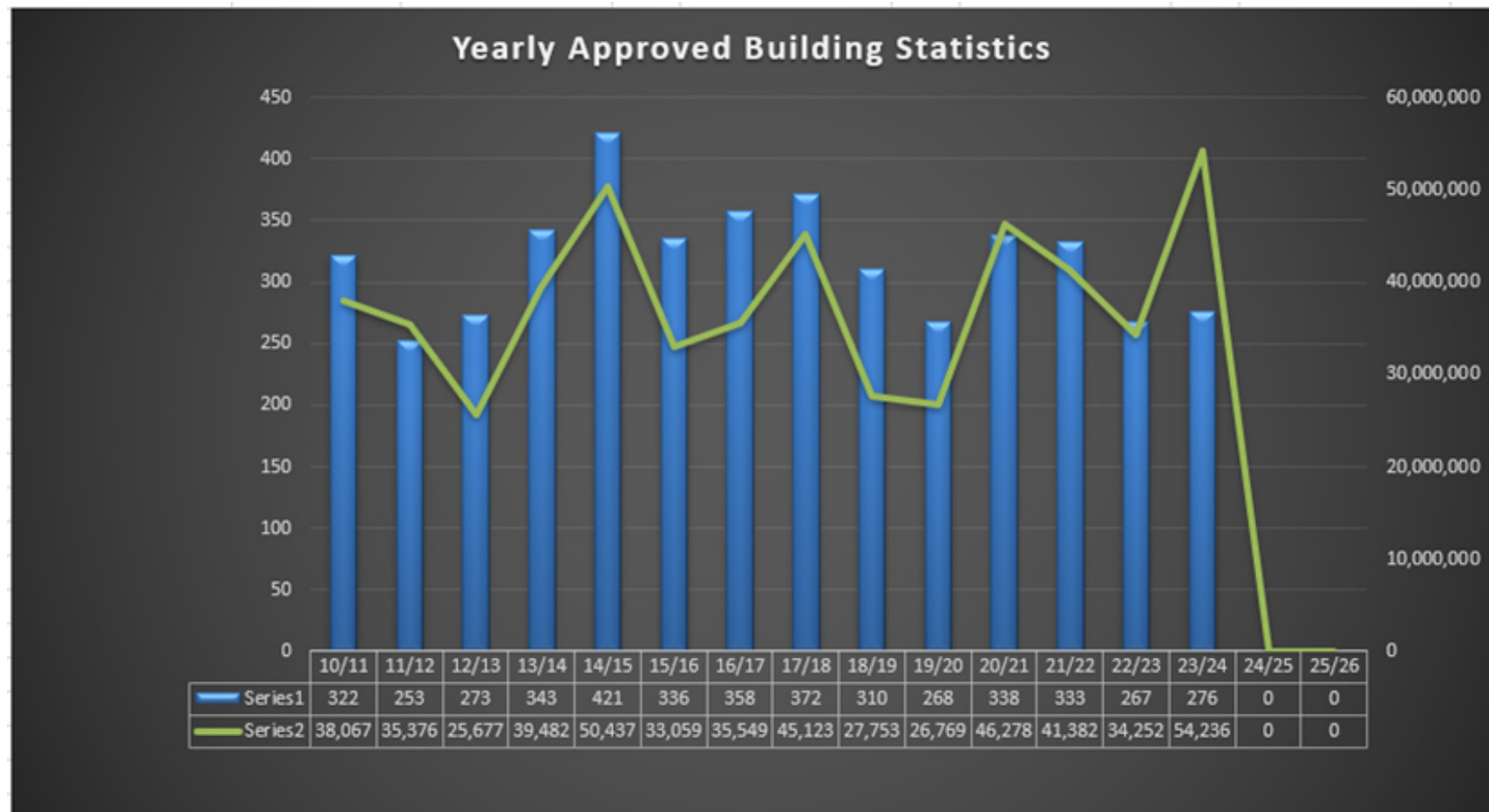
Building Statistics June 2024

| Monthly Building Statistics 2023-24 | | | | | | | | | | | | | | | | | | | | | | | | | |
|--|-------------|------|-------------|--------|-------------|-----------|-------------|---------|-------------|----------|-------------|----------|-------------|---------|-------------|----------|-------------|-------|-------------|-------|--------------|-----|-------------|-----------|-------------|
| Month | | July | | August | | September | | October | | November | | December | | January | | February | | March | | April | | May | | June | |
| Classification | Work | Num | Value | Num | Value | Num | Value | Num | Value | Num | Value | Num | Value | Num | Value | Num | Value | Num | Value | Num | Value | Num | Value | Num | Value |
| 1) Dwelling | New | 4 | \$418,560 | 8 | \$300,000 | 3 | \$1,302,836 | 1 | \$300,000 | 4 | \$1,349,149 | 4 | \$3,468,806 | 5 | \$2,140,138 | 8 | \$3,099,315 | 1 | \$225,000 | 4 | \$2,875,548 | 5 | \$2,218,873 | 4 | \$4,588,405 |
| | Alter | 2 | \$150,000 | | | 2 | \$495,000 | 2 | \$37,500 | 2 | \$147,242 | 3 | \$129,000 | 1 | \$100,000 | 4 | \$330,500 | 8 | \$484,500 | 2 | \$408,500 | 5 | \$1,115,016 | | |
| | Demo Unauth | 1 | \$100,000 | 3 | \$39,000 | 1 | \$15,000 | 1 | \$55,000 | | | | | | | | | | | | | | 2 | \$56,930 | |
| 2) Two or more sole occupancy Units | New | | | | | | | | | | | | | | | | | | | | | | | | |
| | Alter | | | | | | | | | | | | | | | | | | | | | | | | |
| | Demo Unauth | | | | | | | | | | | | | | | | | | | | | | | | |
| 3) Residential Building | New | | | | | | | | | | | | | | | | | | | | | | | | |
| | Alter | | | | | | | | | | | | | | | | | | | | | | | | |
| | Demo Unauth | | | 1 | \$250,000 | | | | | | | | | | | 1 | \$15,000 | | | | | | | | |
| 4) Caretakers Dwelling | New | | | | | | | | | | | | | | | | | | | | | | | | |
| | Alter | | | | | | | | | | | | | | | | | | | | | | | | |
| | Demo Unauth | | | | | | | | | | | | | | | | | | | | | | | | |
| 5) Office Building | New | | | | | | | 2 | \$962,000 | 2 | \$700,000 | 2 | \$260,000 | | | | | 1 | \$666,000 | | | | | | |
| | Alter | | | | | | | | | | | | | | | | | | | | | | | | |
| | Demo Unauth | | | | | | | | | | | | | | | | | | | | | | | | |
| 6) Retail | New | | | | | 1 | \$171,000 | | | | | 1 | \$0 | | | | | | | 1 | \$1,394,271 | | | | |
| | Alter | 1 | \$70,000 | | | | | 1 | \$40,000 | | | 1 | \$1,230,000 | | | | | | | | | | 1 | \$350,000 | |
| | Demo Unauth | | | | | | | | | | | | | | | | | | | | | | | | |
| 7)Carpark or Storage | New | 3 | \$447,630 | 1 | \$163,020 | 4 | \$1,629,507 | 2 | \$333,026 | 4 | \$272,658 | | | | | 3 | \$1,506,615 | 2 | \$339,070 | 7 | \$989,513 | 2 | \$0 | 2 | \$835,000 |
| | Alter | | | | | | | | | | | | | | | | | | | | | | | | |
| | Demo Unauth | | | | | | | 1 | \$100,000 | 1 | \$45,000 | | | | | | | 1 | \$3,720 | | | 1 | \$12,000 | | |
| 8) Laboratory/ Workshop | New | | | | | | | | | | | | | | | | | | | | | | | | |
| | Alter | | | | | | | | | | | | | | | | | | | | | | | | |
| | Demo Unauth | | | | | | | | | | | | | | | | | | | | | | | | |
| 9) Health-care, Assembly or Aged care Building | New | | | | | | | 1 | \$0 | | | | | | | | | | | 2 | \$8,000,000 | 1 | \$161,173 | | |
| | Alter | | | 1 | \$200,000 | | | 1 | \$40,114 | | | 1 | \$1,100,000 | | | | | | | | | | | | |
| | Demo Unauth | | | | | | | | | | | | | 2 | \$27,350 | | | | | | | | | | |
| 10) Non-habitable | New | 13 | \$261,405 | 6 | \$162,570 | 7 | \$756,354 | 6 | \$114,531 | 12 | \$712,274 | 8 | \$382,849 | 4 | \$59,457 | 5 | \$379,000 | 6 | \$158,720 | 14 | \$393,968 | 16 | \$1,261,440 | 9 | \$776,126 |
| | Alter | 1 | \$35,000 | | | | | 1 | \$12,000 | | | 1 | \$10,000 | 2 | \$21,444 | 3 | \$108,727 | 1 | \$173,727 | 2 | \$50,000 | 1 | \$0 | 2 | \$29,500 |
| | Demo Unauth | | | | | | | | | 1 | \$12,350 | | | | | | | | | | | 1 | \$9,000 | | |
| SUB TOTAL | | 24 | \$1,382,595 | 20 | \$1,114,590 | 18 | \$4,369,697 | 19 | \$1,994,171 | 26 | \$3,238,673 | 21 | \$6,580,655 | 14 | \$2,348,389 | 25 | \$5,477,341 | 20 | \$2,050,737 | 32 | \$14,111,800 | 32 | \$4,777,502 | 27 | \$6,635,961 |
| Unauthorised TOTAL | | 2 | \$103,200 | 0 | \$0 | 1 | \$26,500 | 0 | \$0 | 0 | \$0 | 1 | \$10,000 | 0 | \$0 | 0 | \$0 | 0 | \$0 | 0 | \$0 | 0 | \$0 | 1 | \$15,000 |
| Totals | | 26 | \$1,485,795 | 20 | \$1,114,590 | 19 | \$4,396,197 | 19 | \$1,994,171 | 26 | \$3,238,673 | 22 | \$6,590,655 | 14 | \$2,348,389 | 25 | \$5,477,341 | 20 | \$2,050,737 | 32 | \$14,111,800 | 32 | \$4,777,502 | 28 | \$6,650,961 |





| | | Yearly Comparison | | | | | | | | | | | |
|--|--------|-------------------|--------------|-------------|--------------|-------------|-----------------|-------------|-----------------|-------------|-----------------|-------------|-----------------|
| | | 2018 - 2019 | | 2019 - 2020 | | 2020 - 2021 | | 2021 - 2022 | | 2022 - 2023 | | 2023 - 2024 | |
| Classification | Work | Num | Value | Num | Value | Num | Value | Num | Value | Num | Value | Num | Value |
| 1) Dwelling | New | 33 | \$12,193,831 | 31 | \$12,413,292 | 75 | \$30,156,486.00 | 63 | \$21,593,598.00 | 48 | \$17,896,912.00 | 51 | \$22,286,630.00 |
| | Alter | 27 | \$1,543,310 | 27 | \$1,651,836 | 29 | \$2,452,032.00 | 31 | \$2,876,818.00 | 16 | \$1,135,152.00 | 31 | \$3,397,258.00 |
| | Demo | 1 | \$8,000 | 5 | \$68,000 | 7 | \$128,500.00 | 5 | \$106,930.00 | 1 | \$49,698.00 | 7 | \$165,930.00 |
| | Unauth | 7 | \$301,000 | 3 | \$329,800 | 4 | \$58,000.00 | 7 | \$316,269.00 | 5 | \$200,000.00 | 1 | \$100,000.00 |
| 2) Two or more sole occupancy Units | New | 0 | \$0 | 0 | \$0 | 0 | \$0.00 | 1 | \$0.00 | 0 | \$0.00 | 0 | \$0.00 |
| | Alter | 0 | \$0 | 0 | \$0 | 0 | \$0.00 | 0 | \$0.00 | 0 | \$0.00 | 0 | \$0.00 |
| | Demo | 0 | \$0 | 0 | \$0 | 0 | \$0.00 | 0 | \$0.00 | 0 | \$0.00 | 0 | \$0.00 |
| | Unauth | 0 | \$0 | 0 | \$0 | 0 | \$0.00 | 0 | \$0.00 | 0 | \$0.00 | 0 | \$0.00 |
| 3) Residential Building | New | 0 | \$0 | 0 | \$0 | 0 | \$0.00 | 0 | \$0.00 | 0 | \$0.00 | 0 | \$0.00 |
| | Alter | 0 | \$0 | 0 | \$0 | 0 | \$0.00 | 0 | \$0.00 | 0 | \$0.00 | 1 | \$15,000.00 |
| | Demo | 0 | \$0 | 0 | \$0 | 0 | \$0.00 | 0 | \$0.00 | 0 | \$0.00 | 1 | \$250,000.00 |
| | Unauth | 0 | \$0 | 0 | \$0 | 0 | \$0.00 | 0 | \$0.00 | 0 | \$0.00 | 0 | \$0.00 |
| 4) Caretakers Dwelling | New | 0 | \$0 | 0 | \$0 | 0 | \$0.00 | 1 | \$203,163.00 | 0 | \$0.00 | 0 | \$0.00 |
| | Alter | 0 | \$0 | 0 | \$0 | 0 | \$0.00 | 0 | \$0.00 | 0 | \$0.00 | 1 | \$0.00 |
| | Demo | 0 | \$0 | 0 | \$0 | 0 | \$0.00 | 0 | \$0.00 | 0 | \$0.00 | 1 | \$0.00 |
| | Unauth | 0 | \$0 | 0 | \$0 | 0 | \$0.00 | 0 | \$0.00 | 0 | \$0.00 | 0 | \$0.00 |
| 5) Office Building | New | 2 | \$530,000 | 2 | \$0 | 4 | \$0.00 | 5 | \$748,896.00 | 0 | \$0.00 | 7 | \$2,588,000.00 |
| | Alter | 4 | \$28,000 | 6 | \$1,699,076 | 6 | \$326,000.00 | 1 | \$160,000.00 | 0 | \$0.00 | 0 | \$0.00 |
| | Demo | 0 | \$0 | 0 | \$0 | 0 | \$0 | 0 | \$0 | 0 | \$0.00 | 0 | \$0.00 |
| | Unauth | 0 | \$0 | 1 | \$5,000 | 0 | \$0 | 0 | \$0 | 0 | \$0.00 | 0 | \$0.00 |
| 6) Retail | New | 2 | \$22,000 | 3 | \$88,000 | 4 | \$200,000 | 10 | \$854,102 | 6 | \$305,000 | 3 | \$1,565,271.00 |
| | Alter | 6 | \$399,898 | 0 | \$0 | 8 | \$1,255,837 | 3 | \$609,095 | 0 | \$0.00 | 5 | \$1,728,184.00 |
| | Demo | 0 | \$0 | 0 | \$0 | 1 | \$5,000 | 0 | \$0 | 0 | \$0.00 | 0 | \$0.00 |
| | Unauth | 0 | \$0 | 0 | \$0 | 1 | \$18,500 | 0 | \$0 | 0 | \$0.00 | 0 | \$0.00 |
| 7) Carpark or Storage | New | 5 | \$989,422 | 6 | \$518,584 | 14 | \$2,399,396 | 36 | \$5,010,649 | 26 | \$6,329,283 | 30 | \$6,516,039.00 |
| | Alter | 2 | \$109,700 | 6 | \$2,434,500 | 4 | \$3,780,093 | 3 | \$28,800 | 0 | \$0.00 | 0 | \$0.00 |
| | Demo | 0 | \$0 | 1 | \$120,000 | 1 | \$34,760 | 0 | \$0 | 0 | \$0.00 | 4 | \$160,720.00 |
| | Unauth | 1 | \$25,000 | 1 | \$50,000 | 1 | \$20,001 | 3 | \$27,000 | 0 | \$0.00 | 0 | \$0.00 |
| 8) Laboratory/ Workshop | New | 3 | \$410,500 | 4 | \$1,934,544 | 7 | \$944,742 | 2 | \$313,130 | 0 | \$0.00 | 0 | \$0.00 |
| | Alter | 0 | \$0 | 0 | \$0 | 6 | \$243,282 | 1 | \$25,000 | 0 | \$0.00 | 0 | \$0.00 |
| | Demo | 0 | \$0 | 0 | \$0 | 0 | \$0 | 0 | \$0 | 0 | \$0.00 | 0 | \$0.00 |
| | Unauth | 1 | \$3,000 | 0 | \$0 | 0 | \$0 | 0 | \$0 | 0 | \$0.00 | 0 | \$0.00 |
| 9) Health-care, Assembly or Aged care Building | New | 1 | \$7,954,650 | 2 | \$128,000 | 7 | \$0 | 0 | \$0 | 3 | \$271,609 | 4 | \$8,161,173.00 |
| | Alter | 8 | \$90,900 | 5 | \$1,981,701 | 1 | \$0 | 1 | \$78,827 | 1 | \$1,088,700 | 3 | \$1,340,114.00 |
| | Demo | 0 | \$0 | 1 | \$19,000 | 0 | \$0 | 0 | \$0 | 0 | \$0.00 | 2 | \$1,340,114.00 |
| | Unauth | 0 | \$0 | 0 | \$0 | 1 | \$5,000 | 0 | \$0 | 0 | \$0.00 | 0 | \$0.00 |
| 10) Non-habitable | New | 122 | \$2,423,198 | 98 | \$2,603,490 | 98 | \$3,486,463 | 139 | \$7,912,721 | 120 | \$3,050,809 | 106 | \$5,418,694.00 |
| | Alter | 53 | \$401,925 | 47 | \$544,727 | 44 | \$555,532 | 15 | \$392,941 | 17 | \$182,740 | 14 | \$440,398.00 |
| | Demo | 3 | \$47,500 | 4 | \$89,300 | 1 | \$89,000 | 2 | \$60,500 | 0 | \$0.00 | 2 | \$21,350.00 |
| | Unauth | 29 | \$271,190 | 15 | \$120,800 | 14 | \$120,000 | 4 | \$64,000 | 14 | \$405,350 | 4 | \$54,700.00 |
| SUB TOTAL | | 272 | \$27,152,834 | 248 | \$26,264,050 | 317 | \$46,057,123 | 319 | \$40,975,170 | 248 | \$33,647,333 | 271 | \$54,082,111 |
| Unauthorised TOTAL | | 38 | \$600,190 | 20 | \$505,600 | 21 | \$221,501 | 14 | \$407,269 | 19 | \$605,350 | 5 | \$154,700 |
| Totals | | 310 | \$27,753,024 | 268 | \$26,769,650 | 338 | \$46,278,624 | 333 | \$41,382,439 | 267 | \$34,252,683 | 276 | \$54,236,811 |





Council Plan Summary

June 2024



Shire of Esperance

Council Plan June 2024

People

A safe community

| Action Code | Action Name | Comments | Responsible Officer Position |
|-------------|---|--|------------------------------|
| 1.1.1 | Advocate for increased police presence | Advised that two additional Police have been allocated to Esperance however cannot commence due to lack of staff housing through the state governments GROH program. | 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) | Continual advocacy as the opportunity arise with State Government. | Chief Executive Officer |
| 1.2.1 | Advocate for animal welfare organisations, such as RSPCA, to have a greater presence in Esperance to respond to local animal welfare issues. | Looking to take advantage of opportunities as they arise. | Director External Services |

A healthy and active community

| Action Code | Action Name | Comments | Responsible Officer Position |
|-------------|---|---|------------------------------|
| 2.1.1 | Advocate for improved access to health services with a focus on attracting and retaining local GPs, visiting specialists, telehealth services, and mental health support services | Continual advocacy as the opportunity arises. | Chief Executive Officer |

Shire of Esperance

Council Plan June 2024

| Action Code | Action Name | Comments | Responsible Officer Position |
|-------------|---|--|--------------------------------|
| 2.2.1 | Lead implementation of the Esperance Greater Sports Ground Redevelopment Masterplan | GMS replacement design underway. | Director Asset Management |
| 2.2.2 | Provide a third soccer pitch at the Greater Sports Ground | Currently working through what would be required for a CSRFF application. | Director Asset Management |
| 2.2.3 | Review Graham Mackenzie Stadium Redevelopment plans | Contract for construction of new stadium issued and project kick off meeting held. | Manager Asset Planning |
| 2.2.4 | Develop a Bay of Isles Leisure Centre Management Plan | Risk assessment undertaken with contractor. Work continuing on the establishment of a longer term plan for the centre. | Manager Recreation and Culture |
| 2.3.1 | Design and construct an integrated community and cultural complex in the James Street Cultural Precinct to co-locate the library, museum and visitor centre | Seeking feedback on previous funding applications | Director External Services |
| 2.3.2 | Facilitate James Street Cultural Precinct Advisory Groups focusing on the requirements for a new library, museum and visitor centre | | Director External Services |
| 2.3.3 | Implement the Interpretation Plan for Esperance Museum, including an Aboriginal interpretive section | Working to create a plan to progress this project. Looking to engage a consultant to review our collection and establish stories that can be told utilising items within the collection for maximum effect and usage. This will assist in the prioritising our collection of objects and the deaccessioning process. | Manager Recreation and Culture |

Shire of Esperance

Council Plan June 2024

| Action Code | Action Name | Comments | Responsible Officer Position |
|-------------|---|---|---------------------------------------|
| 2.3.4 | Review library technology upgrade requirements including the Library Electronic Management System | The new Library Management System is LIVE! | Manager Information Services |
| 2.4.1 | Explore sustainable funding sources to attract, manage and support local volunteers | We are awaiting a variation in contract agreement from our overarching funders, which will boost the annual funding we have available for the next three years. | Volunteer Resource Centre Coordinator |
| 2.4.2 | Explore options to recognise, reward and incentivise volunteers | We will begin planning for our Thank a Volunteer Day event in the coming month. | Volunteer Resource Centre Coordinator |

A welcoming, inclusive and connected community

| Action Code | Action Name | Comments | Responsible Officer Position |
|-------------|---|--|--|
| 3.1.1 | Provide an Aboriginal Heritage Agreement to guide respectful consultation with Traditional Owners | Consultation is planned in the near future with Esperance Tjaltjraak Native Title Aboriginal Corporation (ETNTAC) to look at progressing the development of a heritage agreement. | Manager Parks & Environment |
| 3.1.2 | Provide assistance with events, activities and promotions to encourage greater awareness and participation in NAIDOC Week | Still supporting the Esperance NAIDOC week event that is planned for August 2024. NAIDOC flags are up for NAIDOC week which commences on July the 7th. These flags will stay up until the 18th of August 2024. The Shire reception room window will be lite up for both of the NAIDOC week celebrations. | Community Development & Events Manager |
| 3.1.3 | Facilitate Aboriginal dual naming of significant places | Ongoing as opportunities arise | Director Asset Management |

Shire of Esperance

Council Plan June 2024

| Action Code | Action Name | Comments | Responsible Officer Position |
|-------------|--|--|---|
| 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 | Not Started. Due to commence 2024 calendar year. | Manager Parks & Environment |
| 3.1.5 | Establish and strengthen relationships with local Aboriginal Stakeholders and organisations | A partnership agreement with ETNTAC to work together to benefit our community was adopted by Council in May. The agreement recognises a commitment from both the Shire and ETNTAC to work together to benefit the Esperance community. | Director Corporate and Community Services |
| 3.2.1 | Advocate for increased child care services through promotional campaigns | Ongoing social media campaign to encourage Family Day Care operators. | Chief Executive Officer |
| 3.2.2 | Review youth needs to establish any gaps in youth services and facilities (such as access to drop in spaces, mentoring and mental health support services) | Just waiting the result of our budget bid for the new youth event planned for 2025. | Community Development & Events Manager |
| 3.2.3 | Implement Youth Precinct Concept Plan | No update. | Director Asset Management |
| 3.3.1 | Advocate for improved aged care facilities and palliative care | Attended the official opening of the Homecare Day Centre on the 11th June. This facility will improve the amenity and experience of those users. | Chief Executive Officer |
| 3.3.2 | Advocate for community and care services to support active aging in home | No specific actions to report | Manager Aged Care & Disability Services |
| 3.3.3 | Upgrade Esperance Home Care Centre | Completed | Manager Asset Planning |

Shire of Esperance

Council Plan June 2024

| Action Code | Action Name | Comments | Responsible Officer Position |
|-------------|--|--|---|
| 3.3.4 | Provide flexible working arrangements at Esperance Home Care Centre to attract and retain staff | | Manager Aged Care & Disability Services |
| 3.3.5 | Review NDIS registration arrangements for Esperance Home Care | Mid term Audit completed and sent to NDIS by the Auditors, compliant in all areas. NDIS will make final decision from the report given. | Manager Aged Care & Disability Services |
| 3.3.6 | Partner with local service providers to develop a campaign to attract community support workers to address current staff shortages | No new initiatives to report | Manager Aged Care & Disability Services |
| 3.3.7 | Advocate for local shops, hospitality and entertainment venues to improve access and employment opportunities for people with disability | Ongoing as an opportunity arises. Current Disability Access and Inclusion Plan outlines the actions the Shire is progressing. Forms part of business as usual when discussions happen with building development applications. | Chief Executive Officer |
| 3.3.8 | Provide appropriate level of ACROD parking bays | Parking design projects continue to be assessed to determine ACROD requirements. | Manager Asset Development |
| 3.3.9 | Provide improved beach access for people with disability | Working with the teams on a strategy for ongoing servicing of the town beach. | Director Asset Management |
| 3.3.10 | Implement actions and initiatives resulting from DAIP discussions and forums | Public advertising extended to get nominations for community membership. | Manager Development Services |

Shire of Esperance

Council Plan June 2024

Business as Usual

| Action Code | Action Name | Comments | Responsible Officer Position |
|-------------|-----------------------------|--|---|
| BAU1.1.1 | Community Development | April, May and June our main focus have been Winter Wonderland, Community Grants Program, One and All Program, TOAST Workshop in July, Student Exchange Program and supporting the Esperance NAIDOC Week planned for August. Supporting the RSL with ANZAC Day and the Breast Cancer awareness Mothers Day Classic. | Community Development & Events Manager |
| BAU1.1.2 | Esperance Home Care | May: We received the good news that we had successfully shown ourselves to be achieving all the standards as per the Aged Care Quality Commission Standards and received a positive report. This has just been published on the ACQS Web page. The official opening of the Day Centre was celebrated on June 11th with an open day for community later in the Month. The shed demolition and rebuild has been delayed but due the last week in June. | Manager Aged Care & Disability Services |
| BAU1.1.3 | Bay of Isles Leisure Centre | Implementing a new management structure to formally incorporate the oversight of the Stadiums and Great Sports Ground operations into a wider Sports and Recreation operational structure. Internal shuffling of existing roles, allows for a more streamlines management structure reflecting all responsibilities and needs within the wider department. | Manager Recreation and Culture |
| BAU1.1.4 | Esperance Civic Centre | APRIL - JUNE 2024 Since taking over as Coordinator of the Civic Centre, I have been happy with the overall running of the Centre. Patrons seem happy with the events we have had in the | Civic Centre Coordinator |

Shire of Esperance

Council Plan June 2024

| Action Code | Action Name | Comments | Responsible Officer Position |
|-------------|--------------------------|---|-------------------------------|
| | | <p>venue, and lovely comments from residents and visitors to Esperance about the way the venue is looking and presented.</p> <p>The cost of living crisis is playing a major part on attendance numbers and we have to be very conscious of this when looking at the costs of 'by-in' productions/events in regards to what we can charge for ticket prices.</p> <p>In talking to other venue managers around the State we are finding that 'promoter hires' to bring in touring productions and events have cancelled due to low numbers and the costs that promoters are facing with touring costs, travel, accommodation etc are also not always viable for them either.</p> <p>The upgrade to the house lighting (auditorium dimming roof lights) will be commencing in mid September. This will be great to have completed as the auditorium is very dark for patrons. During this closure of the centre we will be looking at other maintenance required and giving the venue a good tidy and sort out.</p> | |
| BAU1.1.5 | Esperance Public Library | <p>Our busy quarter started with a one-day shut-down to allow staff and volunteers the opportunity to correct aspects of item records in anticipation of the new Library Management system - Spydus - which was introduced in May. The migration involved considerable preparation, staff training and a week of being 'offline' prior to the transition. The new system has been well received by staff and patrons alike. Significant manual processing work such as issuing reserve and overdue notices is now completed automatically. New technologies have been introduced including receipt printers, wireless barcode</p> | Library & Culture Coordinator |

Shire of Esperance

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| Action Code | Action Name | Comments | Responsible Officer Position |
|-------------|------------------|--|------------------------------|
| | | <p>scanners and a patron-accessible touchscreen for using the library catalogue. Processing membership applications has now been streamlined with the introduction of pre-printed Library cards.</p> <p>Community events in April included: a make a snowman activity for the One-and-All program; an evening hosting GIFSA and two visits from Home Care groups. In May we conducted National-Simultaneous Storytime at the Esperance Playgroup, visited Men-In-Sheds to provide tech-help, hosted our first livestream of the Sydney Writers Festival over 3 days. In June we promoted our LOTE collection at the Taste of Esperance multicultural event. Our involvement with ECA's resilience through Art for Youth continued with a visit to Nulsen Primary School for journalling activities. Students from EACS continue to visit the library to meet their reading needs.</p> <p>In June we introduced a fortnightly volunteer-led Justice of the Peace Service which has been well utilised. We rounded out the quarter by onboarding three new casual-relief staff and installing our new shelving which will assist to make our space more versatile.</p> | |
| BAU1.1.6 | Esperance Museum | <p>April - Due to volunteer unavailability there were 2 shift changes for the Front of House roster.</p> <p>May - Due to volunteer unavailability there was 1 shift change for the Front of House roster. One school class group visit. The Museum was the location of the "Thank a Volunteer Week" event hosted by the Volunteer Resource Centre. The event was well attended by many representing other volunteer organisations. Behind the</p> | Cultural Officer |

Shire of Esperance

Council Plan June 2024

| Action Code | Action Name | Comments | Responsible Officer Position |
|-------------|---------------------------|--|---------------------------------------|
| | | Scenes volunteer work reduced this month due to staff and volunteer absence. A new significant roof gutter leak caused some minor damage to the main hall display area. June - Due to volunteer unavailability there were 4 shift changes for the Front of House roster. Behind the Scenes volunteer work reduced this month due to staff and volunteer absence. | |
| BAU1.1.7 | Volunteer Resource Centre | We are in the process of finalising funding agreements for the coming financial year. Our Project Officer's role has been extended for the next two years, to align with completion of our current overarching funding agreement. | Volunteer Resource Centre Coordinator |
| BAU1.1.8 | Esperance Skate Park | No update. | Director Asset Management |
| BAU1.1.9 | Ranger Services | Ranger patrols continue - with focus on suburbs and main recreation areas, including parking and general public safety. Continued efforts to work with community to achieve compliance with local and state laws. Case management meetings are proving to be beneficial for the Ranger team to support timely and positive outcomes for compliance and enforcement outcomes. Ranger & Emergency Services team prepare for firebreak inspection season. | Manager Ranger & Emergency Services |

Shire of Esperance

Council Plan June 2024

Planet

The natural environment is valued, protected and enjoyed

| Action Code | Action Name | Comments | Responsible Officer Position |
|-------------|--|---|------------------------------|
| 4.1.1 | Partner with Traditional Owners to manage culturally sensitive nature reserves | Works have continued with Esperance Tjaltjraak Native Title Aboriginal Corporation (ETNTAC) to manage and rehabilitate areas in the Tjaltjraak Boodja Park and Wharton Beach, and also within the Twilight Beach fire scar. | Manager Parks & Environment |
| 4.1.2 | Seek Government funding and support for the recovery of the colour and ecological health of Pink Lake and surrounding wetlands | Not Started. Due to commence 2024 calendar year. A potential funding opportunity has been identified and an application has been submitted to the Australian Government Grants Program. | Manager Parks & Environment |
| 4.1.3 | Provide a Coastal Hazard Risk Management Adaption Plan (CHRMAP) for West Beach | Not Started. Due to commence when funding is secured. | Manager Parks & Environment |
| 4.1.4 | Review the Coastal Management Plan | A draft of the Coastal Management Plan has been received from the consultant. The draft is currently under internal review. The Environmental Services Team in Asset Management are progressing the review. | Manager Parks & Environment |
| 4.1.5 | Implement the Dempster Head Management Plan | Works are continuing at Dempster Head to implement actions from the Management Plan. | Manager Parks & Environment |
| 4.1.6 | Install sand backpassing infrastructure | Pipeline installation works progressing well. All going well the installation will be finished in August. | Director Asset Management |
| 4.1.7 | Implement the Lake Monjigup Reserve Management Plan | Development of the Pet Cemetery is underway and works are ongoing in the Nature Park area. | Manager Parks & Environment |

Shire of Esperance

Council Plan June 2024

| Action Code | Action Name | Comments | Responsible Officer Position |
|-------------|---|--|------------------------------|
| 4.1.8 | Provide a new Weed Management Strategy | Not Started. Due to commence 2024 calendar year. | Manager Parks & Environment |
| 4.1.9 | Advocate on behalf of the community for the State's plans for a Marine Park | Awaiting information to be released from DBCA on a summarised breakdown of submissions received on the Proposed South Coast Marine Park. | Chief Executive Officer |
| 4.2.1 | Provide a new Trails Master Plan | With Parks and Reserves Management for minor changes | Manager Parks & Environment |
| 4.2.2 | Upgrade Piggery Mountain Bike trails - stage 1 | Erosion areas along the track have been inspected. Toilet block has been ordered for the site. A site plan and design has been completed and trail design consultants inspected the site in February and have provided a scope of works for the upgrade. The Shire is currently finalising a implementation schedule with the trail builders and the Esperance Mountain Bike Association with works commenced on site. | Manager Parks & Environment |

Shared responsibility for climate action and sustainability

| Action Code | Action Name | Comments | Responsible Officer Position |
|-------------|---|--|------------------------------|
| 5.1.1 | Undertake annual carbon emissions audit and carbon emission reduction actions | Annual audit due to commence. | Director Asset Management |
| 5.1.2 | Install renewable energy (solar PV and battery storage) on council buildings where feasible | Awaiting strategic plan from Save Energy. | Manager Asset Planning |
| 5.1.3 | Facilitate adoption of best practice energy efficiency measures across all council | Changes to buildings will be assessed on a case by case basis and as budget and opportunities arise. | Chief Executive Officer |

Shire of Esperance

Council Plan June 2024

| Action Code | Action Name | Comments | Responsible Officer Position |
|-------------|---|--|--------------------------------------|
| | buildings, and support community facilities to adopt these measures | Building energy efficiency is considered as part of the building approvals process in line with State Government guidelines. | |
| 5.1.4 | Trial eco-friendly vehicles as options become viable | Currently evaluating the Electric vehicle for Home Care - Toyota BZX4. Taken in another two Hybrid vehicles to Fleet for Managers in the Admin building. Still one Full Electric for Home Care in the current budget - waiting for stock to be released - short supply - there is word one may be available shortly which we have a hold on. | Technical Officer Fleet |
| 5.1.5 | Support installation of electric charging stations to encourage and facilitate greater use of electric vehicles and e-rideables | | Chief Executive Officer |
| 5.2.1 | Introduce a third-bin kerbside collection program for Food Organics and Garden Organics (FOGO) | Not due to commence until July 2025. | Manager Waste & Environmental Health |
| 5.2.2 | Provide a Community Drop Off and Transfer Station at Myrup Truck Wash and Liquid Waste Facility to encourage sustainable waste management | Not due to start until 2025/26. | Manager Waste & Environmental Health |
| 5.2.3 | Advance Esperance's Waste Revolution education platform to improve waste diversion rates and promote a circular waste economy | Our Great Sorts campaign E stands for Earth cycle which was promoted as part of the World Environment Day celebrations on 5th June. We encouraged spending more time in the garden or exploring and appreciating nature. Earth cyclers have a caddy or old container for food scraps and leftovers that they turn into compost or place in a worm farm or bokashi unit or maybe even feed to their chooks or other animals. June | Manager Waste & Environmental Health |

Shire of Esperance

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| Action Code | Action Name | Comments | Responsible Officer Position |
|-------------|-------------|--|------------------------------|
| | | <p>/ July is also a great time to be planting a veggie garden or perhaps adding some shrubs and trees to your home garden. Keep your eyes and ears out for tree planting opportunities in the Shire of Esperance.</p> <p>Line your caddy or container with newspaper or a compostable bag and ditch the plastic waste.</p> <p>Start thinking about how much organics and food waste is going into to your general waste bin and start thinking about the alternatives.</p> | |

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

| Action Code | Action Name | Comments | Responsible Officer Position |
|-------------|---|---|-------------------------------------|
| 6.1.1 | Implement the Bush Fire Risk Management Plan including accessing funding opportunities within the State Government's Mitigation Activity Fund | Mitigation activity for 2024/2025 complete, with acquittal process to be completed in first week of July. Prescribed burn performed in Stearne Rd location. Treatments that were not able to be completed in 23/24 have been included in the 24/25 MAF Round 1 funding application. | Manager Ranger & Emergency Services |
| 6.1.2 | Facilitate innovative initiatives and networks to help build drought resistance and resilience | Currently obtaining quotes for the water supply project pumps and control system at Condingup. Grass Patch water supply project is awaiting the testing results of the tank liners to determine if they can be used. | Director Asset Management |
| 6.1.3 | Advocate for more emergency services personnel in Esperance | Nothing further to report this month. Advocacy as the opportunity arises. | Chief Executive Officer |
| 6.1.4 | Facilitate coastal safety measures in partnership with the Coastal Safety Working Group | Projects are ongoing. | Manager Ranger & Emergency Services |

Shire of Esperance

Council Plan June 2024

| Action Code | Action Name | Comments | Responsible Officer Position |
|-------------|--|---|-------------------------------------|
| 6.1.5 | Advocate for appropriate coastal safety infrastructure and resources | In liaison with DPIRD regarding shark Warning Towers - continued advocacy for MOU for Shark Warning Tower management and maintenance to strengthen response arrangements. | Manager Ranger & Emergency Services |

Business as Usual

| Action Code | Action Name | Comments | Responsible Officer Position |
|-------------|------------------|---|--------------------------------------|
| BAU2.1.1 | Waste Management | This quarter the waste team utilised the GREAT Sorts campaign material to spread the recycling and responsible waste management message. April focused on being a GREAT Sort for Easter making landfill the last resort. The community was encouraged to make memories, not waste and buy eggs wrapped in foil, not packaged with plastic. Going waste-free Easter was promoted by making your own bunny biscuits, shortbread, or Easter egg truffles. May focuses on batteries and the importance of not placing batteries in your recycling or waste bin. Instead batteries should be taken to drop off points for recycling. The GREAT sorts messaging of never bin a battery or anything with a battery inside. Batteries are a fire risk on bins, waste trucks, recycling sheds and landfills. Batteries can be dropped at collection points at Bunnings, Woolworths, Library and Shire admin building. June promoted World Environment day and the importance of looking after the earth with the great sorts campaign promoting the E for Earth cycle. | Manager Waste & Environmental Health |

Shire of Esperance

Council Plan June 2024

| Action Code | Action Name | Comments | Responsible Officer Position |
|-------------|----------------------|--|--------------------------------------|
| BAU2.1.2 | Environmental Health | The Environmental Health Team has continued the focus on caravan park and camp ground licencing, inspections and assessments as part of the licencing renewal process. Team members are busy completing regular water sampling and inspections of public buildings. New Environmental Health staff are being trained by experienced staff. | Manager Waste & Environmental Health |
| BAU2.1.3 | Emergency Services | Condungup Fire shed build delayed. Bushfire Advisory Committee meeting scheduled. Planning for 24/25 Firebreak Inspection Program commenced, and Fire Hazard Reduction Notice in progress for BFAC and Council endorsement. | Manager Ranger & Emergency Services |

Shire of Esperance

Council Plan June 2024

Place

Responsible planning and development

| Action Code | Action Name | Comments | Responsible Officer Position |
|-------------|--|---|------------------------------|
| 7.1.1 | Design and Construct Flinders Subdivision stage 3 | Design finished, still progressing an onsite sand source. | Director Asset Management |
| 7.1.2 | Advocate for provision of adequate, affordable utilities and communications infrastructure to support population and economic growth | Nothing further to report this month. | Chief Executive Officer |
| 7.1.3 | Develop an Esperance Cemetery Master Plan | In progress with the Cemetery Working Group. | Manager Parks & Environment |
| 7.1.4 | Design and construct Shark Lake Industrial Park subdivision stage 2 | No update. | Director Asset Management |

Access to adequate, safe and affordable housing for everyone

| Action Code | Action Name | Comments | Responsible Officer Position |
|-------------|--|--|------------------------------|
| 8.1.1 | Advocate for more social and low-income housing for vulnerable people (including seniors, people with disability and low-income earners) | Nothing further to report over the past month. | Chief Executive Officer |
| 8.1.2 | Advocate for a new lifestyle village for seniors | Nothing further to report this month. | Chief Executive Officer |

Shire of Esperance

Council Plan June 2024

| Action Code | Action Name | Comments | Responsible Officer Position |
|-------------|--|---------------------------------------|------------------------------|
| 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) | Nothing further to report this month. | Chief Executive Officer |
| 8.1.3A | Investigate strategic acquisitions for future land development for residential use | | Chief Executive Officer |
| 8.1.4 | Construct worker accommodation subject to external funding | Awaiting funding. | Director Asset Management |

Attractive and welcoming places

| Action Code | Action Name | Comments | Responsible Officer Position |
|-------------|--|--|------------------------------|
| 9.1.1 | Implement the CBD Concept Landscaping Design | Additional native plants have been planted in the Andrew Street island garden beds. Additional trees will also be planted in the CBD area. A trial bin surround will also be installed in Post Office Square to get community feedback on the design before being rolled out throughout the CBD. Additional seats are currently being manufactured and will be installed in the CBD as soon as possible. | Manager Parks & Environment |
| 9.1.2 | Upgrade CBD Christmas Lights | Motif lights replacement parts have all arrived, rewiring will commence shortly (wet weather work). Working with the electrician to upgrade the power supply for the motifs. Currently designing a higher platform for the | Director Asset Management |

Shire of Esperance

Council Plan June 2024

| Action Code | Action Name | Comments | Responsible Officer Position |
|-------------|---|--|------------------------------|
| | | Christmas tree to sit on to reduce the likely hood of it being climbed on. Norfolk Pine Tree flood lights power has been connected, waiting on the technical to come back to commission them, hopefully this won't be too long. | |
| 9.2.1 | Provide attractive and welcoming entrances into Esperance | Proposal to install new Town Entry statements is being considered as part of budget. | Director Asset Management |
| 9.2.2 | Facilitate more tree planting across the Shire | Tree planting program is continuing. The Street Tree Strategy was presented back to Council and endorsed following the public comment period. Trees will be planted over Winter. | Manager Parks & Environment |
| 9.3.1 | Implement Civic Centre improvements | Draft design reviewed. | Manager Asset Planning |
| 9.3.2 | Implement the Playgrounds and Public Open Space Strategic Plan 2015-2025 | Works are currently underway on the upgrade at the Gibson Community Park. The dirt jump bike track at Gibson is nearing completion and site preparation has been completed for the basketball court. Additional play items have also been installed in Adventureland Park and Cascade Regional Park. The play equipment at Gibson Community Park will be upgraded following the completion of the dirt jump track and basketball court. | Manager Parks & Environment |
| 9.3.3 | Prepare a new 10 year plan for Playgrounds and Public Open Space Strategic Plan 2025-2035 | Not Started. Due to start in the 2024 calendar year. The annual playground audit will inform the review. | Manager Parks & Environment |

Shire of Esperance

Council Plan June 2024

Safe, affordable, accessible and sustainable transport systems

| Action Code | Action Name | Comments | Responsible Officer Position |
|-------------|--|--|------------------------------|
| 10.1.1 | Implement the Esperance 2050 Cycling Strategy | As per budget, with Harbour Road shared path to commence this year. Bandy Creek Trail Bridge installation is underway. | Manager Parks & Environment |
| 10.1.2 | Construct sealed shoulders along the tourist loop and Fisheries Road (Norseman Road to Dempster Road) to improve safety for cyclists and vehicles | Fisheries Road is 90% complete. | Manager Asset Operations |
| 10.1.3 | Provide safety measures along The Esplanade and Fisheries Road to improve pedestrian crossings | Not started. | Manager Asset Operations |
| 10.2.1 | Develop a Road Safety Strategy | Road Safety Management Plan has been endorsed by Council; officers will work through the actions. | Director Asset Management |
| 10.2.2 | Advocate for Main Roads to provide road upgrades and more passing lanes | Ongoing as opportunities arise. | Director Asset Management |
| 10.2.3 | Advocate to Main Roads WA to undertake a Corridor Upgrade Plan for Harbour Road from Mungan Street to Barney Hill, including South Coast Hwy Intersection upgrade, Pink Lake Road Intersection Upgrade and the Barney Hill Realignment | Main Roads WA have scheduled a stakeholder meeting in August. | Director Asset Management |
| 10.2.4 | Implement the Shire of Esperance Road Construction and Maintenance Program | Progressing well with good results in completing works. | Manager Asset Operations |
| 10.3.1 | Implement the Esperance Town Centre Parking, Traffic and Pedestrian Strategy | As per budget. | Director Asset Management |

Shire of Esperance

Council Plan June 2024

| Action Code | Action Name | Comments | Responsible Officer Position |
|-------------|---|---|------------------------------|
| 10.3.2 | Pursue opportunities to secure land to link Dempster Street and RSL public car parks | No update. | Director Asset Management |
| 10.3.3 | Provide options to accommodate additional parking within the verge area between The Esplanade and Yacht Club | Concept design complete, will require budget. | Director Asset Management |
| 10.3.4 | Provide upgrade to Forrest Street Road and streetscape. | Finalising adjustments to overall concept to suit various stakeholders | Manager Asset Development |
| CEOKPI1 | Construct car park at end of Forrest and Windich Streets | Discussions with Charter Hall and Woolworths progressing. | Director Asset Management |
| 10.4.1 | Investigate options for local ride share services | Nothing to report for this month. | Manager Economic Development |
| 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) | Paxon Group have been engaged to develop the business case for the airstrip upgrade. The work is aligned with the design and costings work being progressed by ACG and also aligned with the State Budget process which commences in September. | Manager Economic Development |
| 10.4.3 | Construct new Airport runway | Due to commence 2025/26. | Director Asset Management |

Business as Usual

| Action Code | Action Name | Comments | Responsible Officer Position |
|-------------|--------------------|----------|------------------------------|
| BAU3.1.1 | Esperance Cemetery | Ongoing | Director Asset Management |

Shire of Esperance

Council Plan June 2024

| Action Code | Action Name | Comments | Responsible Officer Position |
|-------------|----------------------------------|--|------------------------------|
| BAU3.1.2 | Fleet Management and Fixed Plant | Following a review of the Mex computerised maintenance management system further improvements have been made to improve the prestart reporting procedures. | Manager Asset Planning |
| BAU3.1.3 | Development | All staff working well, Cadets are currently undertaking training. Casual Building Surveyor was working remotely. | Manager Development Services |
| BAU3.1.4 | Building Maintenance | Current budgeted items are scheduled and majority of major tasks completed. | Manager Asset Planning |
| BAU3.1.5 | Asset Management | Transport Asset Management Plan being drafted. | Manager Asset Planning |
| BAU3.1.6 | Parks and Reserves | Parks and Reserves were managed and maintained as per maintenance schedules and priorities. Capital projects and public open space developments and upgrades are progressing as scheduled. | Manager Parks & Environment |
| BAU3.1.7 | Roads, Drains and Footpaths | Continuing well with maintenance and new works. | Manager Asset Operations |
| BAU3.1.8 | Airport | Nothing to report for this quarter | Manager Economic Development |
| BAU3.1.9 | Drafting and Surveying | Awaiting MRWA comments on Harbour Rd design. Working on Blackspot application concept drawings along with Cascade Rd and Neds Corner Rd designs. | Manager Asset Development |
| BAU3.1.10 | Land and Property | Planning services provided to the Shire of Ravensthorpe. | Manager Development Services |
| BAU3.1.11 | Depot and Stores | Operating as normal. | Manager Asset Operations |

Shire of Esperance

Council Plan June 2024

| Action Code | Action Name | Comments | Responsible Officer Position |
|-------------|---|---|------------------------------|
| BAU3.1.12 | Transport Licensing | Ended the year with commissions at around \$15k (5.7%) more than budget. | Manager Financial Services |
| CEOKPI2 | Review efficacy of Town's CBD Christmas Lights, including liaising with Horizon Power | Efficacy has been reviewed, outcome of this was: - Rewire Motifs with LV Led's - Upgrade the Power Supplies on the power poles - Increase the height of the base on the Christmas Tree, replace Perspex and signs - Review the performance of the Christmas lights after the next season Updates regarding these are captured under item 9.1.2. | Director Asset Management |

Shire of Esperance

Council Plan June 2024

Prosperity

Access to quality education and lifelong learning opportunities

| Action Code | Action Name | Comments | Responsible Officer Position |
|-------------|--|---|------------------------------|
| 11.1.1 | Advocate for South Regional TAFE to develop and promote specialist courses in relevant areas | The next Regional Coordinating Committee Meeting is proposed for 18th July at Esperance TAFE. | Chief Executive Officer |
| 11.1.2 | Advocate for urgent upgrades and a rebuild of Esperance Senior High School | Response received from Minister Buti outlining the process for the project definition plan and how the school can be engaged and involved in the process. | Chief Executive Officer |
| 11.1.3 | Facilitate discussions with universities to explore options for a remote student services campus in Esperance | No response from the Federal Government on how Esperance might be included as part of their "Regional University Study Hubs Program". | 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 | No further update. | Manager Economic Development |

A prosperous and diverse economy

| Action Code | Action Name | Comments | Responsible Officer Position |
|-------------|---|---|------------------------------|
| 12.1.1 | Provide an Economic Development Strategy for the Shire of Esperance | Finalising draft plan. | Manager Economic Development |
| 12.1.2 | Support proponents in priority industry sectors to establish businesses and develop projects in Esperance | Further discussions with Renewable Bio regarding the Shark Lake parcel of land and it's now up to the business to put a formal request to the Shire for | Manager Economic Development |

Tuesday, 9 July 2024

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Shire of Esperance

Council Plan June 2024

| Action Code | Action Name | Comments | Responsible Officer Position |
|-------------|--|---|------------------------------|
| | | consideration to lease the land with option to purchase as previously proposed. | |
| 12.1.3 | Promote Esperance as a suitable centre for research and development, and pilot projects | Continued promotion in the media via the Shire President to include a Marine Research Facility as part of the Proposed South Coast Marine Park. | Chief Executive Officer |
| 12.1.4 | Advocate for a shared work space facility in Esperance where start-ups, small businesses and visitors can be co-located to network and support one another | Nothing to report this month. | Manager Economic Development |

A vibrant and welcoming tourism destination

| Action Code | Action Name | Comments | Responsible Officer Position |
|-------------|---|---|------------------------------------|
| 13.1.1 | Implement the Esperance Tourism Strategy | The new Esperance Tourism Brand "Esperance - In your element" was endorsed by Council at the June OCM meeting and the Shire is working with AGO to implement the brand. The brand will be launched on the 21st August and an implementation workshop will be held with tourism business and the community on the 27th August. | Manager Economic Development |
| 13.1.2 | Fund a Tourism Development Manager (4 year contract) in partnership with Australia's Golden Outback | | Manager Economic Development |
| 13.1.3 | Provide more digital marketing and advertising opportunities to promote local experiences at Council facilities (eg. Esperance Airport) | No Updates. | Manager Marketing & Communications |

Shire of Esperance

Council Plan June 2024

| Action Code | Action Name | Comments | Responsible Officer Position |
|-------------|---|---|------------------------------|
| 13.2.1 | Advocate for development of a 4 to 5 star accommodation offering | RAC expansion progressing well. Expected to be finished in time for the start of summer. | Chief Executive Officer |
| 13.2.2 | Implement the recommendations from the Tourist and Worker Accommodation Study | No feedback received from the State regarding the key working accommodation project to date and continuing to look at funding and partnerships to develop the project. The 9&10 Mile tourism opportunity has stalled and seeking last discussions with WaterCorp to see if there is anyway the P1 water classification at the site could be changed to P2 to be compatible for a tourism accommodation purpose. | Manager Economic Development |
| 13.2.3 | Advocate for Traditional Owners to develop and promote cultural heritage tourism activities | Final discussion planned with WaterCorp regarding the 9-10 mile site and the current constraints with the water classification not being compatible for a tourism accommodation purpose. | Manager Economic Development |
| 13.2.4 | Advocate for the development and promotion of tourism experiences | RAC Parks Stage 2 is progressing with a number of the cabins being installed at the site. | Manager Economic Development |
| 13.2.5 | Develop wayfinding and interpretive tourism signage | Working with the Tourism Manager to deliver the project. | Director Asset Management |

Business as Usual

| Action Code | Action Name | Comments | Responsible Officer Position |
|-------------|-------------|---|------------------------------|
| BAU4.1.1 | Tourism | Focus of the quarter has been the new Tourism Brand and approach for implementation | Manager Economic Development |

Shire of Esperance

Council Plan June 2024

| Action Code | Action Name | Comments | Responsible Officer Position |
|-------------|--------------------------|--|--------------------------------|
| BAU4.1.2 | Economic Development | ED Manager up to speed on previous projects, programs and initiatives and maintaining their progression whilst looking at new ideas, improvements and opportunities. | Manager Economic Development |
| BAU4.1.3 | Town Centre Development | Working on plans to continue the plantings and rope fencing. | Director Asset Management |
| BAU4.1.4 | Esperance Visitor Centre | Visitor numbers remain steady, even after historically slowing down after April school holiday period. Majority of queries remain being about accommodation/camping options for people arriving in town without accommodation booking. Lack of availability of sites within caravan parks has led to hostility and annoyance toward staff. Visitor Centre remains helpful and are liaising with caravan parks on a daily basis to establish vacancy rates, referring patrons to available parks as required. When Parks are full, the old Jane St netball courts are being used for self contained camping and caravans. | Manager Recreation and Culture |

Shire of Esperance

Council Plan June 2024

Performance

Community confidence and trust in Council

| Action Code | Action Name | Comments | Responsible Officer Position |
|-------------|--|---|--|
| 14.1.1 | Provide Integrated Planning and Reporting (IPR) framework documents and reviews | Council Plan review completed, subject to inclusion of financial information in September. Annual report collation to commence shortly. | Governance & Corporate Support Coordinator |
| 14.1.2 | Provide public reports on progress towards achievement of priority projects and outcomes | Provided monthly report to Council. Annual review of Pulse reporting items progressing and will be uploaded in July. | Governance & Corporate Support Coordinator |

Operational excellence and financial sustainability

| Action Code | Action Name | Comments | Responsible Officer Position |
|-------------|--|--|---|
| 15.1.1 | Review the Long Term Financial Plan and informing plans per IPR framework | As focus on the 2024/25 Budget intensifies, the desktop review the LTFP has been delayed. Councillors have reviewed key assumptions and decisions which underpin the plan over two workshops. The timing of key projects, and funding impacts have also been reviewed. | Director Corporate and Community Services |
| 15.1.2 | Review and implement initiatives to improve internal business efficiencies and service delivery (such as more online services and digital forms) | The IT Team is working through the outcomes from the Civica Business Process Alignment with several improvements already implemented to the Online Animal Registration process. The IT and Records team is also working together in preparation for the integration between the Shire's EDRMS (Content Manager) and SharePoint utilising a 3rd party tool. | Manager Information Services |

Shire of Esperance

Council Plan June 2024

A well informed and engaged community

| Action Code | Action Name | Comments | Responsible Officer Position |
|-------------|---|---|------------------------------------|
| 16.1.1 | Implement the Communication and Engagement Strategy | <p>We see the overarching role of communications as reinforcing the link between the Shire and our Community. Success is dependent upon both Shire staff and our Council representatives applying structured and effective approaches to genuinely engage the community, resulting in a real, open and honest relationship between our organisation and the people we serve.</p> <p>Let's Chat - Renewed the Social Pinpoint subscription for twelve months. This online platform has been welcomed by the community so an engagement tool we are comfortable using.</p> <p>Let's Connect - The Media team is continually reviewing the use of the Shire website with a review done on the Road Report process with the Asset Admin team. Ongoing work is happening with the Volunteer Resource Centre and Library site.</p> <p>Let's Communicate - The decisions of Council and Shire Staff is communicated honestly and with transparency with a number of latest news articles being written. Information was shared about the Cemeteries Local Law, replacement of the Graham Mackenzie Stadium, call out for nominations for the Council Working Groups, update on the James Street Swim Enclosure, and the draft Local Planning Policy - Farm Stay Accommodation. These stories were shared to social media and within the Shire Flyer.</p> <p>Let's Create - Work has begun with the Esperance</p> | Manager Marketing & Communications |

Shire of Esperance

Council Plan June 2024

| Action Code | Action Name | Comments | Responsible Officer Position |
|-------------|---|---|------------------------------------|
| | | Public Library to update their logo and review their branding. This work is done in house and with input from Library staff. With the increase in Adobe products, we have been reviewing organisational need for Adobe Indesign. Staff who do not need this product will be moved to Canva. Internal brands are being created on this platform and staff are receiving training. | |
| 16.1.2 | Provide a new website with improved functionality | Complete! | Manager Marketing & Communications |
| 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) | No community engagement activities held during June. | Chief Executive Officer |
| 16.1.4 | Conduct a biennial community survey to assess community priorities and benchmark performance levels | Due to commence 2024/25. | Manager Marketing & Communications |

Business as Usual

| Action Code | Action Name | Comments | Responsible Officer Position |
|-------------|-------------|---|--|
| BAU5.1.1 | Governance | Awaiting Minister feedback for Health local law. Bush Fire Brigades local law to be put to BFAC prior to Council, with next BFAC to be held in July. Waste local law feedback to be reviewed. Extractive Industries local law to be gazetted in July. Delegation review | Governance & Corporate Support Coordinator |

Shire of Esperance

Council Plan June 2024

| Action Code | Action Name | Comments | Responsible Officer Position |
|-------------|--------------------|---|--|
| | | commenced with Manual and Register updated, awaiting return of officer documentation. Internal committee review will be completed once the WHS terms of reference is finalised. | |
| BAU5.1.2 | Corporate Support | SOPs continue to be developed as time allows. Document control project is progressing with training provided to staff and guidance materials made available on the intranet. Templates continue to be developed and approval requests have begun coming through. Insurance renewal finalised for 2024/25. 12 training sessions and 19 property inspections were completed. | Governance & Corporate Support Coordinator |
| BAU5.1.3 | Finance Management | Budget is progressing and Financial Year End has begun. New members of the team are settling in well and those with updated positions have embraced new challenges. | Manager Financial Services |
| BAU5.1.4 | Project Management | Condungup Fire Brigade shed contract signed. Waiting on Building licence to be issued. EIS - Ridge vent louvres - Job issued waiting on suitable weather window to commence. Salmon Gums Old Hall - demolition works completed. Restoration works on Roads building underway Voile Lane Units in Castletown commenced. Earth works , slabs completed and brickworks have commenced. | Manager Asset Planning |
| BAU5.1.5 | Human Resources | Completion of a very solid year for the HR team. Changes in team in late 2023/24 year now bedded down and working well. | Manager Human Resources |

Shire of Esperance

Council Plan June 2024

| Action Code | Action Name | Comments | Responsible Officer Position |
|-------------|-----------------------|--|------------------------------------|
| BAU5.1.6 | Risk Management | New Risk Management Policy endorsed by EMT. Policy to be presented to Council in July 24. | Manager Human Resources |
| BAU5.1.7 | Information Services | The IT team has been focused in progressing the ESRI project so it's able to be utilised before the expiry of the incumbent GIS software. It is also continuing to progress the rollout of Windows 11 with some users now using the Operating System. Several improvements to the implementation have been made as well as implementing an increasing amount of the Essential Eight recommendations. The IM team is working through the Privacy & Responsible Information Sharing (PRIS) requirements ahead of the legislation's possible approval in July. | Manager Information Services |
| BAU5.1.8 | Tenders and Contracts | No update. | Director Asset Management |
| BAU5.1.9 | Media Relations | The Shire of Esperance continues to strengthen relations with the media by responding quickly and proactively to enquiries that arise. The team continues to navigate the changing world of journalism while telling the stories of the Shire and sharing decisions of Council. Over the past quarter, the Shire Media team published 26 Latest News articles. Released on the Shire website, social media and sometimes included in the Shire Flyer, topics covered: April - Commencement of Unrestricted Burning Time (Rural Zone), Commencement of Restricted Burning Time - Urban Rural Zone, Councillors to Advocate to Fishing Minister, Council meets with Minister for | Manager Marketing & Communications |

Shire of Esperance

Council Plan June 2024

| Action Code | Action Name | Comments | Responsible Officer Position |
|-------------|-------------|--|------------------------------|
| | | <p>Fisheries; Regional Development, Road & Project Update, Standing Committee Inquiry into Regional Telecommunications in WA, Northern MYRUP and Western NERIDUP Fire Updates, Smoke Alert parts of the SHIRE OF ESPERANCE, Restricted Burning Time EXTENDED for URBAN-RURAL Zone</p> <p>May - Shire President Open Letter to the Esperance Community, Statement from the Shire of Esperance regarding the Proposed South Coast Marine Park, Planned Prescribed Burns, Esperance Indoor Stadium Update: Burst Pipe Damage, Unrestricted Burning Time 0 Urban Rural Zone, Prescribed Burns - Autumn 2024, Twilight Beach Road Bushfire Updates, National Volunteer Week, Esperance Indoor Stadium Update: Extent of Damage Under Investigation, Proposed Nature Based Caravan Park at Lot 1 Lake Road, Myrup - Open for Comment, Media Release - Council Endorses Proposed Marine Park Shire Submission, Unrestricted Burning Time</p> <p>June - Cemetery Tributes, Ageing Graham MacKenzie Stadium to be Replaced, Call for Working Group Nominations, Swim Enclosure News, Providing Flexible Accommodation Options.</p> <p>The Shire received 46 Media Enquiries, with approx. 78 questions asked. Topics vary and include Breaking Dawn movie Shire Support, Council meeting with the Minister for Fisheries, closure of the Overflow Campground, Interview with the Museum Officer, marine</p> | |

Shire of Esperance

Council Plan June 2024

| Action Code | Action Name | Comments | Responsible Officer Position |
|-------------|-------------|---|------------------------------|
| | | <p>park protests and the flooding of the Indoor Stadium. The Shire President has a regular "Council Catch-up" segment on Triple M and is always available when interview requests come through.</p> <p>The Media Officer works closely with both the media and staff to get relevant information to the outlets as soon as practicable. In the second quarter of 2024, 167 stories appeared across print, radio and online. This had a cumulative audience reach of over 2.1 million and an editorial media value of over \$631,000.</p> <p>Distribution of Shire Flyer continues with the eNewsletter getting formatted to a flyer and delivered to participating local shops. 1,215 subscribers receive the fortnightly newsletter directly to their inbox. Over the past 3 months we have printed 1,872 copies of the Shire Flyer and these are delivered to participating local businesses and Esperance Home Care.</p> <p>The media team works with every area of the organisation on promotional and public notice adverts. These are published in state newspapers and on the Shire's social media platforms. Adverts, both printed and online, totalled 103 for the second quarter of 2024.</p> | |



Annual Road Program Quarterly Report

Q4 2023/2024



Shire of Esperance

Road Program Quarterly Report Q4 2023/2024

Place

Business as Usual

| Action Code | Action Name |
|-------------|-----------------------------|
| BAU3.1.7 | Roads, Drains and Footpaths |

Task

| Task Name | Progress | Status |
|--|----------|-------------|
| Bandy Creek Road - Shoulder Sealing | 100% | Completed |
| Bandy Creek Road Repair Bridge Column | 0% | Not Started |
| Bore Construction | 0% | Not Started |
| Castletown Quays Footpath realignment | 0% | Not Started |
| CONSTRUCTION - Lease Road Fuels Depot Access at Brazier Street and BP Entrance | 0% | Not Started |
| Construction Widening Farmers Road from South Coast Hwy to Jonegatup Road | 100% | Completed |
| Construction Widening Neds Corner Road from Cascade Road to Griffith Road | 100% | Completed |
| Construction Widening Salmon Gums West Road from Coolgardie-Esperance Hwy to Gimlet Road | 0% | Not Started |
| Develop a strategic road building materials plan for the Shire. | 0% | Not Started |

Shire of Esperance

Road Program Quarterly Report Q4 2023/2024

| Task Name | Progress | Status |
|--|----------|-------------|
| Fisheries Road - Daniels Road to Alexander Bay Road - Reconstruction | 100% | Completed |
| Fisheries Road / Bandy Creek Road - Turning Lanes | 100% | Completed |
| Fisheries Road Turning Lanes | 5% | Ongoing |
| Fisheries Road/Goldfields Road Int | 0% | Not Started |
| FOOTPATH CONSTRUCTION - Bandy Creek Road between Fisheries Road and Cycle Path | 90% | Ongoing |
| Footpath Lighting Improvements Museum Village | 0% | Not Started |
| Forrest St Carpark | 0% | Not Started |
| Gravel Resheet Backman Road from Burdett Road to Lane Road | 35% | Ongoing |
| Gravel Resheet E.L.D. Road Backmans Road to Savages Road | 100% | Completed |
| Gravel Resheet Fleming Grove Road from Coolgardie-Esperance Hwy to Campbell Road | 100% | Completed |
| Gravel Resheet Green Road from Scaddan Road to Wittenoom Road | 0% | Not Started |
| Gravel Resheet Kirwan Roadfrom Merivale Road to End of Road | 100% | Completed |
| Gravel Resheet Lane Road from Savages Road to Backmans Road | 100% | Completed |
| Gravel Resheet Mccall Road South Coast Hwy to End of Road | 100% | Completed |
| Gravel Resheet Muntz Roadfrom Kettles Road to Howick Road | 0% | Not Started |
| Gravel Resheet Oldfield Road Floodway | 100% | Completed |

Shire of Esperance

Road Program Quarterly Report Q4 2023/2024

| Task Name | Progress | Status |
|--|----------|-------------|
| Gravel Resheet Scaddan Road from Wittenoom Road to Green Road | 0% | Not Started |
| Gravel Resheet Scaddan Road from Yates Road to Styles Road | 0% | Not Started |
| Gravel Resheet Speddingup Road West from Griffith Road to Dalyup Road | 100% | Completed |
| Gravel Resheet Stokes Inlet Road from South Coast Hwy to NP Entry | 100% | Completed |
| Gravel Resheet Wittenoom Road from Norwood Road to Burdett Road | 0% | Not Started |
| Great Ocean Trail - Reseal | 0% | Not Started |
| Grigg Road - Lake Catchment to Belgian Road - Construction Widening | 100% | Completed |
| Grigg Road - Lake Catchment to Belgian Road - Construction Widening | 100% | Completed |
| Harbour Road Footpath from Shelden Road to Norseman Road | 0% | Not Started |
| IMPROVEMENT - CBD Streetscape at Dempster Street and The Esplanade | 0% | Not Started |
| KERBING WORKS - Various Areas | 30% | Ongoing |
| Limestone Resheet Circle Valley Road from Coolgardie-Esperance Hwy to Hobby Road | 0% | Not Started |
| Limestone Resheet Cooper Road from Rollond Road to Townsend Road | 100% | Completed |
| Limestone Resheet Norwood Road from Kendall Road to Cridge Road | 0% | Not Started |

Shire of Esperance

Road Program Quarterly Report Q4 2023/2024

| Task Name | Progress | Status |
|---|----------|-------------|
| Limestone Resheet Ridley Road from Tom Starceovich VC Road to Styles Road | 100% | Completed |
| Limestone Resheet Townsend Road from Dundas Road to End of Road | 100% | Completed |
| Merivale Road - Jim Ovens Road to Rancho X Road - Construction New | 0% | Not Started |
| Native Veg Clearing Offsets | 20% | Ongoing |
| New Construction Bukenerup Road from Stearns Road to Patterson Road | 5% | Ongoing |
| Norseman Road Drainage | 0% | Not Started |
| Pedestrian Refuge Island Black Street | 0% | Not Started |
| Reconstruction Bishop Road from Grass Patch Road to Rollond Road | 100% | Completed |
| Reconstruction Cascade Road Bridge Approaches | 100% | Completed |
| Reconstruction Chartwell Lane Various Sections | 100% | Completed |
| Reconstruction Grigg Road Coolgardie Hwy to Past Bends | 70% | Ongoing |
| Reconstruction Merivale Road West of Stockyards Road to Tyrrell Road | 90% | Ongoing |
| Reconstruction Myrup Road West of Cook Road to Past Bends | 85% | Ongoing |
| Reseal Bimbadeen Close | 0% | Not Started |
| Reseal Elysium Road | 0% | Not Started |
| Reseal Grass Patch Road from Hwy to Bishops Road | 0% | Not Started |

Shire of Esperance

Road Program Quarterly Report Q4 2023/2024

| Task Name | Progress | Status |
|---|----------|-------------|
| Reseal Heavy Vehicle Entrances Flinders Court / McDonald Rd | 100% | Completed |
| Reseal Murray Road from Chartwell Lane to end of seal | 0% | Not Started |
| Reseal Orana Drive | 0% | Not Started |
| Reseal Petarli Place | 0% | Not Started |
| Reseal Program | 0% | Not Started |
| Reseal Quarry Road | 0% | Not Started |
| Reseal Shelden Road from Harbour Road to Norseman Road | 100% | Completed |
| Reseal Tom Starceovich V.C. Road from Hwy to Ridley Road | 0% | Not Started |
| Reseal Tullaroon Close | 0% | Not Started |
| Reseal Wabba Cove | 0% | Not Started |
| Reseal Warden Road | 0% | Not Started |
| RESEALS - BITUMEN - Various Urban Roads - Crack Sealing | 30% | Ongoing |
| Review Road Maintenance Program Effectiveness | 25% | Ongoing |
| Road Reserve Land Acquisition | 15% | Ongoing |
| Rollond Road - Coolgardie Esp Hwy to Bishops Rd - Limestone Resheet | 100% | Completed |
| Rollond Road - Edwards Rd to Cascades Rd - Limestone Resheet | 100% | Completed |
| Salmon Gums Carpark | 0% | Not Started |
| Salmon Gums Footpaths | 0% | Not Started |

Shire of Esperance

Road Program Quarterly Report Q4 2023/2024

| Task Name | Progress | Status |
|--|----------|-------------|
| Shoulder Sealing Fisheries Road Coolgardie-Esperance Hwy to Ridgeland Road | 40% | Ongoing |
| St Germain Ave - Traffic Calming | 100% | Completed |
| Sump Pump Control | 15% | Ongoing |
| The Esplanade Carpark Whale Tail | 0% | Not Started |
| Town Improvements General Salmon Gums | 0% | Not Started |
| Town Improvements Various Bin Surrounds CBD | 0% | Not Started |
| Various Culverts | 60% | Ongoing |
| Various Patching of Gravel Roads | 60% | Ongoing |
| Various Road Grids | 50% | Ongoing |
| Various Road Signage | 35% | Ongoing |
| Various Survey Design & GIS | 25% | Ongoing |

| Date | Item Number | Item | Responsible Officer | Notes |
|------------|-------------|--|-------------------------|---|
| 28/11/2017 | 12.1.2 | Proposed Road Closure - Portion of Exchange Road and Unnamed Road, Howick | Hindley, Richard | |
| | O1117-257 | That Council <ol style="list-style-type: none"> 1. Request the Minister for Transport; Planning; Lands to close a portion of the road reserve known as Exchange Road under Section 58 (1) of the Land Administration Act 1997. 2. Advise the Minister for Transport; Planning; Lands that in accordance with Section 56 (4) of the Land Administration Act 1997 the Shire recognises it is liable to indemnify the Minister against any claim for compensation in an amount equal to the amount of all costs and expenses reasonably incurred by the Minister in considering and granting the request. 3. Request that the closed road be converted into a reserve managed by the Shire of Esperance for the purpose of conservation. | External Services | <p>31 Jan 2018 10:43am Hindley, Richard Request sent to Department of Planning, Lands and Heritage</p> <p>06 Jun 2018 1:49pm Hindley, Richard With Case Management.</p> <p>02 Jul 2018 8:49am Hindley, Richard Reduced area for closure to preserve access to Reserve 27086 required - comments sought from Parks and Wildlife Service.</p> <p>10 Sep 2018 2:53pm Hindley, Richard Awaiting comments</p> <p>04 Dec 2018 8:14am Hindley, Richard Amended proposal being assessed by Department of Planning, Lands and Heritage.</p> <p>08 Apr 2019 2:27pm Hindley, Richard Amendment Proposal with Case Management at Department of Planning, Lands and Heritage - Lands</p> <p>10 Feb 2020 10:16am Hindley, Richard Followed up with Department of Planning, Land and Heritage - Lands</p> <p>11 Aug 2020 3:49pm Hindley, Richard Followed up progress with Manager at Department of Planning, Lands and Heritage</p> <p>03 Dec 2020 10:00am Hindley, Richard Followed up with DPLH - Lands</p> <p>12 May 2021 1:10pm Hindley, Richard Followed up with DPLH assigned to new officer.</p> <p>13 Sep 2021 4:17pm Hindley, Richard Still with Case Management</p> <p>07 Dec 2021 9:30am Hindley, Richard Still with Case Management.</p> <p>09 Feb 2022 1:59pm Phillips, Holly Portion of Exchange Road is complete. The unnamed road is still on hold due to issues with DBCA and offsets once it is merged with their reserve. This is a low priority task for both the Shire and DPLH.</p> <p>11 Aug 2022 2:18pm Phillips, Holly Lands contacted the Shire on 5/8/22. They will be moving towards issuing surveying instructions in order to finalise the matter.</p> <p>05 Sep 2022 1:04pm Hindley, Richard Lands preparing the survey documents.</p> |

| Date | Item Number | Item | Responsible Officer | Notes |
|------------|-------------|---|---------------------|---|
| | | | | <p>10 Jan 2023 10:23am Phillips, Holly No further progress has been made on this matter. The Shire continues to await notification from DPLH.</p> <p>05 May 2023 10:08am Hindley, Richard Followed up with DPLH-Lands.</p> <p>02 Jun 2023 1:09pm Hindley, Richard Survey documents being prepared by DPLH - survey instruction will be issued once approved.</p> <p>12 Feb 2024 8:26am Hindley, Richard Amended survey instructions to maintain legal road frontage to crown reserve.</p> <p>13 May 2024 4:05pm Hindley, Richard Amended Survey Plan being prepared.</p> <p>04 Jul 2024 2:25pm Hindley, Richard Amended survey being lodged.</p> |
| 23/06/2020 | 17.6 | Compliance - 47 The Esplanade, Esperance | Hindley, Richard | |
| | O0620-207 | <p>That Council instruct the CEO to request an Occupancy Permit under the <i>Building Act 2011</i> for the unauthorised work that has occurred on Lot 22 (47) The Esplanade, Esperance.</p> <p>Council Resolution</p> <p>That Council instruct the CEO to request that the proponent obtain an Occupancy Permit under the <i>Building Act 2011</i> for the unauthorised work that has occurred on Lot 22 (47) The Esplanade, Esperance.</p> | External Services | <p>11 Aug 2020 4:20pm Hindley, Richard Request for Occupancy Permit sent to Lewis Lewis Properties Pty Ltd - Due 7/10/2020</p> <p>03 Dec 2020 10:26am McArthur, Alli - Reallocation Action reassigned to Clifton, Paul by: McArthur, Alli for the reason:</p> <p>25 Jan 2021 1:43pm Clifton, Paul Shire has not received Occupancy Permit application. Correspondence received by the Shire from Lewis Lewis Properties Pty Ltd providing detail of progress toward lodgement of Occupancy Permit documentation.</p> <p>13 Sep 2021 4:18pm Hindley, Richard Awaiting valuations from Landgate before it can be finalised.</p> <p>12 Oct 2021 8:27am Phillips, Holly Richard Hindley 11/10/21 - Valuation has been prepared; is now under consideration by the occupier.</p> <p>09 Feb 2022 2:06pm Phillips, Holly Officers are still waiting for DPLH to process this matter. It is understood a valuation offer has been accepted. Awaiting further advice from DPLH before a Building Order to achieve occupancy can be pursued which will require a Development Approval to be issued.</p> <p>05 Apr 2022 5:02pm Phillips, Holly</p> |

| Date | Item Number | Item | Responsible Officer | Notes |
|------------|-------------|--|---------------------|--|
| | | | | <p>Item to be reallocated to Manager Development and Statutory Services.</p> <p>15 Jun 2022 8:55am Hegney, Emily - Reallocation</p> <p>Action reassigned to Hindley, Richard by Hegney, Emily - Paul Clifton no longer works at the Shire.</p> <p>11 Aug 2022 2:20pm Phillips, Holly</p> <p>The Shire has contacted WA Property Lawyers who are working on behalf of the owner to progress property access matters. As of 14/7/22, the required paperwork had not been lodged.</p> <p>05 Sep 2022 1:19pm Hindley, Richard</p> <p>WA Property Lawyers have advised the all required paperwork has been lodged with the Department of Planning, Lands and Heritage.</p> <p>30 Sep 2022 2:42pm Hindley, Richard</p> <p>Being processed by DPLH.</p> <p>10 Jan 2023 10:17am Phillips, Holly</p> <p>The Shire understands that land tenure matters relating to this compliance matter have now been resolved. The relevant party has engaged a consultant to assist in applying for a Building Approval for the unauthorised works.</p> <p>05 Apr 2023 1:58pm Hindley, Richard</p> <p>Compliance matters progressing.</p> <p>05 May 2023 10:10am Hindley, Richard</p> <p>Compliance matters progressing.</p> <p>02 Jun 2023 1:10pm Hindley, Richard</p> <p>Compliance matters progressing.</p> <p>12 Sep 2023 12:46pm Hindley, Richard</p> <p>Request of Occupancy Permit - Response Due Late November</p> <p>04 Dec 2023 3:35pm Greive, Roy</p> <p>Remediation works being undertaken, approvals should be able to be issued in the new year.</p> <p>12 Feb 2024 8:21am Hindley, Richard</p> <p>Remediation works being undertaken, approvals may be issued once completed.</p> <p>04 Jul 2024 2:24pm Hindley, Richard</p> <p>Remediation works being undertaken, approvals should be able to be issued once completed.</p> |
| 25/05/2021 | 12.2.2 | Andrew & Dempster Street Roundabout Review | Walker, Mathew | |

| Date | Item Number | Item | Responsible Officer | Notes |
|------------|-------------|--|---------------------|--|
| | O0521-141 | <p>That Council:</p> <ol style="list-style-type: none"> Note the information provided on the Andrew Street and Dempster Street Roundabout which includes the traffic movement study and formal assessment on traffic flow. Request the CEO to provide a report on the number of recorded accidents since commissioning, the severity and if anyone needed transferring to hospital, when the information becomes available. Request the Streetscape Advisory Committee to conduct community consultation on the Andrew Street & Dempster Street Roundabout functionality and landscaping and provide recommendations to Council at the August Ordinary Council Meeting. | Asset Management | <p>15 Sep 2021 3:07pm Walker, Mathew Council have been informed of the crash statistics for 2020, being 0 reported crashes., We will work with the Streetscape Advisory Committee on the landscaping when we can get a meeting.</p> <p>11 Jan 2022 8:46am Walker, Mathew Waiting to talk to the Streetscape Advisory Working Group</p> <p>13 Jul 2022 3:12pm Hegney, Emily - Completion Completed by Hegney, Emily on behalf of Walker, Mathew (action officer) on 13 July 2022 at 3:12:58 PM - COMPLETED</p> <p>22 Jul 2022 3:15pm Hegney, Emily - Completion Uncompleted by Hegney, Emily</p> <p>04 Aug 2022 4:35pm Walker, Mathew Waiting to talk to the Streetscape Advisory Working Group</p> <p>06 Apr 2023 3:05pm Walker, Mathew Have had discussion with Council, we will trial planter boxes around the Roundabout.</p> <p>07 Jun 2023 9:09pm Walker, Mathew Working with fabricator to create the planter boxes</p> <p>10 Jan 2024 8:30am Walker, Mathew Planter boxes had to get redesigned as the proposed steel wouldn't have worked. We are considering the post and rope options that we did done Andrew St as an option, will discuss this with Council in the near future.</p> <p>04 Jul 2024 7:51pm Walker, Mathew Proposed project to undertake the work included as part of budget.</p> |
| 25/05/2021 | | Motion - Verge Development - Witches Brew Drive Thru Coffee | Gleave, Dylan | |
| | O0521-140 | <p>That Council</p> <ol style="list-style-type: none"> Approve the standard stabilised gravel verge treatment as offered by the Shire to Witches Brew Drive Thru Coffee, Forrest Street, Esperance; and Request the Chief Executive Officer to consult with key stakeholders and surrounding businesses to investigate future verge development options in the broader Forest Street area and present the report to Council at the December Ordinary Council Meeting. | Asset Management | <p>10 Aug 2021 8:25am Gleave, Dylan Verge stabilisation works have been completed in front of Witches Brew Drive Thru Coffee. This site will continue to be monitored. Further verge development for the surround area will be investigated as part of future verge development in the area.</p> <p>15 Sep 2021 3:10pm Walker, Mathew A draft concept of a long-term development is underway, stakeholder consultation will be undertaken after this.</p> <p>09 Jun 2022 10:32am Walker, Mathew Stakeholder consultation still to be undertaken. Will put up for budget consideration.</p> <p>04 Aug 2022 4:34pm Walker, Mathew</p> |

| Date | Item Number | Item | Responsible Officer | Notes |
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| | | | | <p>Looking to review Forrest Street more strategically. 04 Oct 2022 4:46pm Walker, Mathew Currently doing concept designs of Forrest St. 06 Apr 2023 3:06pm Walker, Mathew Forrest St concept is being updated to include feedback from Council and Consultants. 07 Jun 2023 9:10pm Walker, Mathew Forrest Street concept plan finalised for stakeholder consultation., At this stage the Long Vehicle parking will be stage 1 10 Jan 2024 8:34am Walker, Mathew Will be having a discussion with the new Council around the Forrest St concept design. Have had a discussion with Woolworths, they are favourable regarding the design. 10 Apr 2024 1:32pm Walker, Mathew Positive discussions have been had with Charter Hall and Woolworths, they have proposed some modification to the plans that will be discussed with Council shortly. 04 Jul 2024 7:52pm Walker, Mathew Reviewed proposal sent to Charter Hall and Woolworths, costings are currently being reviewed.</p> |
| 23/08/2022 | 12.2.1 | Petition to stop the use of 1080 baits in the Monjingup Special Rural Zone | Walker, Mathew | |
| | O0822-184 | <p>That Council:</p> <ol style="list-style-type: none"> Note the petition against the use of 1080 baits in Monjingup Special Rural Zone and acknowledge that there is community interest in the safe and appropriate use of 1080 baits as part of an integrated pest management program; Request the CEO to make a submission to the Department of Primary Industries and Regional Development to request consideration of appropriate changes in the Code of Practice for 1080 that finds a balance between agricultural use and neighbouring intense land use; and | Asset Management | <p>13 Apr 2023 9:19am Hegney, Emily - Reallocation Action reassigned to Walker, Mathew by Hegney, Emily 13 Apr 2023 1:29pm Walker, Mathew Waiting to hear back from the DPIRD on the current review of the Code of Practice for 1080 Bait. 10 Jan 2024 8:37am Walker, Mathew Still waiting for DPIRD to release their review until we can progress this item. 10 Apr 2024 1:33pm Walker, Mathew Still waiting to hear back from DPIRD, on their review, before we can progress this item. 04 Jul 2024 7:54pm Walker, Mathew Still no feedback from DPIRD</p> |

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| | | 3. Lay the matter on the table for 6 months until the outcomes of the incident report being conducted by the Department of Health are released and the current review of the Code of Practice for 1080 has been completed by Department of Primary Industries and Regional Development. | | |
| 25/10/2022 | 12.4.2 | Request Short Term Adjustment to Retail Trading Hours | Liddelow, Shane | |
| | O1022-226 | That Council <ol style="list-style-type: none"> Endorse the following changes to retail trading hours in the Shire of Esperance with the addition of the following days (between 10am and 5pm): <ul style="list-style-type: none"> <input type="checkbox"/> Sunday 4 December 2022 <input type="checkbox"/> Sunday 11 December 2022 <input type="checkbox"/> Sunday 18 December 2022 <input type="checkbox"/> Tuesday 27 December 2022 <input type="checkbox"/> Monday 2 January 2023 Request the CEO to make application to the Department of Commerce for the proposed changes to apply to the entirety of the Esperance Shire; and Request the CEO to investigate the desire within the Esperance community for a permanent change to the existing Retail Trading Hours in December, January and over the Easter period. | Executive Services | <p>02 Nov 2022 6:08pm Ayers, Trevor Request has been lodged with the Department of Commerce</p> <p>04 Jan 2023 3:22pm Ayers, Trevor Application was approved. Additional dates were added to Christmas Trading Hours list, communicated to the ECCI and advertised within the community.</p> <p>14 Mar 2023 12:35pm Hawke, Sofie Public investigation commencing mid-year</p> <p>05 Jul 2023 8:21am Ayers, Trevor Timing of public investigation is being organised around being able to include the Ag Show as part of the process.</p> <p>14 Sep 2023 3:11pm Ayers, Trevor Public engagement is planned to commence on the show weekend.</p> <p>06 Nov 2023 8:28am Ayers, Trevor Consultation commenced at the Esperance Show and will run until the end of November.</p> <p>04 Jan 2024 8:09am Ayers, Trevor The public consultation period closed with just under 500 people responding.</p> <p>24 Jan 2024 4:51pm Ayers, Trevor Initial Council Briefing on the outcomes of the survey conducted on 23/1/2024</p> <p>18 Mar 2024 12:17pm Godwin, Elise - Reallocation Action reassigned to Liddelow, Shane by Godwin, Elise - Trevor resigned</p> <p>09 Apr 2024 11:35am Liddelow, Shane</p> |

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| | | | | <p>ECCL has commenced consultation with members regarding the potential option for more permanent retail trading hours over the peak tourist season, as discussed with at the February Council meeting. This information will be incorporated into previous survey information with a view to bring the item back to Council for further discussion.</p> <p>13 May 2024 4:40pm Liddelow, Shane</p> <p>ECCL has provided a summary of their consultation with members regarding retail trading and an officers are discussing the best option to put the item back to council.</p> <p>07 Jun 2024 8:37am Liddelow, Shane</p> <p>Informal briefing set for 18th June to seek further advice on direction Council would like to take with retail trading hours.</p> <p>04 Jul 2024 9:22am Liddelow, Shane</p> <p>Briefing to Council on the 18th June and following direction from the meeting letters have now been sent to key stakeholders to (ECCL, Local Members, AGO) for their formal position on extending retail trading hours. This information will then be used to put a formal motion to Council for consideration.</p> |
| 26/09/2023 | 12.3.3 | Lease - Airport Check-in Desk and Office | Walsh, Sarah | |
| | O0923-174 | <p>That Council;</p> <ol style="list-style-type: none"> 1. Enter into a new lease with Regional Express Pty Ltd for a portion of the Esperance Airport Terminal Building, Lot 15 Coolgardie-Esperance Highway Gibson 2. Lease expiry date to be 2 July 2028; 3. Charge an annual lease fee of \$5,596.32 inc GST, subject to annual CPI increases, and consider this to be a true indication of the current market rental rate; 4. Charge a lease preparation fee of \$630 inc GST; and 5. Advertise the disposition in accordance with s3.58 of the Local | Corporate & Community Services | <p>04 Oct 2023 12:35pm Witheridge, Rachel</p> <p>Notified applicant of Council Resolution. Advertising arranged.</p> <p>30 Oct 2023 12:01pm Witheridge, Rachel</p> <p>Advertising period concluded. Draft lease prepared and sent for review.</p> <p>06 Dec 2023 10:50am Walsh, Sarah</p> <p>Awaiting REX review of documents.</p> <p>06 Dec 2023 10:56am Walsh, Sarah - Reallocation</p> <p>Action reassigned to Walsh, Sarah by Walsh, Sarah - Rachel has left the Shire.</p> <p>03 Jan 2024 10:50am Walsh, Sarah</p> <p>Follow up email sent to REX requesting update on lease review.</p> <p>30 Jan 2024 3:56pm Walsh, Sarah</p> <p>Received feedback from REX. To be reviewed shortly.</p> <p>06 Mar 2024 8:13am Walsh, Sarah</p> <p>Reviewed REX feedback with Director Corporate & Community Services and Manager Economic Development. Some items require legal advice, awaiting response from McLeods.</p> <p>02 Apr 2024 3:15pm Walsh, Sarah</p> <p>Received response from McLeods, to be reviewed shortly.</p> <p>18 Apr 2024 8:40am Walsh, Sarah</p> |

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| | | Government Act 1995 for Disposing of Property. | | <p>Reviewed McLeods response and replied to REX with updates. Awaiting further response from REX.</p> <p>07 May 2024 2:56pm Walsh, Sarah</p> <p>Awaiting further REX response. Follow up email sent today.</p> <p>30 May 2024 4:59pm Walsh, Sarah</p> <p>Further follow up sent to REX to confirm they received our feedback. Awaiting response.</p> <p>02 Jul 2024 10:23am Walsh, Sarah</p> <p>Still awaiting REX response - continuing to follow up.</p> |
| 31/10/2023 | 12.3.1 | Lease - Salmon Gums Caravan Park | Walsh, Sarah | |
| | O1023-185 | <p>That Council enter into a lease with the Salmon Gums Development Group Incorporated for Lot 131 Nulsen Street and Portion of Lot 121 Salmon Gums East Road, Salmon Gums, subject to;</p> <ol style="list-style-type: none"> 1. Lease term being 21 years; 2. Annual lease fee of \$110 Inc GST being payable; 3. Lease preparation fee of \$150 Inc GST being payable; 4. Camping to occur in current sites only until development of the area is approved and the current management order amended; and 5. Any development on site to be discussed with relevant officers to ensure relevant approvals are received. | Corporate & Community Services | <p>02 Nov 2023 2:21pm Walsh, Sarah</p> <p>Advertising arranged until 24/11/2023. Documentation to be drafted. Requested lease area plan to be created.</p> <p>06 Dec 2023 10:52am Walsh, Sarah</p> <p>Documentation drafted, property ownership confirmed with Manager Asset Planning. Draft to be amended to reflect this advice.</p> <p>19 Dec 2023 12:23pm Walsh, Sarah</p> <p>Draft documentation sent to Lessee for review.</p> <p>03 Jan 2024 10:52am Walsh, Sarah</p> <p>Awaiting response from SGDG following review of draft lease.</p> <p>30 Jan 2024 4:02pm Walsh, Sarah</p> <p>Awaiting response from Lessee.</p> <p>19 Feb 2024 9:56am Walsh, Sarah</p> <p>Lessee has confirmed they are happy with terms. Awaiting response from Manager Development Services regarding land use change for Lot 121 Salmon Gums East Road to allow for caravan park activities prior to sending to Minister for s.18 approval.</p> <p>06 Mar 2024 3:41pm Walsh, Sarah</p> <p>Awaiting response from Manager Development Services regarding land use change for Lot 121 Salmon Gums East Road to allow for caravan park activities prior to sending to Minister for s.18 approval.</p> <p>02 Apr 2024 3:15pm Walsh, Sarah</p> <p>Awaiting response from Manager Development Services regarding land use change for Lot 121 Salmon Gums East Road to allow for caravan park activities prior to sending to Minister for s.18 approval.</p> <p>18 Apr 2024 8:39am Walsh, Sarah</p> <p>Requested update from Richard for if we are undertaking the environmental report in-house or via contractor 11/04/2024 - awaiting response and ETA for this.</p> |

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| | | | | <p>07 May 2024 2:57pm Walsh, Sarah Awaiting information for environmental study required prior to going back to Department of Lands.</p> <p>30 May 2024 5:00pm Walsh, Sarah Awaiting environmental study findings.</p> <p>02 Jul 2024 10:26am Walsh, Sarah Awaiting further advice regarding environmental study information.</p> |
| 28/11/2023 | 12.2.1 | Proposed Land Tenure Amendments for Reserve 36994 & 36993 | Appleby, Jeanette | |
| | O1123-185 | <p>That Council, as outlined in the attached proposal from the Water Corporation dated 3 October 2023:</p> <ol style="list-style-type: none"> Relinquish a portion of Reserve 36993, to the Water Corporation, being the existing Wastewater Pump Station on an "as-is" basis; Accept the transfer of Reserve 36994, from the Water Corporation, on an "as-is" basis; Revest the identified portions of land within Reserve 36993 containing a section of a sewer pressure main and overflow storage tanks as Road Reserve; and The Water Corporation and the Shire share surveying costs. | <p>Asset Management</p> | <p>10 Jan 2024 8:39am Walker, Mathew Have formally advised the Water Corporation on the resolution. They have submitted the proposal to DPLH to begin the process.</p> <p>10 Apr 2024 1:34pm Walker, Mathew Waiting on DPLH to undertake their process, this may take 12+ months.</p> <p>04 Jul 2024 7:54pm Walker, Mathew DPLH have allocated a case manager and requested further information.</p> |
| 28/11/2023 | 13.1 | Bush Fire Advisory Committee Meeting | Walsh, Sarah | |
| | O1123-193 | <p>That Council</p> <ol style="list-style-type: none"> Accept the changes to the Bushfire Management Policy Request the CEO to; <ol style="list-style-type: none"> Give local public notice of the proposed <i>Shire of Esperance Bushfire Brigade Local Law 2023</i> in | <p>Corporate & Community Services</p> | <p>08 Jan 2024 9:43am Ammon, Mel Bush Fire Brigade Local Law has been advertised. Submissions close 3rd February 2024</p> <p>09 Jan 2024 4:39pm Hawke, Sofie - Reallocation Action reassigned to Walsh, Sarah by Hawke, Sofie</p> <p>09 Jan 2024 4:42pm Walsh, Sarah Bushfire Management policy updated on website, in CM and in policy manual.</p> <p>30 Jan 2024 4:03pm Walsh, Sarah</p> |

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| | | accordance with s.3.12(3) of the <i>Local Government Act 1995</i> ; | | Public submissions close 3 Feb, awaiting response from relevant Ministers prior to putting to Council again. 06 Mar 2024 8:15am Walsh, Sarah Awaiting response from relevant Minister's, will follow up shortly for update. 02 Apr 2024 3:15pm Walsh, Sarah Awaiting Minister response. 18 Apr 2024 8:39am Walsh, Sarah Follow up email sent 11/04/2024, awaiting response. 07 May 2024 2:57pm Walsh, Sarah Received Minister for LG response, awaiting DFES response. 10 Jun 2024 3:25pm Walsh, Sarah Received DFES response, updated LL to incorporate feedback and sent to Manager/Director for review, noting public submission received for this one also. Awaiting final changes to be advised by Manager/Director prior to putting back to Council. 02 Jul 2024 10:27am Walsh, Sarah Advised that the changes will be discussed further at BFAC prior to going back to Council. Next BFAC to be scheduled in July. |
| 19/12/2023 | 12.3.1 | Proposed Health Local Law 2024 | Walsh, Sarah | |
| | O1223-199 | That Council request the CEO to; | Corporate & Community Services | 03 Jan 2024 11:07am Walsh, Sarah Health Local Law has been advertised and sent to relevant Ministers for review. Submission period closes 10 Feb 2024. 30 Jan 2024 4:22pm Walsh, Sarah Submission period closes 10 Feb, awaiting responses from relevant Ministers. 06 Mar 2024 8:16am Walsh, Sarah Awaiting response from relevant Ministers, will follow up shortly. 02 Apr 2024 3:17pm Walsh, Sarah Awaiting Minister response. 18 Apr 2024 8:38am Walsh, Sarah Follow up email sent 11/04/2024, awaiting response. 07 May 2024 2:58pm Walsh, Sarah Awaiting Minister responses. Followed up and advised that these will be available in due course. 02 Jul 2024 10:28am Walsh, Sarah Awaiting response from Minister for Local Government - continuing to follow up. |

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| 19/12/2023 | 12.3.2 | Proposed Waste Local Law 2024 | Walsh, Sarah | |
| | O1223-200 | That Council request the CEO to; <ul style="list-style-type: none"> 1. Give Local Public Notice of the proposed Shire of Esperance Waste Local Law 2024 in accordance with s.3.12(3) of the <i>Local Government Act 1995</i>; 2. Forward a copy of the proposed local law and public notices to the Minister for Local Government and the Minister for Environment; and 3. Prepare a further report at the conclusion of the public submission period to enable Council to consider submissions. | Corporate & Community Services | <p>03 Jan 2024 11:08am Walsh, Sarah Waste Local Law has been advertised and sent to relevant Ministers for review. Submission period closes 10 Feb 2024.</p> <p>30 Jan 2024 4:22pm Walsh, Sarah Submission period closes 10 Feb, awaiting responses from relevant Ministers.</p> <p>06 Mar 2024 8:16am Walsh, Sarah Awaiting response from relevant Ministers, will follow up shortly.</p> <p>02 Apr 2024 3:17pm Walsh, Sarah Awaiting Minister response.</p> <p>18 Apr 2024 8:39am Walsh, Sarah Follow up email sent 11/04/2024, awaiting response.</p> <p>07 May 2024 2:57pm Walsh, Sarah Received Minister for LG response, awaiting DWER response.</p> <p>02 Jul 2024 10:28am Walsh, Sarah Minister responses to be reviewed and forwarded to officers for comment.</p> |
| 23/01/2024 | 17.2 | Lot 50 Wylie Bay Road | Liddelow, Shane | |
| | O0124-011 | That Council: <ul style="list-style-type: none"> 1. Support the request for an Option to Purchase a portion of Lot 50 Wylie Bay Road as per the request from Esperance Tjaltjraak Native Title Aboriginal Corporation (ETNTAC). The option is to include the following: <ul style="list-style-type: none"> a. The Option to Purchase is to be for a period of 2 years from execution; b. Purchase price is to be \$500,000; c. That there will be no payment on execution of the Option to Purchase; | Executive Services | <p>18 Mar 2024 12:18pm Godwin, Elise - Reallocation Action reassigned to Liddelow, Shane by Godwin, Elise - Trevor resigned</p> <p>13 May 2024 4:44pm Liddelow, Shane ETNTAC have requested the Shire draw up the formal agreement through our Lawyers and ETNTAC will pay for the costs.</p> <p>07 Jun 2024 8:34am Liddelow, Shane Draft legal contract received, comments provided and expect to finalise in next few weeks and then issue to ETNTAC for review and signatures.</p> <p>04 Jul 2024 9:19am Liddelow, Shane Final draft contract received from McLeods Lawyers. Subject to final review a copy will be sent to ETNTAC to review and sign.</p> |

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| | | d. That any sale is subject to ETNTAC advising that they have achieved a Positive Investment Decision with regards to the development of an aquaculture precinct on the subject site (and adjoining Lot 4 Wylie Bay Road) and the Shire of Esperance being satisfied that development of the proposed aquaculture precinct will proceed. It is the responsibility of ETNTAC to provide the evidence required to satisfy the Shire of Esperance of this; | | |
| | | e. That any proposed alternate purchasing entity would be subject to Shire of Esperance consent; | | |
| | | f. That the Shire of Esperance has the right to purchase the land back at the price of \$500,000 should ETNTAC (or an approved nominee) sell the land at any time following their purchase if the aquaculture precinct has not been developed at that time; and | | |
| | | g. That ETNTAC will have no rights to access or utilise the subject land prior to a purchase occurring without | | |

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| | | <p>the prior approval of the Shire.</p> <p>2. Instruct the Chief Executive Officer to:</p> <p>a. Commence the disposal of property process, via a Public Notice as per Section 5.58(3)(a), Local Government Act 1995, for the southern portion of Lot 50 Wylie Bay Road as per the offer provided by Esperance Tjaltjiraak Native Title Aboriginal Corporation for the purpose of an aquaculture precinct; and</p> <p>b. Prepare relevant agreement documents for the proposed land transaction, with all costs associated with preparing and executing this agreement to be at the cost of the proponent.</p> <p>3. Confirms it believes that the valuation previously received from Herron Todd White in December 2018 for Lot 50 Wylie Bay Road continues to be a fair indication of the value of this lot.</p> | | |
| 26/03/2024 | 12.1.2 | Proposed Road Dedication - Reserve 35037 | Wilks, Peter | |
| | | <p>That Council:</p> <p>1. Agree to surrender its management order over a portion of Reserve 35037 being Lot 2033 on Plan 187527;</p> <p>2. Request the Minister of Lands to dedicate the indicated portion of</p> | <p>External Services</p> | <p>03 Apr 2024 11:55am Wilks, Peter Referred to DPLH on 3 April 2024 09 May 2024 8:52am Wilks, Peter Confirmation of receipt of request for Road Dedication received on 2 May 2024. No further actions as process has reached the point where all further actions will be undertaken by DPLH in regards to the road dedication.</p> |

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| | | Reserve 35037 being Lot 2033 on Plan 187527 Myrup Road, Myrup as a road; | | 04 Jul 2024 9:19am Wilks, Peter DPLH advised that no objections have been received in regards to this proposal and requested details of Preferred Surveyor to undertake survey and subdivision works on 21 June 2024 which was provided to them on the same day. |
| | | 3. Advise the Minister of Lands that in accordance with Section 56 (4) of the <i>Land Administration Act 1997</i> the Shire recognises that it is liable to indemnify the Minister against any claim for compensation in an amount equal to the amount of all costs and expenses reasonably incurred by the Minister in considering and granting the request and | | |
| | | 4. Advise the Minister of Lands that Stephen Hoffrichter agree to indemnify the Shire of Esperance against any costs and claims that may arise as a result of the dedication. | | |
| 23/04/2024 | 12.1.1 | Request for Reserve Management - Reserves 16407 and 20647 | Hindley, Richard | |
| | O0424-040 | That Council request the Minister for Lands under Section 41 of the <i>Land Administration Act 1997</i> to grant management of Reserves 16407 and 20647 to the Shire of Esperance retaining the current purpose of the Reserves. | External Services | 13 May 2024 4:02pm Hindley, Richard Discussion held with DPLH - supporting documentation being prepared for lodgement. 04 Jul 2024 2:21pm Hindley, Richard Now with Case Management. |
| 28/05/2024 | 12.1.1 | Proposed Local Planning Policy - Farm Stay Accommodation | Hindley, Richard | |
| | O0524-051 | That Council: 1. In accordance with Clause 4(1) of the Deemed Provisions (set out in the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> Schedule 2) prepare the Local Planning Policy – | External Services | 04 Jul 2024 2:21pm Hindley, Richard Policy on advertising until 5 July 2024 |

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| | | <p>Farm Stay Accommodation as contained in Attachment A.</p> <p>2. Request the CEO to:</p> <p>a) Advertise the Local Planning Policy – Farm Stay Accommodation for a period not less than 21 day's, in accordance with Clause 4(2) of the Deemed Provisions (set out in the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> Schedule 2).</p> <p>b) Prepare a further report at the conclusion of the consultation period to review the proposed policy in light of any submissions made, in accordance with Clause 4(3) of the Deemed Provisions (set out in the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> Schedule 2).</p> | | |
| 28/05/2024 | 12.3.2 | Lease Renewal for The Old School Masters Residence | Vincent, Cherrie | |
| | O0524-056 | <p>That Council enter into a lease for the Old School Masters Residence, Museum Village, portion of Lot 100, 48 Dempster Street Esperance to Bistro Louis, subject to;</p> <p>1. The term of Lease being 2 years with a 3 year option;</p> <p>2. Annual rent being \$16,360.96 inc GST, subject to annual rent reviews</p> | Corporate & Community Services | <p>07 Jun 2024 10:41am Vincent, Cherrie</p> <p>16/05/2024: Lease and Disclosure drafted in Trim, waiting on rental figure to be reviewed - Sarah to review documents when rent increase is able to be applied, 04/06/2024: draft documents sent to Lessee for review, awaiting response.</p> <p>02 Jul 2024 10:30am Walsh, Sarah</p> <p>Advised Lessee of oven replacement situation - no response received to date. Draft documents to be amended accordingly and re-sent for review.</p> |

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| | | <p>based on CPI, and that Council consider this to be a true indication of the current market rental;</p> <p>3. All lease terms and conditions being as per Council's standard Commercial Lease (Retail Shop) template; and</p> <p>4. The disposition being advertised in accordance with s3.58 of the <i>Local Government Act 1995</i>.</p> | | |
| 28/05/2024 | 12.3.3 | Lease Surrender Request - Toowacka Campsite | Vincent, Cherrie | |
| | O0524-057 | <p>That Council;</p> <p>1. Surrender the lease with The Scout Association of Australia, Western Australian Branch for the Toowacka Campsite, Reserve 37535, South Coast Highway, Lot 457 Monjigup, subject to;</p> <p>a) Lease surrender fee of \$240 being payable; and</p> <p>b) Any outstanding invoices being paid prior to the surrender being finalised</p> <p>2. Request the CEO to investigate options for the site.</p> | Corporate & Community Services | <p>07 Jun 2024 10:46am Vincent, Cherrie</p> <p>29/05/2024: Surrender document drafted.</p> <p>04/06/2024: Document sent to Scouts and they have agreed to draft terms, Cherrie has sent document to DOL for s.18 approval. Awaiting approval for surrender document</p> <p>02 Jul 2024 10:30am Walsh, Sarah</p> <p>Documents sent for signing.</p> |
| 28/05/2024 | 12.3.8 | Lease Renewal Request - Communication Tower Lot 2112 Helms Drive | Walsh, Sarah | |
| | O0524-062 | <p>That Council enter into a lease with Amplitel Pty Ltd for Lot 2112 Helms Drive, Pink Lake, subject to;</p> <p>1. The term of lease being 5 years, with 3x 5 year further term options;</p> | Corporate & Community Services | <p>10 Jun 2024 3:27pm Walsh, Sarah</p> <p>Lessee advised of Council Resolution. Draft lease received and feedback provided for consideration. Awaiting further response from Lessee regarding lease terms.</p> <p>02 Jul 2024 10:29am Walsh, Sarah</p> <p>Further feedback received, to be reviewed in due course.</p> |

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| | | <ol style="list-style-type: none"> 2. Annual rent being \$6,600 inc GST per annum, subject to 3% annual increases; 3. Lease preparation fee of \$630 inc GST being payable; 4. Lease commencement date to be 1 August 2025; 5. Amplitel to provide appropriate lease template; and 6. The disposition being advertised in accordance with s3.58 of the <i>Local Government Act 1995</i>. | | |
| 25/06/2024 | 12.3.3 | Lease Reassignment Request - Airport Car Hire Desk 1 | Walsh, Sarah | |
| | O0624-090 | <p>That Council reassign the lease with Felsoft Pty Ltd t/as Avis Esperance Car Rentals for Esperance Airport Car Hire Desk 1, portion of Lot 15 Coolgardie-Esperance Highway Gibson, to Busby Investments Pty Ltd; subject to;</p> <ol style="list-style-type: none"> 1. Sale of business being finalised; 2. Lease reassignment date being 1 July 2024; 3. Any outstanding invoices being paid; and 4. Lease reassignment fee of \$240 being payable. | Corporate & Community Services | 02 Jul 2024 10:31am Walsh, Sarah Documentation being drafted. |



Hon Dr Tony Buti MLA
Minister for Education; Aboriginal Affairs;
Citizenship and Multicultural Interests

Our Ref: 80-15877

Mr Shane Burge
Chief Executive Officer

Mr Ron Chambers
Shire President
Shire of Esperance

Via email: shire@esperance.wa.gov.au

Dear Mr Burge and Mr Chambers

ESPERANCE SENIOR HIGH SCHOOL UPGRADES

Thank you for your letter dated 16 May 2024 regarding the project definition plan process for Esperance Senior High School following my visit to Esperance.

The Department of Education have advised that a consultant team has been appointed to prepare the project definition plan, and a Department representative has contacted the school principal to advise the next steps in the development of the project definition plan.

The Department's Infrastructure division will lead the development of the plan and the principal will be invited to participate in project meetings and will ensure that school representatives have an opportunity to provide input.

I fully understand that the community in Esperance would like assurance on the redevelopment of the school. The Cook Labor Government is committed to providing public school infrastructure and support, across the State, that allows our teachers to teach and our students to learn so that they can reach their potential. Specific funding allocation, however, must be considered within State Government budget process along with other education priorities as part of the due processes of government.

If you would like to discuss the project definition plan process in further detail, please contact Mr Rob Thomson, Executive Director, Infrastructure, on 0434 604 720 or at rob.thomson@education.wa.edu.au. I have asked Rob to make himself available to you to discuss any aspect of the development of the plan and the public school infrastructure needs in Esperance.


In relation to your enquiry regarding the Key Worker Accommodation Project and James St Cultural Hub, I have contacted Minister Punch to advise him that the Shire is strongly advocating for these projects. I would suggest you contact his office directly by email to ask for advice at Minister.Punch@dpc.wa.gov.au.

In relation to other major infrastructure projects including Esperance Airstrip Upgrade and South Coast Highway improvements, my advice would be to continue to work with all relevant agencies to ensure the Shire's needs are represented in all considerations.

I am advised that the Esperance Road Safety Planning Study has been completed, which included consultation with the Shire, and that some preliminary planning designs are currently being developed. I am informed that wider consultation with all agencies, including the Shire, is currently being planned.

Thank you for taking the time to write to me and thank you sincerely for your time when I was in Esperance to discuss your community's needs.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Tony Buti', with a stylized, cursive script.

Dr Tony Buti MLA
MINISTER FOR EDUCATION
- 1 JUL 2024

Item: 12.4.2

West Tech Assemblage Sponsorship

| | | |
|---------------------|-------------|-------------------------|
| Author/s | Shane Burge | Chief Executive Officer |
| Authorisor/s | Shane Burge | Chief Executive Officer |

File Ref: D24/19096

Applicant

West Tech Assemblage

Location/Address

N/A

Executive Summary

For Council to consider becoming a sponsor of West Tech Assemblage (WTA).

Recommendation in Brief

That Council does/ does not accept the sponsorship proposal for the West Tech Assemblage 2025.

Background

West Tech Assemblage is a driving force in WA for advancing shared objectives in digital literacy, diversity and inclusivity. Since its inception in 2015 the initiative, Driving Digital Access and Inclusion Across WA the programs have reached indigenous communities, senior citizens and individuals with disabilities.

Nilesh Makwana who is the Chair of WTA was the Esperance Australia Day Ambassador in 2024 and subsequently invited the Shire President to speak at their first half day conference. See attached the Acquittal Report for the West Tech Assemblage 2024 which highlights the work that the WTA is doing around inclusivity in the digital world.

Officer's Comment

The 2025 WTA is being held in Perth on Thursday 20th February 2025 with the theme being Digital Access & Inclusion: Bringing Communities Together. The organisers of the event state that "The WTA stands as a pivotal occasion for stakeholders passionate about propelling digital inclusion and cultivating relationships. It's an opportunity not just to aspire for change, but to lay concrete plans, define achievable objectives and ensure collective progress, leaving no one behind on this forward journey."

The Shire of Esperance has been invited to be a regional local government sponsor of the event for \$5,000 which includes acknowledgement in marketing material, 10 complimentary tickets to the event, speaking invitation to the Shire President and post conference access to photos and video content to share in marketing channels.

The City of Stirling and the City of Fremantle are confirmed partners to the WTA with Esperance being asked as a regional local government partner to the event.

Further information on the 2025 WTA is available at <https://www.westtechassemblage.com.au/>

Consultation

Nil

Financial Implications

The financial implications arising from this report are \$5,000 as a local government sponsor.

Asset Management Implications

Nil

Statutory Implications

Nil

Policy Implications

The aspirations and goals of the WTA are aligned with the Shire of Esperance Disability Access & Inclusion Plan 2020 – 2025.

Strategic Implications

Council Plan 2022 – 2032

Growth And Prosperity

Access to competitive and reliable utilities and high quality technology

Lobby for infrastructure and capacity necessary to support business growth

Environmental Considerations

Nil

Attachments

A. WTA 2024 Acquittal Report

RECOMMENDATION AND DECISION

Item: 12.4.2 West Tech Assemblage Sponsorship

Moved: Cr Flanagan

Seconded: Cr de Haas

O0724-119

Council Resolution

That Council does not accept the sponsorship proposal of \$5,000 for the West Tech Assemblage 2025.

CARRIED

F7 – A1

*For: Cr Starcevich, Cr Davies, Cr Flanagan, Cr de Haas, Cr Graham, Cr Johnston, Cr Obourne
Against: Pres Chambers*

WestTech[®] Assemblage 2024



ACQUITTAL REPORT

Driving culture of collaboration
and innovation in WA since 2015



| | |
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About West tech Assemblage 2024

Since its inception in 2015, West Tech Assemblage has undergone a transformative journey, emerging as a driving force for advancing shared objectives in digital literacy, diversity, and inclusivity. Through our groundbreaking initiative, Driving Digital Access and Inclusion Across WA, we've successfully reached Indigenous communities, senior citizens, and individuals with disabilities via unique training programs. These efforts have been made possible through collaboration with essential organisations and individuals who share our vision.

WTA 2024 was our first half-day conference, themed Digital Citizenship: Navigating an Inclusive Future. Together, we delve into the dynamic realm of the digital sphere and its

profound societal impacts. As technology continually shapes our world, grasping the essence of digital citizenship and championing inclusiveness online has taken on paramount importance. These factors are pivotal in cultivating a positive and harmonious digital society.

WTA 2024 stood as a pivotal occasion for stakeholders passionate about propelling digital inclusion and cultivating relationships. It was an opportunity not just to aspire for change, but to lay concrete plans, define achievable objectives, and ensure collective progress, leaving no one behind on this forward journey.



Key People



Nilesh Makwana

Chair

Nilesh Makwana is the Chair of WTA and CEO of local ICT business illuminance Solutions. An advocate for innovation and tech, Nilesh is also passionate about tech for social impact and driving diversity in business in all aspects – age, gender, ethnicity and skill sets. Under Nilesh's leadership, illuminance received the inaugural Microsoft Global Partner Award for Social Impact as well as other business awards for workforce diversity.



Jan Bryson

Event Manager

Jan has extensive experience in business planning and organising events and conferences, and is the driving force behind initiatives including GovHack and Perth Professionals, and is the Director of Partner&Prosper.



Anja Jacobsen

Graphic Design & Marketing

Anja has recently joined the West Tech Assemblage team, bringing with her extensive experience as a commercial graphic designer, illustrator, and academic tutor. Her diverse skill set and visual expertise enrich the WTA brand



Julie Hobbs

MC

Julie is a seasoned businessperson, creative practitioner, and educator deeply committed to leveraging workforce development as a catalyst for economic, social, and cultural growth. Her expertise in management education and the creative industries is shaped by a diverse career across private, public, and nonprofit sectors.



Voices from the Community Panel



Sheena Edwards & Lynn Locke

Representing the Seniors and Older Adults community, showcasing the admirable efforts of the Switched On Seniors initiative. Through their work, they empower seniors by teaching them how to use digital tools like iPads and iPhones, promoting greater digital inclusion.



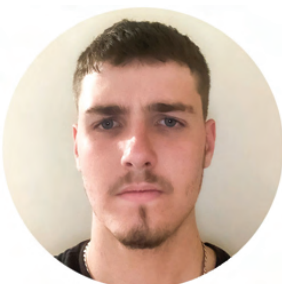
Anthony Seymour

Represented individuals with intellectual disabilities in regional Australia. His firsthand experience as a caregiver for his brother shed light on the challenges faced by this community



Jawaria Mahmood MICDA

Representing the Culturally and Linguistically Diverse (CALD) community, shared insights gained from workshops with multicultural groups. Her perspective deepened our understanding of the unique barriers faced by CALD individuals in accessing digital resources.



Dylan Watts

Representing the Corrective Services group, emphasised the importance of digital teaching programs and access within Banksia Hill. He highlighted the significance of providing more opportunities to learn about digital tools to facilitate an inmate's rehabilitation into society.

Ministerial Panel



Hon. Stephen Dawson MLC

Minister for Emergency Services; Innovation and the Digital Economy; Science; Medical Research; Minister Assisting the Minister for State and Industry Development, Jobs and Trade



Hon. Don Punch MLA

Minister for Regional Development; Disability Services; Fisheries; Seniors and Ageing; Volunteering



Hon. Paul Papalia CSC MLA

Minister for Police; Corrective Services; Racing and Gaming; Defence Industry; Veterans Issues

Ministerial Panel

The ministerial panel was originally planned to feature three ministers, but unforeseen circumstances arose on the day of the conference.

Hon. Stephen Dawson was unable to attend due to a QuantasLink strike cancelling his flight. The event team had to act quickly, and fortunately, Greg Italiano, who was scheduled to speak later in the program, agreed to take Dawson's place. Minister Dawson was also meant to open the conference, which Minister Don Punch did in his stead.

The WTA team was informed mere minutes prior to his scheduled arrival that Minister Paul Papalia had regrettably proceeded to an incorrect venue situated south of the

river, rendering him unable to attend. Nilesch Makwana, the WTA Founder and Chair, then stepped up to take the final panel spot. Despite the absence of the ministers, the panel successfully highlighted the importance of digital transformation and the government's efforts to ensure its safety.

Speakers emphasised the role of technology as a tool and stressed the significance of human connections. Nilesch underscored the importance of patience and inclusivity in our actions.

Minister Don Punch encouraged us to prioritise serving others and fostering positive change amidst ongoing challenges.



WTA 2024 CIVIC Leaders Panel



Glenn Mace

Executive Director Service Delivery
Department of Communities



Mark Irwin

Mayor
City of Stirling



James Pearson

Chief Executive Officer
City of Joondalup



Hannah Fitzhardinge

Mayor
City of Fremantle



Ron Chambers

Shire President
Shire of Esperance

NIT Connect Launch

Dr. David Cook, Chairman of the Education and Training Advisory Board at the National Institute of Technology, launched the groundbreaking NIT Connect initiative at the WTA conference on 16th Feb 2024.

NIT Connect was founded to empower students and alumni to connect and engage in meaningful activities to help each other through mentoring opportunities and to give back and feel connected to the wider

community. NIT Connect assists to gain experience in real case scenarios and develop transferable skills: initiative, leadership, teamwork, adaptability, relationship building, communication, and problem-solving skills.

Students and alumni have the opportunity to volunteer and gain experience by creating empowerment and knowledge in identified areas of technology for elderly people and high school students.



10

Reach and Impact

WTA has over the last years established its presence online with a website and social media channels.

Targeted social media campaigns have been running according to the theme of the event each year, and our supporters and partners have been invited to engage with us online in the months leading up to the event.

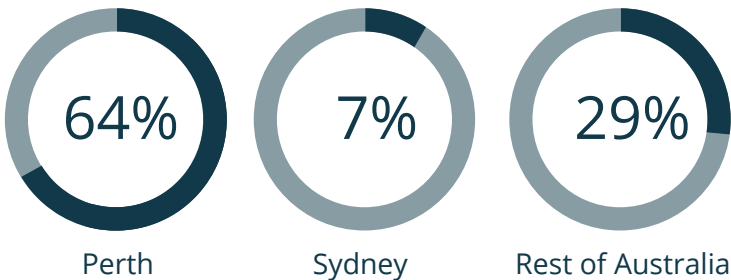
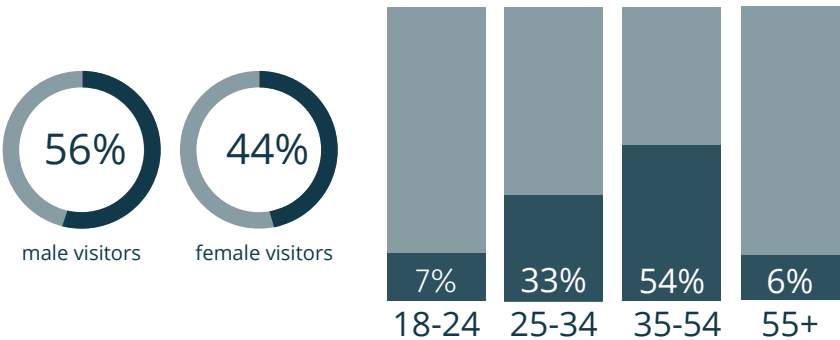
WTA has every year been focused on recognising its stakeholders with digital marketing campaigns to make sure that their brand get as much exposure as possible, and meeting the sponsorship agreements. This includes promotion according to their

sponsorship levels on social media channels, announcements in targeted newsletter campaigns and strategic placements on printed event material, including media walls, pull-up banners and posters.

In addition to this, each Sponsor, Partner and Supporter of the event has received a social media pack including digital banners with both their logo and the event branding represented, and drafted blurbs and paragraphs to be used in co-promoting the event.

Facebook **215 posts, 80,000+ people reached**
LinkedIn **100 posts, 100,000+ impressions**

Website



Social Impact: Switched on Seniors Incite Awards Nomination

Sheena Edwards and Lynn Lock are dedicated advocates for seniors, actively working to bridge the digital divide within the community. At the Voices from the Community panel, they shone a light on their fantastic work with the Switched on Seniors initiative.

Their project is all about empowering seniors through technology. From iPads to iPhones, Sheena and Lynn teach older adults how to use these devices, opening doors to the digital world and ensuring no one gets left behind. Their efforts haven't gone unnoticed.

Since their appearance at the West Tech Assemblage 2024, they are being sponsored

to nominate for the Digital Inclusion and Social Impact award at the Incite Awards. It's a well-deserved recognition of their hard work and dedication. In addition, they are delighted to have secured a meeting with the Government Chief Information Officer and his experienced team from the Office of Digital Government to explore ideas on how The Digital Inclusion Blueprint can help them reach more seniors.

We're excited to see more initiatives like Switched on Seniors flourish, and we couldn't be prouder of Sheena and Lynn. They're changing lives and proving that age is no barrier to embracing technology.



Social Impact: Developmental Disability WA

Following their participation at the conference, Developmental Disability WA seized the opportunity to engage in a productive dialogue with the Government Chief Information Officer and his team from the Office of Digital Government.

The focus of the discussion centred on addressing the challenges faced by people with intellectual disabilities and the accessibility of government websites.

Various strategies were considered including the integration of AI and the creation of easy read microsites, to enhance online accessibility. We are excited about the delivery of these initiatives and look forward to seeing

tangible improvements in the near future. Led by CEO, Mary Butterworth, Developmental Disability WA (DDWA) is deeply committed to advocating for people with developmental disabilities and their families. The collaboration with the Office of Digital Government is a welcome step forward in ongoing efforts to address accessibility issues.

The platform provided by the West Tech Assemblage, encouraged direct discussions with key stakeholders and enabled DDWA to amplify their advocacy efforts and drive meaningful change in the realm of creating a more inclusive digital landscape.



ADVOCACY



KNOWLEDGE



COMMUNITY

DEVELOPMENTAL DISABILITY *wa*

WTA 2025 Partnerships

It was a pleasure to host a number of our thought leaders from local government agencies, including Fremantle, Joondalup, and Stirling as they participated in Panel discussion.

They each made a significant contribution on the day as they shared more about the initiatives they are driving forward in digital inclusion.

As a result of the conversations on the day, the stories heard, and the still significant digital divide, one of those agencies graciously offered to collaborate and host the event in 2025!

Whilst there is still much to be worked out, the WTA team is excited to explore new ideas and visions to build on this year's success.



Social Impact: Letter from Hon. Stephen Dawson



Minister for Emergency Services; Innovation and the Digital Economy; Science;
Medical Research; Minister Assisting the Minister for State and Industry
Development, Jobs and Trade
Deputy Leader of the Government in the Legislative Council

Our ref: 62-36228

Ms Jan Bryson
Partner & Prosper
Level 1, 76 Roberts Street
OSBORNE PARK WA 6017

Dear Ms Bryson

Thank you for your email of 20 February 2024 acknowledging the contributions of the Hon Don Punch MLA, and Mr Greg Italiano, Government Chief Information Officer, at the West Tech Assemblage on 16 February 2024. It was very unfortunate I was unable to attend due to unforeseen flight issues.

I understand that the event was a success and demonstrated the commitment across sectors to Digital Inclusion. The contribution of the lived experience speakers was especially valuable. Unfortunately, we know that a significant number of Western Australians are still unable to access and use digital technologies, resulting in poorer access to critical health, financial and other online services, and more limited participation in society and the economy.

The Cook Government remains committed to working collaboratively with its partners on reducing the barriers to digital inclusion, making sure that no Western Australian is left behind. Events such as West Tech Assemblage play an important part in progressing the Government's vision for digital inclusivity.

I appreciate all the work your team has done to host this important event, and again thank you for writing to me.

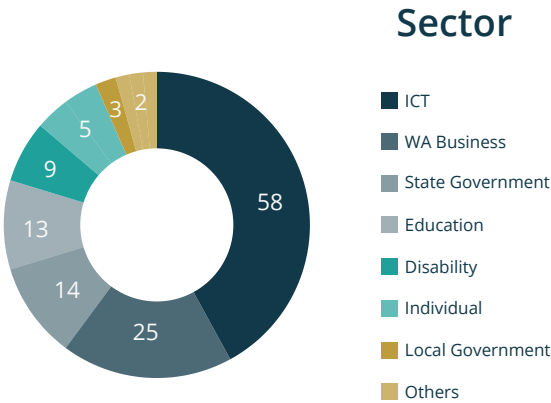
Yours sincerely

Hon Stephen Dawson MLC
MINISTER FOR INNOVATION AND THE DIGITAL ECONOMY

15 MAR 2024

Attendance

| | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 2021 | 2024 |
|-------------------|------|------|------|------|------|------|------|------|
| ATTENDANCE, TOTAL | 390 | 290 | 310 | 335 | 350 | 195 | 295 | 152 |
| ONLINE ATTENDANCE | N/A | N/A | N/A | N/A | N/A | 75 | N/A | N/A |
| SPONSORS' TICKETS | 150 | 140 | 150 | 230 | 220 | N/A | 135 | 40 |
| BOOTHS PAID | 3 | 3 | 3 | 0 | 0 | 0 | 2 | N/A |
| BOOTHS FREE | 3 | 3 | 3 | 5 | 5 | 4 | 8 | 10 |



“When we empower our emerging tech leaders to share the important values that help others, we get to visualise what IT for good really looks like.”

Dr. David Cook
Chairman of the Education and Training Advisory Board at the National Institute of Technology

16

Survey Results

Multiple-choice poll

1st section (1/2)

Have you read the 'What We heard' Report from State Government?

021

Yes

19 %

No

43 %

Haven't heard of it

38 %

Open text poll

1st section (2/2)

What did you hear from any of the first round of speakers that was unexpected or a surprise? (1/3)

021

- Accessibility. The issue is around access the first problem but the biggest issue is the design mindset is
- not set for human centric design. Government designs to capture information and does not address human centric design.
- Confirmed that boredom is a huge issue in justice confinement That unpaid carers are amazing humans and a hidden workforce in our community

2nd section (1/2)

What was your key takeaway from the 'Civic Leaders' Panel? (1/2)

007

- Civic inclusion is not just about digital it's about human inclusion

2nd section (2/2)

Provide one initiative that you or your organisation are doing to address digital inclusion

009

- Community Resource Centres and Neighbourhood Centres across WA, represented collectively by Linkwest as their peak, are all empowering their communities with digital literacy programs, access to internet and computers and the patient, caring and trusted human support - all on an underfunded shoestring budget of government contracts

3rd section (2/3)

Based on your previous response, positive or negative, please provide some clarification (4/5)

009

- I'm optimistic about the awaking awareness of digital inclusion and the impact of people + technology.
- We've only just begun...but how do we measure the progress of we here we are in a way that can inform where we would like to be

17

Survey Results

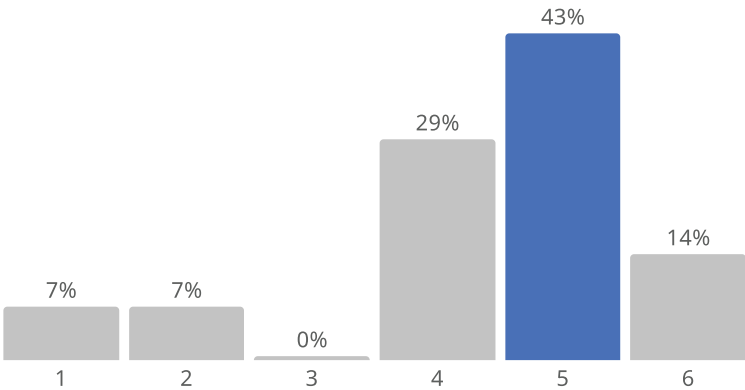
Rating poll

3rd section (1/3)

Were you excited about initiatives and progress you learned about OR are you concerned about gaps and challenges that didn't seem to be covered?

014

Score: 4.4

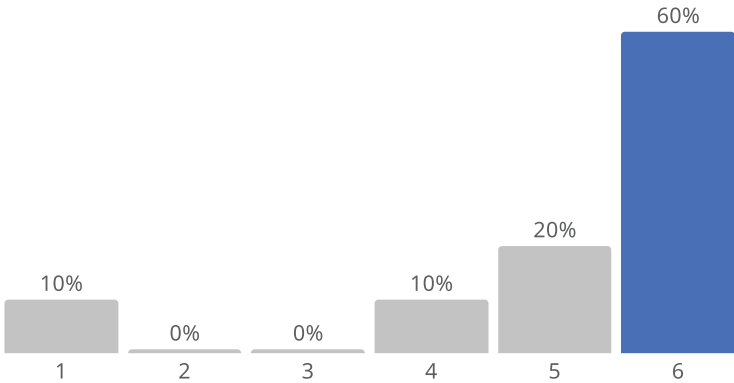


3rd section (3/3)

Please rate the overall value of the event!

010

Score: 5.1



Testimonials



"At the recent West Tech Assemblage, led by Nileshe Makwana, I had the privilege of exploring the theme of "Digital Inclusion." Unlike other tech events, this gathering uniquely enabled direct interaction between consumers and tech providers to tackle their challenges. With the attendance of mayors, ministers, tech leaders, and MLAs, the event shed light on customer struggles, offering me a fresh perspective. While I typically attend startup and innovation-focused events, this experience broadened my horizons significantly."

Deepak Daniel



"I'm thrilled to be part of the WTA2024 event, where we are learning from diverse voices about the digital divide in government services. Some of the groups facing this issue are seniors, people with disabilities, non-native English speakers, and prisoners. I was especially impressed by Switched on Seniors, a group that helps their peers overcome digital barriers."

Matthew Moncrieff



"I attended the West Tech Assemblage 2024 conference, where we explored Digital Citizenship and inclusive futures in our evolving digital landscape. As a hairstylist and businesswoman, this resonated with me deeply. The diverse panels, including government and community leaders, highlighted the importance of human connections amidst technology. Nileshe Makwana emphasized patience and inclusivity, while Dr. David Cook introduced NIT Connect, empowering students and alumni. It was an uplifting reminder of our capacity to uplift one another and foster inclusive communities in our digital age."

Joan Dellavalle



"Excited to join Hon Don Punch MLA and other leaders in the Digital Citizenship session at West Tech Assemblage. We explored inclusivity in the digital landscape with industry experts, including Greg Italiano and Dr. David Cook. The panel highlighted the importance of every voice in shaping our digital future. Thanks to Nileshe Makwana and the organizers for this enlightening session. Let's build an inclusive digital ecosystem where everyone thrives!"

Prashant Singh (CISO)



"In this conference the fundamental message reverberating throughout was clear: no individual should be forsaken. In this digital era, we must delve deeper and work harder to prevent anyone from slipping through the cracks. It was heartening to witness diverse governmental representation committed to addressing this pervasive gap in both industry and society. Undoubtedly, the road ahead is long, necessitating sustained focus. The WTA emerges as a stalwart champion, galvanizing awareness and fostering a platform for sharing challenges. Furthermore, it serves as a conduit for government responsiveness and action.."

Premila Jina, WAITTA Board Member



"It was a very inspiring event with the validation that human interaction plays a vital role in everyday life. Hats off to a man with a vision Nileshe Makwana!"

Cema Santos

"Such an inspiring event on Digital Citizenship and inclusivity! Looking forward to a more inclusive digital future."

Ben J

"Some great discussions and inciteful contributions from all involved. "

Donna Gibson

Host Sponsor



Platinum Sponsors



Department of
Jobs, Tourism, Science
and Innovation



Silver Sponsor



Partners & Supporters



Sponsor Benefits: Social Media

The sponsorship benefits provided to JTSI for the received level of funding included social media coverage, and e-newsletter inclusions, logo recognition as Platinum Sponsor on the WTA website, e-invitations and other digital communication, pull-up banners, posters and media wall at the event.

All Sponsors, Partners and supporters received customised social media images to promote the

event and their support in involvement with the same on their own social media pages – and as Platinum Sponsor, the JTSI logo was used on majority of the social media images.

JTSI was also acknowledged as a Sponsor in the advertisement in The West.



Contact

Nilesh Makwana

Chair

West Tech Assemblage

0469 317 830

nilesh.makwana@illuminancesolutions.com.au

www.westtechassemblage.com.au

13. REPORTS OF COMMITTEES

Nil

14. MOTIONS OF WHICH NOTICE HAS BEEN GIVEN

Nil

15. MEMBERS QUESTIONS WITH OR WITHOUT NOTICE

Cr Johnston asked how long current street banners will be staying up please? The reason why I am asking is because they look brand new and I presume they were erected for NAIDOC week which was the first Sunday to the following Sunday in July from the 7th – 14th July and I'm witnessing them getting ruined, getting caught in the poles in this recent bad weather we are having so just wondering if they will be coming down any time soon to save more further damage.

Mr Walker advised yes NAIDOC week was the first week in July, but locally they are celebrating it later to coincide when school goes back, so they will be celebrating in early August. The banners will be up until it is celebrated locally and then taken down, so it will be probably another couple of weeks.

Cr Johnston asked I'm interested to know when they are celebrating?

Mr Walker advised he didn't have the exact dates.

16. URGENT BUSINESS APPROVED BY DECISION

MOTION

Moved: Cr Obourne
Seconded: Cr Graham

O0724-120

Council Resolution

That Council accept the late item 16.1 titled Minutes of the Bush Fire Advisory Committee

**CARRIED
F8 - A0**

*For: Cr Starcevich, Cr Davies, Cr Flanagan, Cr de Haas, Cr Graham, Cr Johnston,
Cr Obourne, Pres Chambers*

Item: 16.1

Minutes of the Bush Fire Advisory Committee

| | | |
|---------------------|-----------------------|-------------------------|
| Author/s | Chantelle Hoffrichter | Executive Assistant |
| Authorisor/s | Shane Burge | Chief Executive Officer |

File Ref: D24/20042

Attachments

- A. [Minutes - Bush Fire Advisory Committee - July 2024](#)
- B. [DRAFT Hazard Reduction Notice 2024/2024](#)

RECOMMENDATION AND DECISION

Item: 16.1 Minutes of the Bush Fire Advisory Committee

Moved: Cr Graham

Seconded: Cr Starcevich

O0724-121

Council Resolution

That Council

- 1. Accept the unconfirmed Bush Fire Advisory Committee Meeting Minutes held on 15 July 2024**
- 2. Endorse the DRAFT Hazard Reduction Notice 2024/2025**

CARRIED

F8 - A0

*For: Cr Starcevich, Cr Davies, Cr Flanagan, Cr de Haas, Cr Graham, Cr Johnston,
Cr Obourne, Pres Chambers*

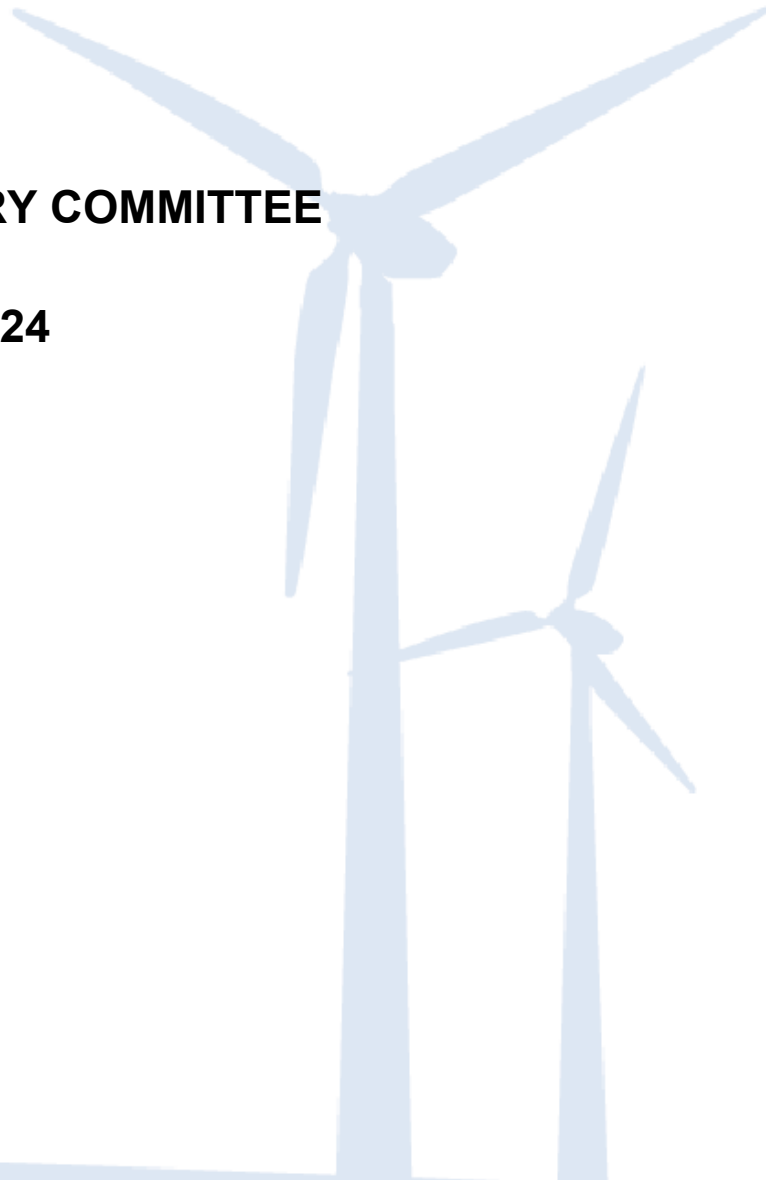


Shire of Esperance

BUSH FIRE ADVISORY COMMITTEE

MONDAY 15 JULY 2024

MINUTES



DISCLAIMER

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

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

ETHICAL DECISION MAKING AND CONFLICTS OF INTEREST

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

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SHIRE OF ESPERANCE

MINUTES

**BUSH FIRE ADVISORY COMMITTEE MEETING HELD IN COUNCIL CHAMBERS ON
15 July 2024
COMMENCING AT 6:00 PM**

1. OFFICIAL OPENING

The Presiding Member declared the meeting open at 6:00pm.

Vale – Harry Stead (Coomalbidgup BFB) 2003-2023

In honour of Harry Stead, everyone observed a minute's silence in respect for the fallen family member, friend and colleague

2. ATTENDANCE

Everyone welcomed Mrs Claudia Magana, who started with the Shire in November 2023 as the Bushfire Risk Mitigation Coordinator.

Members

| | |
|------------------|--|
| Cr W Graham | Shire of Esperance (Chairperson) |
| Pres. R Chambers | Shire of Esperance (Deputy) |
| Mr P Longmire | Chief Bush Fire Control Officer |
| Mr A Perks | Deputy Chief Bush Fire Control Officer |
| Mr T Carmody | Cascade Bush Fire Brigade |
| Mr K Scott | Coomalbidgup Bush Fire Brigade |
| Mr K Jeitz | Coomalbidgup Bush Fire Brigade |
| Mr M Scott | Coomalbidgup Bush Fire Brigade |
| Mr D Sanderson | Grass Patch Bush Fire Brigade/Bush Fire Volunteer Assoc. |
| Mr R Longbottom | Grass Patch Bush Fire Brigade |
| Mr G Harris | Grass Patch Bush Fire Brigade |
| Mr J Durdin | Quarry Rd Bush Fire Brigade |
| Mr L Palmer | Quarry Rd Bush Fire Brigade |
| Mr C Scott | Six Mile Hill Bush Fire Brigade |
| Mr P Rowe | Six Mile Hill Bush Fire Brigade |
| Mr S Brennan | Six Mile Hill Bush Fire Brigade |
| Mr N Ruddenklau | Condungup Bush Fire Brigade |
| Mr B South | Beaumont Bush Fire Brigade |
| Mr S Schlink | Howick Bush Fire Brigade |
| Mr K Lawrence | Pink Lake Bush Fire Brigade |
| Mr A Waters | Pink Lake Bush Fire Brigade |
| Mr C Hines | Mt Merivale Bush Fire Brigade |
| Mr B King | Mt Merivale Bush Fire Brigade |
| Mr N Norwood | Scaddan Bush Fire Brigade |
| Mr A Reichstein | Neridup Bush Fire Brigade |
| Mr H Davies | Gibson Bush Fire Brigade |
| Mrs S Prosser | Esperance Emergency Support Unit |
| Mr P Pratt | Esperance Emergency Support Unit |

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Ex Officio

| | |
|---------------------------|--|
| Mr A Peczka | Community Emergency Services Manager |
| Ms Z Sheffield-van Mierlo | Manager Ranger and Emergency Services |
| Mrs C Magana | Bushfire Mitigation Coordinator |
| Mr J Black | DBCA Esperance District Manager |
| Mr S Peterson | District Officer for Department of Fire and Emergency Services |

Guests

3. APOLOGIES & NOTIFICATION OF GRANTED LEAVE OF ABSENCE

| | |
|---------------|--|
| Mr W Carmody | Deputy Chief Bush Fire Control Officer |
| Mr L Mickel | Beaumont Bush Fire Brigade |
| Mrs K Naylor | Department of Biodiversity, Conservation and Attractions |
| Mr P Harkness | Emergency Support Unit |
| Mr P Luberda | Dalyup Bush Fire Brigade |
| Mr C Hallam | Grass Patch Bush Fire Brigade |
| Mr M Ietto | Grass Patch Bush Fire Brigade |

4. DECLARATION OF MEMBERS INTERESTS

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

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

4.3 Declarations of Impartiality Interests – Admin Regulations Section 34c

5. CONFIRMATION OF MINUTES

Moved: Mr Longbottom
Seconded: Mr South

BFA0724-105

That the Minutes of the Bush Fire Advisory Committee Meeting of the 3 October 2023 be confirmed as a true and correct record.

CARRIED

6. BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

7. REPORTS

7.1 Chief Bush Fire Control Officer – Mr Phil Longmire

- Thanked everyone who put in the time and effort in supporting one of the largest volunteer brigade regions in WA.
- Acknowledged the tragedy of Harry Stead.
- Explained that the goal of the Bush Fire Brigades is to continue to improve all components to deal with not only fires, but safe operating environments due to the weather conditions and safer working environments with improved training and equipment.

- Thanked Tjaltjraak for being proactive with planned mitigation burns for the coming season

7.2 DFES District Officer – Mr Stephen Peterson

- Star Link- The mobile star link devices which are to be fitted to the Mt Beaumont and Cascade 4x4's and the four Esperance light tankers is still progressing. Currently still in the procurement process and it is still expected that they will be installed prior to the fire season.
- Townsite Mitigation- The budget for the 2023/24 financial year was \$70,000. Mr Peterson was able to secure an extra \$32,000 taking the financial year spend to \$102,000. For the 2024/25 financial year Mr Peterson has applied for \$100,000 and has been allocated \$80,000. He will seek extra funding early in 2025.
- AWS Warning Levels- Have fully changed to the new national system with the removal "All Clear" messaging now referred to "De-escalating"
- Read out the following letter from crews that came across to assist at the Boxing Day incident:
"On behalf of the crews that came across to assist on Ned's Corner, we'd like to express our deepest sympathy for the families, friends and crewmates for the loss of Harry. It was an honour and a privilege to assist in providing some relief and respite for the local crews at such a difficult time. Words are always inadequate in the context of loss and grief, so we were very glad to be able to offer practical assistance. We hope that you get the time, space, care and comfort within your community that is no doubt needed in the coming months. We and many others in the broader firefighting community are always happy to come back if more help is needed down the track.
Sincerely,
Denmark, Plantagenet, Katanning, Albany, Gairdner, Cranbrook and Gnowangerup crews."

7.3 DBCA Esperance Officer – Mr Justin Black

- Esperance district is soon to receive an additional Firefighting appliance and a light vehicle
- Currently advertising for a Fire Operations Officer, a Field Firefighter and Conversation Employee
- Completed 223km of slashing in 2023/24 period, valued at \$210,000.
- Responded to 16 fires within DBCA tenure and assisted DFES/LG with 13 fires
- Carried out 200Ha of Prescribed Burning in 2023/24
- Planning to conduct prescribe burning over 10,000Ha of UCL and 3,500Ha of DBCA tenure for 2024/25 period
- Planning to carry out 60km of firebreak slashing for 2024/25 period and the possibility in purchasing a spray unit to provide additional life to slashed firebreaks.

7.4 Community Emergency Services – Mr Ashley Peczka

- The Shire received \$353,700 for our 2023/24 MAF program. 47/52 MAF treatment was completed and spent up to 92% of allocated funding.
- CTIS retrofitted to the Condingup 4.4B.
- WAERN radio servicing is around the corner Mr Peczka asked everyone to start reporting any faults.
- Cell-Fi's units in appliances will be switched to be locked into 4G mode.
- Addressed weight times with PPE/PPC orders.
- Provided an overview of expenditure to the 2023/24 ESL budget.
- Provided updates to Condingup and Grass Patch BFB shed builds.
- Provided overview to the 2024/25 ESL operating grant fund & capital grant submissions.
- Provided overview of forecast fleet replacement program.

7.5 Association of Volunteer Bush Fire Brigades – Mr Danny Sanderson

- Mr Sanderson highlighted to the committee the work that is carried by the association behind the scenes

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- Association has not been able to employ staff. They still rely on volunteers to run it and the assistance from WA Farmers where they share office space.
- Some areas are still needing additional assistance from the association in regards to capital grants, etc.
- Association AGM to be held at the WAFES conference on Friday, 7 September starting at 4pm

8. **HEALTH AND SAFETY REPORT**

8.1 **Incident & Safety Report**

- Gibson Fire Shed break in
- Condingup Bush Fire Brigade Ridgeland Road shed break in – minor equipment missing
- Boxing Day incident
- Heat damage to appliance reflective stripping from mitigation burns

9. **ELECTION OF OFFICE BEARERS**

9.1 **Election of Chief & Deputy Chief Bush Fire Control Officers**

Chairperson Cr Graham, declared all positions vacant at 6:40pm and acted as Returning Officer to carry out the election of Office Bearers:

- **Chief Bush Fire Control Officer**
Nominated/Elected: Mr Phil Longmire
Nominated by: Brett South
Seconded: Craig Scott
- **Deputy Chief Bush Fire Control Officer**
Nominated/Elected: Mr Will Carmody
Nominated by: Craig Scott
Seconded: Nigel Norwood
- **Deputy Chief Bush Fire Control Officer**
Nominated/Elected: Mr Adrian Perks
Nominated by: Tom Carmody
Seconded: Phil Longmire

9.2 **Election of Senior Fire Control Officers**

- **West Zone**
Nominated/Elected: Mr Tom Carmody
Nominated by: Mark Scott
Seconded: Kirk Jeitz
- **West Coast Zone**
Nominated/Elected: Mr Kinglsey Scott
Nominated by: Kirk Jeitz
Seconded: Peter Rowe
- **North Zone**
Nominated/Elected: Mr Chris Hallam
Nominated by: Phil Longmire
Seconded: Graham Harris
- **East Zone**
Nominated/Elected: Mr Simon Schlink
Nominated by: Phil Longmire
Seconded: Brett South

- **East Coast Zone**
Nominated/Elected: Mr Adrian Perks
Nominated by: Brett South
Seconded: Tom Carmody
- **Urban Rural Zone**
Nominated/Elected: Mr Peter Rowe
Nominated by: Laurie Palmer
Seconded: Craig Scott

9.3 Election of Deputy Senior Fire Control Officers

- **West Zone**
Nominated/Elected: Mr Will Carmody
Nominated by: Phil Longmire
Seconded: Kirk Jeitz
- **West Coast Zone**
Nominated/Elected: Mr Mark Scott
Nominated by: Tom Carmody
Seconded: Adrian Perks
- **North Zone**
Nominated/Elected: Mr Perrin Guest
Nominated by: Dan Sanderson
Seconded: Nigel Norwood
- **East Zone**
Nominated/Elected: Mr Lyndon Mickel
Nominated by: Simon Schlink
Seconded: Nic Ruddenklau
- **East Coast Zone**
Nominated/Elected: Mr Nic Ruddenklau
Nominated by: Phil Longmire
Seconded: Brett South
- **Urban Rural Zone**
Nominated/Elected: Mr Andrew Waters
Nominated by: Peter Rowe
Seconded: Laurie Palmer

9.4 Confirmation of Fire Weather Officers for 2024/25 Season

| | |
|-------------------------------------|---|
| Fire Weather Officer | Chief Bush Fire Control Officer |
| Deputy Fire Weather Officers | Deputy Chief Bush Fire Control Officer (East) |
| | Deputy Chief Bush Fire Control Officer (West) |
| | Senior Fire Control Officer – Urban/Rural |
| | Community Emergency Services Manager |

MOTION

Moved: Mr Peter Rowe
Seconded: Mr Brett South

BFA0724-106

Committee Decision

The Committee moves that members within the above position roles, be elected as Fire Weather Officers and Deputy Fire Weather Officers for the 2024/25 Season.

CARRIED

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9.5 Confirmation of Brigade Fire Control Officers for 2024/25 Season

Thanks to Jason Allan (Salmon Gums), Dave Mills (Gibson) and Craig Hines (Mt Merivale) for their service as Fire Control Officers. Thanks to Dave Vandenberghe for his service as Scaddan BFB Captain, standing down from the role.

Committee Decision/Motion

The Committee endorses the current Fire Control Officer list and that the Community Emergency Services Manager follows up with brigades that were not present to confirm their listings.

9.6 Confirmation of Brigade Permit Issuing Officers 2024/25 Season

Committee Decision/Motion

The Committee endorses the current Permit Issuing Officer list and that the Community Emergency Services Manager follows up with brigades that were not present to confirm their listings.

10. GENERAL BUSINESS

MOTION

Moved: Mr Ashley Peczka

Seconded: Mr Peter Rowe

BFA0724-107

Committee Decision

That the meeting proceed behind closed doors for items 10.1 and 10.2 due to sensitives relating to the Boxing Day Incident.

CARRIED

The meeting went behind closed doors at 6:56pm.

10.1 Group Welfare Check in

10.2 Boxing Day Debrief

MOTION

Moved: Mr Ashley Peczka

Seconded: Mr Phil Longmire

BFA0724-108

Committee Decision

That the meeting come from Behind Closed Doors

CARRIED

The meeting resumed from behind closed doors at 7:20pm.

10.3 Bush Fire Brigade Local Laws

Ms Zoe Sheffield-van Mierlo advised that the Local Law has been through the public consultation period with comments received by Danny Sanderson. Comments have also been received by Acting Commissioner of DFES on behalf of Minister for Emergency Services, and Department of Local Government, Sport and Cultural Industries on behalf of Minister for Local Government. Consideration of comments to commence.

Proposal to form sub-group to consult with Committee on matters raised in public and Ministerial comments. Committee members to express interest in participation. Danny Sanderson and Phil Longmire expressed interest in involvement.

10.4 Mitigation

Mrs Claudia Magana provided an overview to the Shire's 2024/25 Mitigation Activity Fund (MAF) Program.

10.5 AFDRS

Mr Phil Longmire advised the committee he is still working through the idea of Ground observers with DFES to assist with ground-truthing fuel loads by a network of cameras. This will aid in adjusting fuel load figures when it comes to calculating the day's fire danger rating. Currently the system is pre-set at 4.5tn/Ha, but if we want to reduce it post-harvest requires Ground observers to feed back into the system. There are positives in doing this, but there will be a knock-on effect that would occur in other areas.

Mr Phil Longmire was still comfortable with the 50FBI figure for Harvest bans. He thanked the professionalism of FCO as most Harvest Bans come online between FBI figure of 40-50, as local conditions were deteriorating.

10.6 Role of Fire Control Officers

Certificate of appointments for Fire Control Officers must be returned as soon as they are received to assist the governance team in carrying out the process to confirm your role as a Fire Control Officer.

If a Fire Control Officer is in charge of an incident, they are making the decisions to extinguish the fire, they are responsible for filling out an incident report. Reports need to be completed online or sent to the Shire in an appropriate timeframe. If there are brigades coming across to assist, the brigade captain is to submit an attendance report so we can confirm who was on the fire ground.

A generic letter will be sent out to serving Fire Control Officers that are not showing any formal qualifications against their training records. As per the council policy it is a requirement for FCO's to obtain their qualifications within the first 12 months and to sit a refresher training every 5 years of consecutive service. If selected FCO's can please read the letter and provide the appropriate information back to the Shire.

10.7 Training Schedule

Mr Ash Peczka asked the committee apart from the standard courses of Bushfire Safety Awareness, Fire Fighting Skills, Ground Controller and Fire Control Officer. Are there any other courses that members would like to see?

Mr Phil Longmire requested for Firemapper training.

Mr Tom Carmody asked whether there were plans for various training courses in Perth like level 1 IC. Mr Steve Petersen advised a Level 1 Incident Controller course has a PUA reference and the course is still under review to better cater for rural volunteers.

10.8 Fire Hazard Reduction Notice

Mr Ash Peczka advised the committee of the following amendments to the notice;

- Removal of 2tn/ha wording to be keep in a parkland cleared state within townsites
- Clarity to bare earth breaks around gas cylinders, are for those cylinders that are isolated from a structure. Not for those attached to side of their house.

MOTION

Moved: Mr Peter Rowe

Seconded: Mr Craig Scott

BFA0724-109

Committee Decision

The Committee moves;

- 1. To support the Draft 2024/25 Fire Hazard Reduction Notice, and**
- 2. To endorse the following Restricted and Prohibited Burning Times**
Rural Zone:
Restricted Burning Period – 18 September 2024 to 12 November 2024
Prohibited Burning Period – 13 November 2024 to 31 January 2025
Restricted Burning Period – 1 February 2025 to 31 March 2025
Urban Rural Zone
Restricted Burning Period – 18 September 2024 to 12 November 2024
Prohibited Burning Period – 13 November to 9 March 2025
Restricted Burning Period – 10 March 2025 to 30 April 2025

CARRIED
F10 - A0

10.9 Vehicle Servicing Schedule

Mr Ash Peczka presented the upcoming BFB vehicle servicing schedule and reminded the members if there are any known issues with the appliance to let the service provider know so the appropriate parts can be ordered in advance.

10.10 Terms of Reference

Ms Zoe Sheffield-van Mierlo reminded everyone about the Bush Fire Advisory Committee Terms of Reference that require the Committee to meet twice a year, in April and September, and that there is a need to hold the AGM in April so that the Fire Hazard Reduction Notice can be endorsed by the Committee prior to the Notice going to Council for endorsement. Holding the AGM in July has resulted in time constraints to include the Notice and BFAC minutes as an item for the July Ordinary Council Meeting. It was acknowledged that April and May are a difficult time for the Committee to meet given seeding season is underway.

Phil Longmire requested that the Terms of Reference are addressed at the next BFAC.

10.11 FireMapper

Mr Ash Peczka asked the rural brigades trialling the FireMapper this season, if there was a need to purchase additional licence groups?

Mt Beaumont and Cascade brigades showed interest in acquiring a licence each.

10. CLOSURE

The Presiding Member declared the meeting closed at 8:25pm.

The next meeting of the Bush Fire Advisory is scheduled for Tuesday 10 September 2024, commencing at 6pm in the Council Chambers.

These Minutes were confirmed at a meeting held on _____

Signed _____

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

Dated _____



FIRE HAZARD REDUCTION NOTICE 2024/2025



FIRST & FINAL NOTICE

First and Final Notice has been served to all landowner/occupiers within the Shire of Esperance, who have the legal responsibilities to prepare their properties to reduce the risk of outbreak and spread of fires.

THESE ARE YOUR LEGAL REQUIREMENTS.

Please read carefully & retain for future reference.

Pursuant to Section 33 of the *Bush Fires Act 1954*, this Notice sets out the actions that you must take to prepare your property for the fire season. As a measure for preventing the spread or extension of a bush fire which may occur, all owners and occupiers of the land within the Shire's district are required before **9 October 2024** to clear firebreaks or to take measures in accordance with this Notice and maintain those firebreaks and measures in accordance with this Notice up to and including the **31 March 2025**.

REQUEST FOR VARIATION

Request for a variation to this Notice is to be considered if any of the listed requirements to reduce your fire hazard is impractical on your property due to site specific topography, environmental sensitive area's and/or specific development conditions.

Landowner/occupiers can apply in writing to the Shire for a variation before **24 September** of each year for permission to provide firebreaks in alternative locations or take alternative measures to prevent the outbreak or spread of a bush fire. The Shire may approve variations for either a 1 year or a 3 year period. Variation forms can be found via the [Shire website](#).

IMPORTANT DATES TO REMEMBER!

| ZONE | RESTRICTED BURNING PERIOD | PROHIBITED BURNING PERIOD | RESTRICTED BURNING PERIOD |
|---------------|------------------------------|------------------------------|------------------------------|
| RURAL | 18 Sept - 12 Nov 2024 | 13 Nov - 31 Jan 2025 | 1 Feb - 31 Mar 2025 |
| URBAN - RURAL | 18 Sept - 12 Nov 2024 | 13 Nov - 9 Mar 2025 | 10 Mar - 30 Apr 2025 |



NOTE

Depending on seasonal conditions, above timeframes may be changed or extended as permitted under the *Bush Fires Act 1954*. Any changes will be published either by local newsletter, public notice board, SMS, Shire's social media and/or website.

FIRE HAZARD REDUCTION NOTICE 2024/2025

FOR ALL FIRES & LIFE THREATENING EMERGENCIES - DIAL 000



TOWN SITE: RESIDENTIAL, INDUSTRIAL & COMMERCIAL AREAS

Applies to all land zoned within the town sites of Bandy Creek, Cascade, Castletown, Chadwick, Condingup, Coomalbidgup, Esperance, Gibson, Grass Patch, Nulsen, Salmon Gums, Scaddan, Sinclair and West Beach you must;

- a. Where the area of land is 2,000m² or less,
 - i. Reduce fire fuel from the whole of land such that fuel loads are maintained in a parkland cleared state. Isolated trees and managed shrubs may generally be retained.
- b. Where the area of land exceeds 2,000m²,
 - i. Establish and maintain an Asset Protection Zone around all habitable buildings;
 - ii. Grassed areas (dry or reticulated) to be maintained to a maximum height of 100mm; and
 - iii. A 4 metre wide bare earth firebreak or a 4 metre wide mulched/slash firebreak shall be constructed and maintained inside all external boundaries where practicable. 4 metre wide bare earth firebreak is required to be located around fuel storage tanks, sheds, and gas cylinders (isolated from structures).
- c. Where a Bushfire Management Plan which relates to the property that has been approved by Council, clear firebreaks and take measures in accordance with that Bushfire Management Plan.
- d. Where the land has been cleared for the purpose of development and the land remains vacant, the land must be maintained in either a cleared, slashed or mulched state.



REGULATED ACTIVITIES

The Shire's Fire Control Officer is of the opinion that harvesting machines, headers, stubble mulchers, hay bailers and track raking/chaining, other than clover harvesters, are likely to cause a bushfire, or would be conducive to the spread of a bush fire, during the prohibited and restricted burning times.

Pursuant to Regulation 38A(1) Bush Fires Regulation 1954, the Shire of Esperance hereby prohibits the following:

- a. The use of harvesting machines, headers, stubble mulchers hay bailers and track raking/chaining, other than clover harvesters, in the paddock being harvested/ mulched/raked or adjacent to the entrance of the paddock being harvested/mulched/raked, there are sufficient mobile fire fighting units, or;
- b. A minimum of 1000lt mobile fire fighting water must be available per harvest operations or minimum 400lt per other operations in same the paddock, and;
- c. The use of harvesting machinery or headers on Christmas Day and New Years Day every year, and;
- d. The use of Stubble Slashing /Mulching between 23 December and 2 January (inclusive) every year.



Scan the QR code or visit esperance.wa.gov.au/bushfire-information for more information, including the [Definitions & Guidance Note](#).

Contact Esperance Rangers from Monday to Friday between 7:30am - 4.30pm
on (08) 9083 1533 or via email at rangers@esperance.wa.gov.au

FIRE HAZARD REDUCTION NOTICE 2024/2025

FOR ALL FIRES & LIFE THREATENING EMERGENCIES - DIAL 000



RURAL RESIDENTIAL & RURAL SMALL HOLDINGS

Applies to all land zoned Rural Residential & Rural Smallholdings situated within the localities of Bandy Creek, Chadwick, Gibson, Monjingup, Myrup, Pink Lake, Shark Lake and Windabout you must;

- a. Clear either a 4 metre wide bare earth firebreak or a 4 metre wide mulched/slashed firebreak immediately inside all external boundaries. Firebreaks shall have a 5 metre vertical clearance so it provides unrestricted access to emergency service vehicles; or,
- b. Where established trees are located along fence lines, clear either a 4 metre wide bare earth firebreak or a 4 metre wide mulched/slashed firebreak within 5 metres of the external fence line and reduce the fire fuel between the firebreak and external fence line; and,
- c. Parkland clearing must be carried out in all open paddocks and along the boundary of the property. Clearing means the removal of all dead vegetation and flammable material (excluding approved crops, pasture areas and living trees/shrubs);
- d. Unmanaged pasture and grasslands must be maintained to height no greater than 100 millimetres, except for when a paddock is being utilised for feed or agistment, maintain a 2 metre slashed break inside all fence lines;
- e. A 4 metre wide bare earth firebreak shall be located around fuel storage tanks, sheds, gas cylinders (isolated from structures) and within 6 metres of haystacks. Haystacks cannot be situated on the external boundary;
- f. Establish and maintain a Low Fuel Zone (parkland cleared) 1 metre wide, around Power infrastructure e.g. Metre Box, and Underground Power Domes;
- g. Driveways must be cleared to a minimum of 4 metres wide and 5 metres in height, that can provide unrestricted access to emergency service vehicles;
- h. Properties to establish & maintain an Asset Protection Zone* around all habitable buildings and,
- i. Where a Bushfire Management Plan which relates to the property has been adopted by Council, clear firebreaks and take measures in accordance with that Bushfire Management Plan as an alternative to the standard requirement listed in this Notice.

RURAL AREAS

Applies to all land zoned as Rural, you must;

- a. Except for areas set aside for conservation purposes, all uncleared land must install and maintain a 6 metre wide and 5 metre vertical clearance bare earth firebreak or mulched / slashed firebreak immediately inside all external boundaries. Firebreaks are to provide unrestricted access to emergency service vehicles; and,
- b. Where the property is partially cleared, 6 metre wide and 5 metre vertical clearance bare earth firebreak or mulched/slashed firebreak are required where the uncleared land abuts the external boundary.

Visit mybushfireplan.wa.gov.au or scan the QR code to download the My Bushfire Plan App. Access your bushfire plan anytime, even without an internet connection.



FIRE HAZARD REDUCTION NOTICE 2024/2025

FOR ALL FIRES & LIFE THREATENING EMERGENCIES - DIAL 000



TOTAL FIRE BAN

A Total Fire Ban is declared by the Department of Fire and Emergency Services (DFES) on a days of extreme weather; *where a fire is most likely to spread rapidly or if there are already widespread fires and fire fighting resources are too stretched to fight any more.*

The lighting of open-air fires or any other activity in the open air that is likely to cause a fire is banned.

Penalties

By ignoring the conditions of a Total Fire Ban, you may receive an infringement of \$1,000. WA Police, Shire Rangers, DBCA Rangers, DFES Staff and Fire Control Officers are permitted to enforce Total Fire Ban requirements.

WHAT IS NOT PERMITTED DURING A TOTAL FIRE BAN

- Light, maintain or use a fire i.e. Camp Fires, and Fire Pits.
- Wood fired and Charcoal BBQ's, Webbers and Ovens
- Burning of garden/green waste.
- Incinerators
- Hot works in the open air or near bush, crops & stubble i.e. Grinding, welding, gas cutting, etc.
- The use of Motor Bikes, Quad Bikes, Dune Buggy's and 4WD Vehicles on overgrown/4WD tracks.
- The use of earthmoving equipment, slashers, mowers near bush, crops, pasture & stubble. (Unless exempt)



For more information scan the QR code or visit
esperance.wa.gov.au/bushfire-information

WHAT IS PERMITTED DURING A TOTAL FIRE BAN

- The use of Electric or Gas BBQ's and Webbers
- Harvest and Agricultural activities are permitted, until a Harvest & Vehicle Movement Ban is declared by the Shire of Esperance.

PERMITS TO BURN

Permits to Burn are required during the Restricted Burning Times and can only be obtained from your nearest Fire Control Officer. A list of Fire Control Officers is available page on the Shire's website.

A Permit to Burn must be obtained before any burning takes place. The permit holder must comply with all conditions of the permit and be in possession of the permit throughout the duration of the burn.

Please note: Restricted Burning Times maybe extended due to seasonal conditions - refer to the Shires webpage prior to your planned burn.

DFES Communications Centre (9395 9209) are to be advised whenever the holder of a permit commences burning; and/or whenever a person is carrying out burning activities during the Restricted & Unrestricted Burning Times.

**Asset Protection Zone: A low fuel area immediately surrounding a building*

17. MATTERS BEHIND CLOSED DOORS

Nil

18. PUBLIC QUESTION TIME

Nil Questions

19. CLOSURE

The President declared the meeting closed at 4:36pm.

These Minutes were confirmed at a meeting held on _____

Signed _____

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

Dated _____