



14 FEBRUARY 2025

Shire of Esperance

NOTICE OF MEETING AND AGENDA

An Agenda Briefing Session of the Shire of Esperance will be held at Council Chambers on 18 February 2025 commencing at 1:00 PM 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 25 February 2025 commencing at 4:00 PM to consider the matters set out in the attached agenda.

M Walker

Acting Chief Executive Officer

DISCLAIMER

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

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

ETHICAL DECISION MAKING AND CONFLICTS OF INTEREST

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

ATTACHMENTS

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

RECORDINGS

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



DISCLOSURE OF INTERESTS

Agenda Briefing Ordinary Council Meeting Special Meeting

Name of Person Declaring an interest

Position Date of Meeting

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

INTEREST DISCLOSED

Item No Item Title

Nature of Interest

Type of Interest Financial Proximity Impartiality

INTEREST DISCLOSED

Item No Item Title

Nature of Interest

Type of Interest Financial Proximity Impartiality

INTEREST DISCLOSED

Item No Item Title

Nature of Interest

Type of Interest Financial Proximity Impartiality

DECLARATION

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

Signature Date



DISCLOSURE OF INTERESTS

Notes for Your Guidance

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

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

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

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

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

INTERESTS AFFECTING FINANCIAL INTEREST

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

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



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

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

INTERESTS AFFECTING IMPARTIALITY

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

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

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

IMPACT OF AN IMPARTIALITY DISCLOSURE

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

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

TABLE OF CONTENTS

1.	OFFICIAL OPENING	9
.2.	ATTENDANCE	9
3.	APOLOGIES & NOTIFICATION OF GRANTED LEAVE OF ABSENCE	9
4.	APPLICATIONS FOR LEAVE OF ABSENCE	9
5.	ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION	9
6.	DECLARATION OF MEMBERS INTERESTS	10
6.1	Declarations of Financial Interests – Local Government Act Section 5.60a	10
6.2	Declarations of Proximity Interests – Local Government Act Section 5.60b	10
6.3	Declarations of Impartiality Interests – Admin Regulations Section 34c	10
7.	PUBLIC QUESTION TIME	10
8.	PUBLIC ADDRESSES / DEPUTATIONS	10
9.	PETITIONS	10
10.	CONFIRMATION OF MINUTES	10
11.	DELEGATES' REPORTS WITHOUT DISCUSSION	10
12.	MATTERS REQUIRING A DETERMINATION OF COUNCIL	11
12.1	EXTERNAL SERVICES	11
	Nil	
12.2	ASSET MANAGEMENT	12
12.2.1	Myrup Waste Management Facility	12
12.3	CORPORATE & COMMUNITY SERVICES	19
12.3.1	Local Government Elections 2025	19
12.3.2	Rates Exemption Application	27
12.3.3	Payment of Accounts Listing - February 2025	44
12.3.4	Financial Services Report - February 2025	69
12.4	EXECUTIVE SERVICES	85
12.4.1	Information Bulletin - February 2025	85
12.4.2	2025 Annual Meeting of Electors Motions	115
13.	REPORTS OF COMMITTEES	118
14.	MOTIONS OF WHICH NOTICE HAS BEEN GIVEN	118

15.	MEMBERS QUESTIONS WITH OR WITHOUT NOTICE	118
16.	URGENT BUSINESS APPROVED BY DECISION	118
17.	MATTERS BEHIND CLOSED DOORS	119
17.1	0604-24 - Myrup Waste Management Facility - Materials Recovery Facility Equipment	119
17.2	0605-24 - Myrup Waste Management Facility - Waste Compactor & Trailer's	119
17.3	EOI Esperance Town Foreshore Sauna	119
17.4	0603-24 Myrup Waste Management Facility - Building and Concrete Works	119
18.	PUBLIC QUESTION TIME	120
19.	CLOSURE	120

SHIRE OF ESPERANCE

AGENDA

**ORDINARY COUNCIL MEETING
TO BE HELD IN COUNCIL CHAMBERS ON 25 FEBRUARY 2025
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 L de Haas		Town Ward
Cr W Graham		Rural Ward
Cr S Starcevich		Rural Ward
Cr S Flanagan		Town Ward
Cr C Davies		Town Ward

Shire Officers

Mr M Walker	Acting Chief Executive Officer
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

Mr S Burge	Leave
Cr S McMullen	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 28 January 2025 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 (16)	Ordinary Council Meetings (16)	Special Council Meetings (2)	Annual Electors Meeting (2)
Ron Chambers Shire President	15	15	2	1
Cr Jennifer Obourne Deputy Shire President	13	13	2	2
Cr Shayne Flanagan	15	15	2	2
Cr Connor Davies	13	14	2	2
Cr Steve McMullen	11	10	1	1
Cr Leonie de Haas	14	16	2	2
Cr Wes Graham	15	15	1	2
Cr Sam Starceвич	16	15	2	2
Cr Gemma Johnston	15	15	2	2

12. MATTERS REQUIRING A DETERMINATION OF COUNCIL

12.1 EXTERNAL SERVICES

Nil

12.2 ASSET MANAGEMENT

Item: 12.2.1

Myrup Waste Management Facility

Author/s	Mathew Walker	Acting Chief Executive Officer
Authorisor/s	Mathew Walker	Acting Chief Executive Officer

File Ref: D25/3628

Applicant

Internal

Location/Address

Reserve 51287, Lot 1885 Myrup Road, Myrup.

Executive Summary

For Council to consider making a final commitment to the Myrup Waste Management Facility

Recommendation in Brief

That Council:

1. Commit to the Myrup Waste Management Facility in its current form;
2. Allocate the additional \$22.1 million for the project over the next two annual budgets; and
3. Request the CEO to seek an extension to the Wylie Bay Landfill closure date.

Background

Brief history:

- In 2006 the Shire was informed by the Department of Environment and Conservation that Wylie Bay Landfill site was not suitable for continued use as a Class II landfill.
- In 2012 Council resolved to start the process to find a new landfill site.
- Initial search for a landfill site was undertaken on Crown Land. This was suspended due to the Native Title determination in 2014, as this would have delayed access to land for a number of years.
- In 2015 the search for a landfill site then targeted freehold land.
- A number of freehold land sites were investigated, resulting in the purchase of Kirwan Road in 2017.
- Kirwan Road was abandoned by Council in 2020 due to environmental risks.
- Focus was then directed to find a freehold land site in the Mallee country (Scaddan and above)
- The Shire was approached by the Shire of Coolgardie (SoC) in 2020 to consider landfill disposal at an upgraded facility near the town of Coolgardie. The Shire commissioned the Waste Transport Cost v Landfill Assessment Report to assess the proposal.
- At the February 2021 Ordinary Council Meeting (OCM), Council resolved to negotiate with SoC to enter into a long-term contract for waste disposal.
- At the May 2021 OCM, Council resolved to enter into a long-term agreement for waste disposal with SoC as this offered the best value for future waste disposal.

- Also at the May 2021 OCM, Council resolved to build a Waste Transfer Station at the Myrup Truck Wash site, after assessing a number of proposed sites, with the following resolution:

That Council;

- 1) *Identify Myrup Truck Wash site, Reserve 51287 at Lot 1885 Myrup Rd, Myrup as the preferred location for the Community Drop-off and Waste Transfer Station Site and request the CEO to:*
 - a. *Apply to Department of Planning Lands and Heritage Lands to have Reserve 51287 vesting amended to include the uses of Waste Transfer and Composting,*
 - b. *Engagement of a suitably qualified consultant to developed a detailed concept design and costings; and*
 - c. *Commence the application process for approval with Department of Water and Environmental Regulation criteria for a Community Drop-off Point and Waste Transfer Station.*
- In 2021 The Shire engaged GHD to develop a detailed concept design and report for the Myrup Waste Management Facility. At the January 2022 OCM Council resolved to endorse the design and next steps with the following resolution:

That Council;

1. *Endorse the Detailed Concept Design for the Myrup Community Drop Off and Waste Management Transfer Station as prepared by GHD Consultants;*
2. *Request the Chief Executive Officer to commence procurement processes, including a Request for Tender, for Detailed Construction Drawings, Quantity Survey and all associated reports required for a Works Approval and Licence Application under Part V of the Environmental Protection Act 1986 for the Facility;*
- At the May 2022 OCM, Council awarded a contract to Talis Consultants for the Detailed Design Development of the Myrup Waste Transfer Station.

As part of the contract Talis reworked the site plan to: separate out the community drop off and commercial / heavy vehicle traffic, include a Hazardous Household Waste area and relocate the admin and amenities out of the Material Recovery Facility (MRF). This reworked site plan was used to as the basis for the detailed design of the Waste Management and the Works Approval application required from Department of Water and Environmental Regulation (DWER). The final site plan is included in attachment A.

DWER released the Guideline - Better Practice Organics Recycling in December 2022, given the new guidelines and more detailed requirements to operate and composting facility it was decided stage the project and include the FOGO component in the next stage as to not hold up the main project. FOGO has been progressing with the technology review now complete.

On the 9 May 2024 the Shire received the required Works Approval, for the for construction and time limited operations of a waste management facility including a community recycling and waste transfer centre on the premise, Works Approval Number W6838/2023/1. The detailed design for the Myrup WMF has been substantially completed with only the workshop and storage sheds still outstanding.

Given the size and scale of the works, the project has been broken up into components with the Shire taking the lead to bring these together. The Shire, using sub-contractors, has already substantially completed the baulk earthworks for the site ready for the construction of building and site servicing.

In November 2024, the Shire released three major tenders for the Myrup WMF: Major Buildings and Concrete Works, Materials Recovery Facility Equipment and Waste Compactor & Trailer's. The Tenders are included in this month's agenda for Council to consider awarding contracts. Now that Officers have assessed the tenders, a full project budget has been able to be put together including the know costs and detailed estimates for the other components, a full project breakdown is provided in the table below including contingencies.

Description	Estimated Cost
Temporary Site Services and Preliminaries	\$411,600
Bulk Earthworks	\$1,100,000
Site Drainage	\$357,100
Site Sewerage / Leachate System	\$235,300
Site Water and Fire Water Supply	\$905,500
Site Electrical and Power Upgrades	\$1,813,500
Roads, Carparks and Pathways	\$1,429,500
Admin Building	\$2,138,800
Hazardous Household Waste Building and Recycling Drop Off	\$1,213,500
Multi-Tier Drop Off	\$718,800
Waste Transfer Station Building	\$3,557,500
Material Recovery Facility Building	\$2,804,700
Workshop Building	\$367,100
Storage Sheds x 3	\$379,500
Waste Transfer Station Compactor and Trailers x 4	\$2,582,000
Material Recovery Facility Equipment	\$2,694,100
Fire Suppression system	\$747,500
Mobile Plant	\$1,500,000
Site Bins	\$259,200
Site Fencing	\$393,500
Weighbridge	\$282,300
Fuel Bowser	\$63,600
Landscaping	\$90,000
Documentation / As Constructed Drawings	\$57,500
Total Budget Inc. Contingencies	\$26,102,100

The Current Wylie Bay Landfill is licensed to accept Class II waste until 1 July 2026. The anticipated project construction and commissions is estimated to be completed by the end of 2026. The Shire will need to seek a further extension to the licence for the Wylie Bay Landfill to bridge this gap. Post the closure of Wylie Bay Landfill, it will continue to operate as a Class I facility accepting for Asbestos and Clean fill.

Officer's Comment

The Myrup WMF will provide a fully integrated facility offering a range of recycling and waste management services for the Esperance town as well as the wider region. The Project will provide a centralised location for these services, consisting of the existing Truck Wash and Liquid Waste Facility, a new modern Community Drop Off, a new Waste Transfer Station and a relocated Materials Recovery Facility from the Shire's Wylie Bay Waste Management Facility. The Myrup WMF will accommodate a 50% future increases in throughput to future proof the facility for more than 30 years.

The Community Drop Off will include a Tip Shop and Education building, on-grade drop-off for hazardous household waste, recyclable materials, and bulk items, and a split-level drop-off area for mixed waste

(refuse, scrap metal and green waste). The Waste Transfer Station will allow for the consolidation of the mixed/putrescible waste material collected from the Shire's kerbside collections and commercial operators into bulk-haulage vehicles for transport to Coolgardie Landfill. The Materials Recovery Facility will allow for the continued recyclable processing services for the mixed recyclables collected from the Shire's kerbside collections, commercial operations, and the Community drop-off area in one integrated facility.

Given the substantial cost of the project, officers have investigated a number of options on how the project could be scaled back, these options are detailed below, with the cost, changes and the pros and cons discussed, noting previous Council decisions have already committed the Shire to providing a Waste Transfer Station located at Myrup:

Option & Cost	Changes	Pros	Cons
Full \$26,102,000	<ul style="list-style-type: none"> • Nil 	<ul style="list-style-type: none"> • State of the art Waste transfer Facility • Complete project 	<ul style="list-style-type: none"> • Cost
Minor Exclusions \$25,948,000	<ul style="list-style-type: none"> • Remove emergency generator • Fuel Bowser replaced with a fuel trailer 	<ul style="list-style-type: none"> • Still deliver the complete project • Changes can be added later at minimal costs 	<ul style="list-style-type: none"> • Decrease control on fuel and increased spillage risk • No backup generator
Relocated Existing MRF \$23,929,000	<ul style="list-style-type: none"> • Use existing MRF plant with modifications • Remove emergency generator • Fuel Bowser replaced with a fuel trailer 	<ul style="list-style-type: none"> • Reduction in cost • Could buy MRF plant in the future 	<ul style="list-style-type: none"> • MRF equipment is 25 years old and at the end of life • Working conditions for MRF staff are not improved • Proposed new MRF is anticipated to reduce the number of staff required to operate • The cost move the existing MRF is estimated at \$670,000
Remove non-critical buildings \$23,652,000	<ul style="list-style-type: none"> • Admin building replaced by transportable buildings (site office) • No workshop • Only one storage shed 	<ul style="list-style-type: none"> • Reduction in cost • Can do the buildings in the future 	<ul style="list-style-type: none"> • Storage of some recycled products outside • Mobile plant servicing done outside or off site • White goods and Mattress recycling done out side • Cost of doing the buildings in the future will be higher • There is a cost to provide transportable buildings
Remove non-critical buildings & Relocate Existing MRF \$21,633,000	<ul style="list-style-type: none"> • Use existing MRF plant with modifications • Admin building replaced by transportable buildings (site office) • No workshop • Only one storage shed 	<ul style="list-style-type: none"> • Reduction in cost • Can do the buildings and MRF in the future 	<ul style="list-style-type: none"> • Storage of some recycled products outside • Mobile plant servicing done out side or off site • White goods and Mattress recycling done out side • Cost of doing the buildings and MRF in the future will be higher

Option & Cost	Changes	Pros	Cons
MRF at Wylie Bay \$20,290,000	<ul style="list-style-type: none"> • Leave MRF operations at Wylie Bay • MRF building and storage sheds not required 	<ul style="list-style-type: none"> • Cost Saving • Existing recycling operation already setup 	<ul style="list-style-type: none"> • Requirement to run two sites additional OPEX required • Logistics issues i.e. transport of recycling from Myrup to Wylie Bay • Working conditions for MRF staff are not improved • MRF equipment is 25 years old and at the end of life • Proposed new MRF is anticipated to reduce the number of staff required to operate

The Myrup WMF will be fundamental to how the Shire undertakes waste management for the next 30+ years. The significant cost to construct a modern Waste Management facility needs to be considered as a long-term investment in core Shire business. It is recommended Council proceed with the full project, as scaling back to project would not realise the full benefits and the cost to deliver the components left out will only increase in the future.

Consultation

Talis Consultants
Department of Water and Environmental Regulation
Internal – Waste Management Team
Internal – Project Managers

Financial Implications

The Shire has allocated \$4.0m in the current annual budget for the Myrup WMF. The financial implications arising from this report will require Council to commit a further \$22.1m over the next two financial years for a total project cost of \$26.1m.

To fund the required \$26.1m, a combination of Reserve Funds, Municipal allocations and Loans will be required. The funding strategy will be detailed in the next Annual Budget and Long-Term Financial Plan.

Asset Management Implications

The Asset Management implications from the report are detailed in the following table.

	Capital	Annual	Comments
Capital	26,102,054		
Interest (economic cost)		1,044,082	4% pa
Depreciation (ongoing costs)		522,041	Over 50 years
Maintenance (ongoing cost)		261,021	1% of capital cost
TOTAL		1,827,144	Per year

Statutory Implications

To forward commit funds for future annual budgets requires an absolute majority.

Policy Implications

Nil

Strategic Implications

Council Plan 2022 – 2032

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

Objective 5.2. Develop a sustainable, low waste, circular economy.

Priority Project 5.2.1. Provide a Community Drop Off and Transfer Station at Myrup Truck Wash and Liquid Waste Facility to encourage sustainable waste management.

Environmental Considerations

The environmental considerations arising from this report have been assessed by the Department of Water and Environmental Regulation through the Works Approval process.

Attachments

A₁. Myrup WMF - Site Plan

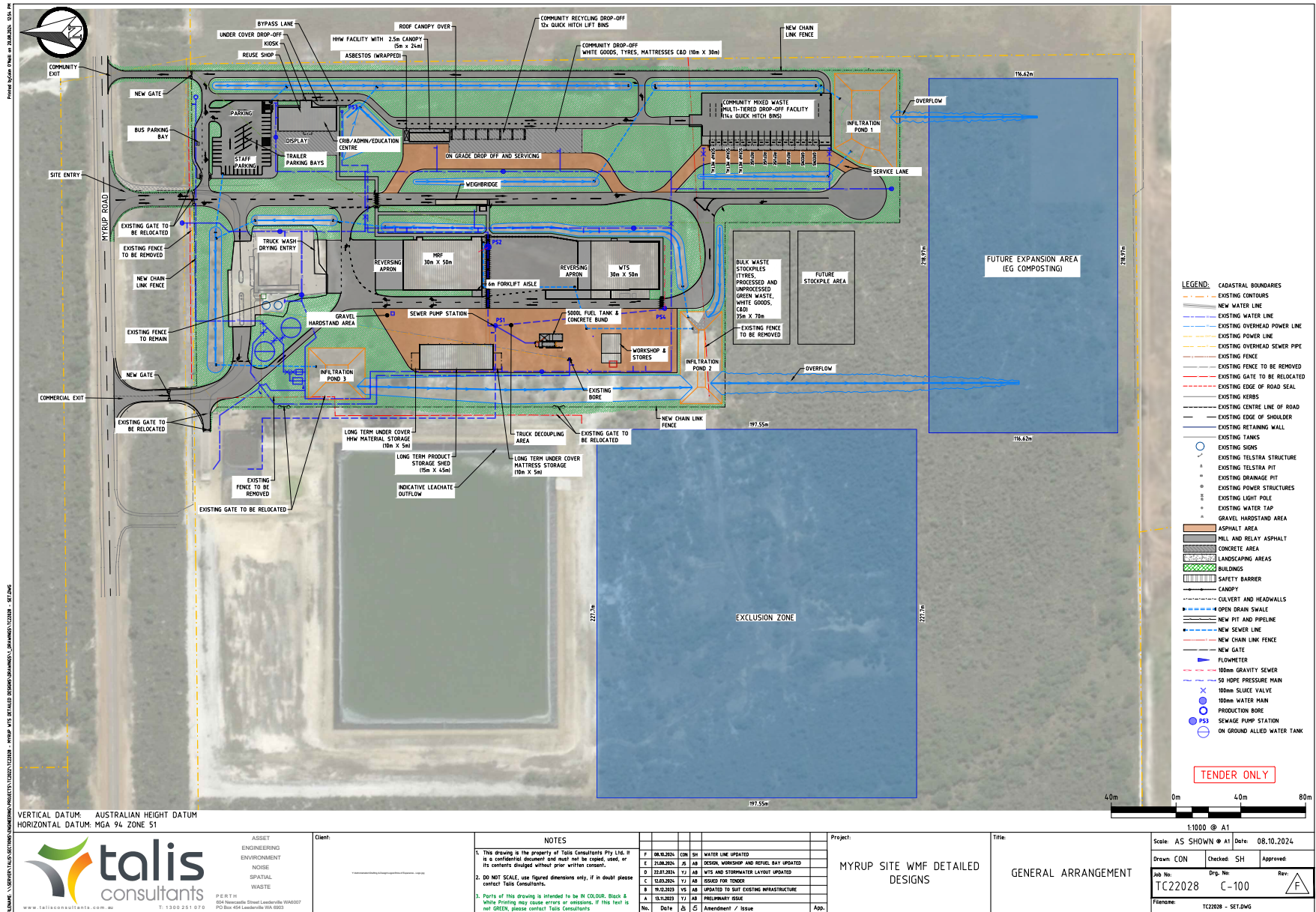
Officer's Recommendation

That Council:

- 1. Commit to the full Myrup Waste Management Facility, for a \$26.1 million project;**
- 2. Allocate an additional \$22.1 million for the project over the next two annual budgets; and**
- 3. Request the CEO to seek an extension to the Wylie Bay Landfill closure date.**

Voting Requirement

Absolute Majority



VERTICAL DATUM: AUSTRALIAN HEIGHT DATUM
HORIZONTAL DATUM: MGA 94 ZONE 51



ASSET
ENGINEERING
ENVIRONMENT
NOISE
SPATIAL
WASTE

Client: _____

NOTES				
1.	This drawing is the property of Talis Consultants Pty Ltd. If it is a confidential document and must not be copied, used, or its contents divulged without prior written consent.			
2.	DO NOT SCALE, use figured dimensions only, if in doubt please contact Talis Consultants.			
3.	Parts of this drawing is intended to be in colour. Black & white printing may cause errors or omissions. If this text is not GREEN, please contact Talis Consultants.			
No.	Date	By	Amendment / Issue	App.
1	08.10.2024	CON	WATER LINE UPDATED	
2	21.08.2024	YS	DESIGN, WORKSHOP AND RESERVE BAY UPDATED	
3	22.01.2024	YS	WTS AND STORAGE LAYOUT UPDATED	
4	02.03.2024	YS	ISSUED FOR TENDER	
5	09.02.2023	VS	UPDATED TO SUIT EXISTING INFRASTRUCTURE	
6	19.10.2023	YS	PRELIMINARY ISSUE	

Project: MYRUP SITE WMF DETAILED DESIGNS

Title: GENERAL ARRANGEMENT

Scale: AS SHOWN @ A1	Date: 08.10.2024
Drawn: CON	Checked: SH
Job No: TC22028	Dwg No: C-100
Filename: TC22028 - SET.DWG	Approved: [Signature]

12.3 CORPORATE & COMMUNITY SERVICES

Item: 12.3.1

Local Government Elections 2025

Author/s	Sarah Walsh Blaise Graham	Coordinator Governance & Corporate Support Governance and Corporate Support Officer
Authorisator/s	Felicity Baxter	Director Corporate and Community Services

File Ref: D25/1675

Applicant

Shire of Esperance

Location/Address

Windich Street Esperance

Executive Summary

For Council to determine how the Local Government Elections 2025 will be conducted.

Recommendation in Brief

That Council appoints the Western Australian Electoral Commission (WAEC) to hold a Postal Election for the Shire of Esperance on 18 October 2025.

Background

As per the *Local Government Act 1995* (the Act), all local Governments in Western Australia will hold elections to elect members to their respective Councils on 18 October 2025 (Election Day). At the Shire of Esperance, there will be a minimum of four vacancies to be filled due to terms expiring, being –

- Cr Shayne Flanagan (Town Ward);
- Cr Steve McMullen (Town Ward);
- Cr Leonie De Haas (Town Ward); and
- Cr Sam Starcevich (Rural Ward).

Part 4 of the Act sets out the methods for Local Government Elections and offers Council options in the manner the Election will be conducted and who will conduct the Election (Returning Officer), however these decisions must be made at minimum 80 days prior to Election Day.

Under section 4.20 of the Act, the Chief Executive Officer of the Local Government is, by default, the Returning Officer. The Local Government can appoint another person, subject to the approval of the Western Australian Electoral Commissioner (s.4.20(2)) or, should Council declare the WAEC responsible for the Election, an independent Returning Officer will be appointed. The Returning Officer's role is to effectively manage the entire election process, and ensure compliance with the Local Government Electoral process and procedures.

Council must also decide the method of Election used. Under section 4.61 of The Act, there are two methods of conducting the election, In-person (default) or Postal. If Postal Election is the chosen method, the WAEC must be made responsible for conduct of the election (4.61(4)).

At the 2023 Local Government Election, a postal election for the Shire President position was held for the first time, with a turnout of 37.01%. The Town Ward election for 2023 resulted in a turnout of 31.27%.

Rural Ward candidates were elected unopposed. The last In-person election was held in 2005 and resulted in a 13.5% turnout of eligible voters.

On 12 December 2024, the WAEC wrote to the Shire of Esperance and provided a quote of \$67,056 ex GST to run a postal election in October 2025 (Attached).

The process for engaging the WAEC to conduct local government elections has changed following recent reforms, and now the administration is required to confirm that the Shire is happy to take their cost estimate to Council before the WAEC will provide written agreement to conduct the election. Correspondence was sent to this effect on 16 December 2024.

The WAEC has now provided written agreement to conduct the 2025 local government elections (Attached).

Officer's Comment

The biennial (every two years) Local Government Election process is the most direct method residents and ratepayers have in determining the future and direction of their respective Local Governments, by electing their representatives to Council.

Council must consider which method to use for the October 2025 Election. In determining which method to adopt, Council should consider the following points regarding each alternative –

In-Person Election and CEO Returning Officer:

- Lower direct costs, however indirect costs (staff) are difficult to estimate or capture;
- Consistent with Federal and State Government Election process;
- Greater "Local Feel" to election process;
- Generally, a lower Voter turnout (13.5% turnout in 2005);
- Potential conflict of interest between Shire Administration and Candidates (potential to politicise the Administration)

Postal Election and Independent Returning Officer:

- Generally, a greater Voter turnout (48.81% in 2019, 32.71% in 2021 & 31.27% in 2023);
*Town Ward figures used for reference.
- High direct costs (very few indirect costs);
- Separation of the Shire Administration and Election process, especially if there are conflicts with Candidates;
- WAEC specialises in managing Elections, resulting in fewer compliance issues;
- Possible perception of election being impersonal and lack of focus on actual election day;
- Inconsistent with Federal and State Government election process (i.e. In-Person voting).

Given the potential for higher Elector turnouts and ability to more accurately estimate the cost of election, it is recommended that the October 2025 Election be a Postal Election managed by the Electoral Commissioner. It should also be noted that the annual Esperance and District Agricultural Show is generally scheduled at the same time, which could affect the turnout rate of an in-person vote.

Even though the WAEC (and their appointed Returning Officer) will manage the election, it does not prevent the Shire assisting in the electoral process, especially in the early stages. The Administration will work with the Returning Officer on matters such as electoral advertising and holding the following forums with the community to help promote the Local Government Elections –

- Candidates Information Session (potential Candidates and Councillors)
- Ballot Allocation (Public, Candidates, Councillors)
- Meet the Candidates (Public and Candidates)
- Election Day and Count

It is noted that two elections will be held this year, for the Town Ward and Rural Ward vacancies. The term of the Shire President position is not due to end until the 2027 election.

Consultation

Western Australian Electoral Commission (WAEC)
Chief Executive Officer

Financial Implications

There are different financial implications for the two possible methods, as below:

Postal Vote

The quoted cost submitted by the WAEC to conduct a post vote is \$67,056 ex GST with the possibly another \$5,000 for incidentals, totalling \$79,000 inc GST in the 2025/26 Annual Budget.

In-person Vote

Should Council decide to run an in-person election, then potentially a lower budget of \$35,000 - \$40,000 (no mailing costs etc.) will need to be provided, however as previously stated it will be difficult to capture all indirect costs (staffing) associated with running an Election.

Asset Management Implications

Nil

Statutory Implications

Local Government Act 1995
Part 4 – Elections and Other Polls
Local Government (Election) Regulations 1997

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.
Provide transparent and accountable leadership

Environmental Considerations

Nil

Attachments

- A. WAEC Cost Estimate 2025
- B. WAEC Written Agreement to Conduct Election 2025

Officer's Recommendation

That Council:

1. Declare in accordance with section 4.20(4) of the *Local Government Act 1995*, the Electoral Commissioner to be responsible for the conduct of the 2025 ordinary election together with any other elections or polls which may be required; and
2. Decide, in accordance with section 4.61(2) of the *Local Government Act 1995* that the method of conducting the 2025 Local Government Election will be as a postal election.

Voting Requirement

Absolute Majority



WESTERN AUSTRALIAN
Electoral Commission

Mr Shane Burge
Chief Executive Officer
Shire of Esperance
PO Box 507
ESPERANCE WA 6450

Dear Mr Burge,

Cost Estimate Letter: 2025 Local Government Ordinary Election

As you are aware, the next local government ordinary election will be held on 18 October 2025. This letter is your Cost Estimate for the Western Australian Electoral Commission to conduct your election, should you proceed with making a declaration under the *Local Government Act 1995* for us to do so.

Cost Estimate

The Commission has estimated the cost to conduct your Council's election in 2025 as a postal election at approximately \$67,056 (ex GST).

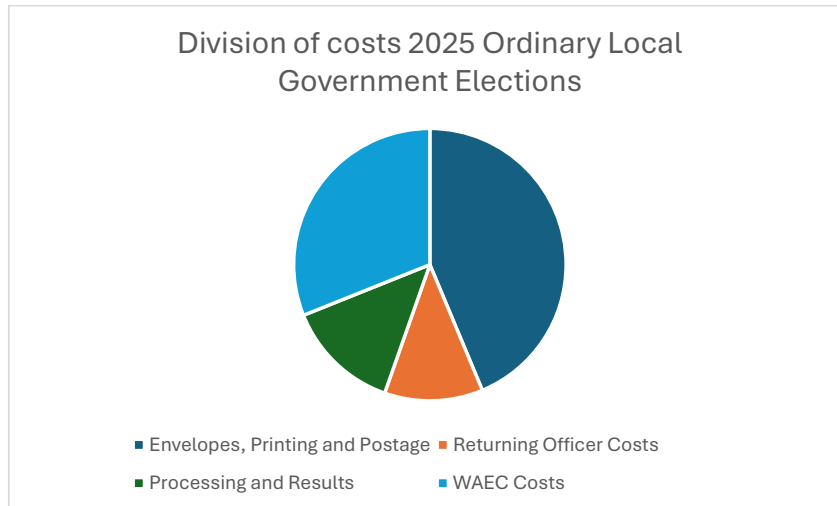
This cost has been based on the following assumptions:

- The method of election will be postal;
- 5 Councillor(s) vacancies;
- 9900 electors;
- response rate of approximately 40%
- appointment of a local Returning Officer; and
- count to be conducted at your office using CountWA.

If any of these assumptions are not correct, please contact us and we can provide a new cost estimate.

Cost Methodology

To provide your estimate, the Commission has estimated the costs of all aspects of the election, from supply of materials to staffing costs. For the 2025 Local Government elections, we have applied the following apportionment across the State:



For individual local Governments the exact apportionment of costs may differ slightly from the above, as the cost categories are determined by applying the following variables:

- Envelopes, Printing and Postage, and WAEC Costs are determined by the number of electors in your Local Government;
- Processing and Results is determined by the expected response rate for your election; and
- Returning Officer Costs are determined by the complexity of the election for the Returning Officer; we classify Local Governments into bands depending on a number of factors including number of Wards, number of vacancies and the number of candidates, and then we pay our Returning Officers a rate which reflects this band.

Estimated Cost of 2025 Local Government Elections

The Commission estimates that the total cost of conducting the Local Government Elections across Western Australia in 2025 will increase by \$1.3 million, compared to 2023. The key drivers for this cost increase are as follows:

- a 45% cost increase from Australia Post, comprising of a 25% increase which came into effect in March 2024, and an additional 20% proposed increase currently being considered by the Australian Competition and Consumer Commission, which if approved will take effect in July 2025; and
- a 9% increase in the salaries paid to Returning Officers as required by the Public Sector CSA Agreement 2024.

Variations to the final costs for your Council

In accordance with the *Local Government (Elections) Regulations 1997*, the Commission conducts elections on the basis of full accrual cost recovery. This means that should the actual costs incurred to conduct the election be less or greater than what we have estimated, the final cost may differ from the cost estimate you have been provided.

Whilst we aim to keep additional costs at a minimum wherever possible, the following are examples of where cost increases may arise:

- If a Returning Officer is selected that is not local to your area;
- If you elect for Australia Post Priority Service for the lodgement of your election package;
- If casual staff are required for the issuing of Replacement Election Packages;
- If casual staff are required to assist the Returning Officer on election day or night; or
- Unanticipated cost increases from our suppliers.

We will endeavour to keep you informed of any unanticipated cost increases as they are incurred during the election.

Service Commitment

The Commission is committed to conducting elections impartially, effectively, efficiently and professionally. Following each election event, we review our performance and identify ways to improve our service delivery.

The Commission acknowledges that during the 2023 Local Government Ordinary Elections, the results for many Local Governments were delayed. Since this time we have improved our Count Processes, and as demonstrated through extraordinary elections conducted in 2024, we are now able to finalise our results more quickly whilst still retaining accuracy and integrity.

If you have any suggestions for improvements we can make to deliver your election, your feedback is welcome at all times.

Next Steps

Should you wish to accept this cost estimate and proceed with the Electoral Commission undertaking this election, there are specific steps that must be taken under the *Local Government Act 1995*. These steps are summarised in the attached flow chart (Attachment A).

As outlined in the flow chart, if you accept this Cost Estimate then please advise of us this in writing, so that we can issue a Written Agreement letter. Both the Cost Estimate letter, and the Written Agreement letter then need to be taken to Council for a decision.

If you have any queries, please contact lgelections@waec.wa.gov.au .

Yours sincerely,



Robert Kennedy
ELECTORAL COMMISSIONER

12 December 2024



WESTERN AUSTRALIAN
Electoral Commission

Mr Shane Burge
Chief Executive Officer
Shire of Esperance
PO Box 507
ESPERANCE WA 6450

Dear Mr Burge,

Written Agreement: 2025 Local Government Ordinary Election

I refer to your correspondence dated 16 December 2024 in which you accept the Western Australian Electoral Commission's Cost Estimate for the 2025 Local Government Ordinary Election, as outlined in my letter to you dated 12 December 2024 (the Cost Estimates Letter).

This letter is my written agreement to be responsible for the conduct of the local government ordinary election for the Shire of Esperance. In order to finalise this agreement, you are required under *the Local Government Act 1995* to submit the following motions to Council for a postal election:

1. declare, in accordance with section 4.20(4) of the Local Government Act 1995, the Electoral Commissioner to be responsible for the conduct of the 2025 ordinary election, together with any other elections or polls which may be required;
2. decide, in accordance with section 4.61(2) of the *Local Government Act 1995* that the method of conducting the election will be as a Postal election.

Please note that:

- the above motion/s must be presented to Council as drafted and cannot be amended in any way;
- both the Cost Estimates Letter, and this Written Agreement Letter should be attached to the item for Council consideration; and
- the above motion/s must be passed by an absolute majority.

Once the Council passes the above mentioned motion/s, please forward confirmation to the Commission to the email address below. The Commission can then proceed with arrangements for your ordinary election.

If you have any queries, please contact lgelections@waec.wa.gov.au.

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'R Kennedy'.

Robert Kennedy
ELECTORAL COMMISSIONER

9 January 2025

Item: 12.3.2

Rates Exemption Application

Author/s	Bronwyn McLeod	Coordinator Revenue
Authorisor/s	Roselyn Hamilton Felicity Baxter	Manager Financial Services Director Corporate and Community Services

File Ref: D25/2403

Applicant

Advance Housing Limited

Location/Address

24 Freeman Street, Sinclair
Lot 167 Plan 59293

Executive Summary

For Council to consider granting a rates exemption to a property under Section 6.26(2)(g) land used exclusively for charitable purposes and is not rateable land under the *Local Government Act 1995*.

Recommendation in Brief

That Council grant a rates exemption under Section 6.26(2)(g) of the *Local Government Act 1995* to Advance Housing Limited, 24 Freeman Street, Sinclair (Assessment 111443) from 1st July 2024.

Background

An application for rates exemption under Section 6.26(2)(g), for controlled properties used for charitable purposes was received from Dearne Germain, Finance & Administration Assistant, on the 11th December 2024.

Advance Housing Limited was formally Great Southern Community Housing Association and was established in 1997 in the City of Albany. The change of name to Advance Housing Limited occurred in 2017. Advance Housing Limited is a managing agent for the Department of Housing and manages properties throughout Western Australia. The City of Albany has granted exemptions to all like properties managed by Advance Housing Limited for charitable purposes.

The property at 24 Freeman Street, Sinclair was purchased in 2012. Since the time of purchase the property is utilised as social housing for eligible tenants. Tenants are provided with a significant discount to market rents. This contributes to the alleviation of poverty and disadvantage for eligible people on low incomes. This is the first instance of Advance Housing Limited applying for an exemption at the Shire of Esperance.

The operation of this dwelling for a charitable activity as defined by the Australian Charities and Not for Profits Commission (ACNC) has been confirmed by officers. The 20233/2024 Annual Report for Advance Housing Limited can be found on the ASIC website. A copy of the Final Constitution with Department of Housing has been captured and stored in the Shire's record management system for future reference.

Officer's Comment

Section 6.26(2)(g) of the act provides that "land used exclusively for charitable purposes" is deemed not rateable by a local government. Advance Housing Limited has supported this application with the following: -

1. Completed application for rates exemption
2. Organisational Statement
3. Copy of Certificate Australian Charities & Not-for-Profits Commission
4. Copy of Tax Exemption Certificate from the ATO

Officers are satisfied that due diligence for this application has been satisfied. It is recommended that Advance Housing Limited be granted rates exemption under Section 6.26(2)(g) from 1st July 2024 and any rates already paid be refunded.

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

Consultation

Advance Housing Limited (Dearne Germain)
Local Government Act 1995

Financial Implications

2024/25 Rates GRV	\$1,696.69
2024/25 Rates Waste Rate	\$ 80.00

Asset Management Implications

Nil

Statutory Implications

The statutory implications associated with this item are Section 6.26(2)(g) land used for charitable purposes, the *Local Government Act 1995*.

Policy Implications

Nil

Strategic Implications

Council Plan 2022 – 2032

Leadership

A financially sustainable and supportive organisation achieving operational excellence

Environmental Considerations

Nil

Attachments

- A. ATO Charitable Status 2010
- B. Registration Certificate
- C. SoE Completed Application
- D. Rates Exemption Organisation Statement

Officer's Recommendation

That Council grant a rates exemption under Section 6.26(2)(g) of the *Local Government Act 1995* to the Advance Housing Limited, 24 Freeman Street, Sinclair (Assessment 111443) from 1st July 2024.

Voting Requirement

Simple Majority

PO Box 3373, Albury NSW 2640



Australian Government
Australian Taxation Office

Client enquiries
Telephone: 1300 130 248

19 February 2010

GREAT SOUTHERN COMMUNITY HOUSING
ASSOCIATION INC
(GREAT SOUTHERN COMMUNITY HOUSING ASSOC)
PO BOX 5695
ALBANY WA 6332

Dear Organisation Manager

**Notification of endorsement for charity tax concessions
For your information**

Enclosed is your organisation's *Notice of endorsement for charity tax concessions*.

Please note the following points.

- Your organisation's endorsement to access charity tax concessions, together with the date or period of effect, is entered in the public register maintained by the Australian Business Registrar at www.abn.business.gov.au
- Your organisation's endorsement is based on the information it has supplied. Your organisation is required by law to notify the Tax Office in writing if its circumstances change and it ceases to be entitled to endorsement.
- The tax laws do not require any particular intervals between self-reviews, but we recommend a yearly review. Your organisation should also carry out a review if there are major changes to its structure or operations.

! The government has announced that it will amend the 'in Australia' requirements in Division 50 of the *Income Tax Assessment Act 1997* to ensure that Parliament retains the ability to fully scrutinise those organisations seeking to pass money to overseas charities and other entities. The proposed measure will have effect from the date of Royal Assent of the amending legislation. For more information on this proposal refer to the 2009-10 Budget, Budget Paper No. 2 available at www.budget.gov.au

For more information

We have a range of publications and services for non-profit organisations. Copies of the *Income tax guide for non-profit organisations* (NAT 7967) and other publications are available on the non-profit area of our website at www.ato.gov.au/nonprofit or by phoning us on **1300 130 248** between 8.00am and 6.00pm, Monday to Friday.

To keep up to date on key tax issues affecting the non-profit sector subscribe to receive our free electronic news service by using the subscribe link on our homepage at www.ato.gov.au

If your organisation has also applied for other endorsements you will receive separate notification.

Yours faithfully

Michael D'Ascenzo
Commissioner of Taxation and
Registrar of the Australian Business Register



Australian Government
Australian Taxation Office

19 February 2010

Notice of endorsement for charity tax concessions

This endorsement notice has been issued to:

Name	GREAT SOUTHERN COMMUNITY HOUSING ASSOCIATION INC
Australian business number	59 521 407 058

GREAT SOUTHERN COMMUNITY HOUSING ASSOCIATION INC, a public benevolent institution, is endorsed to access the following tax concessions from the dates shown:

- **Income tax exemption** from **1 July 2000** under Subdivision 50-B of the *Income Tax Assessment Act 1997*.
- **GST concessions** from **1 July 2005** under Division 176 of *A New Tax System (Goods and Services Tax) Act 1999*.
- **FBT exemption** from **1 July 2005** under section 123C of the *Fringe Benefits Tax Assessment Act 1986*.

Your organisation's endorsement to access charity tax concessions, together with the date or period of effect, is entered in the public register maintained by the Australian Business Registrar at www.abn.business.gov.au

Your organisation must notify the Tax Office in writing if it ceases to be entitled to endorsement.

A handwritten signature in black ink that reads "Michael D'Ascenzo".

Michael D'Ascenzo
Commissioner of Taxation and
Registrar of the Australian Business Register

PO Box 3373, Albury NSW 2640



Australian Government
Australian Taxation Office

Client enquiries
Telephone: 1300 130 248

19 February 2010

GREAT SOUTHERN COMMUNITY HOUSING
ASSOCIATION INC
(GREAT SOUTHERN COMMUNITY HOUSING ASSOC)
PO BOX 5695
ALBANY WA 6332

Dear Organisation Manager

**Notification of endorsement as a deductible gift recipient
For your information**

Enclosed is your organisation's *Notice of endorsement as a deductible gift recipient* (DGR).

Please note the following points.

- Your organisation's endorsement as a deductible gift recipient, together with the date or period of effect, is entered in the public register maintained by the Australian Business Registrar at www.abn.business.gov.au
- Your organisation's endorsement is based on the information it has supplied. Your organisation is required by law to notify the Tax Office in writing if its circumstances change, and it ceases to be entitled to endorsement.
- The tax laws do not require any particular intervals between self-reviews, but we recommend a yearly review. Your organisation should also carry out a review if there are major changes to its structure or operations.

For more information

We have a range of publications and services for non-profit organisations. Copies of *GiftPack* (NAT 3132) and other publications are available on the non-profit area of our website at www.ato.gov.au/nonprofit or by phoning us on **1300 130 248** between 8.00am and 6.00pm, Monday to Friday.

To keep up to date on key tax issues affecting the non-profit sector subscribe to receive our free electronic news service by using the subscribe link on our homepage at www.ato.gov.au

If your organisation has also applied for other endorsements you will receive separate notification.

Yours faithfully

Michael D'Ascenzo
Commissioner of Taxation and
Registrar of the Australian Business Register



Australian Government
Australian Taxation Office

19 February 2010

Endorsement as a deductible gift recipient

Endorsement as a deductible gift recipient under Subdivision 30-BA of the *Income Tax Assessment Act 1997* is provided as detailed below.

Name	GREAT SOUTHERN COMMUNITY HOUSING ASSOCIATION INC
Australian business number	59 521 407 058
Endorsement date of effect	1 July 2000
Provision for gift deductibility	item 1 of the table in section 30-15 of the <i>Income Tax Assessment Act 1997</i>
Item(s) in Subdivision 30-B of the <i>Income Tax Assessment Act 1997</i>	4.1.1 public benevolent institution

Your organisation's endorsement as a deductible gift recipient, together with the date or period of effect, is entered in the public register maintained by the Australian Business Registrar at www.abn.business.gov.au

Your organisation must notify the Tax Office in writing if it ceases to be entitled to endorsement.

Michael D'Ascenzo
Commissioner of Taxation and
Registrar of the Australian Business Register



Australian
Charities and
Not-for-profits
Commission



THIS CERTIFIES THAT

Advance Housing Limited

ABN: 59521407058

IS A REGISTERED CHARITY
AND HAS BEEN TRANSFERRED FROM THE

Australian Taxation Office

TO THE

Australian Charities and Not-for-profits Commission

ON THE DATE OF

03/12/2012

CERTIFIED BY

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

Sue Woodward AM

Commissioner

Australian Charities and Not-for-profits Commission

Copy only. Original available on request





Email admin@advancehousing.com.au
Phone + 61 (08) 9845 9697
Office 121 Serpentine Road, Albany WA 6330
Mail PO Box 5695, Albany WA 6332

ABN: 59 521 407 058 | ACN: 617 285 159

ATTN: Vicki Thompson
Rates Officer
Shire of Esperance
Esperance, WA, 6450

RATES EXEMPTION REVIEW – ADVANCE HOUSING LIMITED APPLICATION

Please find enclosed an application for rate exemption.
As per the requirement of the application the following supporting documentation is enclosed;

Supporting Documents;

- Application Form
- Certificate from the ACNC
- Tax Exemption Certificate from the ATO
- Constitution
- Written Statement
- Audited Financials

Should you have any questions, please do not hesitate to contact myself on 08 9845 9697.

Regards,

A handwritten signature in blue ink, appearing to read 'Dearne Germain'.

Dearne Germain
Finance & Administration Assistant
Advance Housing Limited

Foundation for opportunity

AdvanceHousing.com.au

Rates Exemption Application Form

Local Government Act 1995 - Section 6.26



PRIVACY

The personal information collected on the form will only be used by the Shire of Esperance for the sole purpose of providing requested and related services. Information will be stored securely by us and will not be disclosed to any third parties without your expressed written consent.

This application form is to be used by ratepayers seeking exemption from rates, pursuant to the provisions of Section 6.26 of the Local Government Act 1995. In doing so you are objecting to the rate book under Section 6.76 of the Local Government Act 1995. The application for exemption will be checked based on the information you have provided, and you will be advised of the outcome in due course. Please attach any supporting documents requested, as failure to do so may result in the application being refused.

Please note that where exemption from rates is approved, the property will still be subject to the Emergency Services Levy and any other service fees or charges, if applicable, such as rubbish collection charges. All properties granted a rate exemption, are subject to periodic reviews to ensure continued approval.

PROPERTY DETAILS

Street Address:

24 Freeman St

Suburb:

Esperance

Rates Assessment Number (if known):

A 111443

USE OF PROPERTY

What is the Current use of the Property:

Please provide full details:
Department of Communities owned property - Combined Capital Bid Disability Services Commission Properties (CCB DSC) – operated by Advance Housing Ltd.
Advance Housing Ltd (AHL) controlled properties are used for charitable purposes and are not rateable land under the Local Government Act 1995. The operation of these dwellings as social housing at a large discount to market contributes extensively to the alleviation of poverty and disadvantage for those people on low income, a charitable activity as defined by the Australian Charities and Not for Profits Commission (ACNC).

Benefits to the Community:

Please provide details of how the Shire of Esperance residents benefit from the activities of your organisation:
Alleviates poverty and disadvantage for those people on low income.

23 March 2022
Reviewed
Rates Exemption Application Form
FINS-16

OWNER DETAILS

Property Owner/s: **Contact Number:**

Postal Address:

Email:

OCCUPIER DETAILS IF DIFFERENT FROM ABOVE

Contact Person: **Contact Number:**

Postal Address:

Email:

ORGANISATIONAL INFORMATION

- Yes No **Is the organisation an incorporated body?** *If yes, provide a Certificate of Incorporation.*
- Yes No **Is the organisation considered not-for-profit and registered under the Australian Charities and Not for Profit Commission (ACNC) and Public Benevolent Institution Status?** *If yes, provide the registration number and provide a copy of the registration certificate.*
- Yes No **Does the organisation have a Charity Tax Exemption from the Australian Tax Office (ATO)?** *If yes, provide a certificate of tax exemption from the ATO.*
- Yes No **Does the organisation lease the property?** *If yes, provide a copy of the lease and confirm if the lessee is responsible for payment of rates.*
- Yes No **Does the organisation have planning approval for the land use of the property?** *A site inspection may be required and if found to be non-compliant with the approval use, the application may be disallowed.*

DOCUMENTATION REQUIREMENTS


- Please provide a copy of (in addition to those specified above):**
- Organisation's Constitution**
 - Written statement outlining the nature of the Organisation's operations. It should include the following details:**
 - Use and occupancy of the property
 - Type of service provided (e.g. food, accommodation etc)
 - Frequency of service provision (e.g. full-time, daily, weekly etc)
 - Detailed information as to whether payment is received for the service.
 - A plan of the property, showing all building and outbuildings; OR**
 - A floor plan of the leased property area, if only part of the property is the subject of this application**
 - A copy of the current years audited financial statements for the Organisation (if this exemption applies to only a portion of land owned by this Organisation, provide the relevant statements for the land this application applies to)**

AUTHORISATION

By signing this application, I hereby certify that the information provided is true and correct to the best of my knowledge.

Name: **Position:**

Organisation:

Signature

Applicant

Date
11/12/24

23 March 2022
Reviewed
Rates Exemption Application Form
FINS-16

Attachment 1 Statutory Declaration

Oaths, Affidavits and Statutory Declarations Act 2005



Application for rates exemption under Section 6.26 of the Local Government Act 1995.

STATEMENT OF PROPERTY USE FOR THE YEAR ENDING 30 JUNE 2024

(1) Christian Name/s:

(a) | Arthur John Lysaught

(2) Address:

(a) of 121 Serpentine Road, Albany WA 6330

(3) Occupation:

(a) Chief Executive Officer in the State of Western Australia

Sincerely declare as follows:-

The property located at 24 Freeman St, Esperance 6450
is used by Advance Housing Limited
for the purposes of alleviating poverty and disadvantage of those people on low income

for the period from _____ to _____

The applicant agrees to advise the Shire as soon as there is ANY change to the purpose/s as stated above.

The declaration is made under the Oaths, Affidavits and Statutory Declarations Act 2005

Declared at:

Advance Housing Albany

(a)

11/12/24 Date

(a) Signature Applicant

In the presence of

Name of Witness: Julie Anne de Jong

Qualification of Witness:

Registered Architect #2285

Signature Witness

11/12/24 Date

FINS-16 Rates Exemption Application Form Reviewed 23 March 2022

***IMPORTANT** This Declaration must be made before any of the following persons:-

Academic (post-secondary institution)
Accountant
Architect
Australian Consular Officer
Australian Diplomatic Officer
Bailliff
Bank Manager
Chartered Secretary
Chemist
Chiropractor
Company Auditor or Liquidator
Court Officer (Judge, magistrate, registrar or clerk)
Defence Force Officer (Commissioned, Warrant or NCO (with 5 year continuous service))
Dentist
Doctor
Electorate Officer (State - WA only)
Engineer
Industrial Organisation Secretary
Insurance Broker
Justice of the Peace (any State)
Lawyer
Local Government CEO or deputy CEO
Local Government Councillor
Loss Adjuster
Marriage Celebrant
Member of Parliament (State or Commonwealth)
Minister of Religion
Nurse
Optometrist
Patent Attorney
Physiotherapist
Podiatrist
Police Officer
Post Office Manager
Psychologist
Public Notary
Public Servant (State or Commonwealth)
Real Estate Agent
Settlement Agent
Sheriff or Deputy Sheriff
Surveyor
Teacher
Tribunal Officer
Veterinary Surgeon

Or any person before whom, under the *Statutory Declarations Act 1959* of the Commonwealth, a Statutory Declaration may be made.

FOR INFORMATION

Any authorised witness for the state of Western Australia may also witness a Commonwealth Statutory Declaration, as long as they are in Western Australia at the time of witnessing {Schedule 2, item 231 of the *Commonwealth Statutory Declarations Regulations 1993*}.

IMPORTANT

As of 1 January 2006, there is no provision for commissioners for declarations in the state of Western Australia.

FINS-16 Rates Exemption Application Form Reviewed 23 March 2022

Attachment 2

OFFICE USE ONLY

- Yes No Approval with town planning scheme?
 Yes No Has the property been inspected?
 Yes No Recommend for non-rateable status?

Applicant / Owner Name:

Advance Housing Limited

Section of Local Government Act 1995:

6.26(2)

Exemption Description:

To offer social housing at a large discount to market and contribute to alleviate poverty and disadvantage to people on low incomes.

Reason for non-rateable status:

- New Application Review of Exemption

Amount of rates to be exempted and dates to be applicable from (application date). The approval will be for a period of three years, unless circumstances change.

Amount:

\$1,776.96

Date (from):

01/07/2024

Rubbish bin changes to be levied and dates to be applicable

Amount:

Nil

Date (from):

23 March 2022

Reviewed

Rates Exemption Application Form

FINS-16

Organisational Statement on Council Rates- Advance Housing Ltd

Advance Housing Ltd (AHL), previously Great Southern Community Housing Association (GSCHA), was originally established as an Incorporated Association in November 1997 with the goal of alleviating poverty through social and affordable housing. Whilst the legal form of the entity has changed to a not-for-profit company limited by guarantee, this goal has not changed, and remains AHL's core purpose.

Between 2009 and 2022 AHL grew from managing 109 dwellings to 370 social and affordable housing dwellings, representing 239% in growth in provision of social housing over that time. The vast majority of these dwellings are located within the City of Albany.

AHL provides housing to the Esperance community's most vulnerable people from a wide variety of backgrounds including people on very low, or low income, people with disability or mental health support needs, youth, seniors, and people experiencing or at risk of experiencing domestic violence.

AHL's registration and charitable status includes:

- Being a Registered Charity with The Australian Charities and Not for Profits Commission (ACNC)
- Being a Public Benevolent Institution and holding not for profit status with the Australian Tax Office (ATO)
- Holding Tier 2 Community Housing Provider status with the WA State Government
- Being a National Disability Insurance Scheme (NDIS) registered provider of Specialist Disability Accommodation (SDA)

The Australian Charities and Not for Profits Commission has published a *Commissioner's Interpretation Statement: Provision of housing by Charities* that provides clarity on the charitable nature of the provision of social housing by a charity. It can be found in full at [Commissioners interpretation statement provision of housing by charities](#).

Critically, it states that:

"The Charities Act provides that the purpose of advancing social or public welfare includes, without limitation, the purposes of:

- *relieving the poverty, distress or disadvantage of individuals or families;*^[3]
- *caring for and supporting the aged or individuals with disabilities;*^[4] and
- *caring for, supporting, and protecting children and young individuals."*

AHL's provision of social housing satisfies all of these statements indirectly, but dot point 1 above in particular is satisfied in a direct way.

As the Commissioner views the relief of poverty, distress, or disadvantage as mentioned in dot point 1 above as equally important alternatives rather than being required in combination with each other, each of these criteria falls within *"the purpose of advancing social or public welfare"*.

The rents charged by AHL are based on social housing eligibility requirements as set by the WA Department of Communities and include limited household wealth or assets and limited household income. Additionally, AHL must maintain its charitable status to continue having access to WA State government owned dwellings for social housing delivery.

Social and affordable rents are set at 25-30% of household income. 30% of household income being spent on rent is the widely accepted upper limit of household income before housing stress becomes

Organisational Statement on Council Rates- Advance Housing Ltd

untenable, particularly for people on low incomes or with other forms of relative disadvantage. Whilst not formulated to achieve this comparison to full market rent, AHL's rents in the aggregate generally sit below 60% of the full market rent for our portfolio regardless of any given dwelling typology and location.

This dramatically lower than full market rent is set in an effort to alleviate poverty through providing affordable, stable, and sustainable housing for the community's most in need people. All revenue generated by AHL is applied to achieving this end.

Further, AHL provides a number of dwellings specifically to people that are aged or experience disability. The Commissioner's interpretation Statement provides that:

"The purpose of advancing social or public welfare, includes the purposes of caring for and supporting:

- *the aged, or*
- *individuals with disabilities."*

This, combined with also assisting people experiencing, or at risk of experiencing domestic and family violence and/or homelessness, supports AHL's satisfaction of the need to relieve distress or disadvantage as a charity.

Individually and in combination, these characteristics of AHL and its contribution to the public good, support AHL's provision of housing as a genuinely charitable activity.

The dwelling currently occupied and utilised in the Shire of Esperance is a dwelling transferred to operations under head lease from the Department of Communities (Housing).

The rents charged by AHL reflect social housing eligibility requirements as set by the WA Department of Communities and, whilst not formulated that way, in practice generally sit below 60% of the full market rent for those particular properties and represent 25-30% of household income. This dramatically lower than market rent is set in an effort to alleviate poverty and provide relief from disadvantage through providing affordable, stable, and sustainable housing. All revenue generated by AHL is applied to achieving this charitable end and there are no commercial or for-profit activities undertaken other than those that financially support AHL's charitable purpose (these are minor in nature). How rents are calculated is explained in the attached guide.

It is clear from the above information that AHL's housing is provided as a charitable purpose. This is relevant to AHL's request to have concessional fees applied on the basis that the properties we operate, whether under our own ownership or under management contracts on behalf of the state government, are **not rateable land** under S6.76 (1)(ii) of the Local Government Act 1995.

This position is based on the definition of rateable land under S6.26 (2) (II) (g) of the Act that provides an exemption where the *owner* as defined in S1.4(f) uses the land "*exclusively for charitable purpose*".

Ownership under S1.4 (f) is clear for the properties AHL hold title over, but also covers the properties we manage and operate on behalf of the WA State government (for our charitable purpose) under S1.4 (f) parts (a)(ia)(iv) and (d).

Viewing these elements in combination, it is clear that all dwellings operated by AHL **are not rateable land under the Act** and therefore are **exempt from rate charges**.

In support of this position and request we have attached the following documents:

1. Advance Housing Ltd Constitution 2017.

Organisational Statement on Council Rates- Advance Housing Ltd

2. How we calculate your Rent information sheet.
3. 2022 Annual Report.

This organisational statement should be read in conjunction with the applications for rates exemption being lodged contiguously.

For more information, or an expanded discussion, please contact:

John Lysaught
CEO
Advance Housing Ltd
121 Serpentine Rd
ALBANY WA 6330
john@advancehousing.com.au
08-9845 9697

Item: 12.3.3

Payment of Accounts Listing - February 2025

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

File Ref: D25/3648

Executive Summary

To present the list of accounts paid by the Chief Executive Officer under delegated authority and the list of payments made by authorised employees using credit cards and other purchasing cards for the month 1 – 31 January 2025.

Background

Recent reviews of the *Local Government Financial Management Regulations (1996)* by Moore Australia recommends that the payments listing (*Reg 13*) and the list of payments made by authorised employees using credit cards or other purchasing cards (*Reg 13A*) to be presented to Council in a separate agenda item to the financial reports as they relate to a different part of the Financial Management Regulations.

Consultation

Moore Australia – Chartered Accountants, Auditors and Business Advisors

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. Payment of Accounts Listing - January 2025
- B. Transaction Cards Report - January 2025

Officer's Recommendation

That Council:

- 1. Receive the list of accounts paid for the period 1 – 31 January 2025 as listed in the attachment.**
- 2. Receive the list of accounts paid using credit cards and other purchasing cards for the period 1 – 31 January 2025 as listed in the attachment.**

Voting Requirement

Simple Majority

SHIRE OF ESPERANCE
THE ACCOUNTS REFERRED TO IN THE SCHEDULE AND SUMMARISED BELOW HAVE BEEN PAID
FOR THE PERIOD ENDING 31 JANUARY 2025

MUNICIPAL FUND

Cheques

ACTUAL PAYMENTS:	Cheques: 27770 - 27771	\$1,297.63
------------------	------------------------	------------

EFT

ACTUAL PAYMENTS:	Transaction No's: E4733 - E4743	\$3,543,189.68
------------------	---------------------------------	----------------

Credit Cards

ACTUAL PAYMENTS:	Transactions: 25/12/2024 - 24/01/2025	\$18,107.75
------------------	---------------------------------------	-------------

Paid under the delegated authority to the CEO

MUNICIPAL TOTAL:	\$3,562,595.06
-------------------------	-----------------------

Estimated % local payments (including credit cards)

\$1,300,347.20	36.50%
-----------------------	---------------

TRUST FUND

Cheques

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

EFT

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

TRUST TOTAL:	\$0.00
---------------------	---------------

TOTAL:	\$3,562,595.06
---------------	-----------------------

Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 25 February 2025 for confirmation in respect to accounts already paid.

Municipal Fund - Cheque Payments

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
C27770	09/01/2025	11704	G F & W M Kennedy	Refund	\$ 429.23
C27771	24/01/2025	386	Shire of Esperance - Petty Cash	Petty cash recoup - Civic Centre, Library & EHC	\$ 868.40
Total Creditor payments made by Cheque from Municipal Fund					\$ 1,297.63

Municipal Fund - EFT Payments

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4733	03/01/2025	33	Australian Services Union (ASU)	Payroll deduction	\$ 371.00
E4733	03/01/2025	140	Esperance Shire Staff Jackpot	Payroll deduction	\$ 600.00
E4733	03/01/2025	144	Esperance Staff Social Club	Payroll deduction	\$ 224.00
E4733	03/01/2025	154	LGRCEU	Payroll deduction	\$ 88.00
E4733	03/01/2025	1963	Child Support Agency	Payroll deduction	\$ 3,647.94
E4734	03/01/2025	32	Australia Post	Postage charges	\$ 1,246.78
E4734	03/01/2025	260	Horizon Power	Electricity charges	\$ 1,999.16
E4734	03/01/2025	290	Telstra	Telephone charges	\$ 1,822.36
E4734	03/01/2025	314	WA Treasury Corporation	Loan repayment	\$ 45,876.63
E4734	03/01/2025	2562	Commonwealth Bank of Australia	Merchant fees	\$ 4,639.44
E4734	03/01/2025	7576	Les Mills Asia Pacific	Contract fees - Body Combat and Body Pump	\$ 588.66
E4734	03/01/2025	9321	Superchoice Services Pty Limited	Superannuation - December 2024	\$ 269,766.38
E4734	03/01/2025	11364	Ezidebit Pty Ltd	Ezidebit services - BOILC	\$ 347.79
E4735	09/01/2025	1	Australian Taxation Office	Payroll deduction	\$ 364,512.00
E4735	09/01/2025	62	Building And Construction Industry	BCITF - December 2024	\$ 3,362.56

Municipal Fund - EFT Payments

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4735	09/01/2025	100	Landgate	GRVs	\$ 426.86
E4735	09/01/2025	126	Esperance Electrical Service	Electrical services	\$ 5,188.00
E4735	09/01/2025	381	Optus Communications	Internet connection for the mobile CCTV	\$ 59.99
E4735	09/01/2025	448	Broons Group Pty Ltd	Parts & supplies	\$ 1,956.35
E4735	09/01/2025	505	Esperance Plumbing Service	Plumbing services	\$ 6,931.31
E4735	09/01/2025	571	St John Ambulance Association in WA	Event standby & service of defibrillator	\$ 647.00
E4735	09/01/2025	662	Jason Signmakers	Emergency vehicle signage	\$ 2,769.03
E4735	09/01/2025	800	Civica Pty Limited	Annual licence fees	\$ 972.64
E4735	09/01/2025	1045	Stewart & Heaton Clothing Co Pty Ltd	Fire brigade uniforms & supplies	\$ 7,112.81
E4735	09/01/2025	1197	Six Mile Hill Bush Fire Brigade	Reimbursement	\$ 124.99
E4735	09/01/2025	1215	Shire of Esperance Municipal Fund	Bond transfer	\$ 100.00
E4735	09/01/2025	1315	Gibson Soak Water Co	Bottled water supply	\$ 177.00
E4735	09/01/2025	1470	Express Yourself Printing Esperance	Printing and stationery	\$ 3,430.00
E4735	09/01/2025	1507	Ausroad Systems	Parts & spares	\$ 844.14
E4735	09/01/2025	1550	Comfort Inn Bay of Isles	Bookeasy sales - Accommodation	\$ 184.50
E4735	09/01/2025	1695	Bay of Isles Mini-Excavators	Grease trap services	\$ 310.00
E4735	09/01/2025	1863	Zipform Electronic Print & Mail	Printing supplies & services	\$ 2,476.21
E4735	09/01/2025	1981	Esperance Sportspower	Corporate uniforms	\$ 3,895.55
E4735	09/01/2025	2188	Star Transport	Freight charges	\$ 242.85
E4735	09/01/2025	2317	Southern Cross Austereo Pty Ltd	Radio advertising	\$ 2,827.00
E4735	09/01/2025	2496	Professionals Esperance Real Estate	Rent	\$ 3,360.00
E4735	09/01/2025	2763	Esperance Lock & Shoe Service	Key & lock supplies	\$ 342.00
E4735	09/01/2025	3227	Esperance Fire Services	Supply, hire and replacement of fire extinguishers	\$ 1,645.60
E4735	09/01/2025	3305	Metro Count	Parts & supplies	\$ 297.00

Municipal Fund - EFT Payments

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4735	09/01/2025	3532	Esperance Bay Holiday Park	Bookeasy sales - Accommodation	\$ 1,098.22
E4735	09/01/2025	3752	Securepay Pty Ltd	Monthly charge	\$ 45.05
E4735	09/01/2025	4315	One Music	Background music licence - Admin building	\$ 541.84
E4735	09/01/2025	4321	The Royal Life Saving Society (WA)	Training & education	\$ 107.25
E4735	09/01/2025	4699	Esperance Care Services Inc	Bags of rags	\$ 150.00
E4735	09/01/2025	4947	Toll Ipec Pty Ltd	Freight charges	\$ 715.38
E4735	09/01/2025	4989	Woolworths Group Limited*	Consumables & supplies	\$ 1,752.69
E4735	09/01/2025	5042	Officeworks Business Direct	Stationery	\$ 448.95
E4735	09/01/2025	5274	Davric Australia	Souvenirs - EVC	\$ 2,988.15
E4735	09/01/2025	5604	Esperance Milk Supply	Milk supplies	\$ 164.47
E4735	09/01/2025	5622	Subway Esperance	Catering	\$ 60.00
E4735	09/01/2025	5796	Pink Lake IGA	Consumables	\$ 1,032.24
E4735	09/01/2025	5877	Castletown Chemist	Chemist supplies - EHC	\$ 174.00
E4735	09/01/2025	6024	SeatAdvisor Pty Ltd	Ticket sales - December 2024	\$ 116.88
E4735	09/01/2025	6164	Data 3 Limited	Secure cloud backup for Office 365	\$ 736.56
E4735	09/01/2025	6221	PFD Food Services Pty Ltd	Consumables & supplies	\$ 528.80
E4735	09/01/2025	6552	Esperance Bird and Animal Park	Bookeasy sales - Accommodation	\$ 722.40
E4735	09/01/2025	7250	Esperance CWA Holiday Units	Bookeasy sales - Accommodation	\$ 3,715.20
E4735	09/01/2025	7425	Esperance Cleaning Service	Cleaning services	\$ 13,992.00
E4735	09/01/2025	7438	Independence Australia	Nursing products & supplies - EHC	\$ 848.58
E4735	09/01/2025	7581	T & L Ayers	Rent	\$ 900.00
E4735	09/01/2025	7700	B H Vibart	Jackpot winnings - Pay 13	\$ 150.00
E4735	09/01/2025	7704	Vorgee Pty Ltd.	Swim school equipment - BOILC	\$ 3,927.00
E4735	09/01/2025	7715	TD Contractors A/L Removal	Earthworks	\$ 12,379.40

Municipal Fund - EFT Payments

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4735	09/01/2025	7879	Drillers Ridge Pty Ltd - 8 Taylor St	Bookeasy sales - Accommodation	\$ 2,683.20
E4735	09/01/2025	8024	C A Poole	Consignment sales	\$ 320.00
E4735	09/01/2025	8341	Esperance Edge	Knife sharpening services	\$ 123.50
E4735	09/01/2025	8366	P J Farmilo	Jackpot winnings - Pay 14	\$ 150.00
E4735	09/01/2025	8467	Dixon Construction	Design & construct Condingup Brigade fire shed	\$ 88,554.43
E4735	09/01/2025	8544	Moore Australia (WA) Pty Ltd	Training & education	\$ 2,288.00
E4735	09/01/2025	8596	Frontline Fire and Rescue Equipment	Fire brigade supplies & equipment	\$ 1,176.94
E4735	09/01/2025	8783	The Trustee for Recherche Medical	Pre-employment medical assessment	\$ 50.00
E4735	09/01/2025	8914	Cleanaway Pty Ltd	Rubbish & recycling collections	\$ 3,494.95
E4735	09/01/2025	8972	Dunn's Cleaning Service Pty Ltd	Cleaning services	\$ 5,879.50
E4735	09/01/2025	9038	Burnett Bulldozing	Plant & machine hire	\$ 5,181.00
E4735	09/01/2025	9138	Department of Biodiversity Conservation	Plant specimen identification services	\$ 297.00
E4735	09/01/2025	9147	Key Pest and Weed Control	Pest control	\$ 1,467.40
E4735	09/01/2025	9163	Esperance Combined Tyres & Mechanical services	Tyres, repairs & parts	\$ 4,600.50
E4735	09/01/2025	9207	Datacom Systems (AU) Pty Ltd	Printer parts & supplies	\$ 1,117.60
E4735	09/01/2025	9218	Avantgarde Technologies Pty Ltd	Monthly CCTV maintenance	\$ 8,579.56
E4735	09/01/2025	9306	Drake-Brockman Building and Construction	Design & construct depot emulsion shed	\$ 45,878.25
E4735	09/01/2025	9307	South Metropolitan TAFE	Training & education	\$ 314.90
E4735	09/01/2025	9330	Coastal Climate Choice Pty Ltd	Airconditioning services	\$ 3,147.00
E4735	09/01/2025	9451	The Choppin Block Butchers	Consumables - EHC	\$ 145.18
E4735	09/01/2025	9466	Esperance Glass	Glass replacement services	\$ 3,267.00
E4735	09/01/2025	9503	EcoValley Honey	Consignment sales	\$ 123.60
E4735	09/01/2025	9531	Esperance Island Cruises	Bookeasy - Accommodation	\$ 1,903.50
E4735	09/01/2025	9564	South East Auto & Heavy Diesel	Parts, repairs and services	\$ 2,770.17

Municipal Fund - EFT Payments

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4735	09/01/2025	9578	Department of Mines, Industry	Building services levies - December 2024	\$ 3,343.12
E4735	09/01/2025	9641	Aussie Broadband Pty Ltd	Monthly internet charges	\$ 507.00
E4735	09/01/2025	9645	TPG Network Pty Ltd	Monthly internet charges	\$ 130.90
E4735	09/01/2025	9659	The Deli King	Catering	\$ 755.00
E4735	09/01/2025	9666	V Thomson	Jackpot winnings - pay 14	\$ 150.00
E4735	09/01/2025	9671	R P Western	Consignment sales	\$ 44.00
E4735	09/01/2025	9747	Bettercup	Reuseable cups	\$ 1,284.80
E4735	09/01/2025	9838	Blue Haven Shell Studio Accommodation	Bookeasy sales - Accommodation	\$ 2,429.50
E4735	09/01/2025	9913	Esperance Crane Hire	Crane hire	\$ 1,021.57
E4735	09/01/2025	9930	Stantec Australia Pty Ltd	Engineering consulting services	\$ 4,400.00
E4735	09/01/2025	10115	MBIT Technologies Pty Ltd	Business SMS service	\$ 11.00
E4735	09/01/2025	10147	Kingspan Water & Energy Pty Ltd	Supply and erect water tanks	\$ 49,500.00
E4735	09/01/2025	10191	Silver Podiatry	Podiatry services - EHC	\$ 340.00
E4735	09/01/2025	10192	Esperance Gutter Cleaning	Gutter cleaning services	\$ 4,229.50
E4735	09/01/2025	10269	Lite N' Easy Pty Ltd	Meal preparation and delivery - EHC	\$ 1,354.69
E4735	09/01/2025	10358	Esperance Weekender	Advertising services	\$ 461.70
E4735	09/01/2025	10416	J M Smith	Rent	\$ 600.00
E4735	09/01/2025	10459	Cloud Payment Group	Debt collection services	\$ 281.93
E4735	09/01/2025	10518	Townzies Turf and Gardens	Gardening services - EHC	\$ 594.00
E4735	09/01/2025	10675	Archipelago Apartments	Bookeasy sales - Accommodation	\$ 1,267.20
E4735	09/01/2025	10733	Esperance Turf & Landscaping	Returfing services - Wildcherry Dog Park	\$ 7,284.75
E4735	09/01/2025	10848	Retravisio Esperance – JAPMR Pty Ltd	Various whitegoods supplies	\$ 6,777.00
E4735	09/01/2025	10859	BM Electrical WA Pty Ltd (Griffs)	Electrical works	\$ 3,931.40
E4735	09/01/2025	10942	Thorp Realty Pty Ltd	Rent	\$ 1,411.43

Municipal Fund - EFT Payments

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4735	09/01/2025	10956	MBL Food & Packaging T/A South Coast Foodservice	Consumables & supplies	\$ 6,456.24
E4735	09/01/2025	10958	Newsxpress Esperance Lottery Centre	Newspapers - Library	\$ 69.00
E4735	09/01/2025	10985	Rebecca Staunton Physiotherapy	Physiotherapy services - EHC	\$ 1,980.00
E4735	09/01/2025	11030	JMAC Building	Repairs & supplies	\$ 1,269.15
E4735	09/01/2025	11053	David Macdermott T/A Mermaid Leather	Consignment sales	\$ 12.00
E4735	09/01/2025	11110	Esperance Outdoor Power Equipment	Parts & equipment	\$ 129.00
E4735	09/01/2025	11166	PS & L Group Pty Ltd	Employment law consulting	\$ 2,200.00
E4735	09/01/2025	11191	Bay Diversified Pty Ltd	Weed spraying & control services	\$ 2,706.00
E4735	09/01/2025	11215	Wavecrest Village Tourist Park	Bookeasy sales - Accommodation	\$ 52.20
E4735	09/01/2025	11257	MAXCO Australia Pty Ltd	Annual cloud subscription	\$ 690.89
E4735	09/01/2025	11270	Rise n Shine Group	Cleaning services	\$ 24,398.00
E4735	09/01/2025	11271	Coldtrek Distribution Group	Consumables	\$ 426.55
E4735	09/01/2025	11316	BreezeConnect	Monthly subscription	\$ 48.50
E4735	09/01/2025	11340	Down to Earth Esperance	Equipment & supplies	\$ 509.95
E4735	09/01/2025	11356	Good Chat Designs	Consignment sales	\$ 294.00
E4735	09/01/2025	11371	G M Mais	Jackpot winnings - Pay 13	\$ 150.00
E4735	09/01/2025	11401	Levi's Woodworking	Consignment sales	\$ 45.60
E4735	09/01/2025	11513	Avis WA	Car hire	\$ 11,383.27
E4735	09/01/2025	11518	Mega Phones	Monthly pendant monitoring	\$ 1,094.00
E4735	09/01/2025	11545	K J Davidson	Refund	\$ 1,000.15
E4735	09/01/2025	11565	Seas It All T/A Esperance Foreshore Apartments	Bookeasy sales - Accommodation	\$ 2,127.00
E4735	09/01/2025	11590	MLP Civil	Plant & machinery hire	\$ 4,378.00
E4735	09/01/2025	11618	Esperance Windscreens	Windscreen replacements	\$ 1,782.55
E4735	09/01/2025	11636	The Trustee Macdonald De Salis Pty	Bookeasy sales - Accommodation	\$ 326.80

Municipal Fund - EFT Payments

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4735	09/01/2025	11665	F E Technologies Pty Ltd	Print management supplies - Library	\$ 904.20
E4735	09/01/2025	11676	Thanaporn Makhin Independent Support	Carer services - EHC	\$ 735.00
E4735	09/01/2025	11688	Work Metrics Pty Ltd	OHS software set up and monthly fee	\$ 3,619.00
E4735	09/01/2025	11692	Elysian Consulting Pty Ltd	Professional services - Housing Project Proposal	\$ 1,650.00
E4735	09/01/2025	11698	Bookeasy Australia Pty Ltd	Online booking fees - December	\$ 492.16
E4735	09/01/2025	11699	Long Pty Ltd T/A Perth Commercial	Kiosk drinks fridge	\$ 2,499.00
E4735	09/01/2025	11703	W J & J K Felesina	Refund	\$ 151.00
E4735	09/01/2025	11705	B R Coxall	Reimbursement	\$ 21.95
E4735	09/01/2025	11706	L J Elder	Reimbursement	\$ 21.95
E4735	09/01/2025	11707	L A Appleton	Reimbursement	\$ 21.95
E4735	09/01/2025	11708	B J Marcon	Reimbursement	\$ 21.95
E4735	09/01/2025	11709	C A Barlow	Reimbursement	\$ 21.95
E4736	10/01/2025	260	Horizon Power	Electricity charges	\$ 731.88
E4736	10/01/2025	7580	BP Australia Pty Ltd	Air BP refuelling	\$ 558.97
E4736	10/01/2025	11364	Ezidebit Pty Ltd	Ezidebit services - BOILC	\$ 450.07
E4737	17/01/2025	260	Horizon Power	Electricity charges	\$ 83,387.26
E4737	17/01/2025	290	Telstra	Telephone charges	\$ 1,193.57
E4737	17/01/2025	314	WA Treasury Corporation	Loan repayment	\$ 14,864.25
E4737	17/01/2025	8784	Sheriff's Office, Perth	Legal fees	\$ 86.00
E4737	17/01/2025	9997	Sandwai Pty Ltd	Software monthly admin & mobile user	\$ 2,304.23
E4737	17/01/2025	11364	Ezidebit Pty Ltd	Ezidebit services - BOILC	\$ 103.92
E4738	20/01/2025	325	Easton WJ & V	Hire of earthmoving plant	\$ 3,234.00
E4738	20/01/2025	1469	Beachwind Enterprises Pty Ltd	Hire of earthmoving plant	\$ 44,092.40
E4738	20/01/2025	5767	Seek Limited	Advertising positions vacant	\$ 3,509.00

Municipal Fund - EFT Payments

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4738	20/01/2025	6014	Esperance Tree Lopping	Pruning and removal of trees and stumps	\$ 15,785.00
E4738	20/01/2025	6636	Esperance Earthworks Pty Ltd	Hire of earthmoving plant	\$ 61,726.50
E4738	20/01/2025	7522	Jacka Trenching and Fencing	Traffic control	\$ 2,722.50
E4738	20/01/2025	7576	Les Mills Asia Pacific	Staff training courses	\$ 874.00
E4738	20/01/2025	8230	Ballantyne Earthmoving	Hire of earthmoving plant and labour	\$ 180,708.00
E4738	20/01/2025	8312	AF & SP Ridgway Pty Ltd	Contractor road works	\$ 4,075.50
E4738	20/01/2025	8317	Titan Contracting	Mowing services & traffic control	\$ 39,442.96
E4738	20/01/2025	10615	Quaintrelle (WA) Pty Ltd T/A Environmental Services	Hire of street sweeper	\$ 32,516.81
E4738	20/01/2025	11461	Welrick Transport Pty Ltd	Two tailgate spreader boxes with extensions	\$ 80,200.00
E4738	20/01/2025	11537	CB Traffic Solutions Pty Ltd	Traffic control services	\$ 5,049.19
E4739	23/01/2025	1	Australian Taxation Office	Payroll deduction	\$ 190,655.78
E4739	23/01/2025	100	Landgate	Title searches	\$ 41.20
E4739	23/01/2025	126	Esperance Electrical Service	Electrical services	\$ 7,147.00
E4739	23/01/2025	187	Ixom Operations Pty Ltd	Cylinder & gas charges	\$ 3,357.86
E4739	23/01/2025	395	BOC Gases	Cylinder & gas charges	\$ 133.46
E4739	23/01/2025	505	Esperance Plumbing Service	Plumbing services	\$ 3,484.29
E4739	23/01/2025	571	St John Ambulance Association in WA	Supplies, training & education	\$ 814.50
E4739	23/01/2025	650	Sheldon Paint and Panel	Insurance claim excess	\$ 1,000.00
E4739	23/01/2025	796	State Emergency Service Unit Inc	Operation grant funds	\$ 21,862.50
E4739	23/01/2025	977	The Pier Hotel	Meals for staff - EHC	\$ 61.70
E4739	23/01/2025	1045	Stewart & Heaton Clothing Co Pty Ltd	Fire brigade uniforms	\$ 453.81
E4739	23/01/2025	1250	Hoeys Exhaust Centre	Parts & spares	\$ 120.00
E4739	23/01/2025	1315	Gibson Soak Water Co	Bottled water supplies	\$ 132.00
E4739	23/01/2025	1400	Bayview Motel Esperance	Bookeasy sales - Accommodation	\$ 425.70

Municipal Fund - EFT Payments

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4739	23/01/2025	1435	Carroll & Richardson - Flagworld	Banners - Agricultural show	\$ 5,291.00
E4739	23/01/2025	1470	Express Yourself Printing Esperance	Printing and stationery	\$ 273.00
E4739	23/01/2025	1695	Bay of Isles Mini-Excavators	Plant hire & pump out of septic	\$ 21,938.00
E4739	23/01/2025	1981	Esperance Sportspower	Corporate uniforms	\$ 4,470.00
E4739	23/01/2025	2120	ADT Security	Monthly monitoring services	\$ 195.92
E4739	23/01/2025	2352	John Stewart Battery Service	Battery parts & supplies	\$ 88.00
E4739	23/01/2025	2496	Professionals Esperance Real Estate	Rent	\$ 3,360.00
E4739	23/01/2025	2763	Esperance Lock & Shoe Service	Key & lock supplies	\$ 120.00
E4739	23/01/2025	2765	Esperance Autos	Parts & spares	\$ 691.83
E4739	23/01/2025	3227	Esperance Fire Services	Hire, inspection & service of fire extinguishers	\$ 1,196.69
E4739	23/01/2025	3736	Easisalary Pty Ltd	Novated lease payment	\$ 391.00
E4739	23/01/2025	3797	LED Esperance	Electrical supplies	\$ 14.19
E4739	23/01/2025	3889	S J & H P O'Brien	Welding & fabrication services	\$ 5,705.77
E4739	23/01/2025	4068	Total Asphalt And Traffic Management	Supply & install asphalt - Airport	\$ 32,121.48
E4739	23/01/2025	4148	Bay of Isles Community Outreach Inc	Confidential shredding	\$ 300.00
E4739	23/01/2025	4308	Esperance Motor Group	One 2024 Toyota Hilux	\$ 66,343.20
E4739	23/01/2025	4315	One Music	Background music licence - BOILC	\$ 357.06
E4739	23/01/2025	4321	The Royal Life Saving Society (WA)	Labour hire & supplies	\$ 3,251.60
E4739	23/01/2025	4553	CFC Holdings Pty Ltd	Parts & repairs	\$ 124.27
E4739	23/01/2025	4567	WA Police Service	Volunteer police checks	\$ 90.00
E4739	23/01/2025	4947	Toll Ipec Pty Ltd	Freight charges	\$ 178.24
E4739	23/01/2025	4989	Woolworths Group Limited*	Consumables & supplies	\$ 1,565.21
E4739	23/01/2025	5042	Officeworks Business Direct	Office and stationery supplies	\$ 697.48
E4739	23/01/2025	5194	Jatek Engineering	Steel supplies & fabrication	\$ 127.85

Municipal Fund - EFT Payments

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4739	23/01/2025	5295	Komatsu Australia Pty Ltd	Parts & spares	\$ 640.79
E4739	23/01/2025	5374	Tranquil Retreat	Bookeasy sales - Accommodation	\$ 645.00
E4739	23/01/2025	5393	Esperance Eagle View Accommodation	Bookeasy sales - Accommodation	\$ 2,236.00
E4739	23/01/2025	5604	Esperance Milk Supply	Milk supplies	\$ 191.45
E4739	23/01/2025	5736	Datatrax Pty Ltd T/A Tourism Touchscreens	Advertising fees - EVC	\$ 190.00
E4739	23/01/2025	5754	M H Ammon	Reimbursement	\$ 650.00
E4739	23/01/2025	5767	Seek Limited	Advertising positions vacant	\$ 467.50
E4739	23/01/2025	5793	Tradelink Esperance	Plumbing supplies	\$ 271.21
E4739	23/01/2025	5796	Pink Lake IGA	Consumables	\$ 239.22
E4739	23/01/2025	6009	McLeods Barristers & Solicitors	Legal advice	\$ 378.62
E4739	23/01/2025	6164	Data 3 Limited	Server data centre management licencing	\$ 9,005.57
E4739	23/01/2025	6179	Bay Of Isles Furniture	Office furniture	\$ 1,896.00
E4739	23/01/2025	6221	PFD Food Services Pty Ltd	Consumables	\$ 399.00
E4739	23/01/2025	6250	WA Tyre Recovery	Tyre disposal	\$ 1,584.35
E4739	23/01/2025	6495	MCM Protection Pty Ltd	Security & monitoring services	\$ 7,830.90
E4739	23/01/2025	6537	ABCO Products Pty Ltd	Ablution supplies	\$ 1,932.21
E4739	23/01/2025	6552	Esperance Bird and Animal Park	Bookeasy sales - Accommodation	\$ 1,419.00
E4739	23/01/2025	6654	Department of Planning, Lands and Heritage	Oil pipeline lease	\$ 1,500.00
E4739	23/01/2025	7043	Connect Call Centre Services	Connect call centre service - December	\$ 225.94
E4739	23/01/2025	7250	Esperance CWA Holiday Units	Bookeasy sales - Accommodation	\$ 5,934.00
E4739	23/01/2025	7581	T & L Ayers	Rent	\$ 900.00
E4739	23/01/2025	7704	Vorgee Pty Ltd.	Swim school equipment	\$ 990.00
E4739	23/01/2025	7803	Dr T W Pearn	Pre-employment medical assessment	\$ 440.00
E4739	23/01/2025	7932	All West Building Approvals Pty Ltd	Building approval services	\$ 825.00

Municipal Fund - EFT Payments

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4739	23/01/2025	8024	C A Poole	Consignment sales	\$ 116.00
E4739	23/01/2025	8097	Shop for Shops	Office furniture - Museum	\$ 444.00
E4739	23/01/2025	8117	Foxtel Cable Television Pty Limited	Monthly subscription - January	\$ 155.00
E4739	23/01/2025	8255	H S Norwood	Jackpot winnings - Pay 15	\$ 150.00
E4739	23/01/2025	8366	P J Farmilo	Jackpot winnings - Pay 15	\$ 150.00
E4739	23/01/2025	8459	Condingup Machinery Wreckers	Parts & spares	\$ 454.46
E4739	23/01/2025	8474	South East Fire and Safety	Tag & testing services	\$ 541.75
E4739	23/01/2025	8497	The Print Shop Bunbury	Flyer advertising	\$ 458.70
E4739	23/01/2025	8506	Le Grand Chateau Esperance	Bookeasy sales - Accommodation	\$ 473.00
E4739	23/01/2025	8510	4 Cabling Pty Ltd	IT equipment & supplies	\$ 418.00
E4739	23/01/2025	8516	CMA Ecocycle Pty Ltd	Globes & battery recycling	\$ 2,711.67
E4739	23/01/2025	8644	AM Wreckers Group Pty Ltd	Removal of vehicle	\$ 220.00
E4739	23/01/2025	8670	Jetmen Mbangani Pty Ltd	Pre-employment medical assessment	\$ 220.00
E4739	23/01/2025	8783	The Trustee for Recherche Medical	Pre-employment medical assessment	\$ 550.00
E4739	23/01/2025	8800	South Regional TAFE	Training and education	\$ 1,457.10
E4739	23/01/2025	8914	Cleanaway Pty Ltd	Rubbish & recycling collections	\$ 501.62
E4739	23/01/2025	8955	Esperance Laundry and Linen	Laundry services	\$ 335.40
E4739	23/01/2025	8972	Dunn's Cleaning Service Pty Ltd	Cleaning services	\$ 35,263.97
E4739	23/01/2025	9138	Department of Biodiversity Conservation	Plant specimen identification services	\$ 561.00
E4739	23/01/2025	9147	Key Pest and Weed Control	Pest control inspections and services	\$ 297.00
E4739	23/01/2025	9152	N B Husbands	Reimbursement	\$ 1,999.00
E4739	23/01/2025	9163	Esperance Combined Tyres & Mechanical	Tyres, repairs & parts	\$ 6,393.00
E4739	23/01/2025	9207	Datacom Systems (AU) Pty Ltd	Printer parts & supplies	\$ 729.16
E4739	23/01/2025	9236	T Stewarts Engineering	Fabricate & fit gates to public toilets	\$ 4,201.35

Municipal Fund - EFT Payments

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4739	23/01/2025	9270	William Govans TA Bills Doors and Servicing	Door servicing & repairs	\$ 1,409.10
E4739	23/01/2025	9274	Gibson Soak Hotel	Volunteer & staff meals - EHC	\$ 73.90
E4739	23/01/2025	9308	Florissons Home Furnishers	Office furniture	\$ 425.00
E4739	23/01/2025	9330	Coastal Climate Choice Pty Ltd	Air-conditioning services	\$ 980.00
E4739	23/01/2025	9377	Esperance Caravan Repair Centre	Safety step for overflow van	\$ 71.50
E4739	23/01/2025	9400	Rapid Global Nominee Pty Ltd	Contractor management software	\$ 3,960.00
E4739	23/01/2025	9451	The Choppin Block Butchers	Consumables - EHC	\$ 776.07
E4739	23/01/2025	9473	Banksia Park Farm Eggs	Consumables - EHC	\$ 450.00
E4739	23/01/2025	9503	EcoValley Honey	Consignment sales	\$ 151.20
E4739	23/01/2025	9531	Esperance Island Cruises	Bookeasy sales - Accommodation	\$ 922.50
E4739	23/01/2025	9542	MCD Contracting Pty Ltd	Machine hire for fire mitigation	\$ 15,900.50
E4739	23/01/2025	9564	South East Auto & Heavy Diesel	Parts, spares & repairs	\$ 3,025.17
E4739	23/01/2025	9639	Avon Waste	Rubbish & recycling collections	\$ 45,457.63
E4739	23/01/2025	9659	The Deli King	Catering	\$ 227.80
E4739	23/01/2025	9671	R P Western	Consignment sales	\$ 36.00
E4739	23/01/2025	9838	Blue Haven Shell Studio Accommodation	Bookeasy sales - Accommodation	\$ 1,474.90
E4739	23/01/2025	9878	Wildflora Factory Pty Ltd	Wildflower seeds for resale	\$ 679.98
E4739	23/01/2025	9894	Calibre Care	Mobility equipment & supplies - EHC	\$ 6,718.50
E4739	23/01/2025	9913	Esperance Crane Hire	Crane hire - Removal of town Christmas tree	\$ 305.25
E4739	23/01/2025	10055	AVCRM Products Pty Ltd	Compliance & risk management drone software	\$ 2,915.00
E4739	23/01/2025	10129	Marsh Pty Ltd	Training & education	\$ 5,403.20
E4739	23/01/2025	10136	Anything and Everything Esperance	Souvenirs for resale - EVC	\$ 545.92
E4739	23/01/2025	10142	R-Group International Pty Ltd	Teams phone package - December 2024	\$ 3,209.53
E4739	23/01/2025	10166	GCM Agencies Pty Ltd	One 2024 Multipac multi tyre roller	\$ 181,500.00

Municipal Fund - EFT Payments

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4739	23/01/2025	10192	Esperance Gutter Cleaning	Gutter cleaning services	\$ 3,378.10
E4739	23/01/2025	10193	Push Mobility	New beach wheel chair	\$ 6,309.50
E4739	23/01/2025	10195	K Hindley	Reimbursement	\$ 205.00
E4739	23/01/2025	10218	D B Ambrose	Gardening services - EHC	\$ 552.50
E4739	23/01/2025	10269	Lite N' Easy Pty Ltd	Meal preparation & delivery - EHC	\$ 1,325.95
E4739	23/01/2025	10416	J M Smith	Rent	\$ 600.00
E4739	23/01/2025	10518	Townzies Turf and Gardens	Gardening services - EHC	\$ 841.50
E4739	23/01/2025	10564	WA Girl Macrame	Consignment sales	\$ 106.16
E4739	23/01/2025	10571	Farmgate Esperance Pty Ltd	Parts & equipment	\$ 304.93
E4739	23/01/2025	10651	Louise Stewart Brown Creative Artwork	Consignment sales	\$ 80.72
E4739	23/01/2025	10668	Esri Australia Pty Ltd	Annual subscription mapping software	\$ 50,415.20
E4739	23/01/2025	10735	Cabcharge Pty Ltd	Cab charges - December	\$ 249.18
E4739	23/01/2025	10848	Retravision Esperance – JAPMR Pty Ltd	Whitegoods	\$ 10,032.00
E4739	23/01/2025	10859	BM Electrical WA Pty Ltd (Griffs)	Electrical services	\$ 484.00
E4739	23/01/2025	10874	R Van Zetten (Recherche Medical)	Pre-employment medical assessment	\$ 440.00
E4739	23/01/2025	10888	Insculpo Pty Ltd T/A Sheridan's Badges	Staff name badges	\$ 291.50
E4739	23/01/2025	10906	M & E M Boni	Refund	\$ 647.54
E4739	23/01/2025	10942	Thorp Realty Pty Ltd	Rent	\$ 1,240.00
E4739	23/01/2025	10956	MBL Food & Packaging T/A South Coast Foodservice	Consumables & supplies	\$ 2,993.51
E4739	23/01/2025	10972	Museum Village Markets Inc	Small community grant & market stalls	\$ 2,740.00
E4739	23/01/2025	10985	Rebecca Staunton Physiotherapy	Physiotherapy services - EHC	\$ 1,611.50
E4739	23/01/2025	11053	David Macdermott T/A Mermaid Leather	Consignment sales	\$ 24.00
E4739	23/01/2025	11096	Esperance Trophies & Laser Engraving	Engraving services	\$ 45.00
E4739	23/01/2025	11111	Down to Earth Training & Assessing	Training & education	\$ 18,132.02

Municipal Fund - EFT Payments

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4739	23/01/2025	11176	Tunstall Healthcare	Monthly pendant monitoring - EHC	\$ 54.90
E4739	23/01/2025	11191	Bay Diversified Pty Ltd	Weed control spraying services	\$ 10,298.70
E4739	23/01/2025	11270	Rise n Shine Group Pty Ltd	Cleaning services	\$ 10,725.00
E4739	23/01/2025	11341	Worldwide Swim School	Training & education	\$ 50.00
E4739	23/01/2025	11356	Good Chat Designs	Consignment sales	\$ 160.00
E4739	23/01/2025	11401	Levi's Woodworking	Consignment sales	\$ 27.20
E4739	23/01/2025	11425	Southside Treats & Sweets P/L t/as Brumby's	Catering	\$ 26.50
E4739	23/01/2025	11439	Kath Guest t/as Heart of the Mallee	Consignment sales	\$ 84.00
E4739	23/01/2025	11571	Wyoming Transport	Freight charges	\$ 4,600.86
E4739	23/01/2025	11588	Green Thumb Gardening Esperance	Gardening services - BOILC	\$ 420.00
E4739	23/01/2025	11601	Dairy Pumping Systems	Waste removal system - Rotary drum separator	\$ 81,114.00
E4739	23/01/2025	11621	Esperance Carpentry & Maintenance	Supply & fit access ramps, handrails & shower infill	\$ 9,500.00
E4739	23/01/2025	11671	Stark Training	Training & education	\$ 1,540.00
E4739	23/01/2025	11686	JSP Solutions Pty Ltd	Parts & spares	\$ 80.00
E4739	23/01/2025	11702	JTC Contracting	Machine hire for Helms Arboretum fire	\$ 13,321.00
E4739	23/01/2025	11711	Supagas Pty Limited	LPG supply	\$ 477.74
E4739	23/01/2025	11712	Nucoal Resources Limited	Refund	\$ 1,066.92
E4739	23/01/2025	11713	Futurise Holdings Pty Ltd	Refund	\$ 110.00
E4739	23/01/2025	11714	S J Popham	Refund	\$ 1,175.08
E4739	23/01/2025	11715	Aruma Resources Limited	Refund	\$ 818.24
E4739	23/01/2025	11716	Marquee Resources Limited	Refund	\$ 695.37
E4739	23/01/2025	11717	Enhanced Design & Drafting	Drafting & design services	\$ 1,716.00
E4740	24/01/2025	260	Horizon Power	Electricity charges	\$ 50,633.60
E4740	24/01/2025	2562	Commonwealth Bank of Australia	Merchant fees	\$ 747.29

Municipal Fund - EFT Payments

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4740	24/01/2025	7580	BP Australia Pty Ltd	Air BP refuelling	\$ 356.63
E4741	29/01/2025	47	B E Stearne & Co Pty Ltd	Reticulation supplies	\$ 103.00
E4741	29/01/2025	63	Bunnings Ltd*	Hardware & tools	\$ 8,712.57
E4741	29/01/2025	112	Esperance Ag Services	Parts & equipment	\$ 1,655.63
E4741	29/01/2025	136	Powerplant Motorcycles	Equipment & repairs	\$ 1,387.35
E4741	29/01/2025	287	Swans Veterinary Services	Veterinary services	\$ 628.55
E4741	29/01/2025	323	Westrac Equipment Pty Ltd	One Caterpillar grader	\$ 475,585.00
E4741	29/01/2025	431	Assa Abloy Australia Pty Limited	Parts & equipment	\$ 13,792.09
E4741	29/01/2025	707	Haslams	Protective clothing	\$ 4,016.34
E4741	29/01/2025	1259	South East Petroleum*	Fuel supplies	\$ 77,690.78
E4741	29/01/2025	1307	Feature Paints	Paint supplies	\$ 70.20
E4741	29/01/2025	1461	Kip & Steve's Mechanical Repairs	Parts & equipment	\$ 14,029.15
E4741	29/01/2025	1485	Freight Lines Group	Freight charges	\$ 12,201.24
E4741	29/01/2025	1575	GPC Asia Pacific Pty Ltd/Repco	Automotive supplies	\$ 4,425.13
E4741	29/01/2025	2246	Cutting Edges Pty Ltd	Parts & equipment	\$ 3,265.68
E4741	29/01/2025	2333	Winc Australia Pty Limited	Office supplies & stationery	\$ 1,448.18
E4741	29/01/2025	2469	Coates Hire	Knuckle boom hire	\$ 1,808.11
E4741	29/01/2025	3774	Goodchild Enterprises	Battery supplies	\$ 247.50
E4741	29/01/2025	3834	Dicks Electronics	Electronic supplies	\$ 89.90
E4741	29/01/2025	3898	Tutt Bryant Equipment	Parts & spares	\$ 636.88
E4741	29/01/2025	4210	Farm & General EOPP	Parts & spares	\$ 3,395.14
E4741	29/01/2025	4648	Wurth Australia Pty Ltd	Workshop parts & supplies	\$ 690.80
E4741	29/01/2025	5908	Heatley Sales Pty Ltd	Parts & supplies	\$ 8.42
E4741	29/01/2025	6183	Kleen West	Cleaning products & supplies	\$ 12,707.36

Municipal Fund - EFT Payments

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4741	29/01/2025	6407	Dell Australia Pty Limited	Computer supplies & equipment	\$ 6,257.77
E4741	29/01/2025	6714	Holcim Pty Ltd	Aggregate & kerbmix supplies	\$ 12,236.14
E4741	29/01/2025	6873	WT Hydraulics	Parts & spares	\$ 815.09
E4741	29/01/2025	8959	Topsigns	Variety of signage	\$ 13,469.72
E4741	29/01/2025	9006	Corsign WA Pty Ltd	Traffic signs & banners	\$ 16,623.20
E4741	29/01/2025	9022	AFGRI Equipment Australia Pty Ltd	Parts & supplies	\$ 5,267.65
E4741	29/01/2025	9170	ThermoAir	Air conditioning services	\$ 5,306.81
E4741	29/01/2025	9210	McIntosh & Son W.A.	Parts & supplies	\$ 1,780.55
E4741	29/01/2025	9574	Clarke & Stokes Agriservices Pty Ltd	Parts & supplies	\$ 6,788.62
E4741	29/01/2025	9948	Rotech Auto-Electrical	Parts, labour & servicing	\$ 16,857.63
E4741	29/01/2025	10325	V Reck	Admin costs - Esperance Biosecurity Association	\$ 3,048.95
E4741	29/01/2025	10701	Esperance Truck Pro Pty Ltd	Parts & supplies	\$ 506.00
E4741	29/01/2025	10741	Esperance Rural Supplies - Elders	Parts & supplies	\$ 89.00
E4741	29/01/2025	10993	Esperance Communication	Printing, electronics & services	\$ 8,855.54
E4741	29/01/2025	11082	South East Petroleum - BFB Accounts	Fuel supplies	\$ 3,286.93
E4741	29/01/2025	11160	Sigma Telford Group	Parts & supplies	\$ 1,432.20
E4741	29/01/2025	11298	Alcolizer Technology Pty Ltd	Service & calibration of units	\$ 1,243.00
E4741	29/01/2025	11451	Otium Planning Group	Strategic plan consulting - BOILC	\$ 4,356.00
E4741	29/01/2025	11501	SoundBay Pty Ltd T/A Mannys Music &	Lighting & sound equipment - Civic Centre	\$ 1,949.99
E4741	29/01/2025	11527	JA Miller & KL Miller T/A Pharkarwee	Wild dogs baiting services - EBA	\$ 9,196.00
E4741	29/01/2025	11681	Waglass Pty Ltd	Glass recycling services	\$ 532.22
E4741	29/01/2025	11719	Wicked Strategies	Training & education	\$ 2,271.02
E4742	30/01/2025	32	Australia Post	Postage charges	\$ 3,545.73
E4742	30/01/2025	260	Horizon Power	Electricity charges	\$ 1,600.18

Municipal Fund - EFT Payments

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4742	30/01/2025	290	Telstra	Telephone charges	\$ 1,788.47
E4742	30/01/2025	392	Water Corporation	Water usage charges	\$ 2,051.42
E4742	30/01/2025	7580	BP Australia Pty Ltd (6791)	Air BP refuelling	\$ 516.87
E4742	30/01/2025	11364	Ezidebit Pty Ltd	Ezidebit services - BOILC	\$ 1,209.57
E4743	31/01/2025	33	Australian Services Union (ASU)	Payroll deduction	\$ 371.00
E4743	31/01/2025	140	Esperance Shire Staff Jackpot	Payroll deduction	\$ 588.00
E4743	31/01/2025	144	Esperance Staff Social Club	Payroll deduction	\$ 228.00
E4743	31/01/2025	154	LGRCEU	Payroll deduction	\$ 88.00
E4743	31/01/2025	1963	Child Support Agency	Payroll deduction	\$ 3,158.16

Total Creditor payments made by EFT from Municipal Fund \$ 3,543,189.68

** Purchasing card transactions - Outlined further in
purchasing card report*

SHIRE OF ESPERANCE
CREDIT CARD PAYMENT LISTING

List of accounts direct debited from Council's Municipal Fund submitted to the Ordinary Council Meeting held on 25/02/2025 for confirmation in respect to accounts already paid via credit cards.

DATE	CREDITOR	PARTICULARS	AMOUNT
3/01/2025	Twilio Sendgrid	Monthly BOILC point of sale subscription	\$ 148.94
8/01/2025	WWC - Communities	Working with Children check	\$ 87.00
10/01/2025	Beautique Aesthetics	Leaving gift	\$ 914.85
15/01/2025	Vend Pos	Monthly Visitors Centre point of sale subscription	\$ 189.05
17/01/2025	Woolworths	Catering	\$ 24.25
21/01/2025	Me Me Art	Office supplies	\$ 320.79
22/01/2025	Dominos Esperance	Fire volunteers - Catering	\$ 387.33
22/01/2025	Coles Express	Fire volunteers - Catering	\$ 12.00
22/01/2025	Red Rooster Esperance	Fire volunteers - Catering	\$ 397.50
22/01/2025	Red Rooster Esperance	Fire volunteers - Catering	\$ 9.75
8/01/2025	Netflix Australia Pty Ltd	Monthly subscription	\$ 18.99
10/01/2025	Kolor Kode	Office supplies	\$ 106.70
17/01/2025	Xero	Monthly subscription	\$ 70.00
25/12/2024	Ezi Gofax Pty Ltd	Fax licence	\$ 29.85
3/01/2025	National Tax and Accountants Association	Training & education	\$ 569.00
4/01/2025	Intuit Mailchimp	Media subscription	\$ 310.06
8/01/2025	Sonic Healthplus Pty Ltd	Pre-employment medical assessment	\$ 261.80
8/01/2025	Starlink Internet	Remote internet monthly charges	\$ 1,502.00
9/01/2025	Microsoft	Azure cloud storage - Esperance Coastal Safety	\$ 3.89
14/01/2025	Notifyre	Messaging subscription	\$ 22.00
17/01/2025	Starlink Internet	Remote internet monthly charges	\$ 374.00
21/01/2025	Western Australian Police	Annual firearms licence	\$ 173.00
21/01/2025	Underkover Australia	IT equipment	\$ 198.00
17/01/2025	Environmental Health Australia	Emergency public health booklet	\$ 48.00
7/01/2025	Redback Lasers	Building inspection supplies	\$ 338.95
31/12/2024	Facebook Advertising	Job advertisements	\$ 70.98
2/01/2025	REX	Flights - Les Mills Training - Perth	\$ 408.95
2/01/2025	REX	Flights - Industrial Relations Conference - Perth	\$ 408.95
2/01/2025	Woolworths	Chamber stock & gifts for new citizens	\$ 208.05
2/01/2025	BWS Liquor	Refreshments	\$ 46.00
6/01/2025	Aurea Hotel Perth King	Accommodation - Industrial Relations Conference - Perth	\$ 208.08
7/01/2025	REX	Flights - Annual Budget Workshop - Perth	\$ 408.95
7/01/2025	Express Yourself Printing	Office supplies	\$ 24.00
10/01/2025	Post Office Esperance	Prize for End of Year Function	\$ 305.95
10/01/2025	Sports Power Esperance	Prize for End of Year Function	\$ 300.00
11/01/2025	Ingot Hotel	Accommodation - Strategies for Life - Perth	\$ 242.71
14/01/2025	REX	Flights - WALGA Training - Perth	\$ 408.95
16/01/2025	REX	Flights - ARO Course - Perth	\$ 408.95
16/01/2025	Holiday Inn West Perth	Accommodation - WALGA Training - Perth	\$ 206.05
17/01/2025	Country Comfort Inn	Accommodation - Workmate Training - Perth	\$ 919.14
21/01/2025	Esperance Cruises	Accommodation - Australia Day Ambassador - Esperance	\$ 680.00
21/01/2025	REX	Flights - Aged Care Workshop - Perth	\$ 408.95
21/01/2025	Woolworths	Citizen of the Year supplies	\$ 1.90
23/01/2025	REX	Flights - Traffic Management Course - Perth	\$ 408.95
23/01/2025	REX	Flights - Traffic Management Course - Perth	\$ 408.95
23/01/2025	Woolworths	Office & kitchen supplies	\$ 57.20
27/12/2024	Repco	Parts & supplies	\$ 37.52
2/01/2025	Bunnings	Key cutting services	\$ 43.76
14/01/2025	Topsigns	Vehicle signage	\$ 198.00
21/01/2025	Lucky Roe Snack Bar	Fire volunteers - Catering	\$ 81.60
23/01/2025	Lucky Roe Snack Bar	Fire volunteers - Catering	\$ 54.90
23/01/2025	Downtown Espresso	Fire volunteers - Catering	\$ 22.00
23/01/2025	Downtown Espresso	Fire volunteers - Catering	\$ 6.00
15/01/2025	Cloud Eleven Esperance	Catering	\$ 63.79
20/01/2025	McDonalds Esperance	Fire volunteers - Catering	\$ 39.65
22/01/2025	McDonalds Esperance	Fire volunteers - Catering	\$ 20.85
20/01/2025	Red Dot Stores	Office stationery & supplies	\$ 49.97
20/01/2025	Galaxy Training	Training & education	\$ 39.31
21/01/2025	Red Dot Stores	Office stationery & supplies	\$ 26.46
21/01/2025	Boulevard News Esperance	Office stationery & supplies	\$ 10.20
21/01/2025	Galaxy Training	Training & education	\$ 39.31
3/01/2025	Woolworths	Food - Kitchen - EHC	\$ 211.80
6/01/2025	Woolworths	Food - Kitchen - EHC	\$ 133.42
13/01/2025	Woolworths	Food - Kitchen - EHC	\$ 197.99

SHIRE OF ESPERANCE
CREDIT CARD PAYMENT LISTING

List of accounts direct debited from Council's Municipal Fund submitted to the Ordinary Council Meeting held on 25/02/2025 for confirmation in respect to accounts already paid via credit cards.

DATE	CREDITOR	PARTICULARS	AMOUNT
14/01/2025	Woolworths	Food - Kitchen - EHC	\$ 87.80
14/01/2025	Woolworths	Food - Kitchen - EHC	\$ 219.45
7/01/2025	Ampol Esperance	Ice supplies for outside works	\$ 41.50
9/01/2025	Water Corporation	Clearance agreement	\$ 2,123.76
13/01/2025	Main Roads	Permits for oversize vehicles	\$ 300.00
13/01/2025	Department of Transport	Vehicle registration	\$ 79.65
15/01/2025	WA Government - DEMIRS	Training & education	\$ 90.00
15/01/2025	WA Government - DEMIRS	Training & education	\$ 90.00
15/01/2025	WA Government - DEMIRS	Training & education	\$ 90.00
15/01/2025	WA Government - DEMIRS	Training & education	\$ 90.00
15/01/2025	WA Government - DEMIRS	Training & education	\$ 90.00
15/01/2025	WA Government - DEMIRS	Training & education	\$ 90.00
15/01/2025	WA Government - DEMIRS	Training & education	\$ 90.00
17/01/2025	WA Government - DEMIRS	Training & education	\$ 90.00
17/01/2025	WA Government - DEMIRS	Training & education	\$ 90.00
17/01/2025	WA Government - DEMIRS	Training & education	\$ 90.00
23/01/2025	Department of Transport	Vehicle registration adjustment	\$ 19.70
		Total Credit Card Purchases 25/12/2024 - 24/01/2025	\$ 18,107.75

**SHIRE OF ESPERANCE
PURCHASING CARDS PAYMENT LISTING**

List of accounts due by Council submitted to the Ordinary Council Meeting held on 25/02/2025 for confirmation in respect to accounts already paid via purchasing cards, as summarised in Payment of Accounts Listing.

DATE	CREDITOR	PARTICULARS	AMOUNT
19/12/2024	Bunnings	Hardware & supplies	\$ 65.66
18/12/2024	Bunnings	Hardware & supplies	\$ 16.00
04/12/2024	Bunnings	Hardware & supplies	\$ 13.24
17/01/2025	Bunnings	Hardware & supplies	-\$ 13.94
17/12/2024	Bunnings	Hardware & supplies	\$ 17.88
23/12/2024	Bunnings	Hardware & supplies	\$ 117.44
02/12/2024	Bunnings	Hardware & supplies	\$ 125.16
03/12/2024	Bunnings	Hardware & supplies	\$ 18.44
03/12/2024	Bunnings	Hardware & supplies	\$ 29.95
09/12/2024	Bunnings	Hardware & supplies	\$ 1,835.72
16/01/2025	Bunnings	Hardware & supplies	-\$ 27.68
16/01/2025	Bunnings	Hardware & supplies	\$ 27.68
11/12/2024	Bunnings	Hardware & supplies	\$ 794.44
13/12/2024	Bunnings	Hardware & supplies	\$ 71.03
10/12/2024	Bunnings	Hardware & supplies	\$ 28.78
10/12/2024	Bunnings	Hardware & supplies	\$ 62.40
10/12/2024	Bunnings	Hardware & supplies	\$ 107.84
09/12/2024	Bunnings	Hardware & supplies	\$ 1,231.30
19/12/2024	Bunnings	Hardware & supplies	\$ 17.74
30/12/2024	Bunnings	Hardware & supplies	\$ 345.36
24/12/2024	Bunnings	Hardware & supplies	\$ 227.40
27/12/2024	Bunnings	Hardware & supplies	\$ 54.53
17/12/2024	Bunnings	Hardware & supplies	\$ 76.77
10/12/2024	Bunnings	Hardware & supplies	\$ 5.73
10/12/2024	Bunnings	Hardware & supplies	\$ 44.78
10/12/2024	Bunnings	Hardware & supplies	\$ 54.06
12/12/2024	Bunnings	Hardware & supplies	\$ 33.73
12/12/2024	Bunnings	Hardware & supplies	\$ 43.09
12/12/2024	Bunnings	Hardware & supplies	\$ 38.48
16/12/2024	Bunnings	Hardware & supplies	\$ 101.32
16/12/2024	Bunnings	Hardware & supplies	\$ 23.18
18/12/2024	Bunnings	Hardware & supplies	\$ 4.03
18/12/2024	Bunnings	Hardware & supplies	\$ 21.26
18/12/2024	Bunnings	Hardware & supplies	\$ 82.30
18/12/2024	Bunnings	Hardware & supplies	\$ 20.06
17/12/2024	Bunnings	Hardware & supplies	\$ 197.83
10/12/2024	Bunnings	Hardware & supplies	\$ 67.06
17/12/2024	Bunnings	Hardware & supplies	\$ 152.53
16/12/2024	Bunnings	Hardware & supplies	\$ 94.12
16/01/2025	Bunnings	Hardware & supplies	\$ 92.96
04/12/2024	Bunnings	Hardware & supplies	\$ 167.90
09/12/2024	Bunnings	Hardware & supplies	\$ 71.28
09/12/2024	Bunnings	Hardware & supplies	\$ 117.75
09/12/2024	Bunnings	Hardware & supplies	\$ 30.87
04/12/2024	Bunnings	Hardware & supplies	\$ 13.94
09/12/2024	Bunnings	Hardware & supplies	\$ 14.97
10/12/2024	Bunnings	Hardware & supplies	\$ 25.48
09/12/2024	Bunnings	Hardware & supplies	\$ 16.24
03/12/2024	Bunnings	Hardware & supplies	\$ 36.08
04/12/2024	Bunnings	Hardware & supplies	\$ 33.92
03/12/2024	Bunnings	Hardware & supplies	\$ 99.18
16/01/2025	Bunnings	Hardware & supplies	-\$ 110.48
03/12/2024	Bunnings	Hardware & supplies	\$ 225.34
10/12/2024	Bunnings	Hardware & supplies	\$ 97.54

**SHIRE OF ESPERANCE
PURCHASING CARDS PAYMENT LISTING**

List of accounts due by Council submitted to the Ordinary Council Meeting held on 25/02/2025 for confirmation in respect to accounts already paid via purchasing cards, as summarised in Payment of Accounts Listing.

DATE	CREDITOR	PARTICULARS	AMOUNT
11/12/2024	Bunnings	Hardware & supplies	\$ 38.83
02/12/2024	Bunnings	Hardware & supplies	\$ 22.75
02/12/2024	Bunnings	Hardware & supplies	\$ 776.60
03/12/2024	Bunnings	Hardware & supplies	\$ 568.50
06/12/2024	Bunnings	Hardware & supplies	\$ 49.65
29/12/2024	Bunnings	Hardware & supplies	\$ 68.89
24/12/2024	Bunnings	Hardware & supplies	\$ 27.68
20/01/2025	Woolworths	Consumables & supplies	\$ 208.07
20/01/2025	Woolworths	Consumables & supplies	\$ 36.84
17/01/2025	Woolworths	Consumables & supplies	\$ 118.35
17/01/2025	Woolworths	Consumables & supplies	\$ 24.00
16/01/2025	Woolworths	Consumables & supplies	\$ 9.50
17/01/2025	Woolworths	Consumables & supplies	\$ 60.63
14/01/2025	Woolworths	Consumables & supplies	\$ 82.80
17/01/2025	Woolworths	Consumables & supplies	\$ 169.59
16/01/2025	Woolworths	Consumables & supplies	\$ 169.83
16/01/2025	Woolworths	Consumables & supplies	\$ 278.19
13/01/2025	Woolworths	Consumables & supplies	\$ 52.94
10/01/2025	Woolworths	Consumables & supplies	\$ 98.87
10/01/2025	Woolworths	Consumables & supplies	\$ 15.80
12/01/2025	Woolworths	Consumables & supplies	\$ 52.50
09/01/2025	Woolworths	Consumables & supplies	\$ 146.40
08/01/2025	Woolworths	Consumables & supplies	\$ 40.90
19/12/2024	Woolworths	Consumables & supplies	\$ 28.50
27/12/2024	Woolworths	Consumables & supplies	\$ 24.00
06/01/2025	Woolworths	Consumables & supplies	\$ 84.76
30/12/2024	Woolworths	Consumables & supplies	\$ 90.02
23/12/2024	Woolworths	Consumables & supplies	\$ 28.80
03/01/2025	Woolworths	Consumables & supplies	\$ 155.99
27/12/2024	Woolworths	Consumables & supplies	\$ 76.85
19/12/2024	Woolworths	Consumables & supplies	\$ 312.48
16/12/2024	Woolworths	Consumables & supplies	\$ 64.40
20/12/2024	Woolworths	Consumables & supplies	\$ 95.15
20/12/2024	Woolworths	Consumables & supplies	\$ 117.80
23/12/2024	Woolworths	Consumables & supplies	\$ 46.56
24/12/2024	Woolworths	Consumables & supplies	\$ 13.05
31/12/2024	Woolworths	Consumables & supplies	\$ 15.00
03/01/2025	Woolworths	Consumables & supplies	\$ 70.25
03/01/2025	Woolworths	Consumables & supplies	\$ 40.53
02/01/2025	Woolworths	Consumables & supplies	\$ 359.75
20/12/2024	Woolworths	Consumables & supplies	\$ 75.60
20/12/2024	Woolworths	Consumables & supplies	\$ 53.20
11/12/2024	South East Petroleum	Fuel supplies	\$ 1,254.53
13/12/2024	South East Petroleum	Fuel supplies	\$ 5,704.55
13/12/2024	South East Petroleum	Fuel supplies	\$ 14,959.47
20/12/2024	South East Petroleum	Fuel supplies	\$ 6,780.77
10/12/2024	South East Petroleum	Fuel supplies	\$ 858.28
10/12/2024	South East Petroleum	Fuel supplies	\$ 1,811.26
09/12/2024	South East Petroleum	Fuel supplies	\$ 11,868.01
18/12/2024	South East Petroleum	Fuel supplies	\$ 1,001.52
18/12/2024	South East Petroleum	Fuel supplies	\$ 1,659.36
17/12/2024	South East Petroleum	Fuel supplies	\$ 4,867.63
23/12/2024	South East Petroleum	Fuel supplies	\$ 1,131.12
04/12/2024	South East Petroleum	Fuel supplies	\$ 1,720.40

SHIRE OF ESPERANCE
PURCHASING CARDS PAYMENT LISTING

List of accounts due by Council submitted to the Ordinary Council Meeting held on 25/02/2025 for confirmation in respect to accounts already paid via purchasing cards, as summarised in Payment of Accounts Listing.

DATE	CREDITOR	PARTICULARS	AMOUNT
03/12/2024	South East Petroleum	Fuel supplies	\$ 12,738.00
03/12/2024	South East Petroleum	Fuel supplies	\$ 1,724.36
03/12/2024	South East Petroleum	Fuel supplies	\$ 7,242.31
03/12/2024	South East Petroleum	Fuel supplies	\$ 2,369.21
16/01/2025	South East Petroleum - BFB	Fuel supplies	\$ 3,286.93
		Total Purchases by Purchasing Cards January 2025	\$ 93,008.18

Item: 12.3.4

Financial Services Report - February 2025

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

File Ref: D25/3828

Executive Summary

To present to Council the Monthly Financial Report for the period ending 31 January 2025.

Strategic Implications

Council Plan 2022 – 2032

Leadership

A financially sustainable and supportive organisation achieving operational excellence

Attachments

A₁. Monthly Financial Report - January 2025

Officer's Recommendation

That Council receive the attached report entitled Monthly Financial Report for the month of January 2025.

Voting Requirement Simple Majority



SHIRE OF ESPERANCE

MONTHLY FINANCIAL MANAGEMENT REPORTS

(Incorporating Statement of Financial Activity)

JANUARY 2025

CORPORATE & COMMUNITY SERVICES

MANAGER FINANCIAL SERVICES COMPILATION REPORT

MEETING DATE:	25 FEBRUARY 2025
ACCOUNTING PERIOD:	PERIOD ENDED 31 JANUARY 2025
MATERIALITY THRESHOLD:	\$100,000 OR 10%

OVERVIEW

The Statement of Financial Activity shows a surplus at 31 January of \$18,356,062.

RATES COLLECTED

Rates collected at the end of January were 93.33%. Collections at the same time last year were 94.43%. General Purpose Claims have been raised for outstanding rates by our debt collection agency. These will be served to ratepayers in the coming weeks.

2024-2025 FINANCIAL YEAR

Mid Year Budget Review meetings continued throughout January. The document will go to the Audit Committee and be presented to Council in the first quarter of 2025.

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 January is \$18,356,062. The surplus is shown on the bottom of the Statement of Financial Activity and also on the Composition of Net Current Assets. It represents our ability to meet the short-term demands of our suppliers.

Unrestricted cash at bank is \$59,764,013 and this is shown on the Statement of Financial Position. Reserve balance is \$40,750,895, also shown on the Statement of Financial Position.

Sarah Bridge
Corporate Accountant

**SHIRE OF ESPERANCE
STATEMENT OF COMPREHENSIVE INCOME
FOR THE PERIOD ENDED 31 JANUARY 2025**

	2024-25 Budget	2024-25 Budget YTD	2024-25 Actual YTD
	\$	\$	\$
Revenue			
Rates	26,851,952	26,755,678	26,822,522
Grants, subsidies and contributions	9,536,704	4,753,187	4,465,646
Fees and charges	11,015,415	7,698,163	8,047,018
Interest revenue	1,719,500	677,474	993,598
Other revenue	2,377,091	926,514	1,164,005
	51,500,662	40,811,016	41,492,789
Expenses			
Employee costs	(23,271,943)	(13,408,882)	(13,349,465)
Materials and contracts	(18,626,639)	(9,378,643)	(9,003,694)
Utility charges	(1,434,221)	(764,514)	(716,434)
Depreciation	(23,403,044)	(13,569,924)	(13,531,980)
Finance costs	(67,478)	(37,850)	(34,887)
Insurance	(988,511)	(1,001,078)	(787,327)
Other expenditure	(786,355)	(410,394)	(372,033)
	(68,578,191)	(38,571,285)	(37,795,818)
	(17,077,529)	2,239,731	3,696,971
Capital grants, subsidies and contributions	19,076,314	4,104,829	6,076,523
Profit on asset disposals	120,940	-	819
Loss on asset disposals	(51,039)	-	(196,232)
	19,146,215	4,104,829	5,881,110
Net result for the period	2,068,686	6,344,560	9,578,081
Other comprehensive income for the period			
<i>Items that will not be reclassified subsequently to profit or loss</i>			
Changes in asset revaluation surplus	-	-	-
Total other comprehensive income for the period	-	-	-
Total comprehensive income for the period	2,068,686	6,344,560	9,578,081

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

**SHIRE OF ESPERANCE
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2025**

	2024-25 Budget (a)	2024-25 Budget YTD (b)	2024-25 Actual YTD (c)	2024-25 Variance	
	\$	\$	\$	\$(c)-(b)	% ((c)-(b))/(b)
OPERATING ACTIVITIES					
Revenue from operating activities					
Rates	26,851,952	26,755,678	26,822,522	66,844	0%
Grants, subsidies and contributions	9,536,704	4,753,187	4,465,646	(287,541)	-6%
Fees and charges	11,015,415	7,698,163	8,047,018	348,855	5%
Interest revenue	1,719,500	677,474	993,598	316,124	47%
Other revenue	2,377,091	926,514	1,164,005	237,491	26%
Profit on asset disposals	120,940	-	819	819	
	51,621,602	40,811,016	41,493,608	682,592	2%
Expenditure from operating activities					
Employee costs	(23,271,943)	(13,408,882)	(13,349,465)	59,417	0%
Materials and contracts	(18,626,639)	(9,378,643)	(9,003,694)	374,949	-4%
Utility charges	(1,434,221)	(764,514)	(716,434)	48,080	-6%
Depreciation	(23,403,044)	(13,569,924)	(13,531,980)	37,944	0%
Finance costs	(67,478)	(37,850)	(34,887)	2,963	-8%
Insurance	(988,511)	(1,001,078)	(787,327)	213,751	-21%
Other expenditure	(786,355)	(410,394)	(372,033)	38,361	-9%
Loss on asset disposals	(51,039)	-	(196,232)	(196,232)	
	(68,629,230)	(38,571,285)	(37,992,051)	579,234	-2%
TOTAL OPERATING ACTIVITIES	(17,007,628)	2,239,731	3,501,558	1,261,827	56%
NON-OPERATING ACTIVITIES					
Inflows from non-operating activities					
Capital grants, subsidies and contributions	19,076,314	4,104,829	6,076,523	1,971,694	48%
Proceeds from disposal of assets	1,290,500	607,148	403,973	(203,175)	-33%
Proceeds - self supporting loans	404,456	91,530	91,530	0	0%
Proceeds on other loans and receivables	2,434,907	-	-	-	
	23,206,177	4,803,507	6,572,026	1,768,519	37%
Outflows from non-operating activities					
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)	(5,313,064)	(5,903,130)	(590,066)	11%
Payments for construction of infrastructure	(23,145,666)	(9,808,582)	(10,287,948)	(479,366)	5%
Repayment of Borrowings	(461,775)	(238,413)	(109,653)	128,760	-54%
	(48,443,263)	(16,360,059)	(16,300,731)	59,328	0%
TOTAL NON-OPERATING ACTIVITIES	(25,237,086)	(11,556,552)	(9,728,705)	1,827,847	-16%
NON CASH AMOUNTS EXCLUDED					
Depreciation	23,403,044	13,569,924	13,531,980	(37,944)	0%
Loss on asset disposals	51,039	-	196,232	196,232	
Profit on asset disposals	(120,940)	-	(819)	(819)	
Provisions & accruals	279,652	32,940	64,319	31,379	95%
Movement of Non-Current Receivables	-	-	4,582	4,582	
TOTAL NON-CASH AMOUNTS EXCLUDED	23,612,795	13,602,864	13,796,294	- 193,430	1%
MOVEMENT IN SURPLUS OR DEFICIT					
Surplus at the start of the financial year	4,219,909	4,219,909	4,219,909	-	0%
Amount attributable to operating Activities	(17,007,628)	2,239,731	3,501,558	1,261,827	56%
Amount attributable to non-operating Activities	(25,237,086)	(11,556,552)	(9,728,705)	1,827,847	-16%
Non-cash amounts excluded	23,612,795	13,602,864	13,796,294	193,430	1%
Reserve Movements	14,367,552	7,177,717	6,567,006	(610,711)	-9%
Surplus/(deficit) remaining after the imposition of general rates	(44,458)	15,683,669	18,356,062	2,672,393	17%

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

**SHIRE OF ESPERANCE
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 31 JANUARY 2025**

	2024-25 YTD	2023-24 Actuals
	\$	\$
CURRENT ASSETS		
Cash & cash equivalents	59,764,013	48,988,393
Trade & other receivables	5,604,550	2,611,360
Inventories	1,440,682	1,346,118
TOTAL CURRENT ASSETS	66,809,245	52,945,871
NON-CURRENT ASSETS		
Other receivables	1,096,234	1,100,816
Inventories	3,305,969	3,305,969
Property, plant & equipment	101,996,623	103,807,275
Infrastructure	584,860,653	595,440,978
TOTAL NON-CURRENT ASSETS	691,259,479	703,655,038
TOTAL ASSETS	758,068,724	756,600,909
CURRENT LIABILITIES		
Trade & other payables	4,321,703	5,416,737
Borrowings	471,960	471,960
Provisions	3,838,595	3,784,031
Other current liabilities	221,001	-
TOTAL CURRENT LIABILITIES	8,853,259	9,672,728
NON-CURRENT LIABILITIES		
Borrowings	1,633,335	1,633,335
Provisions	6,634,435	6,634,435
TOTAL NON-CURRENT LIABILITIES	8,267,770	8,267,770
TOTAL LIABILITIES	17,121,029	17,940,498
NET ASSETS	740,947,695	738,660,411
EQUITY		
Revaluation surplus	376,780,596	376,780,596
Reserve accounts	40,750,895	40,139,884
Retained surplus	323,416,204	321,739,931
TOTAL EQUITY	740,947,695	738,660,411

**SHIRE OF ESPERANCE
COMPOSITION OF NET CURRENT ASSETS
FOR THE PERIOD ENDED 31 JANUARY 2025**

	2024-25 YTD	2023-24 Actuals
	\$	\$
CURRENT ASSETS		
Cash & cash equivalents	59,764,013	48,988,393
Trade & other receivables	5,604,550	2,961,505
Inventories	1,440,682	1,346,117
TOTAL CURRENT ASSETS	66,809,245	53,296,015
CURRENT LIABILITIES		
Trade & other payables	4,321,703	5,777,070
Borrowings	471,960	461,774
Provisions	3,838,595	3,784,029
Other current liabilities	221,001	-
TOTAL CURRENT LIABILITIES	8,853,259	10,022,873
NET ASSETS	57,955,986	43,273,142
Less: Total adjustments to net current assets	(39,599,924)	(39,053,233)
Closing funding surplus/(deficit)	18,356,062	4,219,909
Current assets and liabilities excluded from budgeted deficiency		
Adjustments to net current assets		
Less: Reserve account	(40,750,895)	(40,139,885)
Less: Financial assets at amortised costs - Self Supporting Loans	(404,455)	(404,455)
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	10,186	10,186
-Current portion of borrowings	461,774	461,774
-Current portion of employee benefit expense held in reserve	1,883,466	1,819,147
Total adjustments to net current assets	(39,599,924)	(39,053,233)

**SHIRE OF ESPERANCE
EXPLANATION OF MATERIAL VARIANCES
FOR THE PERIOD ENDED 31 JANUARY 2025**

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. %
	\$	%
Revenue from operating activities		
Grants, subsidies and contributions	(287,541)	(6.05%)
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
Fees and charges	348,880	4.53%
Waste Management fees and charges income, particularly tip charges, are ahead of budget expectations year to date. Home Care client payments are tracking ahead of budget schedule.		Timing
Interest revenue	316,124	46.66%
Interest earnings on reserves are higher than budget expectations. Slight rise in interest revenue on rates compared to budget expectations.		Timing
Other revenue	259,275	27.98%
First insurance payment for the Esperance Indoor Stadium Flooring Repair was higher than expected. Final payment expected at completion of works.		Timing
Expenditure from operating activities		
Materials and contracts	353,166	(3.77%)
Variance is due to a number of operational departments tracking slightly behind budget expectations, with vehicle costs and Waste Management special projects being the main contributors.		Timing
Insurance	213,751	(21.35%)
Difference attributed to asset insurance which came in lower than budgeted.		Permanent
Loss on asset disposals	(196,232)	100.00%
Increased asset disposals following an audit of building assets.		Permanent
Inflows from non-operating activities		
Proceeds from capital grants, subsidies and contributions	1,971,694	48.03%
LRCI funding received ahead of budget expectations, with majority attributable to funding for GMS works.		Timing
Proceeds from disposal of assets	(203,175)	(33.46%)
Sale of lots in Flinders behind budget expectations. Delay in receiving new plant has resulted in proceeds from disposal of existing plant to be behind budget expectations. Disposals not expected until April 2025.		Timing
Outflows from non-operating activities		
Payments for land held for resale	1,000,000	(100.00%)
Work not yet commenced on Flinders Development.		Timing
Payments for property, plant and equipment	(590,066)	11.11%
Progress on the Myrup Waste Management Facility is ahead of budget expectations.		Timing
Payments for construction of infrastructure	(479,366)	4.89%
Roads and Streets works, particularly rural roads, has increased over the summer and is tracking ahead of budget scheduling. The Airport Runway Upgrade project is also tracking slightly ahead.		Timing
Repayment of Borrowings	128,760	(54.01%)
Variance due to self supporting loan capital repayments. These are on track as per WATC for 2024/2025. Budget phasing is being examined as part of mid year review.		Timing
Reserve Movements	(610,711)	(8.51%)
Interest earnings have been transferred to reserves.		Timing



OTHER REPORTS AND GRAPHS

JANUARY 2025

SHIRE OF ESPERANCE
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JANUARY 2025

1 KEY INFORMATION

Funding Surplus or Deficit Components

Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$4.22 M	\$4.22 M	\$4.22 M	\$0.00 M
Closing	(\$0.04 M)	\$15.68 M	\$18.36 M	\$2.67 M

Refer to Statement of Financial Activity

Cash and cash equivalents			Payables			Receivables		
	\$	% of total		\$	% Outstanding		\$	% Collected
Unrestricted Cash	\$19.01 M	31.8%	Trade Payables	(\$1.08 M)		Rates Receivable	\$2.65 M	93.3%
Restricted Cash	\$40.75 M	68.2%	0 to 30 Days	(\$1.08 M)	100.0%	Trade Receivable	\$0.79 M	% Outstanding
			Over 30 Days	\$0.00 M	0.0%	Over 30 Days	\$0.35 M	43.8%
			Over 90 Days	\$0.00 M	0.0%	Over 90 Days	\$0.44 M	56.2%

Key Operating Activities

Amount attributable to operating			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$17.01 M)	\$2.24 M	\$3.50 M	\$1.26 M

Refer to Statement of Financial Activity

Rates Revenue			Grants and Contributions			Fees and Charges		
YTD Actual	\$	% Variance	YTD Actual	\$	% Variance	YTD Actual	\$	% Variance
YTD Budget	\$26.82 M	0.2%	YTD Budget	\$4.47 M	(6.0%)	YTD Budget	\$8.05 M	4.5%
	\$26.76 M			\$4.75 M			\$7.70 M	

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)
(\$25.24 M)	(\$11.56 M)	(\$9.73 M)	\$1.83 M

Refer to Statement of Financial Activity

Proceeds on sale			Asset Acquisition			Capital Grants		
YTD Actual	\$	%	YTD Actual	\$	% Spent	YTD Actual	\$	% Received
Adopted Budget	\$0.40 M		Adopted Budget	(\$16.19 M)	0.4%	Adopted Budget	\$6.08 M	48.0%
	\$0.61 M	(33.5%)		(\$16.12 M)			\$4.10 M	

Borrowings		Reserves	
Principal repayments	\$0.11 M	Reserves balance	\$40.75 M
Interest expense	\$0.03 M	Net Movement	\$0.61 M

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

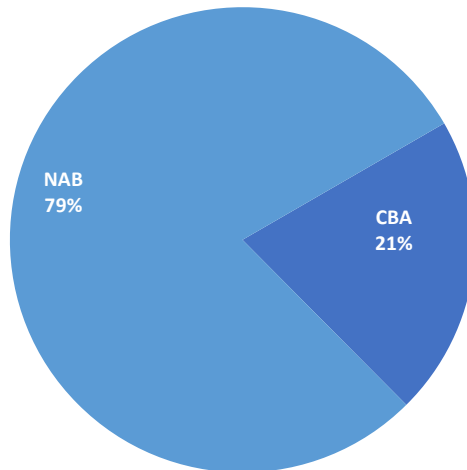
**SHIRE OF ESPERANCE
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JANUARY 2025**

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	\$ 3,000,000	5.30%	210	14-Feb-25	Term Deposit - Reserve
NAB	\$ 5,000,000	5.00%	120	19-Feb-25	Term Deposit - Reserve
NAB	\$ 3,000,000	5.00%	150	21-Mar-25	Term Deposit - Reserve
NAB	\$ 4,000,000	5.30%	242	24-Mar-25	Term Deposit - Reserve
NAB	\$ 5,000,000	5.05%	180	22-Apr-25	Term Deposit - Reserve
NAB	\$ 4,000,000	4.95%	92	22-Apr-25	Term Deposit - Reserve
NAB	\$ 5,000,000	4.95%	120	21-May-25	Term Deposit - Reserve
NAB	\$ 4,000,000	5.00%	120	19-Feb-25	Term Deposit - Muni
NAB	\$ 4,000,000	5.00%	120	27-Feb-25	Term Deposit - Muni
NAB	\$ 4,000,000	5.00%	150	21-Mar-25	Term Deposit - Muni
CBA	\$ 6,261,630	4.30%	N/A	N/A	Business Online Saver - Muni
CBA	\$ -	0.25%	N/A	N/A	Cash Deposit A/C - Muni
CBA	\$ 4,568,544	4.30%	N/A	N/A	Business Online Saver - Reserves
CBA	\$ 648	0.25%	N/A	N/A	Cash Deposit A/C - Reserves
	\$ 51,830,822				

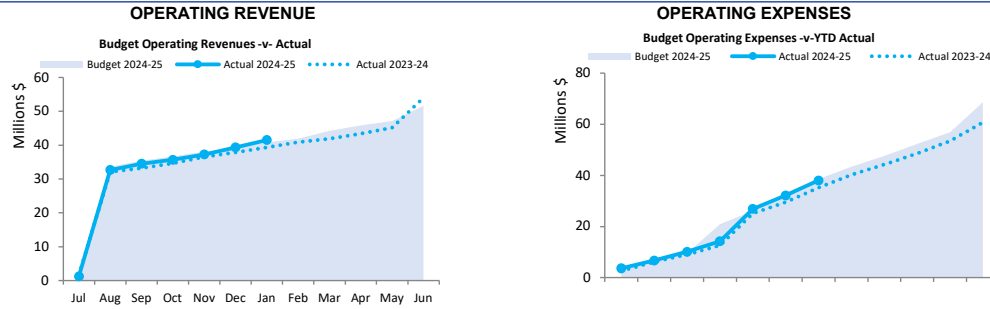
(b) Investment Interest Earnings

	Budget	YTD Interest
Municipal	380,598	333,550
Reserve	213,442	541,036

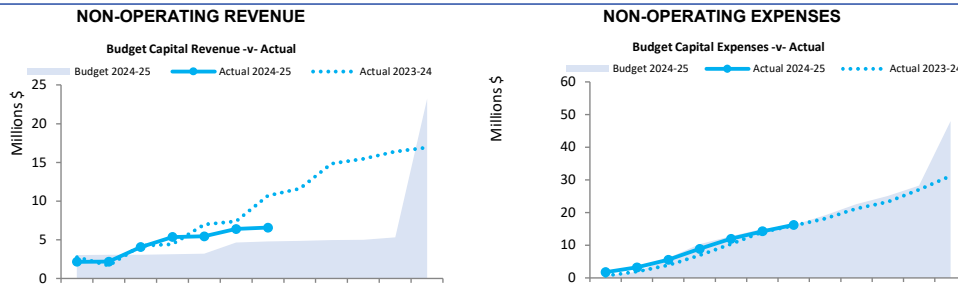
**SHIRE OF ESPERANCE
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JANUARY 2025**

3 KEY INFORMATION - GRAPHICAL

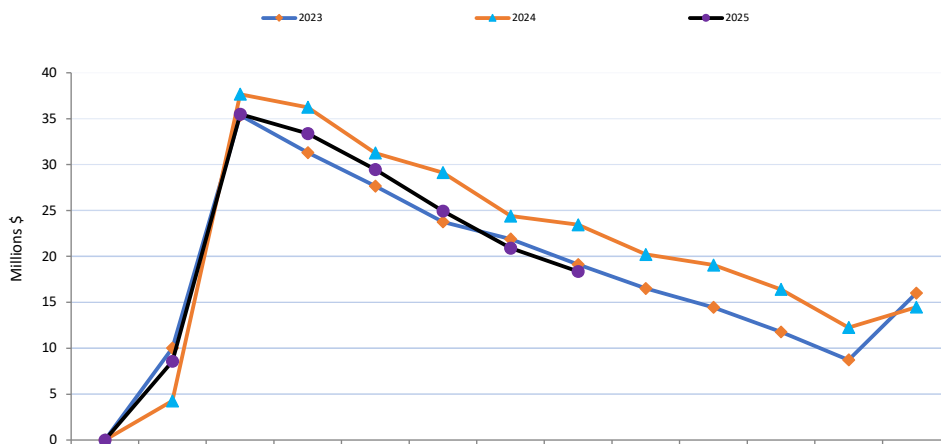
OPERATING ACTIVITIES



NON-OPERATING ACTIVITIES



LIQUIDITY



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 months financial report.

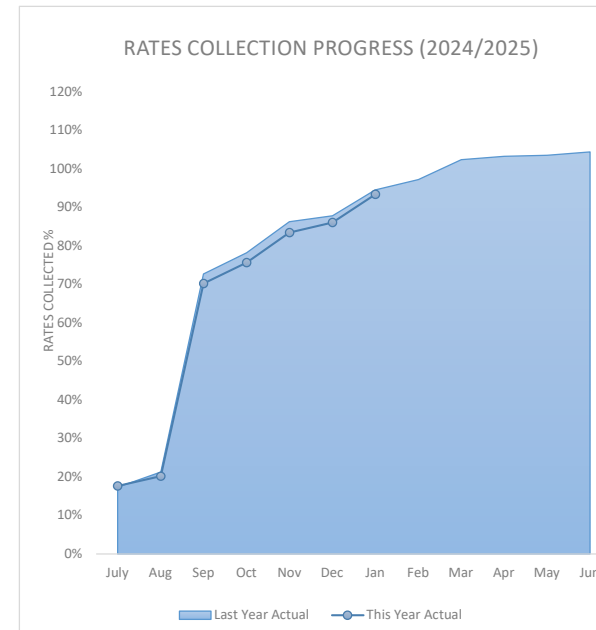
The current year to date value is graphed against the immediate past year as a comparative.

**SHIRE OF ESPERANCE
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JANUARY 2025**

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	25,588,925
Waste Charges Levied	3,879,321
ESL Levied	986,977
Other Charges Levied	99,760
Total Levied 2024/2025	30,554,983
Less Collections	(28,876,598)
Total Current and Arrears Outstanding	2,056,574
% Collected	93.33%
Pensioners on Instalments	131,781
Non Pensioners on Instalments	2,133,938
Pensioners with Due Date 30/6/2025	61,396
Outstanding with no Instalment Option	455,070
Prepayments	(729,519)
Interims	3,909
Total Current and Arrears Outstanding	2,056,575



**SHIRE OF ESPERANCE
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JANUARY 2025**

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
	Adjust opening surplus for 2023/2024 actuals	O1124-078	998,863	1,043,321
	Capital grants, subsidies & contributions	O1124-079	(998,863)	44,458
	Amended Budget as per Council Resolution			44,458

**SHIRE OF ESPERANCE
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JANUARY 2025**

6 GENERAL RECEIVABLES

	Current	30 Days	60 Days	90 Days	90+Days	Total
	\$	\$	\$	\$	\$	\$
General Receivables	184,575	85,431	36,093	17,158	443,976	767,233
Percentage	24.06%	11.13%	4.70%	2.24%	57.87%	

90+Days Represented by:

Government Grants	0
Contributions & Reimbursements	0
Loan Repayments	0
Fees and Charges	443,976
Private Works	0
Proceeds Sale of Assets	0
	<u>443,976</u>

Amounts shown above include GST (where applicable)

**SHIRE OF ESPERANCE
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JANUARY 2025**

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 31-January-2025
Contributions to Public Open Space	212,010	
Shire of Esperance		51,319
S D Staines		17,363
Fiume Nel Terra Developments Pty Ltd		116,923
Esplanade Investments		31,860
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		13,869
Activ Foundation Inc - Community Fundraising		20,746
Indoor Sports Stadium Mangement - GMS Funds		459,405
Adventureland Management Committee Inc		3,430
Telstra Corporation Ltd		5,578
Totals	698,659	722,173

12.4 EXECUTIVE SERVICES

Item: 12.4.1

Information Bulletin - February 2025

Author/s	Chantelle Hoffrichter	Executive Assistant
Authorisor/s	Mathew Walker	Acting Chief Executive Officer

File Ref: D25/3436

Applicant

Internal

Strategic Implications

Council Plan 2022 – 2032

Performance - Outcome 15. Operational excellence and financial sustainability

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

Attachments

- A↓. Information Bulletin - January 2025
- B↓. Council Priorities Summary - Corporate Performance - January 2025
- C↓. Small Grants - Community Grants Program

Officer's Recommendation

That Council accepts:

- 1. Information Bulletin – January 2025**
- 2. Council Priorities Summary – Corporate Performance - January 2025**
- 3. Small Grants – Community Grants Program**

Voting Requirement

Simple Majority

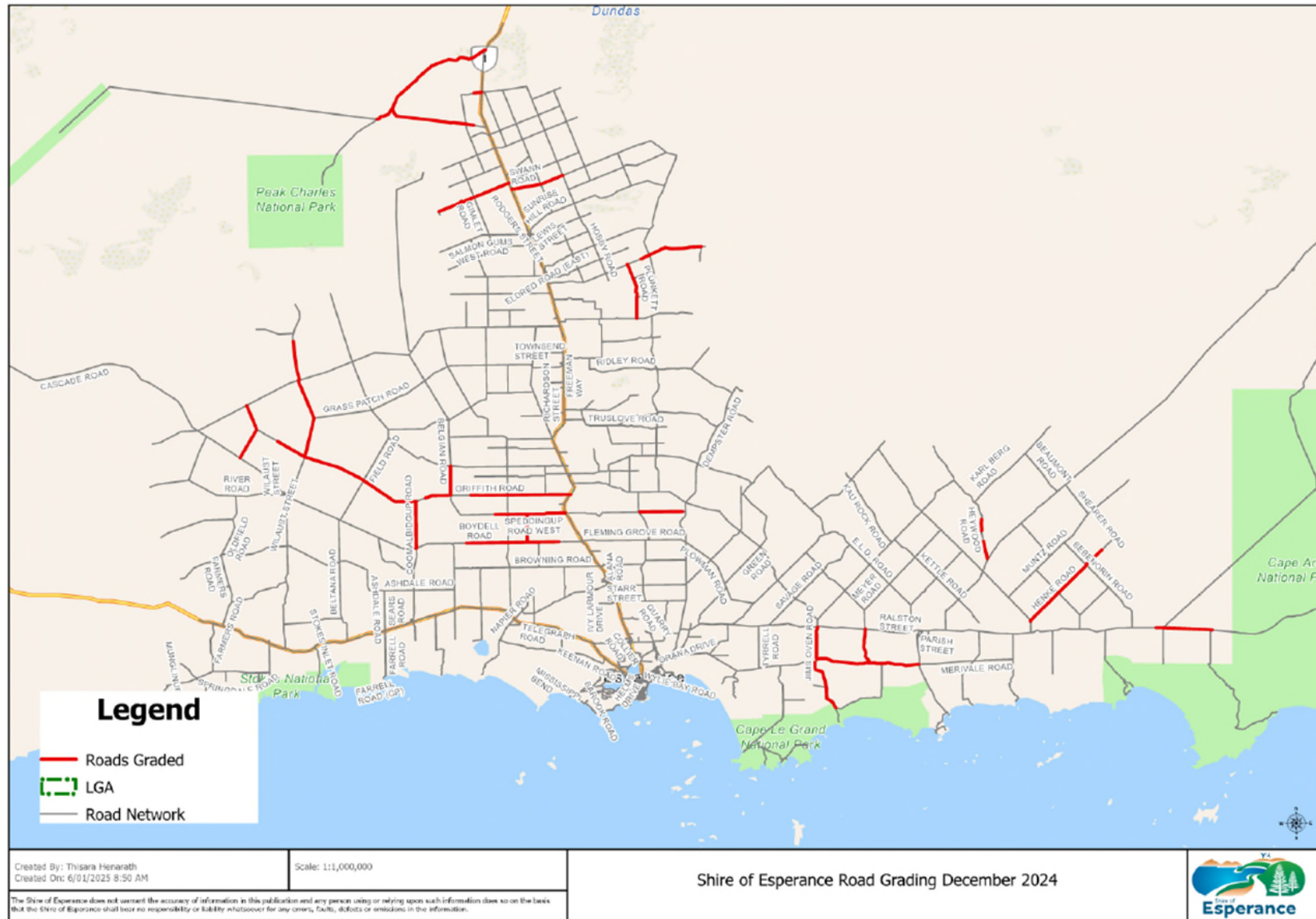


INFORMATION BULLETIN

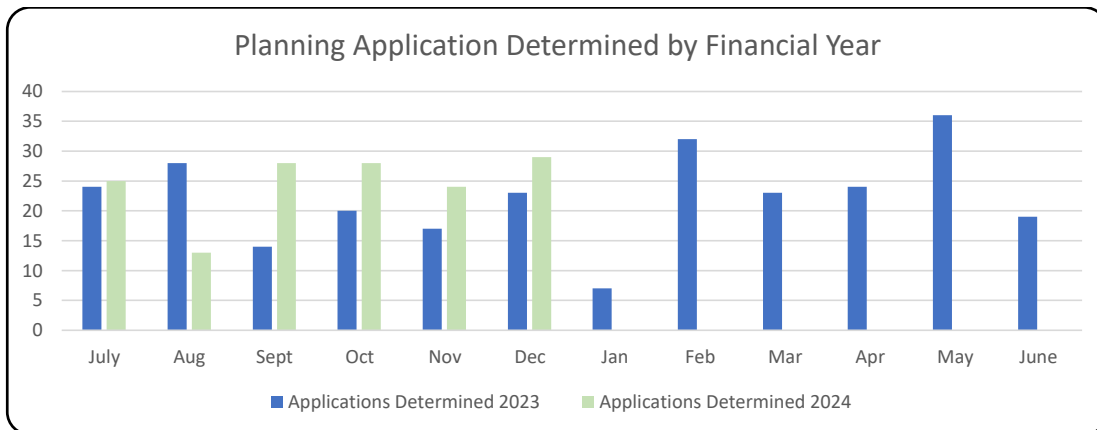
ORDINARY COUNCIL MEETING

December 2024





Planning Services Applications – December



Property	Proposal
209 Harbour Road CHADWICK	Service Station
69 Helms Drive PINK LAKE	Outbuilding (Shed)
29 Frank Freeman Drive BANDY CREEK	Caravan Park
187 Orana Drive MYRUP	Water Tank
Lot 127 Shark Lake Road MONJINGUP	Industrial Building
149 Connolly Street WEST BEACH	Dwelling - Alterations / Additions
47 Westmacott Street CASTLETOWN	Ablution Block
4 Valentine Way SINCLAIR	Home Business
147 Dempster Street ESPERANCE	Holiday House
94 Ralston Street CONDINGUP	Outbuilding (Shed)
56 Walmsley Street CASTLETOWN	Holiday House
509 Stearne Road MONJINGUP	Outbuilding (Shed)
817 Merivale Road MYRUP	Ablution Block
3 Emily Street ESPERANCE	Holiday House
3A Emily Street ESPERANCE	Holiday House
6 Lange Way NULSEN	Holiday House
163 Barook Road PINK LAKE	Carport / Verandah / Patio
39 Dempster Street ESPERANCE	Motel
Lot 530 Eleven Mile Beach Road PINK LAKE	Outbuilding (Shed)
37 Randell Street ESPERANCE	Outbuilding (Shed)
43 Warrington Street ESPERANCE	Dwelling - Single House
1129 Myrup Road MYRUP	Earthworks
11 Wickham Close CASTLETOWN	Outbuilding (Shed)

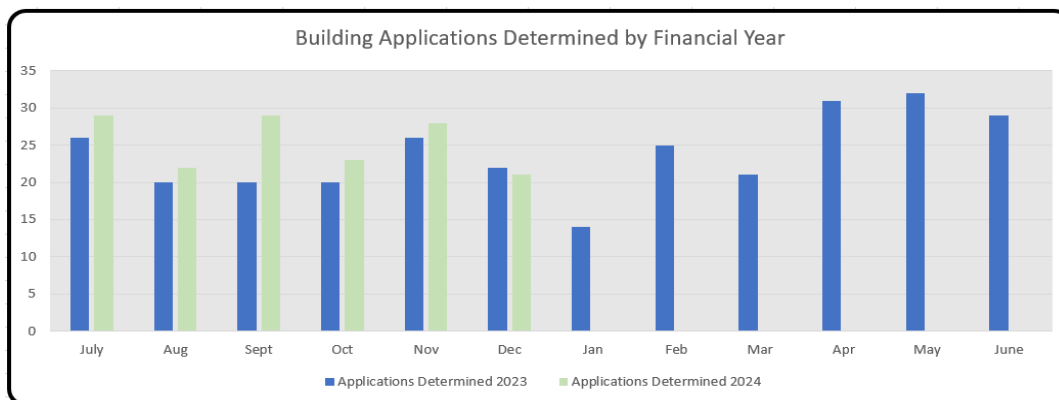
28 Kimbarra Close MONJINGUP	Outbuilding (Shed)
9 Taylor Street ESPERANCE	Dwelling - Single House
73 Twilight Beach Road WEST BEACH	Retaining Walls
29 Black Street ESPERANCE	Community Purpose – Sport Stadium
Lot 25 Sims Street NULSEN	Warehouse/Storage
8 Dempster Street ESPERANCE	Holiday House

Specific Comments relating to Monthly Statistics

- Motel consisted of 14 unit and managers quarters.
- 7 Outbuilding were approved.
- 2 Dwellings were approved.
- 7 Holiday Houses were approved.



Building Services Applications – December



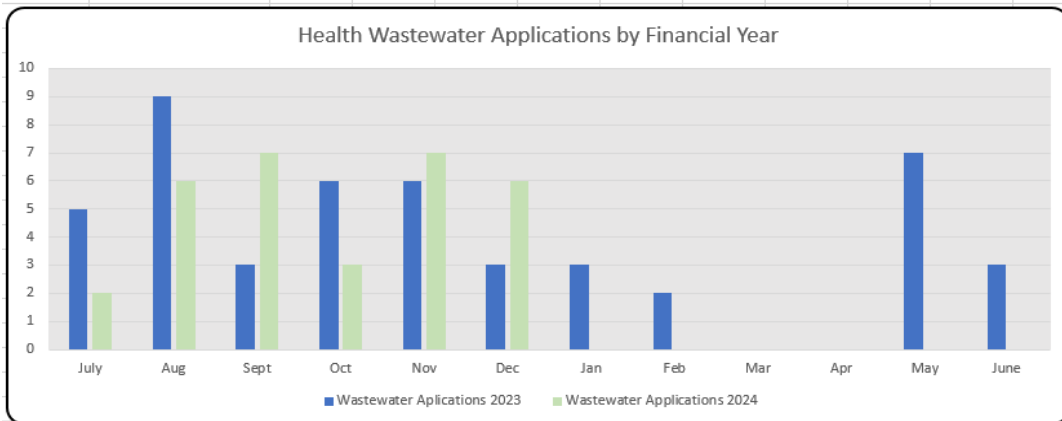
Property	Proposal	Values (\$)
27 Black Street ESPERANCE	Occupancy Permit - Gardeners Shed 77m2 - Esperance Home Care	0
Lot: 67 Tranquil Drive WINDABOUT	Alfresco-Patio-Barbecue Area 106m2	135,000
8 Scott Street ESPERANCE	Shed 24m2	10,000
Lot: 530 Eleven Mile Beach Road PINK LAKE	Dwelling 220m2 & 150,000L Water Tank	240,000
3 Muresk Close WEST BEACH	Shed 72m2	30,000
7 Hood Way CASTLETOWN	Carport Addition 18.5m2	2,000
30 Smith Street WEST BEACH	Retaining Wall	30,000
98 Windich Street ESPERANCE	Convert Class 1 Dwelling to Class 5 Office with Accessible Toilet 17m2	50,000
28 Smith Street WEST BEACH	Retaining Wall	130,000
7 Catherine Street CASTLETOWN	Patio Addition 43m2	39,952
19 Princess Street PINK LAKE	Carport - Boat Cover Structure 34m2	4,600
30 Hockey Place WEST BEACH	Patio and Deck Addition 23m2	16,617
37 McLean Road CHADWICK	Shed Extension 122m2	19,500
181 Quarry Road MYRUP	Water Tank	15,500
38 Woody Avenue CASTLETOWN	Shed 70m2	35,000
17 Dauphin Crescent CASTLETOWN	Widespan Shed 45m2	15,000
5 Foin Lane CASTLETOWN	Room Addition to Existing Dwelling 46m2	110,000
11 Hill Street CHADWICK	Stage One - Class 7b Workshop/Shed 450m2 (Accessible Toilet Not Included)	291,998
14 Woods Street CHADWICK	Machinery Storage Shed (Class 7b) 216m2 & Water Tank	107,580
739 Merivale Road MYRUP	Dwelling with Garage-Alfresco-Verandahs-Decks 754m2 & Water Tanks	950,000
Total Value		\$2,232,747

Specific Comments relating to Monthly Statistics

- Pier Hotel have applied for the Occupancy Permit for the unauthorised Bottle Shop & Storage Area, however a Development Approval was not obtained and has been requested. The Occupancy Permit cannot be issued until the Development Approval has been obtained.
- The Surf Club has had a completion inspection, however some matters needed to be addressed.
 - Accessible path out onto the large deck area is not completed, there is currently a step down onto the deck
 - Fire Door to be installed (had not arrived)
 - A gap in the deck safety barrier which needs reducing.
- 11 Hill Street will be in 3 stages –
 - Stage One - Large Workshop/Storage Shed;
 - Stage Two - Set of Storage Sheds;
 - Stage Three – Accessible Sanitary Facility;
 - No Occupancy Permits will not be issued until all three stages are complete.



Health Report – December



December Wastewater Applications
Lot: 34 Shark Lake Road MONJINGUP
Lot: 416 Canning Drive PINK LAKE
Lot: 485 Hill Street CHADWICK
Lot: 501 Hill Street CHADWICK
Lot: 86 Gilpin Street CHADWICK
Lot: 168 Albany Close WEST BEACH

- Specific Comments relating to Environmental Health Activities in December**
- December was a busy time, there were no major incidences, Health worked with one food business to ensure labelling had the correct allergens and information displayed.





Council Plan Summary

January 2025



Shire of Esperance

Council Plan January 2025

People

A safe community

Action Code	Action Name	Comments	Responsible Officer Position
1.1.1	Advocate for increased police presence	Nothing further to report. Further Police numbers are hampered by lack of GROH housing.	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.	Chief Executive Officer
1.2.1	Advocate for animal welfare organisations, such as RSPCA, to have a greater presence in Esperance to respond to local animal welfare issues.	Ongoing, looking for opportunities to encourage closer working relationship with RSPCA. This is made difficult as they have no regional officers.	Director External Services

A healthy and active community

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

Shire of Esperance

Council Plan January 2025

Action Code	Action Name	Comments	Responsible Officer Position
2.2.1	Lead implementation of the Esperance Greater Sports Ground Redevelopment Masterplan	No specific updates.	Director Asset Management
2.2.2	Provide a third soccer pitch at the Greater Sports Ground	Not started.	Director Asset Management
2.2.3	Graham Mackenzie Stadium Project	Design complete. Contractor waiting to take site procession, which will not happen until the EIS flooring is completed.	Manager Asset Planning
2.2.4	Develop a Bay of Isles Leisure Centre Management Plan	Contractor has returned from leave over Christmas period. Changes to report and additional requests for templates to implement measures identified in Report are being developed. HFM has also supplied the report on the building for consideration.	Manager Recreation and Culture
2.3.1	Finalise design and pursue funding for James Street Cultural Precinct	Grant received through GRP. Tender for detailed design being drafted, continuing to seek further funding.	Director External Services
2.3.2	Implement the Interpretation Plan for Esperance Museum, including an Aboriginal interpretive section	Key staff leave over January. No further progress this month.	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 are currently reaching out to local volunteers to get suggestions for this years National Volunteer Week	Volunteer Resource Centre Coordinator

Shire of Esperance

Council Plan January 2025

Action Code	Action Name	Comments	Responsible Officer Position
		celebrations in May and exploring what grants may be available to support any solid ideas from those suggestions.	

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	January is a quiet time for events and event promotion as the community are on holiday.	Community Development & Events Manager
3.1.3	Facilitate Aboriginal dual naming of significant places	Ongoing.	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	Not started.	Manager Parks & Environment
3.1.5	Establish and strengthen relationships with local Aboriginal Stakeholders and organisations	No new actions to report for January.	Director Corporate and Community Services

Shire of Esperance

Council Plan January 2025

Action Code	Action Name	Comments	Responsible Officer Position
3.1.6	Support the Partnership Agreement with Esperance Tjaltjraak Native Title Aboriginal Corporation	January is a quiet month for our team. We did go for a walk on country with Tjaltjraak out at Baarndi.	Community Development & Events Manager
3.2.1	Advocate for increased child care services through promotional campaigns	Advocacy from time to time through media about opportunities to develop family day care in Esperance. Worker Accommodation project could also support childcare through staff housing option.	Chief Executive Officer
3.2.2	Provide regular events and activities to inform and engage the youth within our community	Planning for - Youth disco in April, Rockin Rollin weekend at the end of March and also our new youth event 'Neon Showdown' in July 2025.	Community Development & Events Manager
3.2.3	Implement youth precinct concept plan	As opportunities arise.	Director Asset Management
3.3.1	Advocate for improved aged care facilities and palliative care	Nothing further to report this month.	Chief Executive Officer
3.3.2	Advocate for community and care services to support active aging in home	Usual attendance at EACF intake and hospital discharge meetings. Heard about a meeting last year regarding a Seniors strategy, discussed briefly with Director, feel that more housing needs to be built in the central town area rather than for essential workers who are more likely to be able to drive still.	Manager Aged Care & Disability Services
3.3.3	Provide flexible working arrangements at Esperance Home Care Centre to attract and retain staff	Ongoing nothing new to report.	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.	Chief Executive Officer

Shire of Esperance

Council Plan January 2025

Action Code	Action Name	Comments	Responsible Officer Position
		Forms part of business as usual when discussions happen with building development applications.	
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	Monitoring how the summer season tracks around beach access.	Director Asset Management
3.3.7	Implement actions and initiatives resulting from DAIP discussions and forums	DAIP review commenced. Next DAIP meeting is booked in for the 10th March 2025.	Manager Development Services

Shire of Esperance

Council Plan January 2025

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 are continuing at Tjaltjraak Boodja Park in a partnership with ETNTAC. Unfortunately, there has been a series of incidents of vandalism and damage over the summer months. The Shire is working with ETNTAC to undertake repairs and rehabilitation activities.	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	Unfortunately, the funding application to the Australian Government was unsuccessful. Future funding opportunities will be investigated.	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.	Manager Development Services
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	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	Back pass pipe line construction is complete. Currently finalising the pipeline manual. Still in discussion with DoT about alternative booster pumps.	Director Asset Management

Shire of Esperance

Council Plan January 2025

Action Code	Action Name	Comments	Responsible Officer Position
4.1.7	Implement the Lake Monjilup Reserve Management Plan	Works at Lake Monjilup Reserve are continuing.	Manager Parks & Environment
4.1.8	Provide a new Weed Management Strategy	Not started.	Manager Parks & Environment
4.1.9	Advocate on behalf of the community for the State's plans for a Marine Park	No further update.	Chief Executive Officer
4.2.1	Provide a new Trails Master Plan	Environmental review stalled due to workload and resources.	Asset Administration Supervisor
4.2.2	Upgrade Piggery Mountain Bike trails - stage 1	Upgrade works at the Piggery Mountain Bike Track have been completed 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 has been completed. Signage will be installed, and carpark upgraded in the near future.	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	No further update.	Director Asset Management
5.1.2	Install renewable energy (solar PV and battery storage) on council buildings where feasible	The Administration Solar upgrade will be completed in February.	Manager Asset Planning

Shire of Esperance

Council Plan January 2025

Action Code	Action Name	Comments	Responsible Officer Position
5.1.3	Facilitate adoption of best practice energy efficiency measures across all council buildings, and support community facilities to adopt these measures	Changes to buildings will be assessed on a case by case basis and as budget and opportunities arise.	Chief Executive Officer
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)	Current priority has been the Waste Management Facility, once this component of the works are complete, we will commence the design for FOGO.	Director Asset Management
5.2.2	Commence construction of the Community Drop Off and Transfer Station at Myrup	Tenders for the major components were advertised throughout December. Plan is to have this to Council in February to award tenders.	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 Shire Waste team scheduled some contamination reduction programs with WALGA.	Manager Sustainability & Resource Recovery

Shire of Esperance

Council Plan January 2025

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	In Progress - treatments continue. The Bushfire Risk Mitigation Coordinator continues to assess future treatments, liaising with other stakeholders to take a multi-department and agency approach to mitigation in the district, and to contribute to future plan reviews.	Manager Ranger & Emergency Services
6.1.2	Facilitate innovative initiatives and networks to help build drought resistance and resilience	Waiting to hear about the Grass Patch community water supply grant outcome.	Director Asset Management
6.1.3	Advocate for more emergency services personnel in Esperance	Focus has been on resources for the upcoming fire season and the forward deployment of water bomber aircraft to assist in harvest or bushfires.	Chief Executive Officer
6.1.4	Facilitate coastal safety measures in partnership with the Coastal Safety Working Group	In light of recent coastal incidents, the Coastal Safety working group have met twice in this reporting period. The group brainstormed ideas for actions or mechanisms that will support coastal safety outcomes, at Salmon Beach and other high risk locations. The group workshopped these ideas with Council during a briefing. The idea that was identified as having immediate merit was to install fencing and signage at Salmon Beach, which will be installed in the coming weeks. The Coastal Safety working group will make further recommendations to Council after further investigations, as requested by Council. The Shark Warning Tower agreement and associated guidelines are still in development.	Manager Ranger & Emergency Services
6.1.5	Advocate for appropriate coastal safety infrastructure and resources	In light of recent coastal incidents, the Coastal Safety working group have met twice in this reporting period.	Manager Ranger & Emergency Services

Shire of Esperance

Council Plan January 2025

Action Code	Action Name	Comments	Responsible Officer Position
		The group brainstormed ideas for actions or mechanisms that with support coastal safety outcomes, at Salmon Beach and other high risk locations. The group workshopped these ideas will Council during a briefing. The idea that was identified as having immediate merit was to install fencing and signage at Salmon Beach, which will be installed in the coming weeks. The Shark Warning Tower agreement and associated guidelines are still in development.	

Shire of Esperance

Council Plan January 2025

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	ETNTAC seeking grant funding from Department Planning, Lands and Heritage for Aboriginal Heritage Survey.	Manager Development Services
7.1.2	Advocate for provision of adequate, affordable utilities and communications infrastructure to support population and economic growth	No further update.	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)	Continue to advocate through GVROC with Department of Housing around upgrades to existing social housing and construction of new social housing in the Goldfields/Esperance region.	Chief Executive Officer
8.1.2	Advocate for a new lifestyle village for seniors	Nothing further to report this month.	Chief Executive Officer

Shire of Esperance

Council Plan January 2025

Action Code	Action Name	Comments	Responsible Officer Position
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)	Working on meeting the requirements from Department of Communities for the Worker Accommodation Project and have a further meeting with them in the new year. Also awaiting a State Government application through their budget process for the Workers Accommodation Project. Participated in a meeting between Department of Communities, WALGA and Local Governments to workshop GROH issues in regional WA.	Chief Executive Officer
8.1.4	Construct worker accommodation subject to external funding.	Waiting on funding outcomes.	Director Asset Management

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 been completed across the CBD with new seats installed. Bin surrounds have been delivered and installation will start ASAP.	Manager Parks & Environment
9.2.1	Provide attractive and welcoming entrances into Esperance	Working through the town entry statements options.	Director Asset Management
9.2.2	Facilitate more tree planting across the Shire	Ongoing.	Manager Parks & Environment
9.3.1	Implement Civic Centre improvements	Waiting for tender to be issued.	Manager Asset Planning

Shire of Esperance

Council Plan January 2025

Action Code	Action Name	Comments	Responsible Officer Position
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 along with the playground and basketball court. Additional sensory play items have been installed at Adventureland Park. A concept design for bike facilities at Lalor Park is being developed.	Manager Parks & Environment
9.3.3	Prepare a new 10 year plan for Playgrounds and Public Open Space Strategic Plan 2025-2035	Not started.	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	Ongoing.	Manager Asset Operations
10.1.3	Provide safety measures along The Esplanade and Fisheries Road to improve pedestrian crossings	In progress.	Manager Asset Operations
10.2.1	Implement Road Safety Management Plan 2024-2030	Working on the actions with help from Roadwise.	Director Asset Management

Shire of Esperance

Council Plan January 2025

Action Code	Action Name	Comments	Responsible Officer Position
10.2.2	Advocate for Main Roads to provide road upgrades and more passing lanes	As opportunities arise.	Director Asset Management
10.2.3	Advocate 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 further update.	Director Asset Management
10.2.4	Implement the Shire of Esperance Road Construction and Maintenance Program	Ongoing.	Manager Asset Operations
10.3.1	Implement the Esperance Town Centre Parking, Traffic and Pedestrian Strategy	As per budget.	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.	Detailed design for first stage of Forrest St works currently underway.	Manager Asset Development
10.4.1	Implement the Esperance Airport Masterplan (including an upgrade to the main runway, replacement of the runway lighting system, and additional apron space)	Ongoing.	Manager Economic Development
10.4.2	Design, Fund and Construct new Airport runway	The draft design and supporting documents are nearly complete. From here, the consultant will deliver the final	Director Asset Management

Shire of Esperance

Council Plan January 2025

Action Code	Action Name	Comments	Responsible Officer Position
		packages and documents and have a timeframe for delivery.	

Shire of Esperance

Council Plan January 2025

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	Nothing further to report.	Chief Executive Officer
11.1.2	Advocate for urgent upgrades and a rebuild of Esperance Senior High School	Nothing further to report at this time.	Chief Executive Officer
11.1.3	Facilitate discussions with universities to explore options for a remote student services campus in Esperance	Awaiting to hear the outcome of Regional Development Australia application 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	No further updates this month.	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	Final draft complete and seeking peer review.	Manager Economic Development
12.1.2	Support proponents in priority industry sectors to establish businesses and develop projects in Esperance	The Shire continues to support the development of the Kepa Kurl Aquaculture precinct and the feasibility work being undertaken. The option deed for Lot 50 has been finalised and some preliminary discussions around	Manager Economic Development

Shire of Esperance

Council Plan January 2025

Action Code	Action Name	Comments	Responsible Officer Position
		future use of the waste facility site has occurred. DPIRD are hosting a Low Carbon Fuels and Bioenergy opportunities in Esperance which the Shire will be attending.	
12.1.3	Promote Esperance as a suitable centre for research and development, and pilot projects	Work with industries through the Economic Development portfolio to encourage and support diverse industries and enterprises.	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	Not Started.	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	Brand implementation work continuing with a focus on local tourism operators and businesses being able to use the brand to promote and market their business, products and services. Tourism Industry group being established by the Tourism Manager to ensure the issues, opportunities and challenges facing the sector are understood and we can try to work with them to address or develop.	Manager Economic Development
13.1.2	Provide more digital marketing and advertising opportunities to promote local experiences at Council facilities (eg. Esperance Airport)	Same as last month.	Manager Marketing & Communications

Shire of Esperance

Council Plan January 2025

Action Code	Action Name	Comments	Responsible Officer Position
13.2.1	Advocate for development of a 4 to 5 star accommodation offering	No further update.	Chief Executive Officer
13.2.2	Implement the recommendations from the Tourist and Worker Accommodation Study	Invited to submit draft submission for Key Worker Accommodation Project for consideration by Department of Communities. Still no advice received from Federal Government regarding Housing Support Program or funding application for Flinders Stage 3 and Oceans Parsons St subdivision. Tourism accommodation study and premium site identification process has revealed a potential developer for a 4-star offering and some additional hotel units being progressed including the Esperance hotel.	Manager Economic Development
13.2.3	Advocate for Traditional Owners to develop and promote cultural heritage tourism activities	No further updates this month.	Manager Economic Development
13.2.4	Advocate for the development and promotion of tourism experiences	Discussions with Esperance Port regarding Taylor St Jetty and ensuring recreational/tourism opportunities are included in the design. Sauna proposal on the foreshore being progressed with the EOI closed and seeking formal approval of preferred applicant at OCM February. Seeking requests for quotes from contractors regarding Tourism Signage Strategy.	Manager Economic Development
13.2.5	Develop wayfinding and interpretive tourism signage	A scope of works has been developed by the Tourism Manager. Will seek quotes shortly for the works.	Director Asset Management

Shire of Esperance

Council Plan January 2025

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 has commenced and Pulse reporting items will be sent out for manager review in February.	Governance & Corporate Support Coordinator
14.1.2	Provide public reports on progress towards achievement of priority projects and outcomes	Quarterly 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	Working on key project updates due to new grant funding announcements for the James Street Cultural Hub project and tender closures for the Myrup transfer station project.	Director Corporate & Community Services
15.1.2	Review and implement initiatives to improve internal business efficiencies and service delivery (such as more online services and digital forms)	Although nothing notable has been completed in this period, the IT team are working behind the scenes to improve internal business efficiencies.	Manager Information Services

Shire of Esperance

Council Plan January 2025

A well informed and engaged community

Action Code	Action Name	Comments	Responsible Officer Position
16.1.1	Review the Communication and Engagement Strategy	The Communication and Engagement Strategy is currently under review as time permits. Due June 2025.	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)	Pop-up booths have been provided at a number of community events to allow Council engagement with the community.	Chief Executive Officer
16.1.3	Conduct a biennial community survey to assess community priorities and benchmark performance levels	Preliminary planning has begun, discussions with Catalyse on 2025 survey questions expected in March.	Manager Marketing & Communications

Organisation	Project	Funding Summary	Project Timing	Amount
Esperance Wildlife Rescue & Rehabilitation Inc	First Aid Fauna Station	Storage space for essential lifesaving equipment	Feb - May 2025	\$1,500
Esperance Playgroup	Esperance Playgroup Bike Track	40m bike track withing playgroup grounds	Jan - March 2025	\$2,500
Cascade Town Recreation Association	Fun Day for outlying communities	Community engagement fun day	1/2/25	\$3,000
Esperance Clay Target Club Inc	63rd Annual Easter Carnival	Annual Clay Target Carnival	18 - 20th April	\$1,500
Esperance Equestrian Club	Annual Camp	Riding camp for all age and abilities to come together	8-9th March	\$2,000
Esperance Golf Club	Esperance Classic	Hosting Golf Classic for multiple teams	10-13th April	\$1,500
Esperance Cycling Club Inc	Tour de Esperance	all ages and ability event promoting cycling in Esperance	13th April	\$1,745
Esperance Bay Historical Society	Plaque at Dempster Homestead	Acknowledgement of the first nations people who were employees of the Dempster Family at Esperance Bay and Fraser Range. The plaque will have their names and will be mounted on a granite slab at Dempster Homestead	April	\$3,000

Item: 12.4.2

2025 Annual Meeting of Electors Motions

Author/s	Mathew Walker	Acting Chief Executive Officer
Authorisor/s	Mathew Walker	Acting Chief Executive Officer

File Ref: D25/3615

Applicant

Internal

Location/Address

N/A

Executive Summary

For Council to consider the motions from electors that were carried at the Annual Meeting of Electors, held on 4 February 2025.

Recommendation in Brief

That Council consider the below motions put forward at the Annual Elector's Meeting.

Background

Subsequent to accepting the 2023/24 Annual Report, the Shire of Esperance held its Annual Meeting of Electors (AME), on 4 February 2025, in accordance with the provisions of the *Local Government Act 1995* and associated regulations. At the AME, five (5) motions in General Business were moved with four (4) subsequently carried by electors at the meeting, being:

Motion 1

That Council commit to a landscaping plan with capital investment for the Esperance Cemetery.

Motion 2

That Council;

- 1. Publicly oppose the South Coast Marine Park; and*
- 2. An independent investigation into the community consultation process.*

Motion 4

That Council;

- 1. Consider putting ablutions facilities similar to Observatory Beach at Eleven Mile Beach; and*
- 2. Investigate putting bins at popular beach locations along Twilight Beach Road through to Eleven Mile Beach*

Motion 5

That Council join the section of Keenan's Road South to Keenan's Road North.

Please note, Motion 3 was not carried at the AME and is therefore not included.

Officer's Comment

As discussed in the Item background, Section 5.33 *Local Government Act 1995* (LGA) provides for what occurs with decisions made at an Electors' meeting. Section 5.33(1) deals with when Council is required to consider decisions from the AME, while Section 5.33(2) deals with what Council must do, should it make a response to a decision (or motion) at the AME. Under this section, the LGA provides no power to an electors' meeting to direct the Council or Shire to take any action or not to take any action on specific or general issue. Council is simply required to consider the motions passed, and if it chooses to make a decision (or resolution) in response to these motions, then the reason for these decisions is to be recorded in the minutes. Council has a variety of options available being:

1. Reject the motion(s)
2. Support the motion(s)
3. Amending the motion(s)
4. Note the motion(s)
5. Or a combination of the above

Council, however, is also required to ensure all actual Council decisions are lawful, in accordance with the relevant provisions of the LGA and related regulations, other legislation and law (such as contract and industrial), with reference to Council policies, local laws and currently uncompleted Council resolutions. This can create conflict between motions moved and passed at electors' meetings, as there is no expectation for electors to have regard to these obligations (as they are not elected members nor may have access to all information regarding a specific matter). Council's role is to balance the views that are expressed at the electors meeting, with those of the greater community and Council's statutory obligations. This regrettably may result in motions at electors meeting being significantly modified or unable to be implemented, due to them being considered "ultra vires" (beyond the authority of Council).

Councillors have the ability to move their own motions, which may or may not be representative of the Officer's recommendation. Council also has the option to deal with each recommendation separately or collectively.

Consultation

The attendance of 58 electors at the AME is considered to be the community consultation on this matter.

Financial Implications

There are no financial implications arising from this report.

Asset Management Implications

Nil

Statutory Implications

The statutory implications associated with this item are:

Section 2.7 The Role of the council, Local Government Act 1995

Section 5.33 Decisions made at electors' meetings, Local Government Act 1995

Policy Implications

Nil

Strategic Implications

Strategic Community 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

Nil

Officer Recommendation - Motion 1

That Council:

1. **Note Motion 1 from the Annual Meeting of Electors (February 2025); and**
2. **Advise an Esperance Cemetery Masterplan is currently being developed, which will include a landscaping plan and a required budget allocation with identified projects.**

Officer Recommendation - Motion 2

That Council:

1. **Note Motion 2 from the Annual Meeting of Electors (February 2025);**
2. **In line with the Shire's submission to the State Government, acknowledges the diverse views around the South Coast Marine Park; and**
3. **Advices the Shire will not undertake an independent investigation into the community consultation process, for the South Coast Marine Park, as this is a State Government process.**

Officer Recommendation - Motion 4

That Council:

1. **Note Motion 4 from the Annual Meeting of Electors (February 2025);**
2. **Consider the construction of an ablution facility at Eleven Mile Beach as part of the 2025/26 budget process; and**
3. **Consider putting bins at popular beach locations along Twilight Beach Road through to Eleven Mile Beach as part of the 2025/26 budget process.**

Officer Recommendation - Motion 5

That Council:

1. **Note Motion 5 from the Annual Meeting of Electors (February 2025); and**
2. **Consider the construction of 1.5km of Keenan Road to a fire access track standard, joining Keenan Road, as part of the 2025/26 budget process.**

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

0604-24 - Myrup Waste Management Facility - Materials Recovery Facility Equipment

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: 17.2

0605-24 - Myrup Waste Management Facility - Waste Compactor & Trailer's

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

EOI Esperance Town Foreshore Sauna

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: 17.4

0603-24 Myrup Waste Management Facility - Building and Concrete Works

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