



**11 OCTOBER 2024**

## **Shire of Esperance**

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

**An Agenda Briefing Session of the Shire of Esperance will be held at Council Chambers on 15 October 2024 commencing at 1:00pm to brief Council on the matters set out in the attached agenda.**

**An Ordinary Council meeting of the Shire of Esperance will be held at Council Chambers on 22 October 2024 commencing at 4:00pm to consider the matters set out in the attached agenda.**

**S Burge**

**Chief Executive Officer**

### **DISCLAIMER**

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

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

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

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

### **ATTACHMENTS**

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

### **RECORDINGS**

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



# DISCLOSURE OF INTERESTS

Agenda Briefing ☐

Ordinary Council Meeting ☐

Special Meeting ☐

Name of Person Declaring an interest

Position

Date of Meeting

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

## INTEREST DISCLOSED

Item No

Item Title

Nature of Interest

Type of Interest

Financial ☐

Proximity ☐

Impartiality ☐

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Financial ☐

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Impartiality ☐

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Item No

Item Title

Nature of Interest

Type of Interest

Financial ☐

Proximity ☐

Impartiality ☐

## DECLARATION

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

Signature

Date



# DISCLOSURE OF INTERESTS

## Notes for Your Guidance

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

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

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

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

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

### **INTERESTS AFFECTING FINANCIAL INTEREST**

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

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





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

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

### **INTERESTS AFFECTING IMPARTIALITY**

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

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

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

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

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

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

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**SHIRE OF ESPERANCE**

**AGENDA**

**ORDINARY COUNCIL MEETING  
TO BE HELD IN COUNCIL CHAMBERS ON 22 OCTOBER 2024  
COMMENCING AT 4:00 PM**

**1. OFFICIAL OPENING**

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

**.2. ATTENDANCE**

**Members**

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

**Shire Officers**

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

**Members of the Public & Press**

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

**4. APPLICATIONS FOR LEAVE OF ABSENCE**

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

**6. DECLARATION OF MEMBERS INTERESTS**

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

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

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

**7. PUBLIC QUESTION TIME**

**8. PUBLIC ADDRESSES / DEPUTATIONS**

**9. PETITIONS**

Nil

**10. CONFIRMATION OF MINUTES**

That the Minutes of the Ordinary Council Meeting of the 24 September 2024 be confirmed as a true and correct record.

Voting Requirement

Simple Majority

**11. DELEGATES' REPORTS WITHOUT DISCUSSION**

From October 2023 to September 2025				
	Agenda Briefing Sessions (11)	Ordinary Council Meetings (12)	Special Council Meetings (2)	Annual Electors Meeting (1)
Ron Chambers Shire President	12	11	2	1
Cr Jennifer Obourne Deputy Shire President	11	11	2	1
Cr Shayne Flanagan	12	12	2	1
Cr Connor Davies	10	10	2	1
Cr Steve McMullen	7	6	1	0
Cr Leonie de Haas	10	12	2	1
Cr Wes Graham	11	12	1	1
Cr Sam Starcevich	12	11	2	1
Cr Gemma Johnston	11	12	2	1

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

### **12.1 EXTERNAL SERVICES**

#### **Item: 12.1.1**

#### **Draft Policy - Temporary Accommodation**

<b>Author/s</b>	Neroli Logan	Manager Waste & Environmental Health
<b>Authorisor/s</b>	Roy Greive	Director External Services

**File Ref: D24/27485**

#### **Applicant**

Internal – Environmental Health

#### **Location/Address**

Shire of Esperance

#### **Executive Summary**

For Council to consider;

1. Rescind the Local Planning Policy - Tiny Houses on Wheels.
2. Adopt the Temporary Accommodation Policy.
3. Amend the name of the existing fee, from application to camp in area other than caravan park or camping ground, to fee for temporary accommodation for up to 30 days, adopt and advertise.
4. Adopt and advertise a new application fee of \$600 for temporary accommodation greater than 30 days to a maximum of 24 consecutive months.
5. Adopt and advertise a new Temporary Accommodation renewal fee of \$300.

#### **Recommendation in Brief**

That council rescind the Local Planning Policy - Tiny Houses on Wheels, as the proposed policy will deem the Local Planning Policy - Tiny Houses on Wheels obsolete. Adopt and advertise the proposed temporary Accommodation Policy and amend the existing application fee to apply to applications up to 30 days. Adopt and advertise a new fee of \$600 for applications greater than 30 days to a maximum of 24 months and introduce a renewal fee of \$300.

#### **Background**

On the 1 September 2024, the Department of Local Government, Sport and Cultural industries introduced amendments to the *Caravan Park and Camping Ground Regulations 1997* that impact the Shires management of temporary accommodation. Previously, local governments could approve temporary accommodation on private property to a maximum of 3 months, or 12 months if the proposed arrangement was in a caravan and the applicant had a building or demolition permit. The time frame for temporary camping without an approval has been extended from 3 days in 28 to 5 days or less, and local governments can now approve all camping applications for up to 24 consecutive months. The changes include provisions for an applicant to re-apply to the local government on expiry of an approval and empowers local governments to revoke approvals in the event of a breach of permit conditions.

To implement these changes, the local government requires the development of a new policy and the revocation of the Tiny Houses on Wheels (THOW) Local Planning Policy as a THOW is covered under the definition of a caravan in the *Caravan Park and Camping Ground Act 1995*.

### **Officer's Comment**

On the 22 August 2024, the Department of Local Government, Sport and Cultural industries announced legislative changes to the *Caravan Park and Camping Ground Regulations 1997* effective 1 September 2024. Consultation was completed at a higher level through WALGA zone meetings however no feedback was sought from authorised officers responsible for implementing the legislative reform.

A temporary accommodation policy will manage the health and environmental impacts, and ensure a consistent and standardised approach to assessing applications. This will support the local governments decision making with a consistent, transparent and accountable process.

The draft Environmental Health Policy – Temporary Accommodation, has been prepared to meet the following objectives:

1. Guide the application and approval of temporary accommodation (greater than 5 days) for a maximum of 24 consecutive months, where health, safety and hygiene requirements are in place.
2. Ensure the applicant has a legal right to occupy the land on which the temporary accommodation is proposed.
3. Facilitate safe and environmentally sustainable temporary accommodation throughout the Shire.
4. Seek feedback for adjacent properties and consider valid objections to temporary accommodation applications.
5. Acknowledge the option for a renewal of an application following the expiry of a permit.
6. Consider an additional application for temporary accommodation on a private lot, for up to 3 months.
7. The Shires enforcement approach where a breach of a permit condition has occurred.

### **Consultation**

The draft policy for Temporary Accommodation was developed in consultation with the external services department with the draft policy circulated to the wider organisation for comments and feedback.

Manager & Coordinator Planning  
Coordinator Building  
Manager Rangers & Emergency Services  
Asset Management Directorate  
Corporate and Community Directorate

### **Financial Implications**

The financial implications arising from this report are the introduction of a new application fee for temporary accommodation greater than 30 days to a maximum of 24 months. This proposed fee will partially recover costs of administration time in recording an application, assessment by the Environmental Health (EH) Team, internal referral to the planning and building departments, neighbour referral, an onsite assessment by the EHO to access the temporary accommodation site and the issuing of a permit with enforceable conditions. It is proposed to utilise the current fee of \$150 to assess simpler applications of up to 30 days, where site assessment and neighbour referral may not be required as part of an approval.

There will be resourcing implications for the external services department, in particular, the Environmental Health team with responsibility for the policy, process and temporary accommodation approvals. The new application fee of \$600 for applications to camp for longer than 30 days up to a maximum of 24 months, is reflective of the increase in processing time, to approve an application and issue a permit. This fee



represents partial cost recovery of External Services Department resources in processing an application and approval for temporary accommodation.

### **Asset Management Implications**

It is acknowledged that vacant lots have a reduced rate levy, which will be impacted by this reform due to the occupancy of vacant lots and the use of supporting infrastructure such as pathways, street lighting, recreational facilities.

### **Statutory Implications**

*Local Government Act 1995*

*Caravan Park and Camping Ground Act 1995*

*Caravan Park and Camping Ground Regulations 1997*

*Planning and Development Act 2005*

### **Policy Implications**

The proposed Temporary Accommodation policy will eliminate the need for a Local Planning Policy - Tiny Houses on Wheels.

### **Strategic Implications**

Council Plan 2022 – 2032

*Growth And Prosperity*

Esperance is a vibrant and welcoming destination.

### **Environmental Considerations**

The environmental considerations arising from this report are the possibility of nuisance such as odour, light and noise pollution. The environmental health team will maintain a complaint register for all approvals issued for temporary accommodation. An authorised officer will access applications with consideration of potential environment impacts and ensure minimum standards are in place for essential services, waste management and emergency management requirements.

### **Attachments**

A<sup>1</sup>. Draft Policy - Temporary Accommodation

B<sup>1</sup>. Temporary Accommodation Guide

### **Officer's Recommendation**

**That Council;**

- 1. Rescind the Local Planning Policy - Tiny Houses on Wheels.**
- 2. Adopt the Temporary Accommodation Policy.**
- 3. Amend the name of the existing fee (application to camp in area other than caravan park or camping ground) to temporary accommodation application fee for up to 30 days, adopt and advertise.**
- 4. Adopt and advertise a new fee of \$600 for temporary accommodation for greater than 30 days to a maximum of 24 consecutive months.**
- 5. Adopt and advertise a new Temporary Accommodation renewal fee of \$300.**

**Voting Requirement**

**Absolute Majority**



## POL #: Temporary Accommodation

### COUNCIL POLICY

#### Purpose

This policy provides guidance to support applications seeking an approval for temporary accommodation on private property or in an area other than a caravan park.

#### Scope

A person may stay in temporary accommodation on a property for up to 5 nights per 28-day consecutive period without a shire approval. Any period greater than this, requires an application to the local government for assessment and possible approval for a maximum of 24 consecutive months. An applicant may reapply after 24 months to renew their application. If an applicant is seeking to camp on a state or federal reserve, approval must be obtained from the relevant authority who manages that land. If there is more than one approved application on a private lot, an additional approval may be given for up to 3 months by the local government. Any period longer than 3 months is required from the Minister for Local Government, Sport and Cultural Industries.

#### Practice

This policy is supported by the Shires temporary accommodation guidelines, application and assessment process. For applications to be considered, the requirements detailed in the guidelines must be adhered to.

The applicant must own or have a legal right to occupy the land and is to complete the application form (insert link) and submit to the Shire with the applicable fee.

Applications will not be considered outside the following zoned areas;

- Residential
- Rural Residential
- Rural Smallholdings
- Rural Townsite
- Rural
- Tourism

Any camp is to be located wholly on the property and be at least 1 metre from the property boundary, at least 1 metre from vehicle access areas, and at least 1.8 metres from structures.

Occupiers of adjacent properties will be notified in writing and the responses will be considered prior to the approval of any application.

Approvals will only be granted where health, safety and hygiene requirements have been met. This includes the following requirements;

- power

- potable water
- waste water management
- cooking and laundry facilities
- emergency management (fire suppression and smoke detection)
- waste and recycling (rubbish collection service or waste management plan is required)
- any other requirement at the request of the Shire.

Upon receipt of an application and fee, Environmental Health will assess the application, conduct an evaluation of the site, and issue a permit where the application is approved. Follow-up site assessments may be conducted throughout the duration of the approval period.

Approval can be for a maximum period for 24 months, and any reapplication will require the completion of a new form, fee payable and be accompanied by a structural report confirming the integrity of the habitable camp.

The temporary accommodation cannot be used as holiday rental or for tourism purposes.

Should the temporary accommodation cease prior to the expiry of the permit, the local government must be notified. No refund is applicable.

The Shire reserves the right to withdraw an approval, where a breach of an approval condition has occurred.

.....End.....

#### Document Information

Responsible Position	Manager Waste & Environmental Health
Risk Rating	High

#### Referencing Documents

- *Local Government Act 1995*
- *Caravan and Camping Ground Act 1995*
- *Caravan and Camping Ground Regulations 1997 (as amended 1 September 2024)*
- *Health (Miscellaneous Provisions) Act 1911*
- *Building Code of Australia / National Construction Code*
- *Shire of Esperance Local Planning Scheme 24*

#### Revision History

Date	Version	CM Reference	Reason for Change	Resolution #	Next Review
08/2024)	1		New Policy		(MM/YYYY)



**Temporary  
Accommodation  
Guidelines  
October 2024**



## GUIDE

### Temporary Accommodation Guidelines

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## GUIDE

### Temporary Accommodation Guidelines

## 1. Introduction

On the 1st of September 2024 the Department of Local Government, Sport and Cultural Industries introduced reforms for the Caravan Parks and Camping Grounds Regulations 1997. The reforms aim to create a streamlined application process for individuals seeking temporary accommodation approvals.

The reforms provided local governments with the opportunity to:

- Approve camping applications on private property or property other than a caravan park for up to 24 months.
- Extend existing approvals
- Revoke approvals if there is a failure to comply with conditions

The Temporary Accommodation Guidelines (Guidelines) have been established and endorsed via **Policy XX** Temporary Accommodation, to ensure a consistent and transparent process when issuing approvals for temporary accommodation. It is important to read through and understand the Guidelines and policy prior to submitting your application.

## 2. Objectives

To provide information and outline the requirements for applicants to seek an approval for temporary accommodation.

## 3. Who do the Guidelines apply to?

The Guidelines apply to anyone wishing to utilise land they own or have the right to occupy for a period greater than 5 consecutive days. The Shire will receive applications from the following areas:

- Residential
- Rural Residential
- Rural Smallholdings
- Rural Townsite
- Rural
- Tourism

The Shire will not consider any applications for camping outside of these zones. To identify your zone, go to [Online Maps » Shire of Esperance](#), enter your address into the interactive map where the details will appear on the right.

## GUIDE

### Temporary Accommodation Guidelines

#### 4. What is the application process?

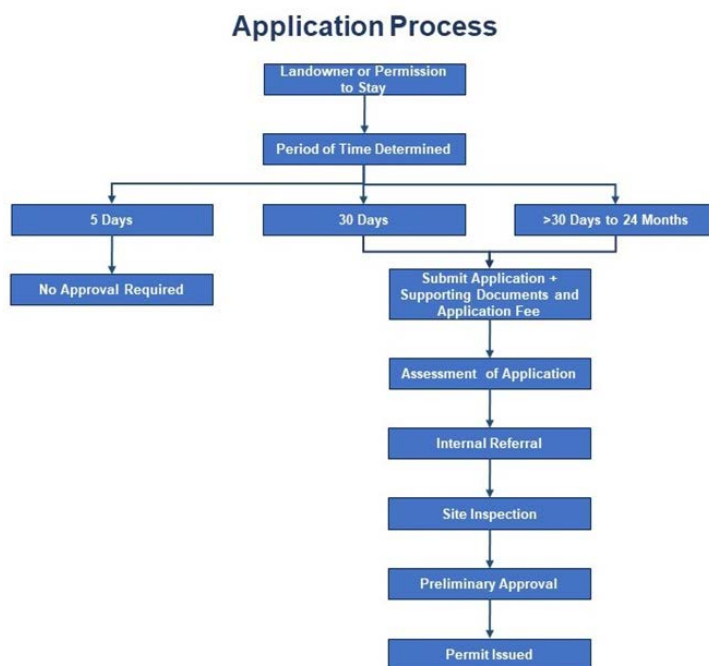
To apply for a permit for temporary accommodation, you will need to apply for Temporary Accommodation and meet the following Guidelines.

Prior to making the application you will need to ensure:

- (1) You are the owner of the land or have permission to camp on the land.
- (2) Length of stay.
- (3) The proposed camp is suitable and safe to reside in.
- (4) You can meet the requirements of the Guidelines and Policy.
- (5) Your proposed camp is suitable for the proposed timeframe.

##### 4.1. Submission Process

The following decision tree outlines the application process, expected timeframes and requirements based on your proposed length of stay. Further details are stepped out below and provided within the guidelines.



Please take the following steps when preparing and submitting your application:

- (1) Read through the Policy and Guidelines and ensure you can meet the requirements.

## GUIDE

### Temporary Accommodation Guidelines

- (2) Choose an appropriate site, based on the parameters within the Guidelines.
- (3) Prepare site plans. Site plans can be hand drawn but need to be neat and legible.
- (4) Prepare supporting documentation, please use the checklist with the application form to ensure all necessary items are provided.
- (5) Submit the application with supporting documentation.
- (6) The Shire will generate an invoice for the application, and email this to you with an acknowledgement receipt.
- (7) Shire officers will assess the application once payment has been received. The application will be referred internally for comment, neighbour referrals will be completed and we may request a preliminary onsite inspection.
- (8) Missing information - A request for further information will be sent, this will place the application on hold until the information is provided.
- (9) Application complete – Preliminary approval will be issued with conditions.
- (10) Permit issued, it is the responsibility of the applicant to ensure the permit conditions are complied with.

## 5. Are there any fees payable?

There is an application and permit fee. The fees are set by Council and can be found at [Annual & Financial Reports » Shire of Esperance](#)

If the proposed Lot is located within a kerbside waste collection area, the Shire will require the permit holder to access this bin service. Note this will be issued through rates and charged to the property owner. If you are not the property owner, please advise the owner prior to this request.

## 6. Permit Duration

An application can be made for up to 24 consecutive months subject to the proposed temporary accommodation (see Table 1) with the option to renew for a further 24 months. Any reapplication will require the completion of a new form, fee and be accompanied by a structural report confirming the integrity of the temporary accommodation.

**Table 1: Temporary Accommodation Type and Permitted Length of Stay**

Temporary Accommodation Type	Permitted Length of Stay
------------------------------	--------------------------



## GUIDE

### Temporary Accommodation Guidelines

Tent, swag, roof top or similar	Maximum 30 consecutive days in any 12-month period
Camper trailer and non-self-contained van	Up to 24 months subject to the provision of services and amenities OR when accompanied with a dwelling
Self-contained caravan, RV, Bus or Tiny Home on Wheels	Up to 24 months

#### 6.1. Conditions of Permit

The Shire will place conditions on the permit. The conditions will be based on the Policy, Guidelines, the Caravan Park and Camping Ground Regulations 1997 and any other applicable legislation.

#### 6.2. Cancellation of Permit

If you cease to use the permit, the local government must be notified in writing by the permit holder. Any fees paid in respect to the cancelled application or permit will be forfeited.

#### 6.3. Change of Ownership

The permit for Temporary Accommodation is non-transferable to another person or property. Notification of cancellation of the existing permit is to be submitted and a new application received.

Any fees paid in respect to the existing permit will be considered forfeited. All relevant fees will apply to the new application.

### 7. Compliance and Enforcement

Temporary Accommodation is governed by the Caravan Parks and Camping Grounds Regulations 1997. Penalties for failure to comply are set within the legislation and will be enforced by authorised officers.

#### 7.1. Revoking of approval

As per the Caravan Parks and Camping Grounds Regulations 1997, r11A(5) the local government can revoke a permit if a condition of the approval has been breached. Written notice will be given to the permit holder notifying the intention of the Shire to revoke the approval within 35 days after the notice is given unless the holder shows cause as to why the approval should not be revoked. The Shire will consider any written response as to why the permit should not be cancelled during this time period. A response and final decision will be provided in writing.

GUIDE  
Temporary Accommodation Guidelines

## Breach of Conditions of Permit



## 8. Guidelines

The following sections outline the parameters to be considered and complied with when seeking approval for temporary accommodation.

### 8.1. Amenity

Any external fixtures, utilities and facilities such as aerials, satellite dishes, clothes lines or other external fixtures are to be situated so they are not visually obtrusive and where possible located out of view from the primary street or any public area.

Temporary accommodation is to be maintained, as not to cause a nuisance or become injurious or dangerous to the health of the occupants and the neighbouring properties.

### 8.2. Keeping of Animals

Dogs and animals are permitted with the temporary accommodation but must be kept in accordance with:

- Shire of Esperance Planning Scheme
- Shire of Esperance Health Local Law
- Dog Act 1976 and the Shire of Esperance Dogs Local Law 2023
- Cat Act 2011

### 8.3. Renting out Temporary Accommodation

The approval to reside in temporary accommodation is provided to the applicant only, whose name/s will appear on the permit. If you wish to rent out the temporary accommodation, the individual who wishes to reside will need to make an application.

## GUIDE

### Temporary Accommodation Guidelines

#### 8.4. Number of People and Camps

The permit to camp is issued to the individual/s wishing to reside in a temporary accommodation camp therefore any additional camps aren't permitted under the permit.

The number of people to be considered will be based on the availability and number of amenities to support the camp.

Under the Caravan Parks and Camping Grounds Regulations 1997, only one temporary accommodation will be approved per Lot, if you are intending to have friends or family stay in another caravan you will need to seek approval from the Shire for up to 3 months and from the Minister for Local Government, Sport and Cultural Industries for greater than 3 months.

#### 8.5. Mobility and Habitable Condition

The temporary accommodation will need to be maintained in a habitable state with access to approved water, wastewater disposal and rubbish disposal at all times. A habitable state means in a good state of repair with no major maintenance concerns that would render it unsafe to reside within.

Any handrails and balustrades are to be in place for stairs. All stairs are to be slip resistance.

Safety glazing installed where necessary for impact resistance.

Electrical and plumbing certifications are to be provided where relevant.

All construction and materials are to meet the requirements of the Australian Standards. Structural certifications and engineer tie downs may be required, depending on choice and duration of temporary accommodation.

The mobility of the temporary accommodation is to be maintained to ensure it can be moved under its own power or be towed within 24 hours of any services being disconnected. All road registered temporary accommodation is to be maintained to a road worthy state and all vehicle registrations are to be maintained.

#### 8.6. Kitchen Facilities

Cooking facilities must be provided for use with the temporary accommodation. Ensure your camp has the following:

- Dishwashing sink with hot and cold water.
- All wastewater connected to an approved disposal method.
- Approved cooking apparatus.

#### GUIDE

##### Temporary Accommodation Guidelines

- Note - gas and plumbing must comply with relevant Australian Standards and maintained in a sound condition.
- All cooking areas adequately ventilated.

If your camp has cooking facilities outside the temporary accommodation, the applicant must comply with any prohibited burning period or total fire ban. An alternate cooking method is to be described and utilised during these time periods and outlined within the Bushfire Action Plan.

### 8.7. Toilets and Showers

All temporary accommodation arrangements are to have access to an adequate number of toilets and showers for the number of people proposed to reside.

If the proposal is for a vacant lot, the following arrangements would be considered adequate:

- 1 toilet and shower contained within the temporary accommodation such as a self-contained caravan, tiny home on wheels or RV.
- An ablution block built either within an existing shed or separate – subject to Planning and Building approval.
- Temporary ablution subject to length of stay and, if self-contained, a pump out contract signed and submitted for the duration of the permit period. Please note the production of receipts will be requested as part of the permit condition.
- All wastewater connected to an approved disposal method.

If the proposal is for temporary accommodation within a dwelling, consideration needs to be given to the number of bedrooms and ablutions within the dwelling, and the additional loading placed on them if the temporary accommodation intends to utilise them. The following arrangements would be considered adequate:

- 1 toilet and shower contained within the temporary accommodation such as a self-contained caravan, tiny home on wheels or RV.
- Access to existing toilets and showers subject to the quantity of bedrooms and available ablutions.

### 8.8. Laundry Facilities

There are two options available for laundry facilities:

- The provision of a laundry is not a condition of the permit but consideration must be given to how the storage of clothing and bedding is to be maintained and managed. A person shall not wash or permit the keeping of any soiled

## GUIDE

### Temporary Accommodation Guidelines

clothing or bedding within an area where food is being kept, prepared or served.

OR

- A laundry facility is to be provided but not situated within a room in which food is stored, prepared, served or consumed. All wastewater from the laundry is to be connected to an approved wastewater receptacle.

### 8.9. Waste Management

All rubbish and recycling are to be managed as to not create a nuisance, odorous or become a breeding area or attractant to vermin.

If a kerbside general rubbish or recycling service is available the applicant must apply and utilise this service and pay the fees as per the endorsed Fees and Charges. Be mindful the fees will be issued via the Shire rates to the landowner not the applicant.

If a kerbside service isn't available, the applicant will need to provide a suitable receptacle for depositing rubbish and recyclables and maintain the receptacle in a sound condition. All rubbish will need to be deposited at the Shire of Esperance refuse site on a weekly basis and recyclables on a fortnightly basis.

### 8.10. Wastewater Management

No wastewater from temporary accommodation shall be discharged onto the ground surface. All wastewater is to be disposed of in an approved receptacle as per below:

- Approved connection to reticulated sewerage.
- Connection to an approved onsite wastewater system.

### 8.11. Water Supply

If scheme water connection is available, the temporary accommodation must be connected or have access to this supply. Otherwise a storage supply of up to 100,000L is to be provided subject to length of stay, please see below for a guide:

**Table 2: Temporary Accommodation Length of Stay and Potable Water Supply**

Temporary Accommodation Type	Permitted Length of Stay
Maximum 30 consecutive days in any 12-month period.	Access to a scheme water supply tap outlet or containerised water supply.
Up to 24 Months	Access to a scheme water supply tap outlet or 100,000L potable water storage tank <sup>1</sup> .

<sup>1</sup>The installation of rainwater tanks may be subject to Planning and Building approval.

## GUIDE

### Temporary Accommodation Guidelines

#### 8.12. Emergency Management and Safety

To ensure the safety of occupants, the following will need to be considered and form part of the permit to reside in temporary accommodation.

The Lot is to be adequately identified at the temporary accommodation access road to ensure emergency services can easily find the property. For rural and rural residential areas, this can be via a road side identifier number, to be applied for through the Shire. For residential areas in town this can be via a visible number.

Fire safety is critical to ensure the temporary accommodation doesn't endanger the occupants or surrounding areas. All temporary accommodation is to have the following:

- Accessible and in-service fire extinguisher and fire blanket
- Smoke alarm either hard wired or battery operated
- Compliant fire breaks and asset protection zones - [Bushfire Information » Shire of Esperance](#)
- Bushfire Action Plan
- Subscribed to the Shire bushfire and harvest ban SMS - [Online Form - Registration for SMS Notification » Shire of Esperance](#)

No outside cooking or naked flames are permitted during the prohibited burning period as set out in the Fire Hazard Reduction Notice [Bushfire Information » Shire of Esperance](#)

All temporary accommodation is to be situated outside of flood prone areas and protected from stormwater runoff.

All temporary accommodation is to have an emergency kit to assist in an emergency the following links outline what can be contained within an emergency kit:

- [Prepare for a flood - Department of Fire and Emergency Services \(dfes.wa.gov.au\)](#)
- [Prepare for a bushfire - Department of Fire and Emergency Services \(dfes.wa.gov.au\)](#)

All temporary accommodation is to have access to a suitable first aid kit.

All temporary accommodation is to be adequately screened to prevent insects particularly mosquitoes from entering the accommodation.

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Temporary Accommodation Guidelines

8.13. Access Roads

Access roads to the temporary accommodation must be constructed and maintained for a 2-wheel drive vehicle. This is to ensure emergency services can easily access the temporary accommodation.

8.14. Communication

Ensuring adequate communication can be maintained in an emergency the following would suffice:

- Mobile phone with adequate reception
- Satellite phone

On the application form a primary contact must be nominated and is responsible for all communications in relation to the permit.

Revision History

Date	Version	CM Reference	Reason for Change	Next Review
09/2024	V1		Creation of Temporary Accommodation Guidelines	09/2025

**Item: 12.1.2**

**Shark Warning Towers**

<b>Author/s</b>	Zoe Sheffield-van Mierlo	Manager Ranger & Emergency Services
<b>Authorisor/s</b>	Roy Greive	Director External Services

**File Ref: D24/28839**

**Applicant**

Internal

**Location/Address**

Twilight Beach

Kelp Beds

West Beach

**Executive Summary**

Shark Warning System Towers located at Twilight Beach, Kelp Bed, and West Beach require replacement, with the Twilight Tower indefinitely offline until replaced or alternative arrangements are secured.

The supply and installation of the towers was funded by the State Government in 2019 and installation of the final tower completed in early 2020. Responsibility for the towers has been poorly defined due to a lack of Memorandum of Understanding (MOU), and no legislated mandate for shark response.

**Recommendation in Brief**

That Council requests the CEO to:

1. Write to the Minister for Fisheries requesting the replacement of the Twilight Beach Tower, and the replacement of Kelp Beds and West Beach towers in the next 12 months; and,
2. Develop an MOU to define the responsibilities and functions of all stakeholders.

**Background**

In 2020, three Shark Warning System Towers were funded and installed by Department of Primary Industries and Regional Development (DPIRD) to complement the State Government Shark Monitoring Network. This provided shark warnings to beach users at popular surf and swim locations Kelp Beds, Twilight Beach, and West Beach for tagged shark detections at Shark Monitoring Network VR4 receivers and shark sightings reported to Water Police. Shire of Esperance Rangers provide shark response in line with the Shark Hazard Response Council Policy.

The Shark Warning Towers are an important element of coastal safety in Esperance with the community positively receiving the shark warning functions that they provide. The Shark Warning Towers are essential infrastructure to the shark hazard response functions served by Ranger Services, improving response protocols, and expediting shark audio and visual warnings when response criteria is met.

Ranger Services works closely with the DPIRD's Shark Response Unit who monitor the network, including the live camera feed of the tower cameras, notifying Ranger Services when a tower is offline. The Department also develops strategies, research initiatives, and policy for shark mitigation and response.

The Twilight Beach tower has been offline since June, with replacement identified as being necessary in August and quote for replacement from the supplier received September. Kelp Beds has recently been



restored to online status after a period of being offline. The infrastructure of all towers is deteriorating due to age and coastal location, with the camera technology being superseded with camera technology advancements. A tower has an anticipated lifespan of five years.

Council resolved to adopt the EXT 031 Shark Hazard Response Policy in June 2020 (Item 12.1.2, Resolution O0620-184) of which the financial implications of the shark warning system towers were identified as an annual camera subscription fee of \$2800 from 2021 onwards and maintenance not anticipated to exceed \$1000.00 per annum for all three towers. The Department has not been able to provide any documentation from the time of installation, or in the years since, that establishes that the responsibility for these towers sits with the local government.

There is presently no MOU, agreements, or statutory mechanisms that define and outline the roles and responsibilities of all parties involved in shark hazard response or for the use of the towers, with the shark hazard response by local government is not mandated within state legislation.

### **Officer's Comment**

The matter of the towers and the question of who was responsible for them came to light when invoices were sent to the Shire for the annual Spectur Connect subscriptions for 2023 and 2024 in February of 2024. In May 2024, the Manager of Ranger and Emergency Services highlighted that the absence of an MOU between local government, DPIRD and supplier, Spectur, was a significant obstacle to the effective management of the towers. DPIRD advised that they would review the situation with the towers across all local government areas and other land owners with the aim of providing greater clarity around their management. Since installation, Ranger Services have been performing maintenance on an ad hoc basis and troubleshooting when required.

Since June 2024, when the Twilight tower went offline, Ranger Services has been liaising with the Shark Response Unit regarding the arrangements and to establish the requirements to rectify the issue with the Twilight tower. A quote to replace the Twilight tower was received 6 September. Replacement is required because the camera technology has now been superseded. Due to the absence of an MOU, it has been difficult to ascertain that the costs for repair or replacement are the responsibility of the Shire or of DPIRD.

It is important to consider the vital function that shark warning systems play in coastal safety, particularly given the incidence of shark sightings and attacks in Esperance. It is essential that these shark warning systems are maintained and adequately resourced, and MOU arrangements should be established as a priority. As the existing towers supplement and are integrated in to DPIRD's shark monitoring network, the funding, installation, and replacement of these towers would be best placed with DPIRD, with the Shire of Esperance providing response functions and supporting the operation of the towers by providing local asset maintenance resourcing as required, as defined within an MOU.

As we approach the summer season with increased visitation and ocean patronage, it is important that a timely decision is made regarding the replacement of the Twilight tower, and for the replacement of the Kelp Bed and West Beach towers which will likely be required within the next year. It would be detrimental to the effectiveness of the Shire's shark hazard response and overall community safety should the existing towers not be replaced once they become inoperable.

### Option One

That Council requests the CEO to:

1. Write to the Minister for Fisheries requesting the replacement of the Twilight Beach Tower, and the replacement of Kelp Beds and West Beach towers in the next 12 months; and,
2. Develop an MOU to define the responsibilities and functions of all stakeholders.

### Option Two

Council make allocation of \$33,384.00 in the 2024/2025 budget to replace all towers, and a further \$3000.00 for maintenance for all three towers.

### Option Three

Council to remove towers once a tower becomes inoperable.

### **Consultation**

Department of Primary Industries and Regional Development – Shark Response Unit  
Surf Life Saving Western Australia  
Spectur (Shark Warning Tower and Surf Alert Module supplier)  
Coastal Safety Working Group

### **Financial Implications**

The financial implications arising from this report are:

Description		Budget Figure	Amended Figure	Variation
Replacement of Twilight Tower	\$10,000	Nil		\$10,000
Replacement of Kelp Beds Tower	\$10,000	Nil		\$10,000
Replacement of West Beach Tower	\$10,000	Nil		\$10,000
Annual Spectur Subscription – Twilight Tower	\$1,128pa	Nil		\$1,128pa
Annual Spectur Connect Subscription – Kelp Beds	\$1,128pa	Nil		\$1,128pa
Annual Spectur Connect Subscription – West Beach	\$1,128pa	Nil		\$1,128pa
<b>Net result</b>				<b>\$33,384</b>

### **Asset Management Implications**

Provided the State Government takes ongoing responsibility for the replacement of the towers as required, then the routine inspection and minor maintenance for three towers is expected to be approximately \$3000 per annum.

### **Statutory Implications**

There is no state legislation mandating the Shire's response to a shark hazard.

Clause 5.4 under the Shire's Property Local Law 2009, indicates that an authorised officer may perform certain functions in relation to beaches and include the function of erection of a sign and the regulating, prohibiting or restricting specified activities on the whole of any part of the beach. The authorised officer may also direct a person to leave the water adjacent to a beach during dangerous conditions or if a shark is suspected of being in the vicinity of a beach.

### **Policy Implications**

Council Policy 0064 Shark Hazard Response – The Shark Warning Towers are essential infrastructure to shark hazard response.

### **Strategic Implications**

Council Plan 2022 – 2032

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

*Objective 6.1. Minimise risk and support recovery from bushfires, storms, drought and other natural disasters.*

*Priority Projects 6.1.5. Advocate for appropriate coastal safety infrastructure and resources*

### **Environmental Considerations**

Nil

### **Attachments**

Nil

### **Officer's Recommendation**

**That Council requests the CEO to:**

- 1. Write to the Minister for Fisheries requesting the replacement of the Twilight Beach Tower, and the replacement of Kelp Beds and West Beach towers in the next 12 months; and,**
- 2. Develop an MOU to define the responsibilities and functions of all stakeholders.**

**Voting Requirement**

Simple Majority

**12.2 ASSET MANAGEMENT**

Nil

## **12.3 CORPORATE & COMMUNITY SERVICES**

### **Item: 12.3.1**

#### **Financial Services Report - October 2024**

<b>Author/s</b>	Roselyn Hamilton Sarah Bridge	Manager Financial Services Corporate Accountant
<b>Authorisor/s</b>	Felicity Baxter	Director Corporate and Community Services

**File Ref: D24/28047**

#### **Executive Summary**

To present to Council the Monthly Financial Report for the period ending 30 September 2024.

#### **Strategic Implications**

Council Plan 2022 – 2032

##### *Leadership*

A financially sustainable and supportive organisation achieving operational excellence

#### **Attachments**

A<sub>1</sub>. Monthly Financial Report September 2024

#### **Officer's Recommendation**

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

**Voting Requirement**                      Simple Majority



## **SHIRE OF ESPERANCE**

### **MONTHLY FINANCIAL MANAGEMENT REPORTS**

(Incorporating Statement of Financial Activity)

## **SEPTEMBER 2024**

### **CORPORATE & COMMUNITY SERVICES**

## MANAGER FINANCIAL SERVICES COMPILATION REPORT

MEETING DATE:	22 OCTOBER 2024
ACCOUNTING PERIOD:	PERIOD ENDED 30 SEPTEMBER 2024
MATERIALITY THRESHOLD:	\$100,000 <b>OR</b> 10%

### OVERVIEW

The Statement of Financial Activity is presented on page 3 and shows a surplus at 30 September of \$33,385,082.

### RATES COLLECTED

Rates collected at the end of September were 70.19%. Collections at the same time last year were 72.59%. The prize draws were a big success again, with many winners excited to have been awarded a prize. The second instalment due date is 20 November 2024.

### 2024-2025 FINANCIAL YEAR

Our auditors from Moore Australia attended the Shire of Esperance from 3-6 September. The final audit is reviewing the last 3 months of transactions, end of financial year reconciliations and draft financial statements. The Finance team is continuing to communicate with Moore Australia to finalise this audit process.

### REGIONAL EXPRESS PTY LTD

The Shire is in communication with the administrators of Regional Express Pty Ltd. A proof of debt has been lodged to the value of \$440,587.41 up to the 30th July 2024, when administration commenced.

### WORKING CAPITAL

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 July is \$33,385,082. The surplus is shown on the bottom of the Statement of Financial Activity on page 3 and also on the Composition of Net Current Assets on page 6. It represents our ability to meet the short-term demands of our suppliers.

Unrestricted cash at bank is \$66,394,958 and this is shown on page 6. Reserve balance is \$40,397,235 as per page 5.

Sarah Bridge  
Corporate Accountant

**SHIRE OF ESPERANCE  
STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 SEPTEMBER 2024**

	2024-25 Budget (a)	2024-25 Budget YTD (b)	2024-25 Actual YTD (c)	2024-25 Variance (c)-(b) ((c)-(b))/(b)	
	\$	\$	\$	\$	%
<b>OPERATING ACTIVITIES</b>					
<b>Revenue from operating activities</b>					
Rates	26,851,952	26,698,041	26,824,180	126,139	0%
Grants, subsidies and contributions	9,536,704	2,792,194	1,882,796	(909,398)	-33%
Fees and charges	11,015,415	5,270,644	5,266,173	(4,471)	0%
Interest revenue	1,719,500	257,503	321,461	63,958	25%
Other revenue	2,377,091	561,467	178,526	(382,941)	-68%
Profit on asset disposals	120,940	-	-	-	-
	51,621,602	35,579,849	34,473,137	(1,106,712)	-3%
<b>Expenditure from operating activities</b>					
Employee costs	(23,271,943)	(5,724,235)	(5,481,591)	242,644	-4%
Materials and contracts	(18,626,639)	(2,703,122)	(3,386,909)	(683,787)	25%
Utility charges	(1,434,221)	(305,434)	(256,772)	48,662	-16%
Depreciation	(23,403,044)	-	-	-	-
Finance costs	(67,478)	(12,028)	(9,065)	2,963	-25%
Insurance	(988,511)	(501,143)	(416,739)	84,404	-17%
Other expenditure	(786,355)	(219,735)	(231,890)	(12,155)	6%
Loss on asset disposals	(51,039)	-	-	-	-
	(68,629,230)	(9,465,697)	(9,782,966)	(317,269)	3%
<b>TOTAL OPERATING ACTIVITIES</b>	<b>(17,007,628)</b>	<b>26,114,152</b>	<b>24,690,171</b>	<b>(1,423,981)</b>	<b>-5%</b>
<b>NON-OPERATING ACTIVITIES</b>					
<b>Inflows from non-operating activities</b>					
Capital grants, subsidies and contributions	20,074,997	2,081,300	3,970,631	1,889,331	91%
Proceeds from disposal of assets	1,290,500	388,496	60,610	(327,886)	-84%
Proceeds - self supporting loans	404,456	82,925	37,245	(45,680)	-55%
Proceeds on other loans and receivables	2,434,907	-	-	-	-
	24,204,860	2,552,721	4,068,486	1,515,765	59%
<b>Outflows from non-operating activities</b>					
Payments for land held for resale	(1,230,000)	(1,000,000)	-	1,000,000	-100%
Payments for property, plant and equipment	(23,605,822)	(1,865,607)	(1,786,059)	79,548	-4%
Payments for construction of infrastructure	(23,145,666)	(3,545,186)	(3,768,094)	(222,908)	6%
Repayment of Borrowings	(461,775)	(26,149)	(26,149)	0	0%
	(48,443,263)	(6,436,942)	(5,580,301)	856,641	-13%
<b>TOTAL NON-OPERATING ACTIVITIES</b>	<b>(24,238,403)</b>	<b>(3,884,221)</b>	<b>(1,511,816)</b>	<b>2,372,405</b>	<b>-61%</b>
<b>NON CASH AMOUNTS EXCLUDED</b>					
Depreciation	23,403,044	-	-	-	-
Loss on asset disposals	51,039	-	-	-	-
Profit on asset disposals	(120,940)	-	-	-	-
Provisions & accruals	279,652	(17,198)	62,533	79,731	-464%
Movement of Non-Current Receivables	-	-	2,302	2,302	-
<b>TOTAL NON-CASH AMOUNTS EXCLUDED</b>	<b>23,612,795</b>	<b>(17,198)</b>	<b>64,836</b>	<b>82,034</b>	<b>-477%</b>
<b>MOVEMENT IN SURPLUS OR DEFICIT</b>					
<b>Surplus at the start of the financial year</b>	<b>3,221,226</b>	<b>3,221,226</b>	<b>3,221,226</b>	<b>-</b>	<b>0%</b>
Amount attributable to operating Activities	(17,007,628)	26,114,152	24,690,171	(1,423,981)	-5%
Amount attributable to non-operating Activities	(24,238,403)	(3,884,221)	(1,511,816)	2,372,405	-61%
Non-cash amounts excluded	23,612,795	(17,198)	64,836	82,034	-477%
Reserve Movements	14,367,552	7,177,717	6,920,666	(257,051)	-4%
<b>Surplus/(deficit) remaining after the imposition of general rates</b>	<b>(44,458)</b>	<b>32,611,676</b>	<b>33,385,082</b>	<b>773,406</b>	<b>2%</b>

This statement is to be read in conjunction with the accompanying notes.



**SHIRE OF ESPERANCE  
STATEMENT OF COMPREHENSIVE INCOME  
FOR THE PERIOD ENDED 30 SEPTEMBER 2024**

	<b>2024-25 Budget</b>	<b>2024-25 Budget YTD</b>	<b>2024-25 Actual YTD</b>
	\$	\$	\$
<b>Revenue</b>			
Rates	26,851,952	26,698,041	26,824,180
Grants, subsidies and contributions	9,536,704	2,792,194	1,882,796
Fees and charges	11,015,415	5,270,644	5,266,173
Interest revenue	1,719,500	257,503	321,461
Other revenue	2,377,091	561,467	178,526
	<b>51,500,662</b>	<b>35,579,849</b>	<b>34,473,137</b>
<b>Expenses</b>			
Employee costs	(23,271,943)	(5,724,235)	(5,481,591)
Materials and contracts	(18,626,639)	(2,703,122)	(3,386,909)
Utility charges	(1,434,221)	(305,434)	(256,772)
Depreciation	(23,403,044)	-	-
Finance costs	(67,478)	(12,028)	(9,065)
Insurance	(988,511)	(501,143)	(416,739)
Other expenditure	(786,355)	(219,735)	(231,890)
	<b>(68,578,191)</b>	<b>(9,465,697)</b>	<b>(9,782,966)</b>
	<b>(17,077,529)</b>	<b>26,114,152</b>	<b>24,690,171</b>
Capital grants, subsidies and contributions	20,074,997	2,081,300	3,970,631
Profit on asset disposals	120,940	-	-
Loss on asset disposals	(51,039)	-	-
	<b>20,144,898</b>	<b>2,081,300</b>	<b>3,970,631</b>
<b>Net result for the period</b>	<b>3,067,369</b>	<b>28,195,452</b>	<b>28,660,801</b>
<b>Other comprehensive income for the period</b>			
<i>Items that will not be reclassified subsequently to profit or loss</i>			
Changes in asset revaluation surplus	-	-	-
<b>Total other comprehensive income for the period</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total comprehensive income for the period</b>	<b>3,067,369</b>	<b>28,195,452</b>	<b>28,660,801</b>

This statement is to be read in conjunction with the accompanying notes.

**SHIRE OF ESPERANCE  
STATEMENT OF FINANCIAL POSITION  
FOR THE PERIOD ENDED 30 SEPTEMBER 2024**

	<b>2024-25 YTD</b>	<b>2023-24 Actuals</b>
	\$	\$
<b>CURRENT ASSETS</b>		
Cash & cash equivalents	66,394,958	48,988,393
Trade & other receivables	14,990,104	2,611,360
Inventories	1,426,254	1,346,118
<b>TOTAL CURRENT ASSETS</b>	<b>82,811,316</b>	<b>52,945,871</b>
<b>NON-CURRENT ASSETS</b>		
Other receivables	1,097,385	1,100,816
Inventories	3,305,969	3,305,969
Property, plant & equipment	103,807,275	103,807,275
Infrastructure	595,440,978	595,440,978
<b>TOTAL NON-CURRENT ASSETS</b>	<b>703,651,607</b>	<b>703,655,038</b>
<b>TOTAL ASSETS</b>	<b>786,462,923</b>	<b>756,600,909</b>
<b>CURRENT LIABILITIES</b>		
Trade & other payables	4,219,932	5,416,737
Borrowings	471,960	471,960
Provisions	3,921,386	3,784,031
Other current liabilities	565,092	-
<b>TOTAL CURRENT LIABILITIES</b>	<b>9,178,370</b>	<b>9,672,728</b>
<b>NON-CURRENT LIABILITIES</b>		
Borrowings	1,633,335	1,633,335
Provisions	6,634,435	6,634,435
<b>TOTAL NON-CURRENT LIABILITIES</b>	<b>8,267,770</b>	<b>8,267,770</b>
<b>TOTAL LIABILITIES</b>	<b>17,446,140</b>	<b>17,940,498</b>
<b>NET ASSETS</b>	<b>769,016,783</b>	<b>738,660,411</b>
<b>EQUITY</b>		
Revaluation surplus	376,780,596	376,780,596
Reserve accounts	40,397,235	40,139,884
Retained surplus	351,838,952	321,739,931
<b>TOTAL EQUITY</b>	<b>769,016,783</b>	<b>738,660,411</b>

**SHIRE OF ESPERANCE  
COMPOSITION OF NET CURRENT ASSETS  
FOR THE PERIOD ENDED 30 SEPTEMBER 2024**

	<b>2024-25 YTD</b>	<b>2023-24 Actuals</b>
	\$	\$
<b>CURRENT ASSETS</b>		
Cash & cash equivalents	66,394,958	48,988,393
Trade & other receivables	14,666,966	2,288,222
Inventories	1,426,254	1,346,118
<b>TOTAL CURRENT ASSETS</b>	<b>82,488,178</b>	<b>52,622,733</b>
<b>CURRENT LIABILITIES</b>		
Trade & other payables	4,570,078	5,766,883
Borrowings	471,960	471,960
Provisions	3,921,386	3,784,031
Other current liabilities	565,092	-
<b>TOTAL CURRENT LIABILITIES</b>	<b>9,528,516</b>	<b>10,022,874</b>
<b>NET ASSETS</b>	<b>72,959,662</b>	<b>42,599,859</b>
Less: Total adjustments to net current assets	(39,574,580)	(39,378,633)
<b>Closing funding surplus/(deficit)</b>	<b>33,385,082</b>	<b>3,221,226</b>
<b>Current assets and liabilities excluded from budgeted deficiency</b>		
<b>Adjustments to net current assets</b>		
Less: Reserve account	(40,523,072)	(40,265,721)
Less: Financial assets at amortised costs - Self Supporting Loans	(190,736)	(190,736)
Less: Land held for resale	(800,000)	(800,000)
Add: Current liabilities not expected to be cleared at end of year		
-Current portion of lease liabilities	10,637	10,187
-Current portion of borrowings	461,774	461,774
-Current portion of employee benefit expense held in reserve	1,466,817	1,405,863
Toal adjustments to net current assets	(39,574,580)	(39,378,633)

**SHIRE OF ESPERANCE**  
**EXPLANATION OF MATERIAL VARIANCES**  
**FOR THE PERIOD ENDED 30 SEPTEMBER 2024**

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date actual materially.

The material variance adopted by Council for the 2024-25 year is \$100,000 or 10.00%.

Description	Var. \$	Var. %
	\$	%
<b>Revenue from operating activities</b>		
<b>Rates</b>	126,139	0.47%
GRV Commercial income higher when compared to this time last year but in line with this year's budget.		Timing
<b>Grants, subsidies and contributions</b>	(909,398)	(32.57%)
Timing on payments from Department of Health and NDIS WA for CHSP and NDIS funding has changed, resulting in variances in budget expectations. There are also less EHC package clients resulting in less funding being received.		Timing
<b>Interest revenue</b>	63,958	24.84%
Slight rise in interest revenue on rates compared to budget expectations, largely due to valuations increases impacting on instalment interest. Interest earnings on reserves also higher than budget expectations.		Permanent
<b>Other revenue</b>	(382,941)	(68.20%)
First insurance payment for the Esperance Indoor Stadium Floor Repair not yet received.		Timing
<b>Expenditure from operating activities</b>		
<b>Employee costs</b>	242,644	(4.24%)
Variance due to outside works salaries and overhead recovery.		Permanent
<b>Materials and contracts</b>	(683,787)	25.30%
Home Care allocations not complete as yet.		Timing
<b>Utility charges</b>	48,662	(15.93%)
Utilities have been moved over to a direct debit payment system which will result in differences in budgeted timing of expenses.		Timing
<b>Finance costs</b>	2,963	(24.63%)
Variance due to self supporting loan interest payments. These are on track as per WATC for 2024/2025. Budget phasing to be reviewed.		Timing
<b>Insurance</b>	84,404	(16.84%)
Difference attributed to asset insurance which came in lower than budgeted. Second instalment is due in October 2024. Adjustments to asset insurance may also come in during the year.		Timing
<b>Inflows from non-operating activities</b>		
<b>Proceeds from capital grants, subsidies and contributions</b>	1,889,331	90.78%
Roads to Recovery, BlackSpot and Main Roads funding has been received earlier than budget expectations.		Timing
<b>Proceeds from disposal of assets</b>	(327,886)	(84.40%)
Sales on existing Flinders lots are behind budget expectations.		Timing
<b>Proceeds from financial assets at amortised cost - self supporting loans</b>	(45,680)	(55.09%)
Budget phasing to be reviewed on self supporting loan principal repayments. These are on track as per WATC for 2024/2025.		Timing
<b>Outflows from non-operating activities</b>		
<b>Payments for land held for resale</b>	1,000,000	(100.00%)
Work not yet commenced on Flinders Development.		Timing
<b>Payments for construction of infrastructure</b>	(222,908)	6.29%
Roads and Streets and Airport capital works tracking ahead of budget scheduling.		Timing
<b>Reserve Movements</b>	(257,051)	(3.58%)
Interest earnings have been transferred to reserves.		Permanent



## **OTHER REPORTS AND GRAPHS**

**SEPTEMBER 2024**

SHIRE OF ESPERANCE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 30 SEPTEMBER 2024

1 KEY INFORMATION

Funding Surplus or Deficit Components

Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$3.22 M	\$3.22 M	\$3.22 M	\$0.00 M
Closing	(\$0.04 M)	\$32.61 M	\$33.39 M	\$0.77 M

Refer to Statement of Financial Activity

Cash and cash equivalents			Payables			Receivables		
	\$66.39 M	% of total		\$1.20 M	% Outstanding		\$12.38 M	% Collected
Unrestricted Cash	\$25.87 M	39.0%	Trade Payables	\$1.39 M		Rates Receivable	\$8.95 M	70.2%
Restricted Cash	\$40.52 M	61.0%	0 to 30 Days	\$1.39 M	100.0%	Trade Receivable	\$1.47 M	% Outstanding
			Over 30 Days	\$0.00 M	0.0%	Over 30 Days	\$1.36 M	92.6%
			Over 90 Days	\$0.00 M	0.0%	Over 90 Days	\$0.11 M	7.4%

Key Operating Activities

Amount attributable to operating			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$17.01 M)	\$26.11 M	\$24.69 M	(\$1.42 M)

Refer to Statement of Financial Activity

Rates Revenue			Grants and Contributions			Fees and Charges		
YTD Actual	\$26.82 M	% Variance	YTD Actual	\$1.88 M	% Variance	YTD Actual	\$5.27 M	% Variance
YTD Budget	\$26.70 M	0.5%	YTD Budget	\$2.79 M	(32.6%)	YTD Budget	\$5.27 M	(0.1%)

Refer to Statement of Financial Activity

Key Non-Operating Activities

Amount attributable to non-operating			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$24.24 M)	(\$3.88 M)	(\$1.51 M)	\$2.37 M

Refer to Statement of Financial Activity

Proceeds on sale			Asset Acquisition			Capital Grants		
YTD Actual	\$0.06 M	%	YTD Actual	(\$5.55 M)	% Spent	YTD Actual	\$3.97 M	% Received
Adopted Budget	\$0.39 M	(84.4%)	Adopted Budget	(\$6.41 M)	(13.4%)	Adopted Budget	\$2.08 M	90.8%

Borrowings			Reserves		
Principal repayments	\$0.03 M		Reserves balance	\$40.40 M	
Interest expense	\$0.01 M		Net Movement	\$0.26 M	

This information is to be read in conjunction with the accompanying Financial Statements and notes.

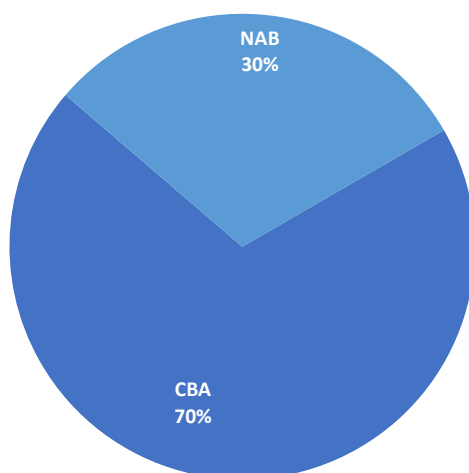
**SHIRE OF ESPERANCE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 30 SEPTEMBER 2024**

**2 KEY INFORMATION - INVESTMENTS**

Shire policy directs that a maximum of 80% can be held with any one institution at a time.

**(a) Cash investments**

**Diversification of Investments**



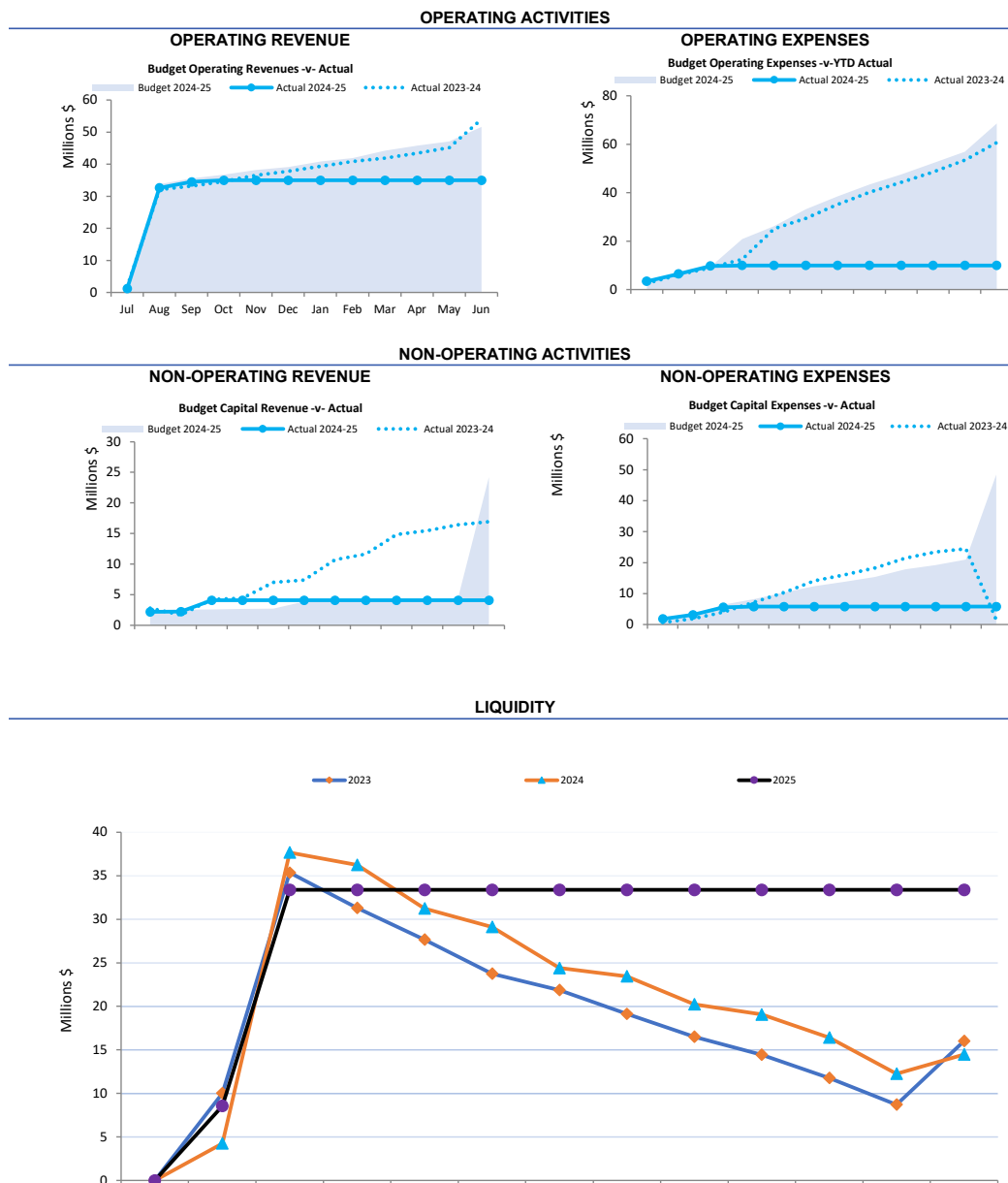
Finance Institution	Amount	Rate	Term	Maturity	Type of Investment
NAB	\$ 4,000,000	5.30%	182	20-Jan-25	Term Deposit - Reserve
NAB	\$ 3,000,000	5.30%	210	14-Feb-25	Term Deposit - Reserve
NAB	\$ 4,000,000	5.30%	242	24-Mar-25	Term Deposit - Reserve
NAB	\$ 6,800,000	5.20%	120	30-Oct-24	Term Deposit - Muni
CBA	\$ 12,559,238	4.35%	N/A	N/A	Business Online Saver - Muni
CBA	\$ -	0.25%	N/A	N/A	Cash Deposit A/C - Muni
CBA	\$ 28,216,915	4.35%	N/A	N/A	Business Online Saver - Reserves
CBA	\$ 647	0.25%	N/A	N/A	Cash Deposit A/C - Reserves
	<b>\$ 58,576,800</b>				

**(b) Investment Interest Earnings**

	Budget	YTD Interest
Municipal	117,472	50,025
Reserve	76,125	187,376

**SHIRE OF ESPERANCE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 30 SEPTEMBER 2024**

**3 KEY INFORMATION - GRAPHICAL**



Liquidity is a modified current position which consists of un-restricted cash, debtors and inventories less payables and provisions for annual leave.

A surplus is indicated by a positive figure and a deficit is indicated as a negative number.

The purpose of the graph is to trace the progressive values of the liquidity surplus(deficit) which shows on the "Statement of Financial Activity" in each month's financial report.

The current year to date value is graphed against the immediate past year as a comparative.



**SHIRE OF ESPERANCE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 30 SEPTEMBER 2024**

**4 SUMMARY OF RATE, RUBBISH AND ESL CHARGE DEBTORS**

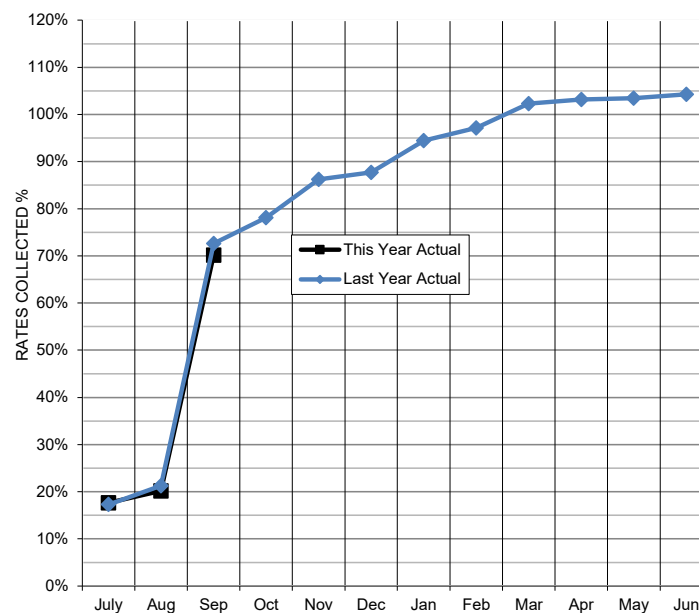
**Outstanding Rates 2024/25**

Arrears at 1st July 2024	226,846
Pensioner Deferred Rates at 1st July 2024	110,799
Rates Levied for 2024/25	30,564,607
Penalty Interest charged to Overdue	8,329
Receipts for Current Rates	(19,023,450)
Prepayments	(2,706,274)
<b>Total Current and Arrears Outstanding</b>	<b>9,180,857</b>

**% Collected 70.19%**

Pensioners on Instalments	385,386
Non Pensioners on Instalments	6,355,821
Pensioners with Due Date 30/6/2025	200,943
Outstanding with no Instalment Option	2,573,232
Prepayments	(334,873)
Interims	348
<b>Total Current and Arrears Outstanding</b>	<b>9,180,857</b>

**RATES COLLECTION PROGRESS (2024/2025)**



SHIRE OF ESPERANCE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 30 SEPTEMBER 2024

5 BUDGET AMENDMENTS

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

Account #	Description	Council Ref	Net Change	Amended Budget Running Balance
				\$
	2024/25 Budget Estimated Surplus/(Deficit)			44,458
W4526	Esperance Indoor Stadium - Floor Repair	S0824-125	(1,280,000)	(1,235,542)
W4526	Insurance Claim	S0824-125	1,393,000	157,458
	Building Maintenance Reserve	S0824-125	(113,000)	44,458
Amended Budget as per Council Resolution				44,458

**SHIRE OF ESPERANCE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 30 SEPTEMBER 2024**

**6 GENERAL RECEIVABLES**

	Current	30 Days	60 Days	90 Days	90+Days	Total
	\$	\$	\$	\$	\$	\$
General Receivables	2,110,365	53,891	119,836	247,956	109,586	2,641,633
Percentage	79.89%	2.04%	4.54%	9.39%	4.15%	

**90+Days Represented by:**

Government Grants	0
Contributions & Reimbursements	62
Loan Repayments	0
Fees and Charges	109,524
Private Works	0
Proceeds Sale of Assets	0
	<u>109,586</u>

Amounts shown above include GST (where applicable)

**SHIRE OF ESPERANCE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 SEPTEMBER 2024**

**7 TRUST FUNDS**

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 2023-2024	Balance 30-September-2024
Contributions to Public Open Space	212,010	
Shire of Esperance		50,582
S D Staines		17,114
Fiume Nel Terra Developments Pty Ltd		115,244
Esplanade Investments		31,403
Other	1,679	
Health Department of WA - CLAG Funding		1,124
Shire of Esperance Trust Fund - CLAG Funding		555
General Bonds - Interest Bearing	484,970	
Esperance Bay Turf Club - Optus Rent of Land Turf Club		13,670
Activ Foundation Inc - Community Fundraising		20,448
Indoor Sports Stadium Mangement - GMS Funds		452,808
Adventureland Management Committee Inc		3,380
<b>Totals</b>	<b>698,659</b>	<b>706,329</b>

**Item: 12.3.2**

**Payment of Accounts Listing - October 2024**

<b>Author/s</b>	Sarah Bridge Roselyn Hamilton	Corporate Accountant Manager Financial Services
<b>Authorisor/s</b>	Felicity Baxter	Director Corporate and Community Services

**File Ref: D24/28048**

**Executive Summary**

To present the list of accounts paid by the Chief Executive Officer under delegated authority for the month 1 – 30 September 2024.

**Background**

Recent changes to the *Local Government Financial Management Regulations (1996)* now requires that the payments listing to be presented to Council in a separate agenda item to the financial reports.

**Financial Implications**

Nil

**Asset Management Implications**

Nil

**Statutory Implications**

Local Government Financial Management Regulations (1996)

**Policy Implications**

Nil

**Strategic Implications**

Council Plan 2022 – 2032

*Leadership*

A financially sustainable and supportive organisation achieving operational excellence

**Attachments**

A<sup>1</sup>. Payment of Accounts Listing - September 2024

**Officer's Recommendation**

**That Council receive the list of accounts paid for the period 1 – 30 September 2024 as listed in the attachment.**

**Voting Requirement**

Simple Majority



## **SHIRE OF ESPERANCE**

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

**SEPTEMBER 2024**

**CORPORATE & COMMUNITY SERVICES**

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

**MUNICIPAL FUND**

***Cheques***

ACTUAL PAYMENTS:	Cheques: 27764 - 27765	\$871.45
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***EFT***

ACTUAL PAYMENTS:	Transaction No's: E4681 - E4690	\$4,795,181.16
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***Credit Cards***

ACTUAL PAYMENTS:	Transactions: 28/08/2024 - 25/09/2024	\$25,038.08
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**Paid under the delegated authority to the CEO**

<b>MUNICIPAL TOTAL:</b>	<b>\$4,821,090.69</b>
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***Estimated % local payments (including credit cards)***

<b>\$2,493,468.10</b>	<b>51.72%</b>
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**TRUST FUND**

***Cheques***

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

ACTUAL PAYMENTS:	Transaction No's:	\$0.00
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<b>TRUST TOTAL:</b>	<b>\$0.00</b>
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<b>TOTAL:</b>	<b>\$4,821,090.69</b>
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## Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 22 October 2024 for confirmation in respect to accounts already paid.

### 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>
C27764	19/09/2024	386	Shire of Esperance - Petty Cash	Petty cash recoup – BOILC, Civic Centre & Admin	\$571.45
C27765	19/09/2024	11582	G V & T Barrett	Rates prize draw - Week 2	\$300.00

**Total Creditor payments made by Cheque from Municipal Fund      871.45**

### 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>
E4681	03/09/2024	33	Australian Services Union (ASU)	Payroll deduction	\$344.50
E4681	03/09/2024	140	Esperance Shire Staff Jackpot	Payroll deduction	\$600.00
E4681	03/09/2024	144	Esperance Staff Social Club	Payroll deduction	\$240.00
E4681	03/09/2024	154	LGRCEU	Payroll deduction	\$88.00
E4681	03/09/2024	1963	Child Support Agency	Payroll deduction	\$4,597.76
E4682	05/09/2024	-	Rellway Pty Ltd	***** C A N C E L L E D *****	\$0.00
E4682	05/09/2024	1	Australian Taxation Office	Payroll deduction	\$180,995.00
E4682	05/09/2024	126	Esperance Electrical Service	Electrical services	\$6,260.00
E4682	05/09/2024	395	BOC Gases	Cylinder & gas charges	\$432.96
E4682	05/09/2024	440	Wesfarmers Kleenheat Gas Pty Ltd	Cylinder & gas charges	\$197.49
E4682	05/09/2024	505	Esperance Plumbing Service	Plumbing services	\$952.87
E4682	05/09/2024	536	Landgate	Mining tenement valuations	\$18.10
E4682	05/09/2024	571	St John Ambulance Association in WA	Defibrillator maintenance & first aid training	\$6,673.70
E4682	05/09/2024	650	Sheldon Paint and Panel	Repairs & parts	\$1,000.00
E4682	05/09/2024	1094	Geofabrics Australia Pty Ltd	Materials for road drainage	\$6,806.25
E4682	05/09/2024	1148	Woodlands Distributors and Agencies	Compostable dog waste bags	\$1,834.80
E4682	05/09/2024	1201	Pink Lake Bush Fire Brigade	Reimbursement	\$122.00



## Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 22 October 2024 for confirmation in respect to accounts already paid.

### 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>
E4682	05/09/2024	1215	Shire of Esperance Municipal Fund	Retention - Voile Lane progress claim 3	\$7,924.00
E4682	05/09/2024	1250	Hoeys Exhaust Centre	Repairs & parts	\$422.00
E4682	05/09/2024	1315	Gibson Soak Water Co	Bottled water	\$50.00
E4682	05/09/2024	1470	Express Yourself Printing Esperance	Printing and stationery	\$661.00
E4682	05/09/2024	1695	Bay of Isles Mini-Excavators	Plant hire	\$440.00
E4682	05/09/2024	1733	R J Donaldson	Refund	\$190.00
E4682	05/09/2024	1791	Longy's General Welding	Repairs & parts	\$209.00
E4682	05/09/2024	1981	Esperance Sportspower	Corporate uniforms	\$494.00
E4682	05/09/2024	2112	Seton Australia Pty Ltd	Maintenance supplies - BOILC	\$1,067.41
E4682	05/09/2024	2496	Professionals Esperance Real Estate	Rent	\$3,300.00
E4682	05/09/2024	2655	The Lions Club of Esperance	Snow slide service for Winter Wonderland & sausage sizzle	\$896.00
E4682	05/09/2024	2765	Esperance Autos	Parts & supplies	\$2,319.48
E4682	05/09/2024	2828	Department of Fire and Emergency	Emergency service levy – Quarter 1 payment	\$296,035.56
E4682	05/09/2024	3152	WA Rangers Association	Training	\$600.00
E4682	05/09/2024	3227	Esperance Fire Services	Hire and testing of fire equipment	\$181.50
E4682	05/09/2024	3484	Esperance Podiatry	Podiatry services - EHC	\$730.00
E4682	05/09/2024	3533	Mike Henley Mechanical & Fabrication	Servicing, repairs and parts	\$3,248.07
E4682	05/09/2024	3687	Hope FM	Radio advertising	\$550.00
E4682	05/09/2024	3752	Securepay Pty Ltd	Monthly charge	\$113.41
E4682	05/09/2024	3797	LED Esperance	Electrical supplies	\$2,220.29
E4682	05/09/2024	3831	Landmark Engineering & Design Pty Ltd	Equipment	\$2,167.00
E4682	05/09/2024	3938	C K Mader	Rent	\$600.00
E4682	05/09/2024	4148	Bay of Isles Community Outreach Inc	Confidential shredding	\$20.00

## Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 22 October 2024 for confirmation in respect to accounts already paid.

### 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>
E4682	05/09/2024	4311	R M & W G Herbert	Painting services	\$4,620.00
E4682	05/09/2024	4404	Wren Oil	Oil waste disposal	\$3,921.50
E4682	05/09/2024	4618	JJ's Holiday Cottage	Bookeasy sales - Accommodation	\$309.60
E4682	05/09/2024	4730	Southern Ocean Contractors	Supply & install concrete pathway – Adventureland Park	\$9,658.00
E4682	05/09/2024	4755	LGIS Insurance Broking	Contract works insurance adjustment	\$400.95
E4682	05/09/2024	4947	Toll Ipec Pty Ltd	Freight charges	\$958.79
E4682	05/09/2024	4989	Woolworths Group Limited	Consumables & supplies	\$1,991.55
E4682	05/09/2024	5051	Strata Green	Parts & supplies	\$1,048.36
E4682	05/09/2024	5194	Jatek Engineering	Steel supplies & fabrication – Gibson bike track	\$7,169.80
E4682	05/09/2024	5276	Queensberry Information Technology	Annual subscription - EVC	\$495.00
E4682	05/09/2024	5295	Komatsu Australia Pty Ltd	Parts & supplies	\$226.98
E4682	05/09/2024	5444	Reece Australia Pty Ltd	Parts & supplies	\$2,772.01
E4682	05/09/2024	5604	Esperance Milk Supply	Milk supplies	\$88.56
E4682	05/09/2024	5622	Subway Esperance	Catering	\$120.00
E4682	05/09/2024	5767	Seek Limited	Advertising positions vacant	\$3,091.00
E4682	05/09/2024	5796	Pink Lake IGA	Consumables & supplies	\$108.24
E4682	05/09/2024	5843	State Library of Western Australia	Library program – Better Beginnings	\$935.00
E4682	05/09/2024	5877	Castletown Chemist	Chemist supplies - EHC	\$212.50
E4682	05/09/2024	6009	McLeods Barristers & Solicitors	Legal advice	\$2,055.68
E4682	05/09/2024	6024	SeatAdvisor Pty Ltd	Ticket sales – August 2024	\$265.76
E4682	05/09/2024	6164	Data 3 Limited	Cloud backup & anti-virus extended support	\$2,266.67
E4682	05/09/2024	6221	PFD Food Services Pty Ltd	Consumables & supplies	\$578.85
E4682	05/09/2024	6286	Arts On Tour NSW	Presenter fee – ARC 2024 Tour	\$15,763.00

## Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 22 October 2024 for confirmation in respect to accounts already paid.

### 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>
E4682	05/09/2024	7239	Erth-Visual & Physical Inc.	Royalties for Arc by Erth	\$726.00
E4682	05/09/2024	7425	Esperance Cleaning Service	Monthly cleaning services – Graham McKenzie stadium	\$9,680.00
E4682	05/09/2024	7438	Independence Australia	Nursing products & supplies - EHC	\$1,356.70
E4682	05/09/2024	7581	T & L Ayers	Rent	\$900.00
E4682	05/09/2024	7715	TD Contractors A/L Removal	Earthwork construction	\$13,456.32
E4682	05/09/2024	7744	J C Ramsell	Reimbursement	\$91.99
E4682	05/09/2024	7803	Dr T W Pearn	Pre-employment medical assessment	\$187.00
E4682	05/09/2024	7879	Drillers Ridge Pty Ltd - 8 Taylor Street	Bookeasy sales - Accommodation	\$438.60
E4682	05/09/2024	7984	SITECH (WA) Pty Ltd	Labour, services and repairs - Heavy plant	\$7,260.00
E4682	05/09/2024	8303	Liquor Barons Esperance	Refreshments	\$133.93
E4682	05/09/2024	8459	Condingup Machinery Wreckers	Parts & repairs	\$845.86
E4682	05/09/2024	8567	Esperance Mobility Sales & Service	Mobility equipment - EHC	\$1,302.00
E4682	05/09/2024	8596	Frontline Fire and Rescue Equipment	Repairs & parts	\$67.65
E4682	05/09/2024	8640	V E Bowkett	Rates prize draw winner	\$300.00
E4682	05/09/2024	8707	1Spatial Australia Pty Limited	Annual software subscription	\$11,000.00
E4682	05/09/2024	8717	Western Irrigation Pty Ltd	Water tanks – Drought relief package (Grass Patch & Condingup)	\$97,684.92
E4682	05/09/2024	8757	JB Hi-Fi Group Pty Ltd	Electronic equipment	\$5,307.76
E4682	05/09/2024	8783	The Trustee for Recherche Medical Centre	Pre-employment medical assessment	\$50.00
E4682	05/09/2024	8800	South Regional TAFE	Training and education	\$627.50
E4682	05/09/2024	8914	Cleanaway Pty Ltd	Rubbish & recycling collections	\$1,348.20
E4682	05/09/2024	8933	Aurelia's Ice Creamery and Cafe	Catering	\$325.25
E4682	05/09/2024	8955	Esperance Laundry and Linen	Laundry services	\$361.50
E4682	05/09/2024	8972	Dunn's Cleaning Service Pty Ltd	Cleaning services & mould treatment including hire of fans - EIS	\$25,077.77

## Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 22 October 2024 for confirmation in respect to accounts already paid.

### 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>
E4682	05/09/2024	8992	A R & H B Keogh	Rates refund	\$400.00
E4682	05/09/2024	9056	Bradshaws Pharmacy	Chemist supplies - EHC	\$447.70
E4682	05/09/2024	9081	Show Technology Australia Pty Ltd	Sound & lighting equipment – Civic Centre	\$1,208.90
E4682	05/09/2024	9108	Bay of Isles Chiropractic Centre	Chiropractic services - EHC	\$90.00
E4682	05/09/2024	9138	Department of Biodiversity Conservation	National Park passes for resale	\$3,870.00
E4682	05/09/2024	9147	Key Pest and Weed Control	Pest control inspections & services	\$620.00
E4682	05/09/2024	9163	Esperance Combined Tyres & Mechanical	Tyres, repairs and parts	\$9,612.00
E4682	05/09/2024	9207	Datacom Systems (AU) Pty Ltd	Electronic supplies	\$111.12
E4682	05/09/2024	9218	Avantgarde Technologies Pty Ltd	Monthly CCTV monitoring service	\$4,686.00
E4682	05/09/2024	9236	T Stewarts Engineering	Steel repairs & supplies	\$6,082.07
E4682	05/09/2024	9306	Drake-Brockman Building & Construction	Construction works - BOILC ceiling & residential units	\$289,865.38
E4682	05/09/2024	9330	Coastal Climate Choice Pty Ltd	Air-conditioning maintenance services	\$1,450.00
E4682	05/09/2024	9357	Pathwest Laboratory Medicine WA	Pre-employment medical assessment	\$49.50
E4682	05/09/2024	9363	PL & LK McCrea	Supply & delivery of gravel	\$12,884.02
E4682	05/09/2024	9371	Adam Davey Consulting	Soil sampling services	\$7,315.00
E4682	05/09/2024	9400	Rapid Global Nominee Pty Ltd	Software subscription	\$1,098.90
E4682	05/09/2024	9455	C D & K A Hine	Reimbursement	\$109.05
E4682	05/09/2024	9466	Esperance Glass	Replacement windows for heavy duty mower	\$3,766.40
E4682	05/09/2024	9503	EcoValley Honey	Consignment sales	\$46.40
E4682	05/09/2024	9540	North Metropolitan Tafe	Training and education	\$316.30
E4682	05/09/2024	9564	South East Auto & Heavy Diesel	Servicing, repairs & parts – x3 Fire trucks	\$11,373.17
E4682	05/09/2024	9639	Avon Waste	Rubbish & recycling collections	\$92,346.59
E4682	05/09/2024	9641	Aussie Broadband Pty Ltd	Internet services	\$507.00

## Shire of Esperance

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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>
E4682	05/09/2024	9642	Delnorth Pty Ltd	Steelflex guide posts x 500	\$19,404.00
E4682	05/09/2024	9645	TPG Network Pty Ltd	Monthly internet charges	\$130.90
E4682	05/09/2024	9667	R and R Heavy Diesel Services	Servicing, repairs & parts	\$5,499.99
E4682	05/09/2024	9671	R P Western	Consignment sales	\$7.16
E4682	05/09/2024	9810	K S Kahatadeniya	Reimbursement	\$240.61
E4682	05/09/2024	9857	D J Kennedy	Gardening services - EHC	\$214.50
E4682	05/09/2024	9894	Calibre Care	Mobility equipment - EHC	\$4,034.00
E4682	05/09/2024	9913	Esperance Crane Hire	Labour & crane hire	\$2,497.00
E4682	05/09/2024	10041	Council Direct	Annual advertising subscription	\$1,650.00
E4682	05/09/2024	10049	E F Long	Rates prize draw winner	\$1,200.00
E4682	05/09/2024	10192	Esperance Gutter Cleaning	Gutter cleaning services	\$990.00
E4682	05/09/2024	10218	D B Ambrose	Gardening services - EHC	\$525.00
E4682	05/09/2024	10229	D1 Store Pty Ltd	New surveying drone radar package	\$38,888.00
E4682	05/09/2024	10269	Lite N' Easy Pty Ltd	Meal preparation and delivery - EHC	\$2,466.33
E4682	05/09/2024	10320	Fly Esperance Pty Ltd	Bookeasy sales - Accommodation	\$340.20
E4682	05/09/2024	10358	Esperance Weekender	Adverts	\$242.00
E4682	05/09/2024	10389	Total Green Recycling Pty Ltd	E-Waste for recycling	\$4,385.52
E4682	05/09/2024	10400	Eco Shark Barrier Pty Ltd	Shark barrier maintenance - Quarterly payment	\$20,790.00
E4682	05/09/2024	10416	J M Smith	Rent	\$600.00
E4682	05/09/2024	10466	35 Degrees South	Survey costs - Various land projects	\$2,552.00
E4682	05/09/2024	10518	Townzies Turf and Gardens	Gardening services - EHC	\$396.00
E4682	05/09/2024	10560	S P Russell	Jackpot winnings - Pay 5	\$150.00
E4682	05/09/2024	10564	WA Girl Macrame	Consignment sales	\$12.00

## Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 22 October 2024 for confirmation in respect to accounts already paid.

### 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>
E4682	05/09/2024	10608	Guardian Safety Pendants Pty Ltd	Monthly pendant monitoring - EHC	\$49.00
E4682	05/09/2024	10650	Whitney Consulting	Grant review – Lotterywest	\$2,200.00
E4682	05/09/2024	10651	Louise Stewart Brown Creative Artwork	Consignment sales	\$25.44
E4682	05/09/2024	10757	In Motion Esperance	Pre-employment medical assessments	\$180.00
E4682	05/09/2024	10790	The Concrete Club Incorporated	Roller skating workshops – Civic Centre	\$5,288.27
E4682	05/09/2024	10798	Live Life Alarms / Flight Plan Digital	Assisted living supplies - EHC	\$457.00
E4682	05/09/2024	10800	Airport Consultancy Group - Engineering	Consult & design on Airport upgrades	\$44,046.20
E4682	05/09/2024	10859	BM Electrical WA Pty Ltd (Griffs Electrical)	Electrical services – BOILC ceiling repairs	\$32,722.58
E4682	05/09/2024	10867	Department of the Premier and Cabin	Gazettal of fire hazard reduction notice	\$585.48
E4682	05/09/2024	10942	Thorp Realty Pty Ltd	Rent	\$1,140.00
E4682	05/09/2024	10956	MBL Food & Packaging	Consumables & supplies	\$310.77
E4682	05/09/2024	10964	Boulevard News Esperance	Office stationery & supplies	\$24.00
E4682	05/09/2024	10985	Rebecca Staunton Physiotherapy	Physiotherapy services - EHC	\$2,568.50
E4682	05/09/2024	11030	JMAC Building	Various construction projects – Salmon Gums, Civic Centre, Cannery Arts	\$34,048.38
E4682	05/09/2024	11031	B S & C Ham	Rates prize draw winners	\$800.00
E4682	05/09/2024	11034	Cloud Eleven Esperance Pty Ltd	Meals for staff and volunteers	\$436.80
E4682	05/09/2024	11053	David Macdermott T/A Mermaid Leather	Consignment sales	\$23.96
E4682	05/09/2024	11058	Howat WA Pty Ltd T/A The Weed Terminator	Mulching services	\$1,650.00
E4682	05/09/2024	11072	Caldertech Australia Pty Ltd	Repairs & parts	\$1,479.50
E4682	05/09/2024	11095	F J Yetman	Banner repairs	\$900.00
E4682	05/09/2024	11110	Esperance Outdoor Power Equipment	Repairs & parts	\$715.55
E4682	05/09/2024	11115	APLOMB Occupational Therapy	Occupational therapy services - EHC	\$1,706.25
E4682	05/09/2024	11175	R K Pitman	Performance for Morning Melodies	\$200.00

## Shire of Esperance

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### Municipal Fund - EFT Payments

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E4682	05/09/2024	11176	Tunstall Healthcare	Pendant upgrades & monitoring – EHC	\$27.45
E4682	05/09/2024	11182	T M McMahon	Reimbursement	\$78.00
E4682	05/09/2024	11191	Bay Diversified Pty Ltd	Spraying services	\$5,472.39
E4682	05/09/2024	11205	Sparkle Sisters Esperance	Face painter – Edge of the Bay	\$1,200.00
E4682	05/09/2024	11244	Motel Brothers Pty Ltd T/as The Jetty Motel	Bookeasy sales - Accommodation	\$495.00
E4682	05/09/2024	11329	Kinetic Communications and Mechanical	Communication upgrades – Bushfire Brigade vehicles	\$5,833.70
E4682	05/09/2024	11356	Good Chat Designs	Consignment sales	\$105.00
E4682	05/09/2024	11370	G A Noble	Jackpot winnings - Pay 5	\$150.00
E4682	05/09/2024	11414	Paul Roberts Painting Service Pty Ltd	Sanding floors & painting services - Salmon Gums CWA building	\$39,685.00
E4682	05/09/2024	11431	Southern Suspension & 4x4 Centre	Repairs & parts	\$4,218.82
E4682	05/09/2024	11439	Kath Guest t/as Heart of the Mallee	Consignment sales	\$68.00
E4682	05/09/2024	11446	National Disability Support Partner	Refund	\$402.52
E4682	05/09/2024	11513	Busby Investments Pty Ltd T/A Avis WA	Car hire – Various vehicles in July 2024	\$11,867.02
E4682	05/09/2024	11518	Mega Phones	Monthly pendant monitoring - EHC	\$250.00
E4682	05/09/2024	11524	Ellenby Pty Ltd t/A Ellenby Tree Farm Trees	Supply of trees & plants	\$3,770.80
E4682	05/09/2024	11563	G Smith	Sound & lighting technical services – Civic Centre	\$1,200.00
E4682	05/09/2024	11566	Edge Planning & Property	Training & education	\$3,300.00
E4682	05/09/2024	11567	Jemima Wallace T/A Cupcakes by Jemi	Catering	\$120.00
E4682	05/09/2024	11570	C A McLeod	Rates refund	\$389.62
E4682	05/09/2024	11573	Landslide Tribute Band	Ticket sales - Fleetwood Mac tribute show	\$21,690.60
E4682	05/09/2024	11575	Acquia Inc.	Web & accessibility compliance services	\$9,219.22
E4682	05/09/2024	11576	D A & B M Coates	Rates prize draw winner	\$500.00
E4682	05/09/2024	11578	Beyond Imagination Entertainment	Training & education	\$1,705.00

## Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 22 October 2024 for confirmation in respect to accounts already paid.

### 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>
E4682	05/09/2024	11579	J Edwards	Reimbursement	\$346.85
E4683	09/09/2024	260	Horizon Power	Electricity charges	\$41,749.96
E4683	09/09/2024	314	WA Treasury Corporation	Loan repayment	\$7,762.47
E4683	09/09/2024	2562	Commonwealth Bank of Australia	Merchant fees August 2024	\$12,710.12
E4683	09/09/2024	7576	Les Mills Asia Pacific	Contract fees – Body Balance & Body Pump Les Mills	\$567.11
E4683	09/09/2024	8081	Bond Administrator Department of Commerce	Bond for property	\$2,060.00
E4683	09/09/2024	9321	Superchoice Services Pty Limited	Superannuation	\$259,551.42
E4683	09/09/2024	11364	Ezidebit Pty Ltd	Ezidebit services – BOILC	\$349.13
E4684	12/09/2024	62	Building And Construction Industry	Building Services Levies – August 2024	\$5,010.14
E4684	12/09/2024	9578	Department of Mines, Industry	Building Services Levies – August 2024	\$7,847.94
E4684	12/09/2024	11035	Absolute Hot Water & Gas	Plumbing services – BOILC repairs	\$11,646.81
E4684	12/09/2024	11189	Coastal Cones	Food service – Family Fun Day	\$773.00
E4684	12/09/2024	11531	Trustee for Esperance Medical Imaging	Medical assessment	\$268.20
E4685	13/09/2024	260	Horizon Power	Electricity charges	\$18,144.15
E4685	13/09/2024	11364	Ezidebit Pty Ltd	Ezidebit services – BOILC	\$66.88
E4686	19/09/2024	-	Mother's Day Classic Esperance	***** C A N C E L L E D *****	\$0.00
E4686	19/09/2024	1	Australian Taxation Office	Payroll deduction	\$183,416.00
E4686	19/09/2024	126	Esperance Electrical Service	Electrical services	\$1,460.00
E4686	19/09/2024	187	Ixom Operations Pty Ltd	Cylinder & gas charges	\$422.84
E4686	19/09/2024	395	BOC Gases	Cylinder & gas charges	\$120.87
E4686	19/09/2024	440	Wesfarmers Kleenheat Gas Pty Ltd	Cylinder & gas charges	\$197.49
E4686	19/09/2024	505	Esperance Plumbing Service	Plumbing services	\$3,640.15
E4686	19/09/2024	536	Landgate	Valuations	\$213.88



## Shire of Esperance

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### Municipal Fund - EFT Payments

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E4686	19/09/2024	571	St John Ambulance Association in WA	Training & defibrillator replacement cabinet	\$762.00
E4686	19/09/2024	637	Concrete World	Concrete supplies	\$23.33
E4686	19/09/2024	652	Esperance-Goldfields Surf Lifesaving	Community grant	\$110,000.00
E4686	19/09/2024	867	Esperance Mobile Welding	Fabrication & materials	\$1,164.90
E4686	19/09/2024	977	Lewis Lewis Properties Pty Ltd	Refreshments	\$67.60
E4686	19/09/2024	985	Scaddan Country Club	Annual public toilet cleaning services	\$18,411.41
E4686	19/09/2024	1189	Esperance Senior High School	Donation	\$150.00
E4686	19/09/2024	1190	Esperance Primary School	Donation	\$75.00
E4686	19/09/2024	1315	Gibson Soak Water Co	Bottled water	\$82.00
E4686	19/09/2024	1330	The Cannery Arts Centre	Community grant	\$55,000.00
E4686	19/09/2024	1362	Esperance Farm Trees	Supply & delivery of trees & plants	\$10,671.10
E4686	19/09/2024	1470	Express Yourself Printing Esperance	Printing and stationery supplies	\$619.00
E4686	19/09/2024	1695	Bay of Isles Mini-Excavators	Plant hire	\$3,518.60
E4686	19/09/2024	1704	Nulsen Primary School	Donation	\$75.00
E4686	19/09/2024	1791	Longy's General Welding	Repairs	\$479.92
E4686	19/09/2024	1863	Zipform Electronic Print & Mail	Creation & supply of Rate notices 2024/25	\$13,328.71
E4686	19/09/2024	1981	Esperance Sportspower	Corporate uniforms	\$1,572.00
E4686	19/09/2024	2113	Banksia Medical and Health	Pre-employment medical assessments	\$836.00
E4686	19/09/2024	2269	Esperance Island View Apartments	Bookeasy sales - Accommodation	\$726.30
E4686	19/09/2024	2317	Southern Cross Austereo Pty Ltd	Radio advertising	\$1,419.00
E4686	19/09/2024	2397	Circuitwest Inc.	Performance fee - Vivaldi's Four Seasons	\$3,300.00
E4686	19/09/2024	2496	Professionals Esperance Real Estate	Rent	\$3,420.00
E4686	19/09/2024	2763	Esperance Lock & Shoe Service	Key & lock supplies	\$939.25

## Shire of Esperance

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### Municipal Fund - EFT Payments

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E4686	19/09/2024	2847	Scaddan Primary School	Donation	\$75.00
E4686	19/09/2024	2860	Cascade Primary School	Donation	\$75.00
E4686	19/09/2024	2861	Wongutha-CAPS School	Donation	\$75.00
E4686	19/09/2024	2864	Esperance Christian Primary School	Donation	\$75.00
E4686	19/09/2024	3125	Condingup Tavern	Volunteer catering – Bushfire Brigade training	\$305.60
E4686	19/09/2024	3152	WA Rangers Association	Training & education	\$650.00
E4686	19/09/2024	3227	Esperance Fire Services	Hire and testing of fire equipment	\$898.92
E4686	19/09/2024	3392	Kent Family Trust	Supply & install of bore	\$23,430.00
E4686	19/09/2024	3533	Mike Henley Mechanical & Fabrication	Servicing, repairs & parts	\$2,288.70
E4686	19/09/2024	3534	Local Government Professionals	Training & education	\$121.00
E4686	19/09/2024	3835	WA Local Government Association	Training & education	\$10,170.00
E4686	19/09/2024	3889	S J & H P O'Brien	Plumbing & gas fitting services	\$8,389.25
E4686	19/09/2024	3938	C K Mader	Rent	\$600.00
E4686	19/09/2024	4068	Total Asphalt And Traffic Management	Supply and lay asphalt	\$31,219.76
E4686	19/09/2024	4148	Bay of Isles Community Outreach Inc	Confidential shredding	\$99.00
E4686	19/09/2024	4496	M C Siemer	Reimbursement	\$54.60
E4686	19/09/2024	4699	Esperance Care Services Inc	Rag bags	\$150.00
E4686	19/09/2024	4819	1st Esperance Scout Group	Services for Winter Wonderland	\$550.00
E4686	19/09/2024	4947	Toll Ipec Pty Ltd	Freight charges	\$792.07
E4686	19/09/2024	4989	Woolworths Group Limited	Consumables & supplies	\$1,762.91
E4686	19/09/2024	5042	Officeworks Business Direct	Office & stationery supplies	\$593.92
E4686	19/09/2024	5295	Komatsu Australia Pty Ltd	Parts & supplies	\$163.61
E4686	19/09/2024	5389	S P Flanagan	Councillor payment 01/07/24 - 30/09/24	\$5,357.99

## Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 22 October 2024 for confirmation in respect to accounts already paid.

### 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>
E4686	19/09/2024	5466	Horizon Power (Non Energy)	Design fee for Myrup Waste Station	\$6,600.00
E4686	19/09/2024	5559	BookEasy Australia Pty Ltd	Bookeasy commission - August 2024	\$220.00
E4686	19/09/2024	5604	Esperance Milk Supply	Milk supplies	\$156.52
E4686	19/09/2024	5622	Subway Esperance	Catering	\$60.00
E4686	19/09/2024	5766	E M Austen	Reimbursement	\$254.16
E4686	19/09/2024	5767	Seek Limited	Advertising positions vacant	\$803.00
E4686	19/09/2024	5791	W J & F J Graham	Councillor payment 01/07/24 - 30/09/24	\$5,357.99
E4686	19/09/2024	5796	Pink Lake IGA	Consumables & supplies	\$210.77
E4686	19/09/2024	5896	Toyota Financial Services	Lease payments	\$443.81
E4686	19/09/2024	6164	Data 3 Limited	Annual Microsoft 365 licence subscription	\$170,620.93
E4686	19/09/2024	6178	SB Hazelden & SM Henning TA Seascope	Bookeasy sales - Accommodation	\$1,152.40
E4686	19/09/2024	6221	PFD Food Services Pty Ltd	Consumables & supplies	\$223.25
E4686	19/09/2024	6385	Esperance Anglican Community School	Donation	\$150.00
E4686	19/09/2024	6418	McMullen's Blinds Sails Canvas	Manufacture & install blinds	\$3,380.00
E4686	19/09/2024	6488	Second Skin Pty Ltd	Mobility equipment - EHC	\$1,320.00
E4686	19/09/2024	6495	MCM Protection Pty Ltd	Security services & monitoring	\$1,841.40
E4686	19/09/2024	6537	ABCO Products Pty Ltd	Cleaning products	\$645.48
E4686	19/09/2024	6552	Esperance Bird and Animal Park	Bookeasy sales - Accommodation	\$421.40
E4686	19/09/2024	6897	Aptella Pty Ltd	Parts & supplies	\$291.50
E4686	19/09/2024	7126	Elite Gym Hire	Replacement equipment - BOILC	\$561.00
E4686	19/09/2024	7250	Esperance CWA Holiday Units	Bookeasy sales - Accommodation	\$2,390.80
E4686	19/09/2024	7284	Safety and Mobility Pty Ltd	Mobility supplies - EHC	\$137.50
E4686	19/09/2024	7399	D L & L C Henderson	Rates prize draw winner	\$800.00

## Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 22 October 2024 for confirmation in respect to accounts already paid.

### 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>
E4686	19/09/2024	7438	Independence Australia	Nursing products & supplies - EHC	\$220.67
E4686	19/09/2024	7581	T & L Ayers	Rent	\$900.00
E4686	19/09/2024	7715	TD Contractors	Earthworks construction services	\$7,460.75
E4686	19/09/2024	7744	J C Ramsell	Rate prize draw winner	\$1,200.00
E4686	19/09/2024	7879	Drillers Ridge Pty Ltd - 8 Taylor St	Bookeasy sales - Accommodation	\$1,204.00
E4686	19/09/2024	7943	Invarion Rapidplan Pty Ltd	Traffic management plan - Annual software renewal	\$3,296.70
E4686	19/09/2024	8024	C A Poole	Consignment sales	\$44.00
E4686	19/09/2024	8293	R J Meerman	Jackpot winnings - Pay 6	\$150.00
E4686	19/09/2024	8303	Liquor Barons Esperance	Re-stock bar – Civic Centre	\$1,834.97
E4686	19/09/2024	8459	Condingup Machinery Wreckers	Parts & supplies	\$42.01
E4686	19/09/2024	8505	S G & K L Mallins	Jackpot winnings - Pay 6	\$150.00
E4686	19/09/2024	8506	Le Grand Chateau Esperance	Bookeasy sales - Accommodation	\$928.80
E4686	19/09/2024	8544	Moore Australia (WA) Pty Ltd	Training & education	\$2,112.00
E4686	19/09/2024	8567	Esperance Mobility Sales & Service	Mobility services - EHC	\$130.00
E4686	19/09/2024	8717	Western Irrigation Pty Ltd	Parts & supplies	\$14,127.44
E4686	19/09/2024	8783	The Trustee for Recherche Medical	Pre-employment medical assessment	\$50.00
E4686	19/09/2024	8904	B J Tyrrell-Starceвич & K P Starceвич	Rates prize draw winner	\$500.00
E4686	19/09/2024	8914	Cleanaway Pty Ltd	Rubbish & recycling collections	\$1,834.96
E4686	19/09/2024	8955	Esperance Laundry and Linen	Laundry services	\$34.00
E4686	19/09/2024	8972	Dunn's Cleaning Service Pty Ltd	Monthly cleaning services	\$21,089.59
E4686	19/09/2024	8992	A R & H B Keogh	Rates refund	\$400.00
E4686	19/09/2024	8994	Information Proficiency	IT support for Content Manager & Kapish 365 Integration	\$990.00
E4686	19/09/2024	9028	Terry White Chemmart Esperance	Chemist supplies - EHC	\$246.00

## Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 22 October 2024 for confirmation in respect to accounts already paid.

### 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>
E4686	19/09/2024	9086	Cooling Bros. Glass Company Pty Ltd	Glass panel replacement – Jetty toilets	\$6,996.01
E4686	19/09/2024	9108	Bay of Isles Chiropractic Centre	Chiropractic services - EHC	\$130.00
E4686	19/09/2024	9138	Department of Biodiversity Conservation	Annual park passes & plant identification services	\$7,857.00
E4686	19/09/2024	9147	Key Pest and Weed Control	Pest control inspections & services	\$220.00
E4686	19/09/2024	9163	Esperance Combined Tyres & Mechanical	Tyres, repairs and parts	\$9,353.50
E4686	19/09/2024	9175	S P McMullen	Councillor payment 01/07/24 - 30/09/24	\$5,357.99
E4686	19/09/2024	9207	Datacom Systems (AU) Pty Ltd	Electronic, printer & toner supplies	\$1,535.05
E4686	19/09/2024	9218	Avantgarde Technologies Pty Ltd	New CCTV set up monthly cloud backup	\$18,457.67
E4686	19/09/2024	9237	Esperance Metaland	Parts & supplies	\$181.30
E4686	19/09/2024	9270	William Govans TA Bills Doors	Door servicing and repairs	\$3,190.00
E4686	19/09/2024	9274	Gibson Soak Hotel	Volunteer & staff meals - EHC	\$56.45
E4686	19/09/2024	9284	Maintenance Experts Pty Ltd	Annual software renewal – Data hosting	\$4,356.00
E4686	19/09/2024	9308	Florissons Home Furnishers	Office furniture & supplies	\$2,000.00
E4686	19/09/2024	9357	Pathwest Laboratory Medicine WA	Pre-employment medical assessment	\$159.50
E4686	19/09/2024	9466	Esperance Glass	Replacement windows for heavy duty mower	\$1,806.20
E4686	19/09/2024	9473	Banksia Park Farm Eggs	Consumables - EHC	\$487.50
E4686	19/09/2024	9503	EcoValley Honey	Consignment sales	\$35.20
E4686	19/09/2024	9531	Esperance Island Cruises	Bookeasy sales - Accommodation	\$1,125.00
E4686	19/09/2024	9577	B E & M J Stephen	Rates refund	\$3,742.84
E4686	19/09/2024	9659	The Deli King	Catering	\$201.00
E4686	19/09/2024	9671	R P Western	Consignment sales	\$19.96
E4686	19/09/2024	9807	R G Chambers	Councillor payment 01/07/24 - 30/09/24	\$17,110.11
E4686	19/09/2024	9808	J L Obourne	Councillor payment 01/07/24 - 30/09/24	\$8,020.24

## Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 22 October 2024 for confirmation in respect to accounts already paid.

### 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>
E4686	19/09/2024	9838	Blue Haven Shell Studio Accommodation	Bookeasy sales - Accommodation	\$567.60
E4686	19/09/2024	9894	Calibre Care	Repairs to mobility equipment	\$335.00
E4686	19/09/2024	9899	A & J A Bezuidenhout	Rates refund	\$5,000.00
E4686	19/09/2024	9909	John Phillips Consulting	Professional services	\$2,200.00
E4686	19/09/2024	10036	D J Coyne – Esperance Carpentry & Maintenance	Repairs and maintenance - EHC	\$650.00
E4686	19/09/2024	10043	A Henderson	Performance - Morning Melodies	\$200.00
E4686	19/09/2024	10115	MBIT Technologies Pty Ltd	Business SMS service	\$11.00
E4686	19/09/2024	10142	R-Group International Pty Ltd	Teams phone package – August 2024	\$3,348.68
E4686	19/09/2024	10147	Kingspan Water & Energy Pty Ltd	Water tank supply & instal - Progress payment	\$29,645.00
E4686	19/09/2024	10191	Silver Podiatry	Podiatry services - EHC	\$340.00
E4686	19/09/2024	10192	Esperance Gutter Cleaning	Gutter cleaning services	\$7,535.00
E4686	19/09/2024	10218	D B Ambrose	Gardening services - EHC	\$400.00
E4686	19/09/2024	10269	Lite N' Easy Pty Ltd	Meal preparation and delivery	\$1,506.96
E4686	19/09/2024	10272	Esprintz/ Onward & Up Pty Ltd	Framing services	\$222.20
E4686	19/09/2024	10309	C T Davies	Councillor payment 01/07/24 - 30/09/24	\$5,357.99
E4686	19/09/2024	10325	V Reck	Administration services	\$2,640.00
E4686	19/09/2024	10358	Esperance Weekender	Advertising	\$144.00
E4686	19/09/2024	10416	J M Smith	Rent	\$600.00
E4686	19/09/2024	10466	35 Degrees South	Survey services	\$1,012.00
E4686	19/09/2024	10494	Totally Workwear Joondalup (TWW)	Staff uniforms	\$35.20
E4686	19/09/2024	10505	Retro Roads	Pavement/street marking – Various locations	\$117,551.25
E4686	19/09/2024	10518	Townzies Turf and Gardens	Gardening services - EHC	\$396.00
E4686	19/09/2024	10554	L P De Haas	Councillor payment 01/07/24 - 30/09/24	\$5,357.99

## Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 22 October 2024 for confirmation in respect to accounts already paid.

### 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>
E4686	19/09/2024	10630	Le Grande Distillery Pty Ltd	Re-stock bar – Civic Centre	\$492.00
E4686	19/09/2024	10640	Bitutek Pty Ltd	Supply bitumen	\$23,203.40
E4686	19/09/2024	10735	Cabcharge Pty Ltd	Taxi services - August 2024	\$454.88
E4686	19/09/2024	10757	In Motion Esperance	Pre-employment medical assessment	\$180.00
E4686	19/09/2024	10848	Retravision Esperance – JAPMR Pty Ltd	White goods & supplies	\$745.00
E4686	19/09/2024	10859	BM Electrical WA Pty Ltd (Griffs electrical)	Electrical services – BOILC repairs	\$21,929.71
E4686	19/09/2024	10888	Insculpo Pty Ltd T/A Sheridan's Badges	Staff name badges	\$245.85
E4686	19/09/2024	10924	Kalcare Medical Supplies	Assisted living equipment - EHC	\$219.00
E4686	19/09/2024	10942	Thorp Realty Pty Ltd	Rent	\$1,140.00
E4686	19/09/2024	10956	MBL Food & Packaging	Consumables & supplies	\$3,268.63
E4686	19/09/2024	10958	Newsxpress Esperance Lottery Centre	Office & stationery supplies	\$263.50
E4686	19/09/2024	10985	Rebecca Staunton Physiotherapy	Physiotherapy services - EHC	\$2,618.00
E4686	19/09/2024	11030	JMAC Building	Various construction projects – Civic Centre & Cannery Arts	\$10,122.58
E4686	19/09/2024	11034	Cloud Eleven Esperance Pty Ltd	Meals for staff and volunteers - EHC	\$24.60
E4686	19/09/2024	11058	Howat WA Pty Ltd T/A The Weed Terminator	Slashing & mulching works	\$60,148.00
E4686	19/09/2024	11111	Down to Earth Training & Assessing	Training & education	\$6,213.50
E4686	19/09/2024	11115	APLOMB Occupational Therapy	Occupational therapy services - EHC	\$828.75
E4686	19/09/2024	11176	Tunstall Healthcare	Monthly pendant monitoring - EHC	\$82.35
E4686	19/09/2024	11182	T M McMahon	Reimbursement	\$70.86
E4686	19/09/2024	11262	Meeka Metals Limited	Rates refund	\$857.20
E4686	19/09/2024	11316	Breeze Connect	Monthly subscription	\$48.50
E4686	19/09/2024	11322	G M Johnston	Councillor payment 01/07/24 - 30/09/24	\$5,357.99
E4686	19/09/2024	11330	S Starcevich	Councillor payment 01/07/24 - 30/09/24	\$5,357.99

## Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 22 October 2024 for confirmation in respect to accounts already paid.

### 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>
E4686	19/09/2024	11356	Good Chat Designs	Consignment sales	\$315.00
E4686	19/09/2024	11384	CNE Ag Innovations Pty Ltd	Parts & supplies	\$5,213.78
E4686	19/09/2024	11401	Levi's Woodworking	Consignment sales	\$8.00
E4686	19/09/2024	11431	Southern Suspension & 4x4 Centre	Repairs & parts	\$1,887.69
E4686	19/09/2024	11439	Kath Guest T/A Heart of the Mallee	Consignment sales	\$16.00
E4686	19/09/2024	11489	Elexacom	Lighting upgrade works at Civic Centre	\$64,900.00
E4686	19/09/2024	11498	Paxon Consulting Group Pty Ltd	Professional services for Airport upgrade	\$70,708.00
E4686	19/09/2024	11513	Busby Investments Pty Ltd T/A Avis WA	Car hire – Various vehicles for August 2024	\$11,593.56
E4686	19/09/2024	11527	JA Miller & KL Miller T/A Pharkarwee	Wild dog baiting services	\$4,576.00
E4686	19/09/2024	11551	AAP Industries	8x Knife gate valves for Sand Back Pass Pipe Line	\$90,886.40
E4686	19/09/2024	11559	Diversity Services Pty Ltd	Weed spraying services – Twilight Beach	\$6,380.00
E4686	19/09/2024	11568	Hilray Pty Ltd	Item for local history collection	\$70.00
E4686	19/09/2024	11577	Rellway Pty Ltd T/A West Beach Unit Trust	Rates refund	\$7,136.05
E4686	19/09/2024	11583	The Anglican Schools Commission	Rates prize draw winner	\$800.00
E4686	19/09/2024	11584	W B & A M Hampel	Rates prize draw winner	\$1,200.00
E4686	19/09/2024	11585	S M Mackean	Rates refund	\$671.95
E4686	19/09/2024	11591	Dr Tariq Mirza	Pre-employment medical	\$400.00
E4686	19/09/2024	11594	B G Yeend	Refund	\$222.00
E4686	19/09/2024	11595	D B Davies	Refund	\$4,530.84
E4686	19/09/2024	11597	McMahon's Building & Construction	Refund	\$110.00
E4686	19/09/2024	11598	C P Schmedje	Refund	\$38.80
E4686	19/09/2024	11599	M McCulloch	Refund	\$347.40
E4686	19/09/2024	11600	K G Rodericks	Refund	\$185.69



## Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 22 October 2024 for confirmation in respect to accounts already paid.

### 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>
E4686	19/09/2024	11602	J P Ferguson	Reimbursement	\$246.32
E4686	19/09/2024	11603	T T Holt	Rates prize draw winner	\$500.00
E4686	19/09/2024	11604	J A Clarkson	Rates prize draw winner	\$300.00
E4686	19/09/2024	11605	A Hicks	Refund	\$156.00
E4687	20/09/2024	260	Horizon Power	Electricity charges	\$39,075.65
E4687	20/09/2024	290	Telstra	Telephone charges	\$1,155.00
E4687	20/09/2024	8784	Sheriff's Office, Perth	Legal fees	\$86.00
E4687	20/09/2024	9997	Sandwai Pty Ltd	Software monthly admin & mobile user	\$2,304.23
E4687	20/09/2024	11364	Ezidebit Pty Ltd	Ezidebit services – BOILC	\$282.25
E4688	25/09/2024	47	B E Stearne & Co Pty Ltd	Reticulation supplies	\$310.06
E4688	25/09/2024	63	Bunnings Ltd	Hardware & supplies	\$9,986.35
E4688	25/09/2024	77	Cockburn Cement Limited	Cement & pallet charges	\$3,045.90
E4688	25/09/2024	112	Esperance Ag Services	Parts & equipment	\$732.12
E4688	25/09/2024	136	Powerplant Motorcycles	Equipment & repairs	\$8,234.15
E4688	25/09/2024	281	Bluescope Distribution	Steel supplies & fabrication	\$240.97
E4688	25/09/2024	287	Swans Veterinary Services	Veterinary services	\$1,904.45
E4688	25/09/2024	323	Westrac Equipment Pty Ltd	Plant parts & repairs	\$1,290.02
E4688	25/09/2024	431	Assa Abloy Australia Pty Limited	Padlocks & keys	\$1,675.41
E4688	25/09/2024	544	Paint Industries Pty Ltd	Road marking supplies	\$524.19
E4688	25/09/2024	707	Haslams	Protective clothing	\$5,723.08
E4688	25/09/2024	1259	South East Petroleum	Fuel supplies	\$138,666.73
E4688	25/09/2024	1291	Sharpe Brothers Pty Ltd	Mulch supplies	\$4,140.00
E4688	25/09/2024	1307	Feature Paints	Paint supplies	\$2,228.25

## Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 22 October 2024 for confirmation in respect to accounts already paid.

### 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>
E4688	25/09/2024	1337	Sussex Industries Pty Ltd	Survey pegs	\$3,008.50
E4688	25/09/2024	1461	Kip & Steve's Mechanical Repairs	Filters, parts & supplies	\$13,021.53
E4688	25/09/2024	1485	Freight Lines Group	Freight charges	\$30,128.05
E4688	25/09/2024	1575	GPC Asia Pacific Pty Ltd/Repco	Automotive parts & supplies	\$1,105.02
E4688	25/09/2024	2122	Iplex Pipelines Australia	Parts & supplies	\$13,484.79
E4688	25/09/2024	2333	Winc Australia Pty Limited	Stationery & office supplies	\$451.70
E4688	25/09/2024	2469	Coates Hire	Plant hire	\$3,476.76
E4688	25/09/2024	3628	D C & J A Sanderson	Rates refund	\$7,849.87
E4688	25/09/2024	3774	Goodchild Enterprises	Battery supplies & parts	\$418.00
E4688	25/09/2024	3834	Dicks Electronics	Electronic supplies	\$97.35
E4688	25/09/2024	3898	Tutt Bryant Equipment	Parts & supplies	\$1,031.31
E4688	25/09/2024	4210	Farm & General EOPP	Parts & supplies	\$21,079.63
E4688	25/09/2024	4647	Marketforce - Omnicom	Fire notice advertising	\$535.46
E4688	25/09/2024	5215	Public Transport Authority of WA	TransWA - August 2024	\$7,146.87
E4688	25/09/2024	5623	Esperance Windscreens	Windscreen services	\$489.50
E4688	25/09/2024	5908	Heatley Sales Pty Ltd	Parts & supplies	\$1,238.07
E4688	25/09/2024	6183	Kleen West	Cleaning products and supplies	\$12,190.34
E4688	25/09/2024	6714	Holcim Pty Ltd	Aggregate & kerb mix supplies	\$31,637.76
E4688	25/09/2024	6873	WT Hydraulics	Parts & supplies	\$315.39
E4688	25/09/2024	6941	MJB Industries	Concrete products	\$24,720.61
E4688	25/09/2024	8009	K J Hall	Rates refund	\$651.49
E4688	25/09/2024	8034	Omnitech Playgrounds	Playground parts & supplies	\$3,195.87
E4688	25/09/2024	8267	Valvoline (Australia) Pty Ltd	Oil & lubricant supplies	\$10,839.98

## Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 22 October 2024 for confirmation in respect to accounts already paid.

### 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>
E4688	25/09/2024	8581	Esperance Camping Galore	Gas refills	\$124.95
E4688	25/09/2024	8959	Topsigns	Various signage – Street & traffic signs	\$4,638.26
E4688	25/09/2024	9006	Corsign WA Pty Ltd	Various signage – Street & traffic signs	\$6,061.00
E4688	25/09/2024	9022	AFGRI Equipment Australia Pty Ltd	Parts & supplies	\$4,566.41
E4688	25/09/2024	9170	ThermoAir	Air conditioning services	\$363.00
E4688	25/09/2024	9210	McIntosh & Son W.A.	Parts & supplies	\$291.39
E4688	25/09/2024	9574	Clarke & Stokes Agriservices Pty Ltd	Parts & supplies	\$2,671.82
E4688	25/09/2024	9657	Super Cheap Auto Pty Ltd	Trailer accessories	\$64.71
E4688	25/09/2024	9948	Rotech Auto-Electrical	Mechanic labour hire August 2024	\$40,734.16
E4688	25/09/2024	9956	A B Murray	Farewell gift	\$1,000.00
E4688	25/09/2024	10120	Wastetrans WA	Glass for recycling	\$677.60
E4688	25/09/2024	10701	Esperance Truck Pro Pty Ltd	Parts & supplies	\$9,225.15
E4688	25/09/2024	10741	Esperance Rural Supplies	Parts & supplies	\$2,871.00
E4688	25/09/2024	10821	T J Depiazzi & Sons	Supply & delivery of mulch	\$30,261.00
E4688	25/09/2024	10993	Etech WA Pty Ltd T/A Esperance Communications	Printing & electronic services	\$24,776.83
E4688	25/09/2024	11082	South East Petroleum - BFB Accounts	Fuel supplies	\$595.62
E4688	25/09/2024	11160	Sigma Telford Group	Pool chemicals and supplies	\$793.65
E4688	25/09/2024	11298	Alcolizer Technology Pty Ltd	Servicing & equipment	\$1,711.88
E4688	25/09/2024	11333	Bronson Safety Pty Ltd	Speed hump rubber supplies	\$2,222.21
E4688	25/09/2024	11495	Merchandising Libraries Pty Ltd	Library equipment	\$809.56
E4688	25/09/2024	11550	National Spare Parts	Parts & supplies	\$3,425.40
E4688	25/09/2024	11572	Little Green Apple	Flyer design	\$220.00
E4688	25/09/2024	11610	J M Graham	Rates refund	\$548.89

## Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 22 October 2024 for confirmation in respect to accounts already paid.

### 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>
E4689	26/09/2024	32	Australia Post	Postage services	\$9,526.57
E4689	26/09/2024	260	Horizon Power	Electricity charges	\$11,728.05
E4689	26/09/2024	392	Water Corporation	Water usage charges	\$94.48
E4690	30/09/2024	325	Easton WJ & V	Hire of earthmoving plant	\$17,556.00
E4690	30/09/2024	1469	Beachwind Enterprises Pty Ltd	Hire of earthmoving plant	\$162,878.65
E4690	30/09/2024	2693	Worth Kerbing	Kerbing services	\$2,095.50
E4690	30/09/2024	6014	Esperance Tree Lopping	Pruning and removal of trees and stumps	\$9,817.50
E4690	30/09/2024	6636	Esperance Earthworks Pty Ltd	Hire of earthmoving plant	\$241,205.25
E4690	30/09/2024	7522	Jacka Trenching and Fencing	Traffic control services	\$10,466.50
E4690	30/09/2024	8230	Ballantyne Earthmoving	Hire of earthmoving plant and labour	\$244,466.31
E4690	30/09/2024	8317	Titan Contracting	Mowing services	\$82,827.81
E4690	30/09/2024	10615	Quaintrelle (WA) Pty Ltd T/A	Hire of street sweeper	\$31,174.64
E4690	30/09/2024	11590	MLP Civil	Hire of earthmoving plant and labour	\$26,427.50
<b>Total Creditor payments made by EFT from Municipal Fund</b>					<b>4,795,181.16</b>

## SHIRE OF ESPERANCE

List of accounts direct debited from Council's Municipal Fund submitted to the Ordinary Council Meeting  
meeting held on 22/10/2024 for confirmation in respect to accounts already paid.

DATE	CREDITOR	PARTICULARS	AMOUNT
28/08/2024	Surreal CMS	Disputed transaction with card provider	\$81.89
29/08/2024	Surreal CMS	Disputed transaction with card provider	-\$79.93
4/09/2024	Twilio Sendgrid	BOILC POS monthly subscription	\$137.94
15/09/2024	Vend POS	Visitor Centre POS monthly subscription	\$189.05
05/09/2024	Whiteley Medical	Client purchase - EHC	\$138.65
9/09/2024	Netflix	Monthly subscription	\$18.99
10/09/2024	Multiple Sclerosis Limited	Online training subscription	\$65.50
11/09/2024	Kolor Kode	Admin stationery	\$302.50
14/09/2024	Keys Cut Online	Key - Admin lockable filing cabinet	\$17.00
17/09/2024	Xero	Monthly subscription	\$70.00
19/09/2024	Safety and Mobility Pty Ltd	Lock bags for client medications	\$220.00
30/08/2024	Novotel Vines Resort	Training - Meal	\$5.00
31/08/2024	Perth Airport Que Sopra	Training - Meal	\$5.86
29/08/2024	Jobfit Health Group	Fit for work exam	\$785.85
30/08/2024	Uber	Travel charge	\$40.73
30/08/2024	Go-Daddy	IT software - Web hosting	\$137.72
30/08/2024	Go-Daddy	IT software - Web hosting	\$252.00
1/09/2024	Ezi Go Fax	Fax license	\$29.85
4/09/2024	Mailchimp	Media subscription	\$286.25
8/09/2024	Starlink Australia	Remote internet services	\$1,286.00
9/09/2024	Microsoft	Azure cloud storage - Esperance coastal safety	\$2.43
10/09/2024	Little Local	Councillor - Lunch	\$30.39
10/09/2024	Subway Esperance	Councillor - Lunch	\$13.25
17/09/2024	Livingston Medical Pty Ltd	Pre-employment medical	\$300.00
18/09/2024	Core Security Group	Work Health and Safety Rep course - 2 people	\$1,870.00
19/09/2024	Sonic Health Plus	Ergonomic health assessment	\$584.10
20/09/2024	Ergonomic Essentials	Ergonomic health assessment	\$293.00
20/09/2024	Core Security Group	Refund - Work Health and Safety Rep course - 1 person	-\$935.00
28/08/2024	Uber	Travel - Conference - Perth	\$20.26
28/08/2024	Uber	Travel - Conference - Perth	\$17.95
28/08/2024	Uber	Travel - Conference - Perth	\$50.99
28/08/2024	Holiday Inn West Perth	Accommodation - Bridge Inspection Training - Perth	\$129.92
28/08/2024	REX	Flight - Mosquito Conference - Perth	\$408.95
29/09/2024	Uber	Travel - Conference - Perth	\$17.54
29/08/2024	Australian Library Information Association	Library subscriptions and memberships	\$360.00
31/08/2024	Novotel Vines Resort	Accommodation - WA Rangers Association Conference - Perth	\$749.00
31/08/2024	Nesuto Curtin Perth	Accommodation - Traineeship - Perth	\$1,259.00
31/08/2024	Pagoda Resort Spa	Accommodation - Drone Industry Summit - Perth	\$461.65
31/08/2024	Pagoda Resort Spa	Accommodation - Drone Industry Summit - Perth	\$517.49
1/09/2024	Facebook	Advertising - Library - Family History Month	\$45.03
3/09/2024	Aviation ID Australia	ASIC replacement	\$110.00
4/09/2024	Woolworths	Chambers stock	\$87.00
4/09/2024	Subway Esperance	Catering - RAP meeting	\$116.00
5/09/2024	REX	Flight - Parks & Leisure WA State Conference - Perth	\$408.95
5/09/2024	REX	Flight - Parks & Leisure WA State Conference - Perth	\$408.95
5/09/2024	West Australian Newspaper	Newspaper article	\$8.00
5/09/2024	REX	Flight - WHS Training - Perth	\$408.95
6/09/2024	REX	Flight - WHS Training - Perth	\$408.95
8/09/2024	Uber	Travel - Conference - Perth to Mandurah	\$119.72
10/09/2024	REX	Flight - Licensing Training - Perth	\$408.95
11/09/2024	Lucky Bean Café	Family Fun Day	\$590.00
12/09/2024	Aus Local Gov Women's Assoc WA	2024 Women in Local Government Forum	\$95.50
12/09/2024	REX	Flight - Local Government Week - Perth	\$817.89
13/09/2024	The Sebel Mandurah	Accommodation - Mosquito Conference - Perth	\$1,210.70
13/09/2024	Uber	Travel - Conference - Perth	\$25.53
18/09/2024	Access Analytic	Power BI training	\$1,499.00
20/09/2024	Flickr Candles	Flowers for CWA 100 years event	\$279.93
10/09/2024	Woolworths	Catering	\$38.70
6/09/2024	Bunnings	WD-40 for trailer lock	\$9.98
10/09/2024	Australian School & Club Fundraising	Youth Day colour run	\$466.20
10/09/2024	Working With Children - Communities	Working with Children renewal for staff	\$87.00
11/09/2024	Express Yourself Printing	Sports Star certificates	\$10.00

### SHIRE OF ESPERANCE

List of accounts direct debited from Council's Municipal Fund submitted to the Ordinary Council Meeting  
meeting held on 22/10/2024 for confirmation in respect to accounts already paid.

DATE	CREDITOR	PARTICULARS	AMOUNT
11/09/2024	The Toy Station	Games for community events	\$137.96
19/09/2024	Toyworld	Showcase participation prizes	\$40.00
19/09/2024	Terry White Chemmart	Icepack - Rollerskating event	\$42.38
19/09/2024	Red Dot	Rollerskating and Showcase prizes	\$217.97
19/09/2024	Kmart	Showcase prize	\$20.00
19/09/2024	Woolworths	Showcase prize	\$100.00
19/09/2024	The Reject Shop	Showcase prize	\$82.00
21/09/2024	AIATSI	Map of Indigenous Australia	\$27.65
28/08/2024	Woolworths	Food - Kitchen - EHC	\$232.81
28/08/2024	Esperance French Hot Bread Shop	Food - Kitchen - EHC	\$9.59
2/09/2024	Woolworths	Food - Kitchen - EHC	\$386.84
6/09/2024	Woolworths	Food - Kitchen - EHC	\$167.38
9/09/2024	Woolworths	Food - Kitchen - EHC	\$174.04
10/09/2024	Bunnings	Salt for water softener - Kitchen - EHC	\$25.98
13/09/2024	Woolworths	Food - Kitchen - EHC	\$296.43
16/09/2024	Woolworths	Food - Kitchen - EHC	\$284.09
18/09/2024	Woolworths	Food - Kitchen - EHC	\$275.24
18/09/2024	Woolworths	Food - Kitchen - EHC	\$65.50
29/08/2024	Kmart	Kettle replacement	\$45.00
6/09/2024	Christmas Complete	Christmas decorations	\$270.00
6/09/2024	Harvey Norman Online	Digital backlit wall clock	\$210.00
16/09/2024	Kmart	Furniture - External Services	\$24.00
19/09/2024	Local Gov Professionals Aus WA	LGIS membership	\$560.00
24/09/2024	Water Corporation	Disconnection of service - Forrest St carpark	\$1,274.84
24/09/2024	Bora Health	Renewal of SureSafe alarms	\$320.00
6/09/2024	Liquorland	Refreshments	\$16.00
4/09/2024	Shire of Esperance	Bin collection charges - Pink Lake & Quarry Rd Bush Fire Brigades	\$984.00
4/09/2024	Woolworths	Catering	\$195.40
4/09/2024	Goodchild Enterprise	Replacement battery	\$222.20
4/09/2024	Pink Lake IGA	Catering	\$40.00
5/09/2024	Downtown Espresso Bar	Catering	\$72.64
5/09/2024	Subway Esperance	Catering	\$213.80
6/09/2024	Telstra Shop Esperance	Telephone charges - Gibson Bush Fire Brigade	\$52.50
6/09/2024	Woolworths	Catering	\$82.44
11/09/2024	Coffee Cat	Catering	\$14.22
12/09/2024	Esperance SUPA IGA	Catering	\$52.48
		<b>Total Credit Card Purchases 28/08/24 - 25/09/24</b>	<b>25,038.08</b>

## 12.4 EXECUTIVE SERVICES

### Item: 12.4.1

#### Agenda Briefing and Ordinary Council Meeting Dates - 2025

Author/s	Elise Godwin	Administration Assistant - Executive Services
Authorisor/s	Shane Burge	Chief Executive Officer

File Ref: D24/27533

#### Applicant

Internal

#### Executive Summary

For Council to accept the proposed dates for the Agenda Briefing Session and Ordinary Council Meeting for 2025 as attached.

#### Recommendation in Brief

That Council agrees to the attached schedule of Agenda Briefing Session and Ordinary Council Meeting dates for 2025.

#### Background

Each year Council endorses proposed Agenda Briefing and Ordinary Council Meeting (OCM) dates for the following year which allows for public advertisement as per section 5.25(1)(g) of the *Local Government Act 1995* and 12(1) of the *Local Government Regulations 1996*.

#### Officer's Comment

Council meets on the third Tuesday of every month at 1pm for an Agenda Briefing Session and on the fourth Tuesday of every month at 4pm for the Ordinary Council Meeting. It is recommended that the practice continues with the exception of the December meetings, in order to accommodate the festive season. To accommodate these events, it is proposed that the December Agenda Briefing and OCM be held a week earlier.

The September 2024 OCM was held at the Grass Patch Community Hall and was reasonably well attended. It is recommended that Council have the next September OCM at another rural town site to allow those in the community to attend. Over the past four years Council have held an OCM at the following rural townsites:

2020	Cascade
2021	Condingup
2022	Salmon Gums
2023	Gibson

The preferred option is Scaddan.

#### Financial Implications

Nil

#### Asset Management Implications

Nil

### **Statutory Implications**

Under Section 5.25(1)(g) of the *Local Government Act 1995* and 12(1) of the *Local Government Regulations 1996* Council must give public notice of the date and agenda for Council meetings.

### **Policy Implications**

Nil

### **Strategic Implications**

Council Plan 2022 – 2032

*Performance - Outcome 14. Community confidence and trust in Council*

Objective 14.1. Provide transparent, accountable and effective leadership.

### **Environmental Considerations**

Nil

### **Attachments**

A<sup>1</sup>. Proposed Agenda Briefing Sessions and Ordinary Council Meeting Dates - 2025

### **Officer's Recommendation**

**That Council:**

1. **Agree to holding an Agenda Briefing at 1pm on the third Tuesday of every month commencing January 2025, with the following exception;**
  - **The December briefing, which will be moved forward one week**
2. **Agree to the attached schedule of Ordinary Council Meeting dates, commencing at 4pm from January 2025 until December 2025, with the following exception;**
  - **The December Ordinary Council Meeting, which will be moved forward one week**
3. **Agree to hold the September Ordinary Council Meeting at \_\_\_\_\_, and**
4. **Request the Chief Executive Officer to undertake all statutory advertising in this regard.**

**Voting Requirement**

Simple Majority



## Agenda Briefing Sessions & Ordinary Council Meeting Dates

January - December 2025

Agenda Briefing Session	Ordinary Council Meeting
21 January	28 January
18 February	25 February
18 March	25 March
15 April	22 April
20 May	27 May
17 June	24 June
15 July	22 July
19 August	26 August
16 September	23 September
21 October	28 October
18 November	25 November
9 December	16 December

**Item: 12.4.2**

**Information Bulletin - October 2024**

<b>Author/s</b>	Chantelle Hoffrichter	Executive Assistant
<b>Authorisor/s</b>	Shane Burge	Chief Executive Officer

**File Ref: D24/28090**

**Applicant**

Internal

**Strategic Implications**

Council Plan 2022 – 2032

*Performance - Outcome 15. Operational excellence and financial sustainability*

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

**Attachments**

- A<sup>1</sup>. Information Bulletin - September 2024
- B<sup>1</sup>. Council Priorities Summary - Corporate Performance - September 2024
- C<sup>1</sup>. Status Report - Open Council Resolutions - October 2024
- D<sup>1</sup>. Comparison on Collection of Rates for 2024-2025
- E<sup>1</sup>. Small Grants Program - September 2024

**Officer's Recommendation**

**That Council accepts:**

- 1. Information Bulletin – September 2024**
- 2. Council Priorities Summary – Corporate Performance – September 2024**
- 3. Status Report – Open Council Resolutions – October 2024**
- 4. Comparison on Collection of Rates for 2024-2025**
- 5. Small Grants Program – September 2024**

**Voting Requirement**

Simple Majority



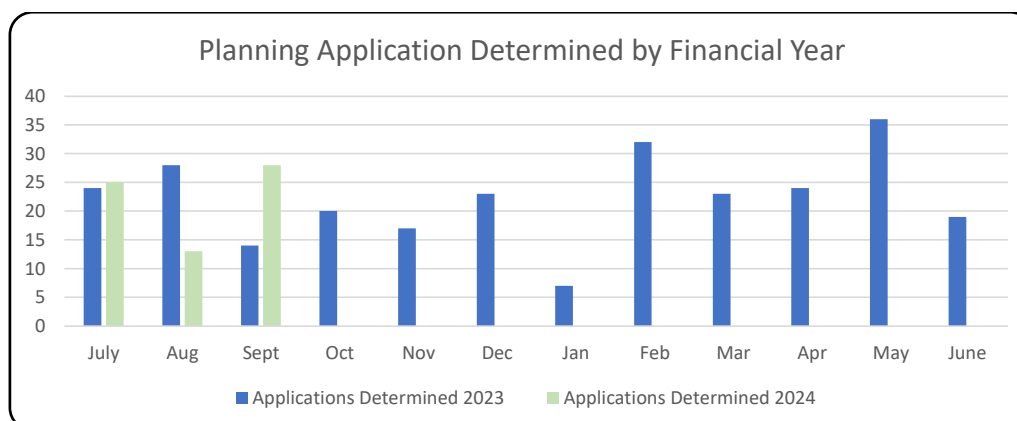
# INFORMATION BULLETIN

## ORDINARY COUNCIL MEETING

**September 2024**





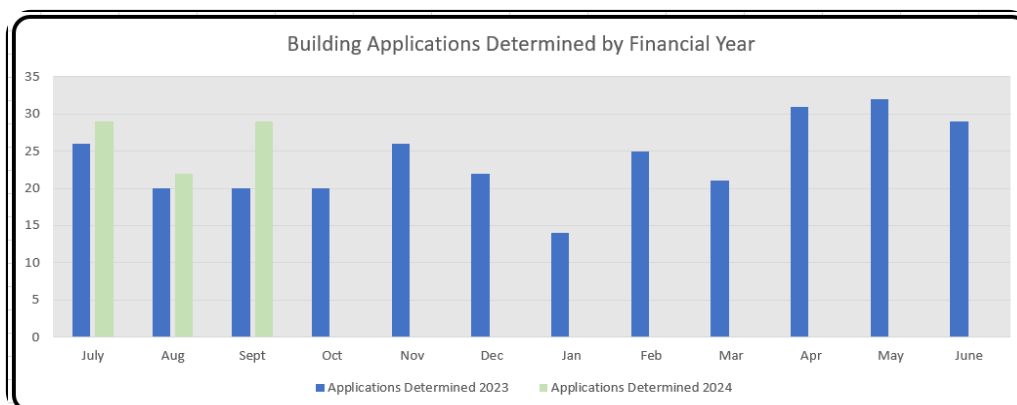


Property	Proposal
Lot 1745 Merivale RD MERIVALE	Caravan Park
Lot 1035 Voile LANE CASTLETOWN	Fence
82 North RD CASTLETOWN	Dwelling - Single House
539 Eleven Mile Beach RD PINK LAKE	Retaining Walls
8 Stewart ST WEST BEACH	Dwelling - Single House
25A Smith ST WEST BEACH	Holiday House
12 Mayfield PL PINK LAKE	Outbuilding (Shed)
Lot 302 Harbour RD NULSEN	Transport Depot
7 Tupper ST ESPERANCE	Home Business
56 Mitchell ST CASTLETOWN	Carport / Verandah / Patio
25 Collie ST WEST BEACH	Fence
128 Bukenerup RD MONJINGUP	Caravan Park
109 Twilight Beach RD WEST BEACH	Dwelling - Alterations / Additions
Lot 54 Thompson ST WEST BEACH	Dwelling - Ancillary
60B Easton RD CASTLETOWN	Carport / Verandah / Patio
22 Addington CRSS WEST BEACH	Carport / Verandah / Patio
3 Hill ST CHADWICK	Industry
7 Jehu ST ESPERANCE	Grouped Dwelling
53 Ormonde ST BANDY CREEK	Domestic Swimming Pool
220 Pink Lake RD PINK LAKE	Earthworks
69A Johns ST SINCLAIR	Dwelling - Single House
10B Goldfields RD CASTLETOWN	Fence

#### Specific Comments relating to Monthly Statistics

- One Caravan Park was an extension to an existing Nature Based Park.
- One Caravan Park was two chalets units.
- 6 Dwellings were approved with 3 as part of a Grouped Dwelling .

### Building Services Applications - September



Property	Proposal	Values(\$)
23 Simpson Street CHADWICK	Occupancy Permit - Men in Sheds Storage Building 300m2 (Class 7b & 8)	0
462 Muntz Road HOWICK	Occupancy Permit - Class 7b Farm Shed (1351.85m2)	0
13A Woods Street CHADWICK	Occupancy Permit Class 7b Storage Units 432m2	0
2,439 Speddingup West Road LORT RIVER	Occupancy Permit - Class 7b Farm Shed 864m2	0
50 Norseman Road CHADWICK	Occupancy Permit - Class 7b Storage Units with Accessible Toilet	0
6 Rogers Street CHADWICK	Occupancy Permit - Storage Building (Class 7b)	0
12 Ram Court CASTLETOWN	Wide Span Shed 63m2	15,000.00
19 Scanlon Street CHADWICK	Class 8/7b Building & Construction Workshop with Mezzanine	350,000.00
4 McGlade Way CASTLETOWN	Timber Framed Front Porch & Rear Patio 56m2	15,000.00
27 Black Street ESPERANCE	Gardeners Shed 77m2 - Esperance Home Care	57,898.00
2 Coppin Street CHADWICK	Signage	19,000.00
87 Thompson Street WEST BEACH	Water Tank 54000L	12,000.00
Lot 6 Stearne Road MONJINGUP	Dwelling with Alfresco, Porch, Outdoor Living and Carport 342m2	749,468.00
10 Woody Avenue CASTLETOWN	Patio Addition 26.5m2	18,000.00
9 Crossland Street ESPERANCE	Terraforce Retaining Wall on Northern Boundary	7,500.00
167 Paterson Road MONJINGUP	Shed Addition 110m2	16,000.00
Lot 164 Lane Road NERIDUP	Farm Shed for Machinery Storage 840m2 (Class 7b)	211,759.00
146 Burton Road CASTLETOWN	Patio Addition to Existing Dwelling 52.44m2	20,000.00
9 Gunton Circle CASTLETOWN	Patio Addition	18,583.00

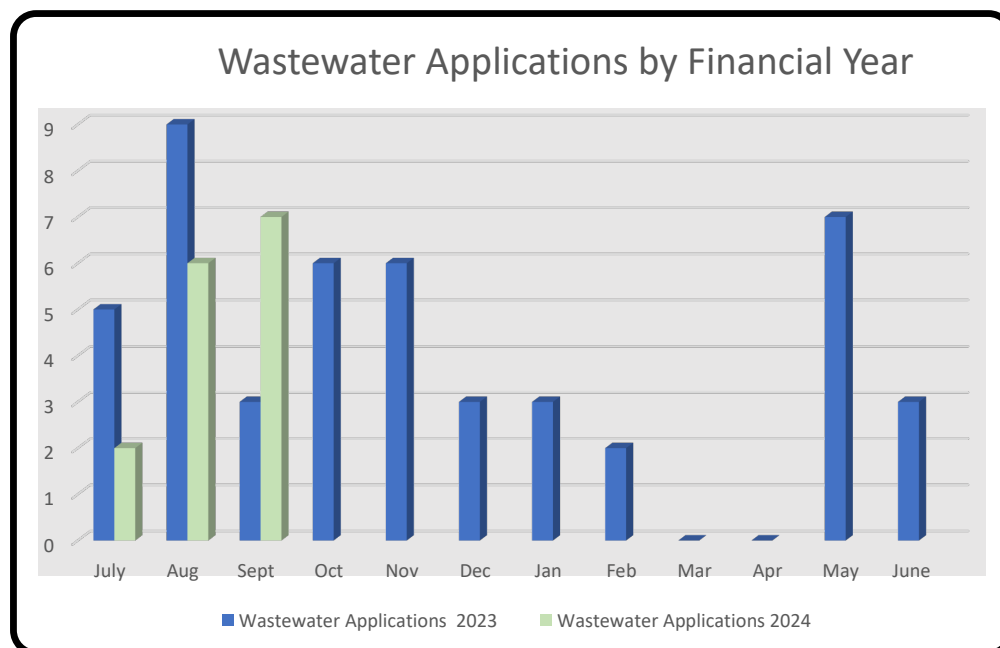
20 Asken Turn BANDY CREEK	Shed 89.25m2	20,000.00
209 Harbour Road CHADWICK	Amenities Block 68m2 (Class 10a)	120,000.00
Lot 41 Ridley Road GRASS PATCH	Flour Mill 36m2 (Class 8)	50,000.00
13 Alexander Drive CASTLETOWN	Dwelling with Alfresco-Garage-Retaining Wall & Water Tank 235m2	540,000.00
192 Dalyup Road DALYUP	Class 7b Farm Shed with Lean-to 1152m2 - For Storage (Grain/Fodder)	280,009.00
31 Beckwith Road CHADWICK	Grain Silo 300T - Esperance Quality Grains	180,000.00
799 Tyrrell Road MERIVALE	Change of Class from Ancillary Dwelling (1a) to Holiday House (1b)	1,260.00
209 Harbour Road CHADWICK	Demolition - Commercial Shed (Class 7b)	26,000.00
39 Spencer Road PINK LAKE	Dwelling - Single with Porch, Garage and Water Tank 70m2	359,310.00
39 Spencer Road PINK LAKE	Dwelling - Single, Garage, Alfresco, Verandah and Water Tank 296.61m2	653,617.00
<b>Total Value</b>		<b>\$3,740,404</b>

#### Specific Comments relating to Monthly Statistics

- Four of the Occupancy Permits were a result of Compliance Letters in relation to unauthorised occupancy.
- A Demolition was undertaken by a local Licenced Demolition Contractor who did not obtain the Demolition Permit prior to demolition (Worksafe Approvals were obtained). Leniency was given as a one off and education provided to ensure it does not happen again. Retrospective Demolition Permit was issued for record keeping and a learning opportunity for the Contractor and Applicant (local Registered Builder).

## Environmental Health Development Applications

September 2024



### September Wastewater Applications Received

Lot: 10 Barook Rd PINK LAKE
Lot: 36 Connolly St WEST BEACH
Lot: 13 Barook Rd PINK LAKE
Lot: 54 Thompson St WEST BEACH
Lot: 42 Merivale Rd MYRUP
Lot: 70 Princess St PINK LAKE
Lot: 533 Eleven Mile Beach Rd PINK LAKE
Lot: 2058 Cape Le Grand Rd CAPE LE GRAND

### Specific Comments relating to Environmental Health Activities in September

- Seven food premise inspections.
- Twenty-three water samples were taken for drinking water, aquatic facilities and recreational water.
- The Environmental Health team worked together with BOILC staff to complete water sampling ready for reopening.
- Six temporary food permits were issued.
- One food business registration, one Section 39 and one Public Building.





# Council Plan Summary

September 2024



Shire of Esperance

Council Plan September 2024

## People

### A safe community

Action Code	Action Name	Comments	Responsible Officer Position
1.1.1	Advocate for increased police presence	Meet with OIC Esperance Police regularly to discuss local issues and where the Shire can assist. Have been working with Police on locating mobile CCTV into crime hotspots to assist with safer communities.	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 arises with State Government. Met with Acting Regional Manager from Dept of Communities during August and discussed the lack of these services in Esperance.	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.		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,	Attended the opening of expanded Headspace office during September.	Chief Executive Officer

Wednesday, 9 October 2024

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**Shire of Esperance**

**Council Plan September 2024**

Action Code	Action Name	Comments	Responsible Officer Position
	telehealth services, and mental health support services	Continue to advocate for improved access to health services as the opportunity arises.	
2.2.1	Lead implementation of the Esperance Greater Sports Ground Redevelopment Masterplan	GSG new bores have been drilled, work to equip these will now commence.	Director Asset Management
2.2.2	Provide a third soccer pitch at the Greater Sports Ground	No Update	Director Asset Management
2.2.3	Graham Mackenzie Stadium Project	The detail design of the stadium is underway	Manager Asset Planning
2.2.4	Develop a Bay of Isles Leisure Centre Management Plan	Preliminary report expected from Otium within the next two weeks. Additional feedback has been sought and provided.	Manager Recreation and Culture
2.3.1	Finalise design and pursue funding for James Street Cultural Precinct	Working on funding applications	Director External Services
2.3.2	Implement the Interpretation Plan for Esperance Museum, including an Aboriginal interpretive section	No action	Manager Recreation and Culture
2.4.1	Explore sustainable funding sources to attract, manage and support local volunteers	We have been successful in obtaining a bump in our overarching funding, as well as an additional grant to see us through to the end of this financial year. We will not be seeking additional funds for a while to ensure that our focus stays on achieving the desired outcomes of these current grants.	Volunteer Resource Centre Coordinator
2.4.2	Explore options to recognise, reward and incentivise volunteers	We have finalised the project plan for our additional funding this year, which will see several videos showcasing volunteering in the Esperance region created and released over the coming financial year.	Volunteer Resource Centre Coordinator

**Shire of Esperance**

**Council Plan September 2024**

Action Code	Action Name	Comments	Responsible Officer Position
		This is made possible through a grant we have received from VolunteeringWA and the Department of Social Services.	

**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	A draft agreement has been developed this is to be discussed further with ETNTAC.	Manager Parks & Environment
3.1.2	Provide assistance with events, activities and promotions to encourage greater awareness and participation in NAIDOC Week	Our team supported Tjaltjraak during the Wildflower Festival in September.	Community Development & Events Manager
3.1.3	Facilitate Aboriginal dual naming of significant places	As opportunities arise.	Director Asset Management
3.1.4	Partner with traditional custodians to develop cultural trails with maps and interpretive signs to raise awareness, knowledge and understanding about local Aboriginal history and stories		Manager Parks & Environment
3.1.5	Establish and strengthen relationships with local Aboriginal Stakeholders and organisations	The organisational RAP Working Group have been reviewing the existing RAP prepared in February 2018. The group are reflecting on those actions which are completed or still a work in progress, and reviewing those outstanding to ensure they still measure up to	Director Corporate and Community Services

Shire of Esperance

Council Plan September 2024

Action Code	Action Name	Comments	Responsible Officer Position
		what the organisation needs to focus on now, with a more inclusive cultural path going forward.	
3.1.6	Support the Partnership Agreement with Esperance Tjaltjraak Native Title Aboriginal Corporation	Partnership examples in September included Esperance Wildflower Festival, use of the Civic Centre, providing Kepa Kurl and Esperance lettering signage and coordinating a mow of the lawn and car park clean prior to the event. We also met to help with the event planning requirements for the Monjingup Lake light show in December.	Community Development & Events Manager
3.2.1	Advocate for increased child care services through promotional campaigns	Advocacy efforts have been focused on Shire's support and willingness to work with individuals who want to develop family day care.	Chief Executive Officer
3.2.2	Provide regular events and activities to inform and engage the youth within our community	Events in September included two days of Rockin Rollin Rollerskating at the Graham 'Macka' Mackenzie Stadium with 315 attendees. The One and All Community Program was held, and a Youth Blue Light disco is due to be held at the Civic Centre on the 3rd of October.	Community Development & Events Manager
3.2.3	Implement youth precinct concept plan	Given the discussion around the future skate park expansion, will look at what the next stage should be.	Director Asset Management
3.3.1	Advocate for improved aged care facilities and palliative care	Met with CEO of Esperance Aged Care Facility during the period and received an update as to how the facility is operating. Currently operating with 94 beds with a proposal to open the remaining 10 beds under their license in October. Generally operating well with compliance issues resolved that had previously challenged the facility. Assisted the facility to install speedhumps at the	Chief Executive Officer

**Shire of Esperance**

**Council Plan September 2024**

Action Code	Action Name	Comments	Responsible Officer Position
		entrance to the facility to improve safety for patrons and visitors.	
3.3.2	Advocate for community and care services to support active aging in home	Work continues closely with the hospital and the Esperance Aged Care Facility. We have just been invited to attend Goldfields Primary Health Collaborative in October with the agenda looking at the impacts of Aged Care in our communities.	Manager Aged Care & Disability Services
3.3.3	Provide flexible working arrangements at Esperance Home Care Centre to attract and retain staff	Flexible working arrangements has caused headaches once again for school holidays. Flexibility is great but we still need to maintain staffing numbers. Work to be done in this space.	Manager Aged Care & Disability Services
3.3.4	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
3.3.5	Provide appropriate level of ACROD parking bays	Parking design projects continue to be assessed to determine ACROD requirements.	Manager Asset Development
3.3.6	Provide improved beach access for people with disability	Working on ongoing maintenance plan for the Town Beach.	Director Asset Management
3.3.7	Implement actions and initiatives resulting from DAIP discussions and forums	Working Group Meeting was held 10th September 2024	Building Services Coordinator

Shire of Esperance

Council Plan September 2024

Business as Usual

Action Code	Action Name	Comments	Responsible Officer Position
BAU1.1.1	Community Development	From July until September the main focus has been- Winter Wonderland (2), Esperance NAIDOC Week (support), TOAST workshop, Lexus Melbourne Cup Tour, Student Exchange program, Shire Family Fun day, Student Exchange Sun-downer, Wildflower Festival (support), Rockin Rollerskating, One and All Community Programs (July and September)), Community Grants, CSRFF Funding applications for Hockey and Esperance Tennis club, Club Land (support), KidSport funding and Civic Centre shows.	Community Development & Events Manager
BAU1.1.2	Esperance Home Care	The last quarter has seen us settle to some extent. We have held our first meetings within the training area and are starting to look at what we might do with our front garden section. There have been social events we have offered, fun get togethers for those wanting to socialise outside of work and build team spirit in this way. With the new Aged Care Act going through Parliament, we are now in for changes. The information about these is gradually coming through, but the next 9 months will be busy as we not only make adjustments for staff but explain to clients as well.	Manager Aged Care & Disability Services
BAU1.1.3	Bay of Isles Leisure Centre	Aquatic side closed due to ceiling replacement. Gym and fitness classes still operating.	Manager Recreation and Culture
BAU1.1.4	Esperance Civic Centre	Over the last quarter several upgrades have been made to the venue, including the replacement of lighting in the Reception Room and Main Auditorium. The house lights in the auditorium were 43 years old and these have	Civic Centre Coordinator

Shire of Esperance

Council Plan September 2024

Action Code	Action Name	Comments	Responsible Officer Position
		been replaced with modern LED fixtures. The new lights are approximately 30w each, compared to the old lights which were 150w each. The step lighting is also being replaced as this has been a safety concern in the venue. Show numbers have been on par to what I would have expected, again with the current economic climate.	
BAU1.1.5	Esperance Public Library	Our focus this quarter was on Library events and staff training. We led a special Winter-Wonderland Story time and joined in the One-And-All ahead of our participation in the main event. Our four Family History sessions were well patronised, as were the first two sessions of screening the 'Historical Homesteads' documentaries followed by a Q&A with the creators. These locally produced documentaries are available on You-Tube however staff identified that many community members did not have suitable internet access and/or digital literacy to be able to enjoy these films. A family day / kids book sale was held in the October school holidays. We hosted EACS visitors as part of their 'Rite Journey Town Challenge' where students participated in an interactive quiz. We also hosted sessions with students from across the Shire in a mini 'Mallee Muster' morning. Staff participated in formal training completing courses in 'Readers Advisory' and 'Cataloguing for Beginners' which are considered core learnings in the Library and Information profession. Tax help sessions commenced for another tax season and our regular JP sessions have had continued patronage. We ended the quarter onboarding a new staff member.	Library & Culture Coordinator



Shire of Esperance

Council Plan September 2024

Action Code	Action Name	Comments	Responsible Officer Position
BAU1.1.6	Esperance Museum	<p>Due to volunteer unavailability, there were two shift changes in July for the Front of House roster. The Museum closed to the public from 22 July due to decreased volunteer availability and no staffing support available.</p> <p>The museum was closed for the month of August to allow for display changes to be undertaken in the maritime section.</p> <p>Due to volunteer unavailability there were three shift changes in September for the Front of House roster and one day closed to the public. Opening days increased over the school holidays with paid staff. The Museum supported the Historical Society's History Half Hour event at the beginning of September, which attracted over 50 people.</p>	Cultural Officer
BAU1.1.7	Volunteer Resource Centre	<p>All staff members spent July sorting through our on-site documentation and archiving old records; consolidating a comprehensive list of our hire equipment; promoting volunteer vacancies and referring interested volunteers; polishing up our new website; finalising plans for the new grant we received which focusses on creation of video/social media content to showcase volunteering in Esperance; working on reports for the two grants that ended at the end of June; and updating the details we have on file for local non profits that engage with our service.</p>	Volunteer Resource Centre Coordinator
BAU1.1.8	Esperance Skate Park	No update.	Director Asset Management
BAU1.1.9	Ranger Services	Rangers have been preparing for the firebreak inspection program commencement in October, as well	Manager Ranger & Emergency Services

**Shire of Esperance**

**Council Plan September 2024**

Action Code	Action Name	Comments	Responsible Officer Position
		as animal registrations, which are due at the end of October. Rangers continue to support rehoming efforts due to SAFE having limited resourcing in Esperance. Routine patrols ongoing.	

Shire of Esperance

Council Plan September 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	Stage 3 works have commenced at Tjaltjraak Boodja Park in a partnership with ETNTAC.	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	A funding application for the project has been submitted to the Australian Government.	Manager Parks & Environment
4.1.3	Provide a Coastal Hazard Risk Management Adaption Plan (CHRMAP) for West Beach	Geotechnical assessment of the coastal environment is required before a Coastal Hazard Risk Management Adaption Plan (CHRMAP) for West Beach is developed.	Building Services Coordinator
4.1.4	Review the Coastal Management Plan	The review of the coastal management plan is continuing. Environmental Services Staff are currently reviewing the proposed management actions.	Manager Parks & Environment
4.1.5	Implement the Dempster Head Management Plan	Works at Dempster Head are ongoing.	Manager Parks & Environment
4.1.6	Install booster pumps for the sand back-passing pipeline from Bandy Creek Boat Harbour to manage beach erosion in Esperance Bay	Still working on the options for the booster pumps.	Director Asset Management
4.1.7	Implement the Lake Monjingup Reserve Management Plan	Works at Lake Monjingup Reserve are continuing.	Manager Parks & Environment

**Shire of Esperance**

**Council Plan September 2024**

Action Code	Action Name	Comments	Responsible Officer Position
4.1.8	Provide a new Weed Management Strategy		Manager Parks & Environment
4.1.9	Advocate on behalf of the community for the State's plans for a Marine Park	Awaiting the DBCA's and the Government's response from the public consultation process on their draft indicative joint management plans. State Government decision on the Proposed South Coast Marine Park is expected late in the calendar year.	Chief Executive Officer
4.2.1	Provide a new Trails Master Plan	This is with Parks and Reserves for Review	Asset Administration Supervisor
4.2.2	Upgrade Piggery Mountain Bike trails - stage 1	Upgrade works at the Piggery Mountain Bike Track are continuing with a focus on erosion management and feature and track upgrades. Works have been planned with the Esperance Mountain Bike Association and professional trail designers and builders. The firebreak jump line is being constructed at the moment.	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	Draft annual carbon emission audit complete, currently being reviewed before being finalised.	Director Asset Management
5.1.2	Install renewable energy (solar PV and battery storage) on council buildings where feasible	Awaiting report from Save Energy regarding the feasibility and cost of installing solar on to Shire buildings.	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 September 2024

Action Code	Action Name	Comments	Responsible Officer Position
	buildings, and support community facilities to adopt these measures	Recent upgrade to ceiling of BOILC allowed improvements to improve energy efficiency. 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 running a full electric vehicle with Home Care, this has proven to be very successful. A replacement program has upgraded to mostly hybrid vehicles. RAV4 hybrid all wheel drives and two-wheel drives and Camry and Corolla Cross and hatch vehicles have all shown good results. Diesel i40 Sedan was replaced in August with a Hybrid Camry Sedan at Home Care and Hybrid Toyota RAV4s for both Health and Building.	Technical Officer Fleet
5.2.1	Design and prepare a proposal for DWER for Food Organics and Garden Organics (FOGO)	Will push this once the design for the Waste Transfer Station is complete.	Director Asset Management
5.2.2	Commence construction of the Community Drop Off and Transfer Station at Myrup	Bulk earthworks continuing. Anticipate receiving the designs for the major building in October and be out for tender in November.	Director Asset Management
5.2.3	Advance Esperance's Waste Revolution education platform to improve waste diversion rates and promote a circular waste economy	The new Sustainability and Resource Recovery Education Officer commenced this month.	Waste Management Coordinator

Shire of Esperance

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**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	Ranger and Emergency Services continue preparing for the Firebreak Inspection Program which supports the objective of the Bushfire Risk Mitigation Plan. Coordination of mitigation treatments continues, awaiting contractor availability. Hazard Reduction Burns performed in Coomalbidgup, working with DFES to coordinate resources.	Manager Ranger & Emergency Services
6.1.2	Facilitate innovative initiatives and networks to help build drought resistance and resilience	Grass Patch Tanks will commence shortly. Condungup Tanks have been installed.	Director Asset Management
6.1.3	Advocate for more emergency services personnel in Esperance	Advocate with politicians and senior government officers when opportunities arise. Met with local OIC and Regional Inspector of Police during July. They advised that staff housing continued to be a challenge for them to bring additional police to Esperance. If more GROH housing was available then police numbers could potentially increase.	Chief Executive Officer
6.1.4	Facilitate coastal safety measures in partnership with the Coastal Safety Working Group	Coastal Safety Working Group has commenced implementing the season plan.	Manager Ranger & Emergency Services
6.1.5	Advocate for appropriate coastal safety infrastructure and resources	Coastal Safety Working Group has commenced implementing the season plan. The development of a repeater station at Salmon Beach is underway - this is a fully funded project of DPIRD, of which the Coastal Safety working Group has advocated for.	Manager Ranger & Emergency Services

Shire of Esperance

Council Plan September 2024

Business as Usual

Action Code	Action Name	Comments	Responsible Officer Position
BAU2.1.1	Waste Management	The waste team welcomed a new Sustainability and Resource Recovery Educator to the team this month in September and is developing a bin tagging program to action the Waste Management policy and Waste Local Law.	Manager Waste & Environmental Health
BAU2.1.2	Environmental Health	The Environmental Health team is recruiting for a new Environmental Health Cadet as current cadet is preparing to graduate as an Environmental Health Officer. The EH team has been working on a policy, process and guideline for Temporary Accommodation following the Department of Local Government, Sports & Cultural Industries recent amendments to the Caravan Park and Camping Ground Regulations 1997.	Manager Waste & Environmental Health
BAU2.1.3	Emergency Services	Bushfire Advisory Committee scheduled for October. Fire Hazard Reduction Notice endorsed at BFAC and July OCM, and gazetted in August. Notification to landowners via rates booklet, newspapers, website, variable messaging boards and social media. Restricted burn period commenced mid September. Firebreak Inspection Program to commence in October. Off season training commenced with further training sessions in October. Local Emergency Management Committee meeting occurred in August, with annual exercise completed. Condingup Fire Shed project on track. Grass Patch Fire Shed project commenced.	Manager Ranger & Emergency Services

Shire of Esperance

Council Plan September 2024

Place

Responsible planning and development

Action Code	Action Name	Comments	Responsible Officer Position
7.1.1	Flinders subdivision - develop structure plan and report to Council	Investigations being undertaken regarding Aboriginal Heritage.	Building Services Coordinator
7.1.2	Advocate for provision of adequate, affordable utilities and communications infrastructure to support population and economic growth	Presented a submission to the Federal Government's Regional Telecommunications Review. Received confirmation that DPIRD have funded a cell repeater system to be installed at Salmon Beach to improve mobile phone coverage. Engaged with Telstra over their installs and upgrades to mobile phone reception around Esperance.	Chief Executive Officer
7.1.3	Develop an Esperance Cemetery Master Plan	The development of an Esperance Cemetery Master Plan is continuing with the Cemetery Working Group.	Manager Parks & Environment
7.1.4	Shark Lake Industrial Park subdivision stage 2	As per Council discussion, Shark Lake Industrial Park subdivision stage 2 will be put on hold.	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)	During August we met with Acting Regional Director of Dept of Communities. Participated in an interview with consultants that have been engaged by Dept of Communities to understand issues and opportunities for improvements, especially around housing and homelessness.	Chief Executive Officer



**Shire of Esperance**

**Council Plan September 2024**

Action Code	Action Name	Comments	Responsible Officer Position
8.1.2	Advocate for a new lifestyle village for seniors	Advised by a lifestyle village provider that they will not be in a position to assess opportunities such as Esperance until early 2025. Their focus remains on their current commitments due to the construction market and heated housing market.	Chief Executive Officer
8.1.3	Facilitate for greater availability of housing to meet community needs (e.g. land and property owners to build apartments, villas, units, and mixed use developments) including engagement with State Government on housing management practices (e.g. GROH housing)	Met with consultants who are investigating changes or issues on behalf of Dept of Communities (Housing). Raised concerns around GROH and social housing needs within the town. Submitted a funding application to the Federal Governments Community Enabling Infrastructure Stream 2 for Flinders Stage 3 and Ocean St land development to offset increased construction costs and allow financial breakeven on the projects.	Chief Executive Officer

**Attractive and welcoming places**

Action Code	Action Name	Comments	Responsible Officer Position
9.1.1	Implement the CBD Concept Landscaping Design	Implementation of the CBD Concept Landscaping Design is continuing with infill planting programs completed. Street furniture installation has also commenced across the CBD.	Manager Parks & Environment
9.2.1	Provide attractive and welcoming entrances into Esperance	Working on variations to the proposed entry statement signs.	Director Asset Management
9.2.2	Facilitate more tree planting across the Shire	Tree planting programs are underway.	Manager Parks & Environment

**Shire of Esperance**

**Council Plan September 2024**

Action Code	Action Name	Comments	Responsible Officer Position
9.3.1	Implement Civic Centre improvements	Detail design being finalised.	Manager Asset Planning
9.3.2	Implement the Playgrounds and Public Open Space Strategic Plan 2015-2025	The implementation of the Playgrounds and Public Open Space Strategic Plan 2015-2025 is continuing with upgrades underway at Gibson Community Park. The bike jump track has been asphalted and is now open to the public. Work will then be completed on the playground 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		Manager Parks & Environment

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

Action Code	Action Name	Comments	Responsible Officer Position
10.1.1	Implement the Esperance 2050 Cycling Strategy	Ongoing as per budget and schedule for footpath and trail upgrades.	Manager Parks & Environment
10.1.2	Construct sealed shoulders on roads to improve safety for cyclists and vehicles		Manager Asset Operations
10.1.3	Provide safety measures along The Esplanade and Fisheries Road to improve pedestrian crossings		Manager Asset Operations
10.2.1	Implement Road Safety Management Plan 2024-2030	Working through priority actions.	Director Asset Management

**Shire of Esperance**

**Council Plan September 2024**

Action Code	Action Name	Comments	Responsible Officer Position
10.2.2	Advocate for Main Roads to provide road upgrades and more passing lanes	Main Roads were allocated \$1.2m Black Spot funding to upgrade the intersection at the Esperance Airport entrance.	Director Asset Management
10.2.3	Advocate with Main Roads WA to undertake a transport corridor. Upgrade Plan for Harbour Road, including South Coast Hwy Intersection upgrade and Pink Lake Road Intersection Upgrade.	No update	Director Asset Management
10.2.4	Implement the Shire of Esperance Road Construction and Maintenance Program		Manager Asset Operations
10.3.1	Implement the Esperance Town Centre Parking, Traffic and Pedestrian Strategy	CBD improvements are continuing.	Director Asset Management
10.3.2	Pursue opportunities to secure land to link Dempster Street and RSL public car parks	No update.	Director Asset Management
10.3.3	Provide options to accommodate additional parking within the verge area between The Esplanade and Yacht Club	Not included in budget.	Director Asset Management
10.3.4	Provide upgrade to Forrest Street Road and streetscape.	Off street parking area under construction. Some adjustments required to design due to location of underground services.	Manager Asset Development
10.3.5	Construct car park at end of Forrest and Windich Streets	Construction has started, works will take approximately 6 weeks and will match in with the asphalt program.	Director Asset Management
10.4.2	Design, Fund and Construct new Airport runway	Still waiting for the Geotech results.	Director Asset Management

Shire of Esperance

Council Plan September 2024

Business as Usual

Action Code	Action Name	Comments	Responsible Officer Position
BAU3.1.1	Esperance Cemetery	Still working on delivering a Cemetery Master Plan.	Director Asset Management
BAU3.1.2	Fleet Management and Fixed Plant	Maintenance backlog due to staff shortages being addressed with contractor staff. No major equipment maintenance issues. Improvement plan for fleet maintenance systems being developed. New Workshop supervisor commenced.	Manager Asset Planning
BAU3.1.3	Development	All staff working well, Cadets are currently undertaking training. Casual Building Surveyor was working remotely.	Building Services Coordinator
BAU3.1.4	Building Maintenance	BOILC ceiling replaced due to ceiling supports failure.	Manager Asset Planning
BAU3.1.5	Asset Management	Asset Management plan for transportation asset classes being reviewed.	Manager Asset Planning
BAU3.1.6	Parks and Reserves	Parks and Reserves maintenance programs were delivered based on schedules, budgets, and priorities.	Manager Parks & Environment
BAU3.1.7	Roads, Drains and Footpaths		Manager Asset Operations
BAU3.1.8	Airport	Design work for Airstrip upgrade held up due to delays in Geotech testing being finalised. Business case on hold until final costings are completed from design consultancy group.	Manager Economic Development
BAU3.1.9	Drafting and Surveying	Survey and design works for construction projects continues.	Manager Asset Development

**Shire of Esperance**

**Council Plan September 2024**

Action Code	Action Name	Comments	Responsible Officer Position
		Currently working on various urban projects along with some rural intersection works.	
BAU3.1.10	Land and Property	Planning services provided to the Shire of Ravensthorpe.	Building Services Coordinator
BAU3.1.11	Depot and Stores		Manager Asset Operations
BAU3.1.12	Transport Licensing	The resignation of a team member has left a staffing issue for a couple of months. A new Licensing officer has now been recruited and training is set to begin in a couple of weeks.	Manager Financial Services

Shire of Esperance

Council Plan September 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	Provided a list of current courses to Councillors during September with an invite to tour the Esperance campus and discuss the barriers of delivering courses in Esperance.	Chief Executive Officer
11.1.2	Advocate for urgent upgrades and a rebuild of Esperance Senior High School	No further actions proposed at this stage. Awaiting the project definition plan to commence.	Chief Executive Officer
11.1.3	Facilitate discussions with universities to explore options for a remote student services campus in Esperance	Regional Development Australia are applying for a Remote University Hub for the Goldfields/Esperance region.	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	DAMA community information session planned for 14th October hosted by Shire and ECCI.	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	Draft plan submitted for internal review.	Manager Economic Development
12.1.2	Support proponents in priority industry sectors to establish businesses and develop projects in Esperance	No further update for this month.	Manager Economic Development

**Shire of Esperance**

**Council Plan September 2024**

Action Code	Action Name	Comments	Responsible Officer Position
12.1.3	Promote Esperance as a suitable centre for research and development, and pilot projects	Continue advocacy with DBCA around a Marine Research facility. Participating in a steering group for the proposed aquaculture precinct at Bandy Creek. Supporting Renewable Bio with their projects around Esperance.	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	No further update this month.	Manager Economic Development

**A vibrant and welcoming tourism destination**

Action Code	Action Name	Comments	Responsible Officer Position
13.1.1	Partner with Australia's Golden Outback to Implement the Esperance Tourism Strategy	Significant milestone with new Tourism brand launched. Grounded Hiking Festival delivered successfully by AGO.	Manager Economic Development
13.1.2	Provide more digital marketing and advertising opportunities to promote local experiences at Council facilities (eg. Esperance Airport)	No further action	Manager Marketing & Communications
13.2.1	Advocate for development of a 4 to 5 star accommodation offering	Included in the investment prospective but also intend to include as part of tourism accommodation study to identify suitable sites for a 4 or 5 star offering. Further stage development of RAC has gone some way in filling the higher end accommodation market.	Chief Executive Officer

**Shire of Esperance**

**Council Plan September 2024**

Action Code	Action Name	Comments	Responsible Officer Position
13.2.2	Implement the recommendations from the Tourist and Worker Accommodation Study	The State Government has recently invited local governments to submit proposals which will increase the supply of housing including social, affordable and notably key worker accommodation. Shire officers are seeking further details on how the key worker project could be supported through this fund.	Manager Economic Development
13.2.3	Advocate for Traditional Owners to develop and promote cultural heritage tourism activities	No further update this month.	Manager Economic Development
13.2.4	Advocate for the development and promotion of tourism experiences	No further updates this month.	Manager Economic Development
13.2.5	Develop wayfinding and interpretive tourism signage	Working with Tourism Manager to deliver the project.	Director Asset Management

**Business as Usual**

Action Code	Action Name	Comments	Responsible Officer Position
BAU4.1.1	Monitor Performance of Tourism against Tourism Strategy and Reporting	Key achievement from the strategy to review and update the current Esperance tourism brand completed and now being implemented. Events over the winter season have been undertaken with seed funding provided by the Shire. Accommodation Study regarding high end tourism sites and market sounding near completion. Way Finding Signage Strategy to commence early 2025.	Manager Economic Development
BAU4.1.2	Economic Development Plan for Esperance.	Draft completed and waiting for further comments/ feedback from internal officers before finalising report.	Manager Economic Development



**Shire of Esperance**

**Council Plan September 2024**

Action Code	Action Name	Comments	Responsible Officer Position
BAU4.1.3	Town Centre Development	Working on Landscaping upgrades within the CBD.	Director Asset Management
BAU4.1.4	Esperance Visitor Centre	The Visitor Centre started getting busier in September, especially the week of the Wildflower festival and the long weekend with the hiking festival. Longer weekday opening hours (until 5pm) started after the long weekend.	Visitor Centre Coordinator

Shire of Esperance

Council Plan September 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. Annual report collation to commence in August. Draft has been sent to relevant officers for review.	Governance & Corporate Support Coordinator
14.1.2	Provide public reports on progress towards achievement of priority projects and outcomes	Monthly report provided to Council.	Governance & Corporate Support Coordinator

**Operational excellence and financial sustainability**

Action Code	Action Name	Comments	Responsible Officer Position
15.1.1	Review the Long Term Financial Plan and informing plans per IPR framework	Workshops to review the Long Term Financial Plan will commence with Councillors in the second quarter this financial year.	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 Online Timesheets project is continuing and is on-track.	Manager Information Services

Shire of Esperance

Council Plan September 2024

**A well informed and engaged community**

Action Code	Action Name	Comments	Responsible Officer Position
16.1.1	Review the Communication and Engagement Strategy	Not Started.	Manager Marketing & Communications
16.1.2	Provide regular forums and events to inform and engage the community about local issues and council decisions (such as pop-up booths at local community events)	Over the past 3 months although fewer community events, we did host the ECCI who had presentations from Renewable.Bio about their business and aspirations for Esperance. At the Winter Wonderland there was an opportunity for community to engage with Councillors and there will also be a booth at the Esperance Ag Show for community engagement.	Chief Executive Officer
16.1.3	Conduct a biennial community survey to assess community priorities and benchmark performance levels	Not Started.	Manager Marketing & Communications

**Business as Usual**

Action Code	Action Name	Comments	Responsible Officer Position
BAU5.1.1	Governance	Committee membership was updated this quarter with minor changes due to staff resignations. Staff delegations have all been updated for this year, with bush fire brigade delegations to be sent for signing shortly. Review of management practices in progress, received documents to be reviewed prior to sending through to Directors for comment. Extractive Industries Local Law has been finalised and response from the Joint Standing Committee has been received with minor changes required at the next review. The Bush Fire	Governance & Corporate Support Coordinator

Shire of Esperance

Council Plan September 2024

Action Code	Action Name	Comments	Responsible Officer Position
		Brigades Local Law is still to progress once feedback has been incorporated. We have received all feedback from Ministers for the Waste and Health Local Laws, which is to be reviewed by staff prior to putting back to Council for consideration.	
BAU5.1.2	Corporate Support	New Governance & Corporate Support Officer is settling in nicely. 8 property inspections were undertaken between July and September. Document control project is continuing with templates continuing to be developed and training and advice being provided upon request. Annual CRM review was undertaken with minor changes being made to the system, including new categories and changes to staff within action roles. Land Tax and Emergency Services Levy registers were updated and returned to relevant parties.	Governance & Corporate Support Coordinator
BAU5.1.3	Finance Management	2023-24 Financial Statements are complete, and auditors are still reviewing the numbers. The team has been working to move month end reporting from paper based to electronic. The team got together in September to put together a plan for the financial year and are looking forward to completing some major projects over the next 9 months.	Manager Financial Services
BAU5.1.4	Project Management	Project management templates being reviewed.	Manager Asset Planning
BAU5.1.5	Human Resources	HR team have worked well in the first quarter. Spike in recruitment activities and substantial increase in training courses being offered has seen the team very busy.	Manager Human Resources
BAU5.1.6	Risk Management	New Risk Management Policy adopted and Risk Management Framework finalised.	Manager Human Resources

Shire of Esperance

Council Plan September 2024

Action Code	Action Name	Comments	Responsible Officer Position
BAU5.1.7	Information Services	Work in this quarter has been mainly around the normal break/fix support tickets as the IT Coordinator has been dedicated to assisting with the ESRI project. The IM Team has been short staffed with the staff movement of an IM Officer and School Holiday leave has impacted both IT and IM teams with a skeleton crew keeping the engines running.	Manager Information Services
BAU5.1.8	Tenders and Contracts	New prequalified supplier panels in place for the 2024/25 year.	Director Asset Management
BAU5.1.9	Media Relations	Over the past quarter, the Shire Media team published 29 Latest News articles on the Shire website, social media, and Shire Flyer. Topics covered included:  July: Council adopts new Extractive Industries Local Law 2024 Council Endorses new Tourism Brand 2023/24 Budget Report - Fisheries Rd Project Esperance Indoor Stadium Update - Preliminary Mould Testing Results & Detailed Results Aquatic Centre Closes for Major Maintenance Wylie Bay Facility Windy Day Info 2023/24 Budget Report - Land Development Statement regarding Rex Airlines Services Notification of Special Council Meeting  August: Council approved the 2024/25 Budget Hazard Reduction Activity Notice	Manager Marketing & Communications

Shire of Esperance

Council Plan September 2024

Action Code	Action Name	Comments	Responsible Officer Position
		<p>Road &amp; Project Update 2x Aquatic Centre Ceiling Replacement Project Update Esperance Indoor Stadium Update - Sports Flooring removal President Chambers NAIDOC Kepa Kurl Week opening ceremony speech Rates Notice 2025 Citizen of the Year Nominations Open Changes to Caravan and Camping Regulations Wylie Bay Facility Windy Day Info</p> <p>September: Hazard Reduction Activity Notice Extended Museum Opening Hours Public Notice - Commencement of Restricted Burning Get Grounded in Nature Esperance Launches 'In Your Element' Tourism Brand Ride the Express to the Past Esperance Marks World Tourism Day with Launch of 'The Esperance Promise' Carpark to be Updated</p> <p>The Shire received 45 Media Enquiries, with approximately 100 questions asked. The Media Officer liaises between the media and relevant staff for interviews, assisting with 12 interviews. The Shire President has a regular 'Council Catch-up' segment on Triple M and is always available for interview requests. The Manager of Marketing &amp; Communications worked with ABC Esperance to secure footage and interviews for a story on the Sand Backpassing Project and how</p>	

Shire of Esperance

Council Plan September 2024

Action Code	Action Name	Comments	Responsible Officer Position
		<p>the Shire is mitigating coastal erosion.</p> <p>The Shire has restarted 'Council Connections' in the Esperance Weekender, a rundown of the monthly Council Meeting and other Shire information, on a 6-month trial.</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 third quarter of 2024, 189 stories appeared across print, radio, and online, reaching over 2.15 million people with an editorial media value of over \$757,557.</p> <p>Distribution of the Shire Flyer continues, with the eNewsletter formatted to a flyer and delivered to participating local shops. 1,253 subscribers receive the fortnightly newsletter directly to their inbox. Over the past 3 months, 1,891 copies of the Shire Flyer were printed and delivered to participating local businesses and Esperance Home Care.</p> <p>The Shire Marketing and Communications Team worked closely with Australia's Golden Outback on delivering the 'Esperance. In your element' tourism branding and 'The Esperance Promise'. The Digital Media Officer created and implemented the social media release of the Promise, creating social media collateral and coordinating 12 local businesses to release the Promise simultaneously for greater reach. Both the brand and Promise will be part of ongoing</p>	

Shire of Esperance

Council Plan September 2024

Action Code	Action Name	Comments	Responsible Officer Position
		marketing.  The media team works with every area of the organisation on promotional and public notice adverts, published in state newspapers and on the Shire's social media platforms. Adverts, both printed and online, totalled 123 for the third quarter of 2024.	





# Annual Road Program Quarterly Report

**Q1 2024/2025**



Shire of Esperance

Road Program Quarterly Report Q1 2024/2025

Place

Business as Usual

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

Task

Task Name	Progress	Status
Bandy Creek Road Repair Bridge Column	0%	Not Started
Castletown Quays Footpath realignment	10%	Ongoing
CONSTRUCTION - Lease Road Fuels Depot Access at Brazier Street and BP Entrance	5%	Ongoing
Construction Widening Salmon Gums West Road from Coolgardie-Esperance Hwy to Gimlet Road	70%	Ongoing
Develop a strategic road building materials plan for the Shire.	0%	Not Started
Fisheries Road - Daniels Road to Alexander Bay Road - Reconstruction	100%	Completed
Fisheries Road Turning Lanes	10%	Ongoing
Footpath Lighting Improvements Museum Village	0%	Not Started
Forrest St Carpark	0%	Not Started
Gravel Resheet Green Road from Scaddan Road to Wittenoom Road	100%	Completed

**Shire of Esperance**

**Road Program Quarterly Report Q1 2024/2025**

Task Name	Progress	Status
Gravel Resheet Scaddan Road from Yates Road to Styles Road	100%	Completed
Gravel Resheet Wittenoom Road from Norwood Road to Burdett Road	100%	Completed
Great Ocean Trail - Reseal	0%	Not Started
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	5%	Ongoing
Limestone Resheet Circle Valley Road from Coolgardie-Esperance Hwy to Hobby Road	0%	Not Started
Limestone Resheet Norwood Road from Kendall Road to Cridge Road	0%	Not Started
Native Veg Clearing Offsets	0%	Not Started
New Construction Bukenerup Road from Stearns Road to Patterson Road	0%	Not Started
Norseman Road Drainage	0%	Not Started
Pedestrian Refuge Island Black Street	0%	Not Started
Reconstruction Myrup Road West of Cook Road to Past Bends	100%	Completed
Reseal Bimbadeen Close	0%	Not Started
Reseal Elysium Road	0%	Not Started
Reseal Grass Patch Road from Hwy to Bishops Road	0%	Not Started
Reseal Murray Road from Chartwell Lane to end of seal	0%	Not Started

**Shire of Esperance**

**Road Program Quarterly Report Q1 2024/2025**

Task Name	Progress	Status
Reseal Orana Drive	0%	Not Started
Reseal Petarli Place	0%	Not Started
Reseal Program	0%	Not Started
Reseal Quarry Road	0%	Not Started
Reseal Tom Starceвич V.C. Road from Hwy to Ridley Road	0%	Not Started
Reseal Tullaroon Close	0%	Not Started
Reseal Warden Road	0%	Not Started
RESEALS - BITUMEN - Various Urban Roads - Crack Sealing	0%	Not Started
Review Road Maintenance Program Effectiveness	30%	Ongoing
Road Reserve Land Acquisition	20%	Ongoing
Salmon Gums Carpark	50%	Ongoing
Salmon Gums Footpaths	20%	Ongoing
Shoulder Sealing Fisheries Road Coolgardie-Esperance Hwy to Ridgeland Road	90%	Ongoing
Sump Pump Control	0%	Not Started
The Esplanade Carpark Whale Tail	0%	Not Started
Town Improvements General Salmon Gums	20%	Ongoing
Town Improvements Various Bin Surrounds CBD	10%	Ongoing
Various Culverts	60%	Ongoing
Various Patching of Gravel Roads	80%	Ongoing

Shire of Esperance

Road Program Quarterly Report Q1 2024/2025

Task Name	Progress	Status
Various Road Grids	65%	Ongoing
Various Road Signage	40%	Ongoing
Various Survey Design & GIS	30%	Ongoing

Date	Item Number	Item	Responsible Officer	Notes
28/11/2017	12.1.2	<b>Proposed Road Closure - Portion of Exchange Road and Unnamed Road, Howick</b>	<b>Hindley, Richard</b>	
	O1117-257	That Council <ol style="list-style-type: none"> <li>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.</li> <li>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.</li> <li>3. Request that the closed road be converted into a reserve managed by the Shire of Esperance for the purpose of conservation.</li> </ol>	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> <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</p>

Date	Item Number	Item	Responsible Officer	Notes
				<p>Survey documents being prepared by DPLH - survey instruction will be issued once approved.  12 Feb 2024 8:26am Hindley, Richard  Amended survey instructions to maintain legal road frontage to crown reserve.  13 May 2024 4:05pm Hindley, Richard  Amended Survey Plan being prepared.  04 Jul 2024 2:25pm Hindley, Richard  Amended survey being lodged.  06 Aug 2024 3:36pm Hindley, Richard  With DPLH.  <b>07 Oct 2024 3:56pm Hindley, Richard</b>  <b>Followed up with DPLH Lands - still being processed</b></p>
23/06/2020	17.6	<b>Compliance - 47 The Esplanade, Esperance</b>	<b>Hindley, Richard</b>	
	O0620-207	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.	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  03 Dec 2020 10:26am McArthur, Alli - Reallocation  Action reassigned to Clifton, Paul by: McArthur, Alli for the reason:  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.  13 Sep 2021 4:18pm Hindley, Richard  Awaiting valuations from Landgate before it can be finalised.  12 Oct 2021 8:27am Phillips, Holly  Richard Hindley 11/10/21 - Valuation has been prepared; is now under consideration by the occupier.  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.  05 Apr 2022 5:02pm Phillips, Holly  Item to be reallocated to Manager Development and Statutory Services.  15 Jun 2022 8:55am Hegney, Emily - Reallocation  Action reassigned to Hindley, Richard by Hegney, Emily - Paul Clifton no longer works at the Shire.  11 Aug 2022 2:20pm Phillips, Holly  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.  05 Sep 2022 1:19pm Hindley, Richard</p>

Date	Item Number	Item	Responsible Officer	Notes
				<p>WA Property Lawyers have advised the all required paperwork has been lodged with the Department of Planning, Lands and Heritage. 30 Sep 2022 2:42pm Hindley, Richard Being processed by DPLH. 10 Jan 2023 10:17am Phillips, Holly 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. 05 Apr 2023 1:58pm Hindley, Richard Compliance matters progressing. 05 May 2023 10:10am Hindley, Richard Compliance matters progressing. 02 Jun 2023 1:10pm Hindley, Richard Compliance matters progressing. 12 Sep 2023 12:46pm Hindley, Richard Request of Occupancy Permit - Response Due Late November 04 Dec 2023 3:35pm Greive, Roy Remediation works being undertaken, approvals should be able to be issued in the new year. 12 Feb 2024 8:21am Hindley, Richard Remediation works being undertaken, approvals may be issued once completed. 04 Jul 2024 2:24pm Hindley, Richard Remediation works being undertaken, approvals should be able to be issued once completed. 06 Aug 2024 3:38pm Hindley, Richard Remediation works being undertaken, approvals should be able to be issued once completed. <b>07 Oct 2024 3:57pm Hindley, Richard</b> <b>Remediation works being undertaken, approvals should be able to be issued once completed.</b></p>
25/05/2021		<b>Motion - Verge Development - Witches Brew Drive Thru Coffee</b>	Gleave, Dylan	
	O0521-140	<p>That Council</p> <ol style="list-style-type: none"> <li>1. Approve the standard stabilised gravel verge treatment as offered by the Shire to Witches Brew Drive Thru Coffee, Forrest Street, Esperance; and</li> <li>2. 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.</li> </ol>	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. 15 Sep 2021 3:10pm Walker, Mathew A draft concept of a long-term development is underway, stakeholder consultation will be undertaken after this. 09 Jun 2022 10:32am Walker, Mathew Stakeholder consultation still to be undertaken. Will put up for budget consideration. 04 Aug 2022 4:34pm Walker, Mathew Looking to review Forrest Street more strategically.</p>



Date	Item Number	Item	Responsible Officer	Notes
				<p>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. <b>04 Jul 2024 7:52pm Walker, Mathew</b> <b>Reviewed proposal sent to Charter Hall and Woolworths, costings are currently being reviewed.</b></p>
25/05/2021	12.2.2 O0521-141	<p><b>Andrew &amp; Dempster Street Roundabout Review</b></p> <p>That Council:</p> <ol style="list-style-type: none"> <li>Note the information provided on the Andrew Street and Dempster Street Roundabout which includes the traffic movement study and formal assessment on traffic flow.</li> <li>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.</li> <li>Request the Streetscape Advisory Committee to conduct community consultation on the Andrew Street &amp; Dempster Street Roundabout functionality and landscaping and provide recommendations to Council at the August Ordinary Council Meeting.</li> </ol>	<p><b>Walker, Mathew</b> Asset Management</p>	<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. 11 Jan 2022 8:46am Walker, Mathew Waiting to talk to the Streetscape Advisory Working Group 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 22 Jul 2022 3:15pm Hegney, Emily - Completion Uncompleted by Hegney, Emily 04 Aug 2022 4:35pm Walker, Mathew Waiting to talk to the Streetscape Advisory Working Group 06 Apr 2023 3:05pm Walker, Mathew Have had discussion with Council, we will trial planter boxes around the Roundabout. 07 Jun 2023 9:09pm Walker, Mathew Working with fabricator to create the planter boxes 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. <b>04 Jul 2024 7:51pm Walker, Mathew</b> <b>Proposed project to undertake the work included as part of budget.</b></p>

Date	Item Number	Item	Responsible Officer	Notes
23/08/2022	12.2.1	<b>Petition to stop the use of 1080 baits in the Monjingup Special Rural Zone</b>	<b>Walker, Mathew</b>	
	O0822-184	<p>That Council:</p> <ol style="list-style-type: none"> <li>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;</li> <li>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</li> <li>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.</li> </ol>	Asset Management	<p>13 Apr 2023 9:19am Hegney, Emily - Reallocation Action reassigned to Walker, Mathew by Hegney, Emily</p> <p>13 Apr 2023 1:29pm Walker, Mathew</p> <p>Waiting to hear back from the DPIRD on the current review of the Code of Practice for 1080 Bait.</p> <p>10 Jan 2024 8:37am Walker, Mathew</p> <p>Still waiting for DPIRD to release their review until we can progress this item.</p> <p>10 Apr 2024 1:33pm Walker, Mathew</p> <p>Still waiting to hear back from DPIRD, on their review, before we can progress this item.</p> <p><b>04 Jul 2024 7:54pm Walker, Mathew</b></p> <p><b>Still no feedback from DPIRD</b></p>
26/09/2023	12.3.3	<b>Lease - Airport Check-in Desk and Office</b>	<b>Walsh, Sarah</b>	
	O0923-174	<p>That Council;</p> <ol style="list-style-type: none"> <li>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</li> <li>Lease expiry date to be 2 July 2028;</li> <li>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;</li> <li>Charge a lease preparation fee of \$630 inc GST; and</li> <li>Advertise the disposition in accordance with s3.58 of the <i>Local Government Act 1995</i> for Disposing of Property.</li> </ol>	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 &amp; 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> <p>Reviewed McLeods response and replied to REX with updates.</p> <p>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>

Date	Item Number	Item	Responsible Officer	Notes
				<p>Further follow up sent to REX to confirm they received our feedback. Awaiting response.  02 Jul 2024 10:23am Walsh, Sarah  Still awaiting REX response - continuing to follow up.  24 Jul 2024 3:25pm Walsh, Sarah  Received update from REX advising we should have further correspondence come through in the next 2 days.  31 Jul 2024 8:27am Walsh, Sarah  31/07/2024: received further comments from REX. To be reviewed shortly.  03 Sep 2024 1:01pm Walsh, Sarah  Reviewed and forwarded to Director/CEO for advice regarding REX being in administration. Awaiting response.  03 Sep 2024 1:35pm Walsh, Sarah  Reached out to administrators to confirm if the lease negotiations will continue to be worked through and executed by the administrators and to also confirm if ongoing invoices should be made out to REX or the administrators. Awaiting response.  <b>27 Sep 2024 8:25am Walsh, Sarah</b>  <b>Administrators advised that no new arrangements will be entered into while REX are in administration. Therefore, the new lease arrangement will be put on hold and the existing lease will continue under the 'hold over' clause until further notice.</b></p>
31/10/2023	12.3.1	<b>Lease - Salmon Gums Caravan Park</b>	<b>Walsh, Sarah</b>	
	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"> <li>1. Lease term being 21 years;</li> <li>2. Annual lease fee of \$110 Inc GST being payable;</li> <li>3. Lease preparation fee of \$150 Inc GST being payable;</li> <li>4. Camping to occur in current sites only until development of the area is approved and the current management order amended; and</li> <li>5. Any development on site to be discussed with relevant officers to ensure relevant approvals are received.</li> </ol>	Corporate & Community Services	<p>02 Nov 2023 2:21pm Walsh, Sarah  Advertising arranged until 24/11/2023. Documentation to be drafted. Requested lease area plan to be created.  06 Dec 2023 10:52am Walsh, Sarah  Documentation drafted, property ownership confirmed with Manager Asset Planning. Draft to be amended to reflect this advice.  19 Dec 2023 12:23pm Walsh, Sarah  Draft documentation sent to Lessee for review.  03 Jan 2024 10:52am Walsh, Sarah  Awaiting response from SGD following review of draft lease.  30 Jan 2024 4:02pm Walsh, Sarah  Awaiting response from Lessee.  19 Feb 2024 9:56am Walsh, Sarah  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.  06 Mar 2024 3:41pm Walsh, Sarah</p>

Date	Item Number	Item	Responsible Officer	Notes
				<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> <p>07 May 2024 2:57pm Walsh, Sarah</p> <p>Awaiting information for environmental study required prior to going back to Department of Lands.</p> <p>30 May 2024 5:00pm Walsh, Sarah</p> <p>Awaiting environmental study findings.</p> <p>02 Jul 2024 10:26am Walsh, Sarah</p> <p>Awaiting further advice regarding environmental study information.</p> <p>24 Jul 2024 3:33pm Walsh, Sarah</p> <p>Advised that an external party is being contracted to undertake the environmental study. Awaiting results.</p> <p>03 Sep 2024 1:02pm Walsh, Sarah</p> <p>Awaiting results of environmental study.</p> <p><b>04 Oct 2024 8:18am Walsh, Sarah</b></p> <p><b>Manager Development Services advised that we are currently awaiting a quote for the environmental report for the site, which is expected to be received shortly. Once this is received we can forward this to the Department for further consideration.</b></p>
28/11/2023	13.1	<b>Bush Fire Advisory Committee Meeting</b>	<b>Walsh, Sarah</b>	
	O1123-193	That Council	Corporate & Community Services	<p>08 Jan 2024 9:43am Ammon, Mel</p> <p>Bush Fire Brigade Local Law has been advertised. Submissions close 3rd February 2024</p> <p>09 Jan 2024 4:39pm Hawke, Sofie - Reallocation</p> <p>Action reassigned to Walsh, Sarah by Hawke, Sofie</p> <p>09 Jan 2024 4:42pm Walsh, Sarah</p> <p>Bushfire Management policy updated on website, in CM and in policy manual.</p> <p>30 Jan 2024 4:03pm Walsh, Sarah</p> <p>Public submissions close 3 Feb, awaiting response from relevant Ministers prior to putting to Council again.</p> <p>06 Mar 2024 8:15am Walsh, Sarah</p> <p>Awaiting response from relevant Minister's, will follow up shortly for update.</p> <p>02 Apr 2024 3:15pm Walsh, Sarah</p>
		<ol style="list-style-type: none"> <li>1. Accept the changes to the Bushfire Management Policy</li> <li>2. Request the CEO to; <ol style="list-style-type: none"> <li>a) Give local public notice of the proposed <i>Shire of Esperance Bushfire Brigade Local Law 2023</i> in accordance with s.3.12(3) of the <i>Local Government Act 1995</i>;</li> <li>b) Forward a copy of the proposed local law and public notices to the Minister for Local Government and Minister for Emergency Services; and</li> </ol> </li> </ol>		

Date	Item Number	Item	Responsible Officer	Notes
		c) Prepare a further report at the conclusion of the public submission period to enable Council to consider submission		<p>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.  24 Jul 2024 3:34pm Walsh, Sarah  Manager Ranger &amp; Emergency Services advised that this will be put back to BFAC in their September meeting due to further discussions underway.  03 Sep 2024 1:02pm Walsh, Sarah  Awaiting further advice from Manager Ranger &amp; Emergency Services following next BFAC meeting.  <b>27 Sep 2024 8:28am Walsh, Sarah</b>  <b>Manager Ranger &amp; Emergency Services is collating feedback as discussed with Chief Bush Fire Officer and Community Emergency Services Manager.</b></p>
28/11/2023	12.2.1	<b>Proposed Land Tenure Amendments for Reserve 36994 &amp; 36993</b>	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"> <li>Relinquish a portion of Reserve 36993, to the Water Corporation, being the existing Wastewater Pump Station on an "as-is" basis;</li> <li>Accept the transfer of Reserve 36994, from the Water Corporation, on an "as-is" basis;</li> <li>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</li> <li>The Water Corporation and the Shire share surveying costs.</li> </ol>	Asset Management	<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.  10 Apr 2024 1:34pm Walker, Mathew  Waiting on DPLH to undertake their process, this may take 12+ months.  <b>04 Jul 2024 7:54pm Walker, Mathew</b>  <b>DPLH have allocated a case manager and requested further information.</b></p>
19/12/2023	12.3.2	<b>Proposed Waste Local Law 2024</b>	Walsh, Sarah	
	O1223-200	<p>That Council request the CEO to;</p> <ol style="list-style-type: none"> <li>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>;</li> </ol>	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.  30 Jan 2024 4:22pm Walsh, Sarah  Submission period closes 10 Feb, awaiting responses from relevant Ministers.</p>

Date	Item Number	Item	Responsible Officer	Notes
		<ol style="list-style-type: none"> <li>2. Forward a copy of the proposed local law and public notices to the Minister for Local Government and the Minister for Environment; and</li> <li>3. Prepare a further report at the conclusion of the public submission period to enable Council to consider submissions.</li> </ol>		<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> <p>24 Jul 2024 3:26pm Walsh, Sarah Minister responses incorporated into Local Law and provided to Officers for comment. Awaiting final version to put to Council for endorsement.</p> <p>31 Jul 2024 8:27am Walsh, Sarah Discussed internally and reached out to DWER to set meeting to discuss some points further. Awaiting response from DWER for meeting time.</p> <p>03 Sep 2024 1:03pm Walsh, Sarah Met with DWER and received further advice. Awaiting confirmation of any further changes required from Manager Waste and Environmental Health and Coordinator Waste Management.</p> <p>27 Sep 2024 8:30am Walsh, Sarah Forwarded amended local law back to DWER for comment. They've advised to reach out to WALGA for advice regarding changes as these may be considered as significant, which would prompt to re-commence process. Have reached out to WALGA and await their response in this regard.</p> <p><b>04 Oct 2024 8:19am Walsh, Sarah</b> <b>WALGA has advised that they don't consider the changes to be significant and therefore we can proceed with the law making process without having to start again.</b></p>
19/12/2023	12.3.1 O1223-199	<p><b>Proposed Health Local Law 2024</b></p> <p>That Council request the CEO to;</p> <ol style="list-style-type: none"> <li>1. Give Local Public Notice of the proposed Shire of Esperance Health Local Law 2024 in accordance with s.3.12(3) of the <i>Local Government Act 1995</i>;</li> <li>2. Forward a copy of the proposed local law and public notices to the Minister for Local Government and the Minister for Health; and</li> <li>3. Prepare a further report at the conclusion of the public submission period to enable Council to consider submissions.</li> </ol>	Walsh, Sarah Corporate & Community Services	<p>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.</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 8:38am Walsh, Sarah Follow up email sent 11/04/2024, awaiting response.</p> <p>07 May 2024 2:58pm Walsh, Sarah</p>

Date	Item Number	Item	Responsible Officer	Notes
				<p>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.  24 Jul 2024 3:25pm Walsh, Sarah  Called DLGSC to follow up - advised that we should have response next week.  03 Sep 2024 1:03pm Walsh, Sarah  Received response from DLGSC, to be reviewed shortly.  <b>27 Sep 2024 8:29am Walsh, Sarah</b>  <b>Received response from DLGSC and forwarded to Environmental Health Team for review - Awaiting response.</b></p>
23/01/2024	17.2	<b>Lot 50 Wylie Bay Road</b>	<b>Liddelow, Shane</b>	
	O0124-011	That Council:	Executive Services	<p>18 Mar 2024 12:18pm Godwin, Elise - Reallocation  Action reassigned to Liddelow, Shane by Godwin, Elise - Trevor resigned  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.  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.  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.  02 Sep 2024 11:34am Liddelow, Shane  ETNTAC have reviewed the contract deed and recommended some slight amendments which are being considered by officers.  <b>08 Oct 2024 1:37pm Hoffrichter, Chantelle</b>  <b>Agreed on amendments, seeking final approval from ENTAC</b></p>
		<p>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:</p> <p>a. The Option to Purchase is to be for a period of 2 years from execution;</p> <p>b. Purchase price is to be \$500,000;</p> <p>c. That there will be no payment on execution of the Option to Purchase;</p> <p>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;</p> <p>e. That any proposed alternate purchasing entity would be subject to Shire of Esperance consent;</p> <p>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</p>		

Date	Item Number	Item	Responsible Officer	Notes
		<p>g. That ETNTAC will have no rights to access or utilise the subject land prior to a purchase occurring without 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 Tjaltjraak 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	<b>Proposed Road Dedication - Reserve 35037</b>	<b>Wilks, Peter</b>	
		<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Agree to surrender its management order over a portion of Reserve 35037 being Lot 2033 on Plan 187527;</li> <li>2. Request the Minister of Lands to dedicate the indicated portion of Reserve 35037 being Lot 2033 on Plan 187527 Myrup Road, Myrup as a road;</li> <li>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</li> <li>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.</li> </ol>	External Services	<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. 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. 06 Aug 2024 3:28pm Hindley, Richard Survey instructions issued. <b>07 Oct 2024 3:55pm Hindley, Richard Survey being undertaken shortly.</b></p>
	12.3.4	<b>New Lease - Lots 388 and Lot 389 Black Street, Deposited Plan 209753, Reserves 31633 and 34556</b>	<b>Walsh, Sarah</b>	



Date	Item Number	Item	Responsible Officer	Notes
	O0824-025	That Council enter into a new lease with the Esperance Playgroup Association Inc. for Lot 388 and Lot 389 Black Street, Deposited Plan 209753, Reserves 31633 and 34556, Esperance WA 6450, subject to; <ul style="list-style-type: none"> <li>1. Department of Lands' approval;</li> <li>2. The term of Lease being 5 years;</li> <li>3. Annual lease fee of \$110 inc GST being payable;</li> <li>4. Lease preparation fee of \$155 inc GST being payable; and</li> <li>5. All lease terms and conditions being as per Council's standard community lease template.</li> </ul>	Corporate & Community Services	03 Sep 2024 1:10pm Walsh, Sarah Document drafted and provided to Lessee for review. 12 Sep 2024 10:22am Godwin, Elise - Reallocation Action reassigned to Walsh, Sarah by Godwin, Elise <b>04 Oct 2024 8:24am Walsh, Sarah</b> <b>Awaiting review and approval of terms from Lessee.</b>
<b>27/08/2024</b>	<b>12.3.3</b>	<b>Lease Variation - Airport Hangar 8</b>	<b>Walsh, Sarah</b>	
	O0824-024	That Council amend the lease agreement with Scott Mackie and Darren Rogers for Esperance Airport Hangars 4, 6, 7 and 8 located on portion of Lot 15 Coolgardie-Esperance Highway Gibson, to increase the lease area for Hangar 8 to 315m <sup>2</sup> , subject to; <ul style="list-style-type: none"> <li>1. Lease preparation fee of \$155 inc GST being payable;</li> <li>2. Additional rent of \$1,209.35 inc GST payable for 2024/25, subject to annual rent reviews based on CPI;</li> <li>3. All lease terms and conditions being as per Council's standard lease variation template; and</li> <li>4. The disposition being advertised in accordance with s3.58 of the <i>Local Government Act 1995</i>.</li> </ul>	Corporate & Community Services	03 Sep 2024 1:10pm Walsh, Sarah Advertising arranged for 06/09/2024 to 20/09/2024. Draft document provided to Lessee for review. 12 Sep 2024 10:22am Godwin, Elise - Reallocation Action reassigned to Walsh, Sarah by Godwin, Elise <b>04 Oct 2024 8:22am Walsh, Sarah</b> <b>Advertising has closed with no submissions. Awaiting review of document and approval of terms from the Lessee.</b>
<b>24/09/2024</b>	<b>12.4.3</b>	<b>Retail Trading Review</b>	<b>Liddelow, Shane</b>	
	O0924-040	That Council <ul style="list-style-type: none"> <li>1. Support the recommendation to move to permanent retail trading on all Sundays in January from 10:00am – 4:00pm.</li> <li>2. Support the recommendation to move to permanent retail trading from 10:00am – 4:00pm for the following public holidays between Christmas and Easter including: <ul style="list-style-type: none"> <li><input type="checkbox"/> Boxing Day</li> <li><input type="checkbox"/> New Year's Day</li> <li><input type="checkbox"/> Australia Day</li> <li><input type="checkbox"/> Labour Day</li> <li><input type="checkbox"/> Easter Monday</li> </ul> </li> <li>3. Instruct the CEO to formally apply to the Minister for Commerce for the above permanent retail trading hours.</li> </ul>	Executive Services	<b>03 Oct 2024 2:19pm Hoffrichter, Chantelle</b> <b>Application sent to DEMIRS. Awaiting confirmation from the Minister.</b>

Date	Item Number	Item	Responsible Officer	Notes
		<ol style="list-style-type: none"> <li>4. In the event that the decision by the Minister for the proposed permanent changes is delayed before the Christmas- Easter period, instruct the CEO to seek temporary retail trading hours based on items 1 and 2.</li> <li>5. Instruct the CEO to advise Woolworths its formal request received 9<sup>th</sup> September 2024 was considered as part of the review by Council into extending retail trading hours and advise Woolworths of Council's decisions.</li> <li>6. Not consider any further adhoc changes to retail trading hours for a period of three years to allow enough time for businesses, community and visitors to fully utilise and experience the additional retail trading hours recommended, whilst allowing Council a three-year review period uninterrupted.</li> </ol>		
24/09/2024	17.3	<b>Lease Surrender - Old Sergeant's Quarters Museum Village</b>	Walsh, Sarah	
	O0924-046	<p>That Council surrender the lease with Dimity Siemer for the Old Sergeant's Quarters Museum Village, portion of Lot 100 Dempster Street Esperance, subject to –</p> <ol style="list-style-type: none"> <li>1. Surrender fee of \$245 being payable;</li> <li>2. Rent continuing to be payable until a new lease at the premises commences;</li> <li>3. All outstanding invoices being paid; and</li> <li>4. Any alterations made to the premises being reinstated upon request by staff.</li> </ol>	Corporate & Community Services	<b>27 Sep 2024 8:24am Walsh, Sarah</b> <b>Advertising for new tenant closes 27/09/2024. Surrender documentation drafted and sent to Lessee for review, noting that the surrender date is TBA until a new tenant is appointed.</b>
24/09/2024	17.4	<b>Lease Proposal Lot 12 Kirwan Road Merivale</b>	Liddelow, Shane	
	O0924-047	<p>That Council</p> <ol style="list-style-type: none"> <li>1. Support the request to lease a portion Lot 12 Kirwan Road Merivale, to Terry and Kathleen Fleeton. The lease is to include the following: <ol style="list-style-type: none"> <li>a. The lease is to be for a period of 8 years commencing 1st March 2025 and ending February 28th 2033.</li> <li>b. The lease is to be for a portion of Lot 12 Kirwan Road property as indicated in attachment 1, having an area of 202.9 Ha.</li> <li>c. The first 5 years is to be rent free to enable the land to be bought back to productive farmland.</li> <li>d. An annual lease fees of \$50,725 inclusive of GST will be charged after the 5 years rent free period,</li> </ol> </li> </ol>	Executive Services	<b>03 Oct 2024 2:16pm Hoffrichter, Chantelle</b> <b>Advised applicant of resolution. Next will be advertise for disposal of property</b>

Date	Item Number	Item	Responsible Officer	Notes
		<p>subject to annual rent reviews based on CPI, and Council believes this is a true indication of the value at the time of the proposed disposition.</p> <p>e. A list of specifications with agreed milestones to rehabilitate the site will form part of the lease.</p> <p>f. An option to lease areas in the unleased area of Lot 12 Kirwan Road at the lease fee rate of \$250 per hectare with CPI.</p> <p>2. Instruct the Chief Executive Officer to:</p> <p>a. As per section 3.58 of the local government act, advertise Council's intent to lease a portion of Lot 12 Kirwan Road.</p> <p>b. Subject to no objections from the advertising period, prepare relevant agreements documents using legal advice for the proposed lease transaction, with all costs associated with preparing and executing this agreement to be at the cost of Shire.</p>		
24/09/2024	12.1.1	<b>Local Planning Scheme No. 24 - Amendment No. 10</b>	<b>Hindley, Richard</b>	
	O0924-032	<p>That Council:</p> <p>1. In pursuance of Section 75 of the <i>Planning and Development Act, 2005</i> amend Local Planning Scheme No. 24 by:</p> <p>I. Amending Clause 17, Table 4 – Zoning and Land Use table by replacing the 'P' with 'D' for 'Holiday House' in the 'Tourism' zone.</p> <p>II. Amending Schedule 1 by replacing clause 34 subclause (a) as follows:</p> <p>(a) Management of stormwater on all developments should be in accordance with current best practice as per the Stormwater Management Manual for Western Australia (DWER, 2004) (as amended).</p> <p>(b) Where development is in the 'Commercial', 'Light Industry', 'General Industry', 'Local Centre', 'Mixed Use' or 'Tourism' zone is proposed that cannot be adequately serviced by Shire stormwater infrastructure (if available), stormwater management will be required as a condition of development approval demonstrating the ability to retain all stormwater to site in accordance with a 1:100 year rainfall event using a 72 hour model and in accordance with current</p>	External Services	<b>07 Oct 2024 3:55pm Hindley, Richard</b> <b>Documentation being prepared for EPA referral.</b>

Date	Item Number	Item	Responsible Officer	Notes
		<p>best practice as per the Stormwater Management Manual for Western Australia (or its replacement).</p> <p>(c) Alternative stormwater arrangements may be permitted where an adopted stormwater management plan provides for an alternative stormwater arrangement</p> <p>III. Amending Schedule 1 by deleting Clause 39 and renumbering accordingly.</p> <p>IV. Amending Schedule 2 Clause 4.(f)(iii) by replacing 'the requirements of Statement of Planning Policy No. 2.7, Public Drinking Water Source Policy' with 'the State policy governing the Public Drinking Water Source'</p> <p>V. Amending Schedule 2 Clause 10.(c)(ii) by inserting 'Renewable Energy Facility' as a 'D' use.</p> <p>VI. Amending Schedule 2 Clause 10.(c)(ii) by inserting 'Industry' as a 'D' use.</p> <p>VII. Amending Schedule 2 Clause 10.(c) by deleting (iii) and renumber the clause accordingly</p> <p>VIII. Amending Schedule 2 by inserting a new Clause 12 as follows:</p> <p>'12. SCA 12 – Mosquito Borne Disease Risk and Nuisance Special Control Area</p> <p>(a) The purpose of SCA 12 is to identify a Mosquito Borne Disease Risk and Nuisance Area.</p> <p>(i) The mosquito borne disease and nuisance area is defined as all land within 5km of the Lake Warden Wetland System as defined in the Lake Warden Wetland System (LWWS), Esperance Initial Environmental Impact Assessment by the then Department of Environment and Conservation 1 July 2008</p> <p>(b) Objectives</p> <p>The objectives of SCA 12 are to –</p> <p>(i) Identify land that has been designated as a Mosquito Borne Disease and Nuisance Area;</p> <p>(ii) Implement Scheme controls that are designed to notify of the presence of the Mosquito Borne Disease and Nuisance Area.</p> <p>(c) Application Requirements</p> <p>(i) Where development approval is required by any other part of the Scheme Clause (d)(ii) will apply.</p> <p>(d) Development Requirements</p> <p>(i) At the subdivision stage the Western Australian Planning Commission will</p>		

Date	Item Number	Item	Responsible Officer	Notes															
		<p>impose a condition requiring the subdivider to make arrangements with the Commission for a notification in accordance with Section 165 of the <i>Planning and Development Act 2005</i> to be placed on the certificate(s) of title which will inform lot owners and prospective purchasers of the potential mosquito risk.</p> <p>(ii) The local government will impose a condition on its development approval for any habitable building as defined in Clause 78A of the Deemed Provisions requiring a Section 70A notification under the <i>Transfer of Land Act 1893</i> stating "The subject land occasionally experiences considerable problems with nuisance and disease carrying mosquitoes. These mosquitoes are known carriers of Ross River (RRV) and Barmah Forest (BFV) viruses. Human cases of RRV and BFV diseases occur in some years in this general locality."</p> <p>IX. Amending Schedule 3 A25 by replacing the base zone column from 'Rural Residential' with 'Rural Smallholdings'</p> <p>X. Amending Schedule 3 and the Scheme Map by deleting A32.</p> <p>XI. Amending Schedule 3 and the Scheme Map as depicted on the Scheme Amendment Map by adding an Additional Use with the following:</p> <table><tr><th>No.</th><th>Location</th><th>Base Zone</th><th>Additional Use(s)</th><th>Development Standards/ Conditions</th></tr><tr><td>A33</td><td>Lots 345 &amp; 346 Goldfields Road, Castletown</td><td>Residential</td><td>As a 'D' use <input type="checkbox"/> Holiday Accommodation</td><td>As determined by the local government</td></tr></table> <p>XII. Amending Schedule 3 and the Scheme Map as depicted on the Scheme Amendment Map by adding an Additional Use with the following:</p> <table><tr><th>No.</th><th>Location</th><th>Base Zone</th><th>Additional Use(s)</th><th>Development Standards/ Conditions</th></tr></table>	No.	Location	Base Zone	Additional Use(s)	Development Standards/ Conditions	A33	Lots 345 & 346 Goldfields Road, Castletown	Residential	As a 'D' use <input type="checkbox"/> Holiday Accommodation	As determined by the local government	No.	Location	Base Zone	Additional Use(s)	Development Standards/ Conditions		
No.	Location	Base Zone	Additional Use(s)	Development Standards/ Conditions															
A33	Lots 345 & 346 Goldfields Road, Castletown	Residential	As a 'D' use <input type="checkbox"/> Holiday Accommodation	As determined by the local government															
No.	Location	Base Zone	Additional Use(s)	Development Standards/ Conditions															

Date	Item Number	Item		Responsible Officer	Notes								
	A34	Lot 3 Fisheries Road, Myrup	Tourism  <input type="checkbox"/> Workforce Accommodation	As determined by the local government									
<p>XIII. Amending Schedule 4 R2 by replacing within the Description of Land column by replacing 'Lot 2' with 'Lot 24'.</p> <p>XIV. Amending Schedule 4 R2 by deleting 'As an 'I' use and place 'office' under the 'As a 'D' use:' and add a new point in the related conditions as follows: '3. Where an 'Office' is developed it must be incidental to the 'Warehouse/Storage' land use.'</p> <p>XV. Amending Schedule 4 by inserting a new restricted use and amending the Scheme Map accordingly as follows:</p>													
<table><tr><th>No.</th><th>Description of land</th><th>Restricted use</th><th>Conditions</th></tr><tr><td>R4</td><td>Residential zoned portions of Lot 290 Tribune Parade, Lot 9002 Goldfields Road, Lots 20, 9003 Daw Drive, Bandy Creek</td><td>All uses shall have the permissibility assigned by Table 4 excepting: <input type="checkbox"/> Holiday house; and <input type="checkbox"/> Serviced apartment; which shall be deemed 'X' uses.</td><td>1. All development is to comply with the provisions of SCA2</td></tr></table>						No.	Description of land	Restricted use	Conditions	R4	Residential zoned portions of Lot 290 Tribune Parade, Lot 9002 Goldfields Road, Lots 20, 9003 Daw Drive, Bandy Creek	All uses shall have the permissibility assigned by Table 4 excepting: <input type="checkbox"/> Holiday house; and <input type="checkbox"/> Serviced apartment; which shall be deemed 'X' uses.	1. All development is to comply with the provisions of SCA2
No.	Description of land	Restricted use	Conditions										
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<p>XVI. Amending Schedule 5 SU7 by deleting as 'As an 'I' use and place 'Educational Establishment'; 'Restaurant/Café', 'Reception Centre; and 'Holiday House' under 'As a 'D' use:' and sort the uses alphabetically.</p>													
<table><tr><th>No.</th><th>Description of land</th><th>Special use</th><th>Conditions</th></tr><tr><td>SU8</td><td>Portion Lot 1740 Merivale Road. Merivale</td><td>As a 'P' use <input type="checkbox"/> Single House <input type="checkbox"/> Holiday House <input type="checkbox"/> Ancillary Dwelling As a 'D' use <input type="checkbox"/> Animal Establishment <input type="checkbox"/> Brewery <input type="checkbox"/> Caravan Park <input type="checkbox"/> Educational Establishment</td><td>1. The purpose of his zone is to provide for the development of a brewery, caravan park and ancillary land uses. Conditions applicable to the site area: a) Any subdivision will</td></tr></table>						No.	Description of land	Special use	Conditions	SU8	Portion Lot 1740 Merivale Road. Merivale	As a 'P' use <input type="checkbox"/> Single House <input type="checkbox"/> Holiday House <input type="checkbox"/> Ancillary Dwelling As a 'D' use <input type="checkbox"/> Animal Establishment <input type="checkbox"/> Brewery <input type="checkbox"/> Caravan Park <input type="checkbox"/> Educational Establishment	1. The purpose of his zone is to provide for the development of a brewery, caravan park and ancillary land uses. Conditions applicable to the site area: a) Any subdivision will
No.	Description of land	Special use	Conditions										
SU8	Portion Lot 1740 Merivale Road. Merivale	As a 'P' use <input type="checkbox"/> Single House <input type="checkbox"/> Holiday House <input type="checkbox"/> Ancillary Dwelling As a 'D' use <input type="checkbox"/> Animal Establishment <input type="checkbox"/> Brewery <input type="checkbox"/> Caravan Park <input type="checkbox"/> Educational Establishment	1. The purpose of his zone is to provide for the development of a brewery, caravan park and ancillary land uses. Conditions applicable to the site area: a) Any subdivision will										

Date	Item Number	Item	Responsible Officer	Notes
		<input type="checkbox"/> Holiday Accommodation <input type="checkbox"/> Liquor Store – Small <input type="checkbox"/> Private Recreation <input type="checkbox"/> Reception Centre <input type="checkbox"/> Restaurant/Café <input type="checkbox"/> Shop <input type="checkbox"/> Tavern Other complimentary or non-defined uses considered appropriate by the local government.	require the preparation and adoption of a structure plan in accordance with Part 4 of the Deemed Provisions. b) All development within SU8 shall require development approval. c) Parking requirements are to be in accordance with Schedule 7. d) The shop is not to have a Net Floor Area in excess of 150m <sup>2</sup> . e) All development shall be setback a minimum of 10m from all boundaries. f) A BAL Rating of BAL 29 or less is to be achieved for all development. 2. Any application for development approval is to be accompanied with an associated fire management plan. 3. All development is to be provided a supply of potable water adequate to the	

Date	Item Number	Item	Responsible Officer	Notes
		4. needs of the development. All development is to be connected to an appropriate and approved effluent disposal system.		
		<p>XVII. Amending Schedule 5 and the Scheme Map as depicted on the Scheme Amendment Map by adding a Special Use with the following:</p> <p>XVIII. Amending Schedule 7 by replacing the word 'site' with 'sites' within the Minimum Car Spaces column for the land use of 'Park Home Park'.</p> <p>XIX. Amending the last row of Schedule 10 by deleting 'In the instance of Circus Signs this is limited to the event venue.'</p> <p>XX. Amending the Scheme Map by amending the portion of Lot 24 Cascade Road zoned 'Rural' to 'General Industry' and Restricted Use 'R2' as depicted on the Scheme Map.</p> <p>XXI. Amending the Scheme Map by amending the portion of Lot 27 in Deposited Plan 425431 from 'Education' to 'Civic and Community; as depicted on the Scheme Amendment Map.</p> <p>XXII. Amending Schedule 9 RS2 by replacing 'Lot 4 – 8 Stearne Road' with Lots 4 – 6, 8, 15 Stearne Road' and deleting RS3 from a portion of Lot 15 Stearne Road as depicted on the Scheme Amendment Map.</p> <p>XXIII. Amending the Scheme Map by amending the portion of Lot 47 on Plan 47393 from 'Infrastructure Services' to 'Residential' with a density of R12.5 as depicted on the Scheme Amendment Map.</p> <p>XXIV. Amending the Scheme Map by reclassifying Reserve 41141 from 'Infrastructure Services' to 'Public Open Space' as depicted on the Scheme Amendment Map.</p> <p>XXV. Amending the Scheme Map by removing the R30 coding and applying R20 over all of Lot 300 on Plan 416251 as depicted on the Scheme Amendment Map.</p> <p>XXVI. Amending the Scheme Map by amending the portion of Lot 100 Gilpin Street from 'Local Road' to "General Industry' as depicted on the Scheme Amendment Map.</p> <p>XXVII. Amending the Scheme map by amending Lot 325 Nugent Street from 'Light Industry' to 'Residential' with a density of R20 as depicted on the Scheme Amendment Map</p>		



Date	Item Number	Item	Responsible Officer	Notes
		<p>XXVIII. Amending the Scheme Map by amending the density of Lots 12, 13, 23, 25, 81, 400, 401, 501, 522 and 528 Windich Street, Lots 7, 24, 80, 502, 521. 525 and 526 Eyre Street, Esperance from R12.5 to R40 as depicted on the Scheme Amendment Map</p> <p>2. The amendment is standard under the provisions of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> for the following reason(s):</p> <p>(a) an amendment that is consistent with a local planning strategy for the scheme that has been endorsed by the Commission;</p> <p>(b) any other amendment that is not a complex or basic amendment.</p> <p>3. Refer Amendment 10 to the EPA under Section 81 of the <i>Planning and Development Act 2005</i> and resolve to proceed to advertising of the amendment for public inspection after referral to the EPA.</p>		
24/09/2024	12.1.2	<b>Adoption of Local Planning Policy - Farm Stay Accommodation</b>	Hindley, Richard	
	O0924-033	That Council 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) proceed with the 'LPP 0001 – Farm Stay Accommodation' with modifications as shown in Attachment A.	External Services	07 Oct 2024 3:54pm Hindley, Richard Advertising being prepared to notify of adoption.
24/09/2024	12.4.1	<b>Sale of Residential Land</b>	Liddelow, Shane	
	O0924-038	<p>That Council</p> <ol style="list-style-type: none"> <li>1. Direct the CEO to tender all lots for Flinders Stage 4.</li> <li>2. Direct the CEO to advertise all unsold lots after the tender process is complete.</li> <li>3. Confirm it believes that the valuation previously received from the Opteon Property Group in August 2023 still represents the current market for lots in the Esperance region and forms the basis for developing acceptable pricing for the lots with Flinders Stage 4.</li> <li>4. Accept the current listing and acceptance prices as per attachment 3.</li> <li>5. Delegate authority to the CEO to negotiate and accept offers on these listed properties at or above the Minimum Acceptable Sale Price identified in the schedule within attachment 3.</li> </ol>	Executive Services	03 Oct 2024 2:16pm Hoffrichter, Chantelle Currently being tendered. Then tender will close 25 October 2024

## Comparison on Collection of Rates for 2024/2025

Report : Bronwyn McLeod - Coordinator Revenue

In comparison to 2023, the 2024 results are indicating that we have an increase in ratepayers paying in full, and electing the instalment option. This may have been influenced by this year being a revaluation by Landgate. There has been a slight increase of ratepayers electing to use our Direct Debit facility. The bottom line for our outstanding total has increased by 1.27%.

### Collection of Rates as at Due Date

	2021/22		2022/23		2023/24		2024/25	
Payment	# of Assessments	% of Assessments	# of Assessments	% of Assessments	# of Assessments	% of Assessments	# of Assessments	% of Assessments
<b>Paid in Full</b>	4,765	66.94%	4,781	61.21%	5,042	63.86%	5229	64.52%
<b>Paid by Instalments</b>	2,102	29.53%	2,073	26.54%	1,991	25.22%	2115	26.10%
<b>Direct Debits</b>	251	3.53%	322	4.12%	308	3.90%	87	1.07%
<b>Outstanding</b>	635	8.92%	635	8.13%	555	7.03%	673	8.30%
<b>Total</b>	7,118	100%	7,811	100%	7896	100%	8104	100%

The table below represents the methods of payment of rates for the past four years. Following the trend over the years, the mail and over the counter have continued to decline whilst the electronic method is increasing, though only a very slight increase this year.

### Method of Payment of Rates as at Due Date

	2021/2022		2022/23		2023/2024		2024/2025	
Payment Method	# of Transactions	% of Transactions	# of Transactions	% of Transactions	# of Transactions	% of Transactions	# of Transactions	% of Transactions
<b>Front Counter</b>	1,264	14.81%	1,110	12.89%	1037	12.04%	1036	11.79%
<b>Mail</b>	75	0.88%	66	0.77%	38	0.44%	42	0.48%
<b>Electronic</b>	7,194	84.31%	7,433	86.34%	7535	87.51%	7708	87.73%
<b>Total</b>	8,533	100%	8,609	100%	8610	100%	8786	100%

<u>Organisation</u>	<u>Project</u>	<u>Funding Summary</u>	<u>Project Timing</u>	<u>Amount</u>
Esperance Speedway Association	50 <sup>th</sup> Anniversary	Venue Hire, Catering and Entertainment	29/12/24	\$1371
Newtown Cricket Club	Replace Synthetic Pitch	October 24 – January 25	Install supply and replace old pitch	\$3000
Esperance Mechanical Restoration	Collectors Fair	24/11/24	Promotion of Annual Fair	\$620
Esperance Model Aero Club	Update signage	Oct – December 24	Creating and installing new signage	\$1951
Esperance Ravensthorpe Leadership Initiative	Hosting guest speaker Amy Scott	Amy Scott speaker fees on presentation of Effective Communication	29/10/24	\$2000
Esperance Baptist Church	Re-sheet roof at Esperance Baptist Church	Part funding of labour and materials for roof	October 24	\$2526

**Item: 12.4.3**

**Common Seal Usage March 2024 to August 2024**

<b>Author/s</b>	Elise Godwin	Administration Assistant - Executive Services
<b>Authorisor/s</b>	Shane Burge	Chief Executive Officer

**File Ref: D24/28192**

**Applicant**

Internal

**Executive Summary**

For Council to receive the Common Seal Register

**Recommendation in Brief**

That Council receive the register containing information relating to the use of the Shire of Esperance Common Seal.

**Background**

The Chief Executive Officer and the Shire President are jointly authorised to affix all seals jointly to documents for dealings initiated by a Council resolution. In this regard, the Council resolution need not refer to the sealing action and may only express its wish for certain action which may, ultimately, require the affixing of the seal to a document to achieve the Council's intention.

Exceptions to the above are:

1. Council staff may take independent action in the use of the seal if, in the opinion of the Shire President and Chief Executive Officer jointly such action is necessary to protect Council's interest; e.g. Lodging of caveats and easements and being of the opinion that the protection is no longer necessary, the Shire President and Chief Executive Officer may jointly withdraw the protection.
2. The disposition of Council property for which a Council resolution is required expressly stating that the final document be signed and sealed and the transaction finalised.

**Officer's Comment**

A detail of all instances where the seal has been affixed is recorded in both a signed register and an electronic register, which is available for inspection by Councillors during normal office hours. This register is tabled at an Ordinary Council Meeting biannually to be received by Council.

**Consultation**

WALGA

**Financial Implications**

Nil

**Asset Management Implications**

Nil

**Statutory Implications**

Local Government Act 1995 – 9.49a Execution of Documents

### **Policy Implications**

POL 0036: Execution of Documents and Common Seal Usage

### **Strategic Implications**

Council Plan 2022 – 2032

*Performance - Outcome 15. Operational excellence and financial sustainability*

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

### **Environmental Considerations**

Nil

### **Attachments**

A<sup>1</sup>. Shire of Esperance Common Seal Usage - March 2024 to August 2024

### **Officer's Recommendation**

**That Council receive the report entitled Shire of Esperance Common Seal Usage for the period of March 2024 to August 2024.**

### **Voting Requirement**

Simple Majority

## The Shire of Esperance Common Seal Usage

<b>March 2024</b>	
11 March 2024	Notification under Section 70A – Lots 48, 49, 50, 51, 52, 53, 54, 55 on Strata Plan 60076 – Myrup Fly in Estate Owners
11 March 2024	Cat Local Law 2024
11 March 2024	Dog Local Law 2024
11 March 2024	Cemeteries Local Law 2024
27 March 2024	Surrender of Lease – Lot 502 on deposited plan 416261 – Scaddan Country Club Inc
27 March 2024	Lease – Lot 502 Grigg Street, Scaddan – Reserve 34515 – Scaddan Country Club Inc
27 March 2024	Landgate – Transfer of Land Section 70A – Vulnerable Coastal Area
<b>April 2024</b>	
4 April 2024	Lease Surrender – Old Matron's Quarters – Stevie Lawrence
17 April 2024	Notification under Section 70A – Lot 21 on diagram 36388 – Vulnerable Coastal Area
17 April 2024	Lease – Old Chemist Shop, Museum Village – Sara Hall
<b>May 2024</b>	
9 May 2024	Lease – Esperance Airport Car Washdown Facility – Busby Investments Pty Ltd
17 May 2024	Lease – Old Matron's Quarters
<b>June 2024</b>	
18 June 2024	Munglinup Beach Campground Management Agreement
27 June 2024	Extractive Industries Local Law 2024
27 June 2024	Sub-licence Esperance Miniature Railway Station Society – Shire of Esperance and Southern Ports Authority
<b>July 2024</b>	
5 July 2024	Assignment of Sub-lease – Shire of Esperance – Esperance Mini Golf – Southern Ports Authority
22 July 2024	Deed of Surrender of Lease – Toowacka Campsite, Portion Lot 457 South Coast Highway, Monjigup
24 July 2024	Deed of Extension of License – Vending Machine Sites 3 and 4, Esperance Airport Terminal – Jasmin Scott
31 July 2024	Telstra Lease for Esperance Bay Turf Club, Lot 202 Bandy Creek Road, Bandy Creek
<b>August 2024</b>	
8 August 2024	Deed of Assignment of Lease Car Hire Desk 1
8 August 2024	Deed of Extension of Lease – Old Railway Station Masters Ticket Box
14 August 2024	Transfer of Land – Lot 502 on Deposited Plan 416261 – Shire of Esperance

**Item: 12.4.4**

**WALGA Elections Advocacy Position**

<b>Author/s</b>	Shane Burge	Chief Executive Officer
<b>Authorisor/s</b>	Shane Burge	Chief Executive Officer

**File Ref: D24/28280**

**Applicant**  
WALGA

**Location/Address**  
Internal

**Executive Summary**

For Council to consider their position on a number of topics to inform WALGA's advocacy position as they relate to Local Government Elections.

**Recommendation in Brief**

Council are being asked by WALGA to consider the Shire of Esperance position on 6 topics in relation to Local Government Elections being: participation, terms of office, voting methods, internal elections, voting accessibility and method of election of mayor.

**Background**

The *Local Government Amendment Act 2023* introduced a range of electoral reforms that came into effect prior to the 2023 Local Government ordinary elections:

- the introduction of Optional Preferential Voting (OPV);
- extending the election period to account for delays in postal services;
- changes to the publication of information about candidates;
- backfilling provisions for extraordinary vacancies after the 2023 election;
- public election of the Mayor or President for larger Local Governments;
- abolishing wards for smaller Local Governments; and
- aligning the size of councils with the size of populations of each Local Government (change to representation)

Following requests from several Zone's, WALGA undertook a comprehensive review and analysis of 5 ordinary election cycles up to and including the 2023 Local Government election against the backdrop of these legislative reforms. The review and report focused on postal elections conducted exclusively by the Western Australian Electoral Commission (WAEC), with the analysis finding evidence of the rising cost and a reduction in service of conducting Local Government elections in Western Australia.

**Officer's Comment**

The Elections Analysis Review and Report was presented to State Council 4 September 2024, with State Council supporting a review of WALGA's Local Government Elections Advocacy Positions.

WALGA is requesting Councils consider the current and alternative Elections Advocacy Positions and provide a response back to WALGA for the December 2024 State Council meeting.

The following is a summary of WALGA's current Advocacy Positions in relation to Local Government Elections:

### 2.5.15 ELECTIONS

#### Position Statement

The Local Government sector supports:

1. Four year terms with a two year spill
2. Greater participation in Local Government elections
3. The option to hold elections through:
  - Online voting
  - Postal voting, and
  - In-person voting
4. Voting at Local Government elections to be voluntary
5. The first past the post method of counting votes

The Local Government sector opposes the introduction of preferential voting, however if 'first past the post' voting is not retained then optional preferential voting is preferred.

#### Background

The first past the post (FPTP) method is simple, allows an expression of the electorate's wishes and does not encourage tickets and alliances to be formed to allocate preferences.

#### State Council Resolution

February 2022 – 312.1/2022  
December 2020 – 142.6/2020  
March 2019 – 06.3/2019  
December 2017 – 121.6/2017  
October 2008 – 427.5/2008

#### Supporting Documents

[Advocacy Positions for a New Local Government Act  
WALGA submission: Local Government Reform Proposal \(February 2022\)](#)

### 2.5.16 METHOD OF ELECTION OF MAYOR

#### Position Statement

Local Governments should determine whether their Mayor or President will be elected by the Council or elected by the community.

#### State Council Resolution

February 2022 – 312.1/2022  
March 2019 – 06.3/2019  
December 2017 – 121.6/2017

### 2.5.18 CONDUCT OF POSTAL ELECTIONS

#### Position Statement

The *Local Government Act 1995* should be amended to allow the Australian Electoral Commission (AEC) and any other third party provider including Local Governments to conduct postal elections.

#### Background

Currently, the WAEC has a legislatively enshrined monopoly on the conduct of postal elections that has not been tested by the market.

#### State Council Resolution

May 2023 – 452.2/2023  
March 2019 – 06.3/2019  
December 2017 – 121.6/2017  
March 2012 – 24.2/2012

WALGA has requested the following advocacy positions be considered by Councils:

#### 1. PARTICIPATION

- (a) The sector continues to support voluntary voting at Local Government elections.  
OR
- (b) The sector supports compulsory voting at Local Governments elections.



**2. TERMS OF OFFICE**

- (a) The sector continues to support four-year terms with a two year spill;  
OR
- (b) The sector supports four-year terms on an all in/all out basis.

**3. VOTING METHODS**

- (a) The sector supports First Past the Post (FPTP) as the preferred voting method for general elections. If Optional Preferential Voting (OPV) remains as the primary method of voting, the sector supports the removal of the 'proportional' part of the voting method for general elections  
OR
- (b) The sector supports Optional Preferential Voting (OPV) as the preferred voting method for general elections.

**4. INTERNAL ELECTIONS**

- (a) The sector supports First Past the Post (FPTP) as the preferred voting method for all internal elections.  
OR
- (b) The sector supports Optional Preferential Voting (OPV) as the preferred voting method for all internal elections.

**5. VOTING ACCESSIBILITY**

The sector supports the option to hold general elections through:

- (a) Electronic voting; and/or
- (b) Postal voting; and/or
- (c) In-Person voting.

**6. METHOD OF ELECTION OF MAYOR**

The sector supports:

- (a) As per the current legislation with no change – Class 1 and 2 local governments directly elect the Mayor or President (election by electors method), with regulations preventing a change in this method.
- (b) Return to previous legislated provisions – all classes of local governments can decide, by absolute majority, the method for electing their Mayor or President.
- (c) Apply current provisions to all Bands of Local Governments – apply the election by electors method to all classes of local governments.

**Consultation**

Nil

**Financial Implications**

The financial implications arising from this report are nil although any changes to the election process can have flow on financial impacts

**Asset Management Implications**

Nil

**Statutory Implications**

Local Government Act 1995

### **Policy Implications**

Nil

### **Strategic Implications**

Council Plan 2022 – 2032

*Leadership*

Community confidence and trust in Council

Encourage community participation and insight into activities and decisions

### **Environmental Considerations**

Nil

### **Attachments**

Nil

### **Officer's Recommendation**

**That the Shire of Esperance recommends that WALGA adopt the following Local Government Election Advocacy Positions:**

1. **Participation- Council support advocacy position (a) or (b)**
2. **Terms of Office- Council support advocacy position (a) or (b)**
3. **Voting Methods- Council support advocacy position (a) or (b)**
4. **Internal Elections- Council support advocacy position (a) or (b)**
5. **Voting Accessibility- Council support advocacy position (a) and/or, (b) and/or (c)**
6. **Method of Election of Mayor- Council support advocacy position (a), (b) or (c)**

### **Voting Requirement**

Simple Majority

**13. REPORTS OF COMMITTEES**

Nil

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

Nil

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

**16. URGENT BUSINESS APPROVED BY DECISION**

**17. MATTERS BEHIND CLOSED DOORS**

**Officer's Comment:**

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

**Item: 17.1**

**0595-24 – Supply, Delivery and Licencing of One New Motor Grader**

**CONFIDENTIAL ITEM**

*This report is considered confidential in accordance with the Local Government Act 1995, as it relates to a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting (Section 5.23(2)(c)).*

**Item: 17.3**

**Extractive Industries Local Law 2024 Joint Standing Committee Undertakings**

**CONFIDENTIAL ITEM**

*This report is considered confidential in accordance with the Local Government Act 1995, as it relates to legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting (Section 5.23(2)(d)).*

*Joint Standing Committee correspondence must remain confidential as per their disclaimer.*

**Item: 17.2**

**Lease - Old Sergeants Quarters Lot 100 Dempster Street, Museum Village**

**CONFIDENTIAL ITEM**

*This report is considered confidential in accordance with the Local Government Act 1995, as it relates to a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting (Section 5.23(2)(c)).*

**18. PUBLIC QUESTION TIME**

**19. CLOSURE**